



## COUNCIL MEETING MINUTES

Tuesday December 13, 2022

6:00pm

West Pelzer Municipal Center  
30 Main Street

Those present: Mayor Blake Sanders, Council Members Jim Riddle, Jeff Lee, Johnny Rogers and Pat Alexander; Town Clerk Paula Payton, Town Attorney Carey Murphy and Chief Scott Stoller.

INVOCATION/PLEDGE OF ALLEGIANCE – Mayor Sanders

CALL TO ORDER – Mayor Sanders 6:01pm

APPROVAL OF MEETING MINUTES - November 14, 2022 Council Meeting  
Motion to approve by Councilman Lee, 2<sup>nd</sup> by Councilwoman Alexander; all were in favor.

### PRESENTATIONS AND REPORTS

Paula Payton - Clerk's Report – see attached

Chief Stoller – Police Department Report – see attached

Mayor Sanders – Recognition of Councilwoman Pat Alexander

2022 Master Plan

### CITIZEN COMMENTS (sign up required / max 3 minutes)

None

### OLD BUSINESS

*Second Reading of Ordinance 2021-1011.1 "ADOPTION OF INTERNATIONAL BUILDING CODES PER SC LAW"*

Clerk's Comments: All building codes used within the State shall be adopted by the Council and enforced by local jurisdictions; The international building codes is adopted statewide; ordinance requires two readings; first reading was at the November 14, 2022 meeting. Councilman Lee made a motion to approve, 2<sup>nd</sup> by Councilman Riddle; all were in favor.

### NEW BUSINESS

*First Reading of Ordinance 2022-1213 " AN ORDINANCE TO REZONE APPROXIMATELY 5 ACRES OF REAL PROPERTY LOCATED NEAREST 501 WOODCOCK ROAD AND 190 MILL STREET, WEST PELZER, SOUTH CAROLINA 29669 (TAX MAP NUMBERS 2431301023, 2431301024, 2431301005, 2431301004, 2431301003, 2431301002, 2431301001, 2431302002, 2431302001) TO R-6 HIGH DENSITY RESIDENTIAL / MULTI-FAMILY"*

Clerk's Comments: Property was posted prior to the scheduled Planning Commission meeting;

No formal vote was taken by the Planning Commission due to a lack of a quorum; General consensus of the group was to recommend Council approve; Current zoning is R-20; requested zoning is R-6 High Density Residential Multi-family; Request by builder, staff report and map is attached; Ordinance requires two readings; If passed, second reading will be scheduled for the January 10, 2023 meeting. Councilman Riddle made a motion to approve 1<sup>st</sup> reading, 2<sup>nd</sup> by Councilman Lee; all were in favor.

### REQUEST BY COUNCIL

Councilman Rogers – none

Councilman Riddle – none

Councilman Lee – none

Councilwoman Alexander – stated that she had enjoyed her time on Council.

Mayor Sanders – wished everyone a Merry Christmas and again expressed his appreciation for Councilwoman Alexander.

EXECUTIVE SESSION

None

ADJOURNMENT

At 6:43pm Councilman Lee made a motion to adjourn, 2<sup>nd</sup> by Councilwoman Alexander; all were in favor.

*\*\* A reception followed in honor of Councilwoman Alexander\*\**

Minutes prepared by:

*Paula H. Payton, MMC, ABL*

Town Clerk



## COUNCIL MEETING AGENDA

Tuesday December 13, 2022

6:00pm

West Pelzer Municipal Center  
30 Main Street

- I. INVOCATION/PLEDGE OF ALLEGIANCE
- II. CALL TO ORDER
- III. APPROVAL OF MEETING MINUTES
  - a) November 14, 2022 Council Meeting
- IV. PRESENTATIONS AND REPORTS
  - a) Paula Payton - Clerk's Report
  - b) Chief Stoller – Police Department Report
  - c) Mayor Sanders – Recognition of Councilwoman Pat Alexander
  - d) 2022 Master Plan
- V. CITIZEN COMMENTS (sign up required / max 3 minutes)
- VI. OLD BUSINESS
  - a) Second Reading of Ordinance 2021-1011.1 "ADOPTION OF INTERNATIONAL BUILDING CODES PER SC LAW"
- VII. NEW BUSINESS
  - a) First Reading of Ordinance 2022-1213 "AN ORDINANCE TO REZONE APPROXIMATELY 5 ACRES OF REAL PROPERTY LOCATED NEAREST 501 WOODCOCK ROAD AND 190 MILL STREET, WEST PELZER, SOUTH CAROLINA 29669 (TAX MAP NUMBERS 2431301023, 2431301024, 2431301005, 2431301004, 2431301003, 2431301002, 2431301001, 2431302002, 2431302001) TO R-6 HIGH DENSITY RESIDENTIAL / MULTI-FAMILY"
- VIII. REQUEST BY COUNCIL
- IX. EXECUTIVE SESSION
- X. ADJOURNMENT

**\*\* A reception will follow in honor of Councilwoman Alexander\*\***



[www.westpelzer.com](http://www.westpelzer.com)

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To: Mayor Sanders and Council

From: Paula H. Payton, MMC, ABL

Subject: Clerk's Report

Date: December 10, 2022

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*The following are updates and information related to activities in the Town of West Pelzer and/or upcoming events. Please contact me with any questions that you may have related to these items. [ppayton@westpelzer.com](mailto:ppayton@westpelzer.com) or 864-947-6297 ext. 101*

#### **Administration**

- The next Quarterly Department Meeting will be scheduled for January 2023
  - A meeting summary will be provided to Council via email
- TextMyGov
  - Connect to citizens via text
  - Report issues & find information
  - Opt to receive alerts for **General Information, Emergency, Events**
- 2022 Year-end review (included)

#### **Public Works**

- 9 work orders were completed in the month of November 2022.
  - Work Orders can be submitted online ([www.westpelzer.com](http://www.westpelzer.com)) or by calling Town Hall
- 2021 CCR Water Quality Report is available at [www.westpelzer.com](http://www.westpelzer.com)
- Reminder - Sanitation will run as usual, unless notification is received, even on holidays
- Waste Industries dba GFL will pick up only GFL cans starting April 1, 2022
  - Citizens can contact GFL directly to add an additional can for a discounted rate of \$5 per month
- ReWa Update
  - Rate Increase (effective for February 2023 billing)

▪ Current Base \$12.38	~	Increase \$12.75
▪ Current Usage \$6.27/1,000	~	Increase \$6.56/1,000
  - ReWa Charges
    - ReWa Collection (formerly SEWER)
    - ReWa Trunk & Treatment (formerly REWA)

## **Municipal Court**

Monies disbursed for November 2022

- General Fund ~ \$807.14
- Victim's Fund (Anderson County) ~ \$96.84
- State Assessment ~ \$1,430.78

## **Finance**

- November 2022 Budget
  - General Fund    Income \$49,925.66    ~    Expense \$36,394.71
  - Water/Sewer    Income \$69,074.48    ~    Expense \$75,760.44
  - Hospitality Tax    Income \$4,926.80    ~    Expense \$3,969.91
- Over Budget Items (YTD)
  - 03-7195-000    SCDHEC Fees
  - 03-7411-000    Vehicle/Equipment Repairs & Maintenance
  - 01-7220-100    Dues & Subscriptions





## YEAR-END REVIEW

### 2022

The Town of West Pelzer has had another amazing year! As always, our elected officials, staff and citizens have come together to make things happen!

Increased fund balances, completed capital projects, new homes, new businesses and new partnerships!

The best is yet to come!

### INDIVIDUAL ACHIEVEMENTS

Paula Payton, MMC, ABL

- Athenian Fellow Designation
- Accredited Business License Official Designation
- Appointment to Municipal Finance Officers Clerks & Treasures Board of Directors

## ARPA PROJECTS

American Recovery Plan Act (ARPA)

- Infrastructure Upgrades
- Technology Upgrades
- Crosswalk Signs
- Meter/Utility Billing Software Upgrade
- Equipment Purchase
- Master Plan & Zoning Ordinance Update

## COUNCIL PROJECTS

SAFETY:

- Additional Security Cameras
- 4-way Stops on Secondary Roads
- Demolition of Dilapidated Home

BEAUTIFICATION:

- Landscaping on Main Street
- Holiday Decorations
- Mulch/Maintenance of Chapman Park

FINANCE:

- Sold Sewer System to ReWa
- Paid Off the Greenville Water Buy-In (3 years early)
- Property Tax, Business License & Hospitality Tax Fund Increase Due to Growth (NO RATE INCREASES)
- 21 New Homes Constructed

TEXT MY GOV:

- Citizens can text the town to find information and report issues; Text HI to 864.865.8030
- Get town text message alerts:
- Text: WPALETS, WPEMERGENCY OR WPEVENTS TO: 91896

## VOLUNTEERS & EVENTS

In 2022 we had a group of dedicated volunteers that helped to make our events happen and guarantee success:

- Dog Days of Summer
- National Night Out
- First Friday Movies in the Park
- Pumpkin Palooza
- Annual Christmas Parade



To: Mayor Sanders and Council

From: Chief Scott Stoller

Subject: Police Department Accomplishments 2022

Date: December 1, 2022

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- New policy and procedures completed and in the final phases prior to review and approval by our Town Attorney and leadership. This document meets the standards for South Carolina Law Enforcement Accreditation as we will pursue accreditation in 2023. Currently there are only 29 accredited law enforcement agencies in South Carolina out of approximately 272 agencies.
- We have upgraded our current hand-held two-way radio equipment to maintain compatibility with Anderson County Sheriff's Office and other agencies. This was done at no cost to the Town. This is a short-term fix to remaining interoperable with surrounding agencies. Our radios are still out of production/end of life and will need replacement, however this bought us more time.
- We have continued to computerize our record keeping and reporting. This has drastically reduced our paper consumption, made case files more legible, and improved record keeping.
- We secured a non-matching grant from SC DPS in excess of \$5800.00. For body cameras. Through this we have upgraded from an out of date and unreliable body camera system to a state-of-the-art system with cloud storage and many additional features at no cost to the town.
- All patrol vehicles now have automated defibrillators and trauma kits, to better serve our citizens in the case of a medical emergency. This was at no cost to the Town.
- We continue to step up code enforcement actions in an effort to help beautify the Town.
- We have added updated speed measuring devices to our tools to help us curb speeding and improve safety in our Town.
- Our officers continue to attend classes, in person and on-line, to continually improve officer education and capability to serve our Town.
- Officer Cauthen and Chief Stoller were recognized by Governor McMaster for saving multiple people who suffered opioid overdoses where they stopped breathing.
- Chief Stoller completed training as a SC Fusion Liaison Intelligence Officer, this enables us to access greater investigative resources through SLED, the FBI, and other agencies, to help solve our cases.



To: Mayor Sanders and Council  
From: Chief Scott Stoller  
Subject: Police Department Report  
Date: Dec.1, 2022

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*The following are updates and information related to activities of the West Pelzer Police Department and/or upcoming events. Please contact me with any questions that you may have related to these items or anything else. I want your input!*  
*chief@westpelzer.com or 864-947-6297 ext. 103*

#### **Crime Stats**

- Reports- 12
- Arrests- 2 persons
  - Domestic violence
  - Public drunk
- Tickets written – 35
- Warnings- 12
- Motor vehicle collisions - 2

#### **Updates**

- Reminder: If anyone needs to reach an officer for general information, they can call 864-947-6297 opt 5.  
***To make a report or request a response call Anderson County Dispatch 864-260-4444; If it is an emergency, please dial 911.***
- The Christmas parade is Saturday December 3, 2022.



**ORDINANCE 2021-1114.1**  
**Adoption of International Building Codes Per SC Law**

**Section 1: General**

- (A) All building codes used within the State shall be adopted by the Council and enforced by local jurisdictions. The adoption process must follow the procedure established in the Building Codes Act and be completed prior to January 1, 2023.
- (B) Administration and enforcement of the latest adopted edition of any building code must occur in all local jurisdictions on the implementation date as established by the Council. All new construction, additions, renovations, repair, or work of any kind, to any system, in a building or structure, for which a completed building permit application has been approved prior to the implementation date, will be allowed to be completed and must be inspected under the building codes in effect at the time the original building permit was issued.
- (C) Council hereby adopts the following mandated adopted codes:
- 2021 International Building Code with SC Modifications
  - 2021 International Residential Code with SC Modifications
  - 2021 International Plumbing Code with SC Modifications
  - 2021 International Mechanical Code with SC Modifications
  - 2021 International Fuel Gas Code with SC Modifications
  - 2021 International Fire Code with SC Modifications
  - 2020 NFPA 70 National Electrical Code

First Reading: November 14, 2022

Second Reading: December 13, 2022

A handwritten signature in blue ink, appearing to read 'Blake Sanders', is written over a horizontal line.

Mayor Blake Sanders

Town Clerk Paula Payton, MMC, ABL

## ORDINANCE 2022-1213

**AN ORDINANCE TO REZONE APPROXIMATELY 5 ACRES OF REAL PROPERTY LOCATED NEAREST 501 WOODCOCK ROAD AND 190 MILL STREET, WEST PELZER, SOUTH CAROLINA 29669 (TAX MAP NUMBERS 2431301023, 2431301024, 2431301005, 2431301004, 2431301003, 2431301002, 2431301001, 2431302002, 2431302001) TO R-6 HIGH DENSITY RESIDENTIAL / MULTI-FAMILY.**

**WHEREAS**, Vicars Construction has applied to the Town Planning Commission and Town Council to rezone a piece of property located nearest 501 Woodcock Road and 190 Mill Street; and

**WHEREAS**, the parcel of property, known as Tax Map Numbers 2431301023, 2431301024, 2431301005, 2431301004, 2431301003, 2431301002, 2431301001, 2431302002, & 2431302001 and located nearest 501 Woodcock Road and 190 Mill Street is currently zoned R-20; and

**WHEREAS**, the applicant has requested the property be rezoned to Residential 6 (R-6) to allow for construction of residential Townhomes; and

**WHEREAS**, a Planning Commission meeting was schedule for November 29, 2022 to review the proposed zoning request; due to a lack of a quorum the commission was not able to make a formal vote; and

**WHEREAS**, No public was present; and

**WHEREAS**, it was the general consensus of the members present to recommend approval of the request.

**NOW, THEREFORE, BE IT ORDAINED:** That the rezoning request is hereby approved by Town Council.

First Reading: 12/13/2022

Second Reading: \_\_\_\_\_

\_\_\_\_\_  
Mayor Blake Sanders

\_\_\_\_\_  
Town Clerk Paula Payton, MMC, ABL

**TOWN OF WEST PELZER**  
**ZONING PERMIT APPLICATION**  
**FORM WP-Z-1**

Date Filed: 11/7/22

Fee Paid: \_\_\_\_\_

*Application must be filled out completely and accurately before it can be accepted.*

THE APPLICANT HEREBY REQUESTS a zoning permit pursuant to Section 7-101 of the West Pelzer Zoning Ordinance to use the property described below in the following manner:

**Townhouses to be sold in the future**

APPLICANT: **Vicars Construction, LLC**

Address: **223 Siloam Rd. Suite A Easley, SC 29642**

Phone: **864-220-9840**

OWNER (if different from applicant): \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

PROPERTY ADDRESS: **See attached.**

Tax Map Number: \_\_\_\_\_

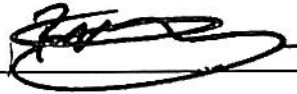
Plat Book: \_\_\_\_\_ Page: \_\_\_\_\_

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DESIGNATION OF AGENT (complete only if owner is not the applicant)

I hereby appoint the person named as Applicant as my agent to represent me in this request for a zoning permit.

Date: **11.7.2022**



Owner(s) signature

\*\*\*\*\*

I certify that the information in this request is correct.

Date: \_\_\_\_\_

Applicant Signature

\*\*\*\*\*

TOWN USE ONLY

Approved: \_\_\_\_\_

Disapproved: \_\_\_\_\_



Town of West Pelzer  
30 Main Street  
West Pelzer, SC 29669  
[www.westpelzer.com](http://www.westpelzer.com)

Applicant: Vicars Construction, LLC

Owner: Vicars Construction, LLC

Location: Mill Street & Woodcock Road

TMS No: 2431301023, 2431301024, 2431301005, 2431301004, 2431301003, 2431301002, 2431301001,  
2431302002, 2431302001

Request: Rezoning

Existing Zoning: R-20 (20,000 sf)

Requested Zoning: R-6 High Density Residential (Multi-family)

- Property Size: +5 Acres
- Current zoning – R-20
- Requested zoning - R-6 High Density Residential (allows for min. 6,000 sf lots and multi-family units)
- Adjacent land use and zoning is residential (R-20), multi-family (R-6)
- Develop intends to develop townhomes (3-4 attached units per building)
- No current water/sewer service (contractor responsibility to provide utility coordination, expansion of service area, etc.)
- Town of West Pelzer will assume no responsibility for interior drives/roads
- Buffer areas required adjacent to existing residential
- Additional requirements may be included as part of the final site plan submittal (eg. street trees, sidewalks, etc.)

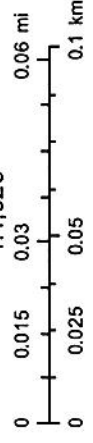
Should the Planning Commission or Town Council deny the application request, the Applicant can submit for a hearing from the Board of Zoning Appeals and/or Circuit Court.

The Planning Commission can issue a recommendation to Council for approval or denial of this request. First Reading would occur at the regular scheduled council Meeting in December 2022.

<b>Tax Map #'s</b>	<b>Physical Address</b>
2431301023	503 WOODCOCK RD
2431301024	501 WOODCOCK RD
2431301005	192 MILL ST
2431301004	190 MILL ST
2431301003	188 MILL ST
2431301002	186 MILL ST
2431301001	184 MILL ST
2431302002	no address
2431302001	no address



1:1,929



ESRI, Highland Mapping, and Anderson County GIS