

**Kershaw County Planning and Zoning Commission**  
**Minutes - Regular Session**  
**October 14, 2010, 5:30 p.m.**  
**County Council Chambers, 515 Walnut Street**  
**Camden, SC 29020**

Members in Attendance: Lewis Shaw, David Brown, Charles Cottingham, Karen Eckford, George Gibson, and Richard Simmons

Member Absent: Dan Matthews

Staff in Attendance: Carolyn Hammond and John Newman

**Call to Order**

Chairman, Lewis Shaw, called the meeting to order at 5:30 p.m.

**Public Comment Period**

There were no comments from the public.

**Approval of Minutes**

George Gibson motioned that the minutes of the September 9, 2010 regular meeting be approved. David Brown seconded, and all voted in favor.

**2011-2012 CIP Presentations and Discussion**

Rob Keisler reported that all six of the buildings he is in charge of are aging and need maintenance:

Courthouse

Mr. Keisler's top priority is the Courthouse elevator. It is reaching the end of its life cycle and needs to be repaired at a cost of \$18,000 or replaced for a minimum of \$78,000. Today's technology offers elevators that are more energy efficient and require less maintenance. Any work done must meet costly new elevator safety regulations. A study is needed to determine whether to build a new courthouse or renovate the current one. The issue of moving Family Court to another building also needs to be studied. Joyce McDonald is looking into various funding sources for the study. Lastly, issues with security and ADA compliance at the courthouse need to be addressed.

Health Department

The boiler system is 35 years old and needs to be replaced at a cost of approximately \$132,000. ADA issues have to be addressed with a ramp, doorway replacement, and compliant restroom facilities.

Agriculture Building

This building needs to become ADA compliant and the HVAC system and duct work need to be replaced at a cost of between \$32,000 and \$42,000.

DJJ/Pardons and Parole Building

This building has ADA issues that need to be addressed.

Voter Registration

This building has ADA issues that need to be addressed.

Lewis Shaw pointed out that air quality grants are available through the EPA for old government buildings. He also suggested creating a separate CIP category for items that put the County at

risk. The County needs to be compliant with rules and regulations such as ADA which are set by others.

Randy Roberts, the Assessor/GIS Manager, gave a Power Point presentation of two software programs that would benefit his department:

#### Access Pro CAMA (Computer Aided Mass Assessment) Software

The Smith Data software the Assessor's office currently uses is inadequate. His staff must view several screens to gather information. Property cards have to be drawn by hand, and they get damaged and misplaced. Assess Pro software has capability that the current system does not. Access Pro contains many valuation options and a graphical sketching tool. It can do reports and provide GIS information. Because of its many features, it will streamline processes, give more information, and make his department more efficient.

#### Pictometry

Pictometry is a software program that will be of great value to Planning and Zoning, Fire Services, EMS, the Sheriff's Department, and Dispatch as well as the Assessor's office. Pictometry consists of 3-D aerial photographs and corresponding data of the entire county. It has a change detector that will allow the Assessor's office to know if a building has been built or improved. This feature will ensure that all taxable structures are added to the tax rolls. Its measuring tool allows assessors to measure property and figure square footage without having to go on the property, thus saving time, gas, and vehicle expenses. The cost is around \$80,000.

Both of the Assessor's software projects are less than \$100,000, and the Commission suggested they be bundled. John Newman reminded the group that all technology needs need to be coordinated through the IT Director, Chris Jones. Mr. Jones has approved the Access Pro software.

Bill Molnar reported that Peggy Spivey, Detention Center Director, was unable to attend the meeting to talk about expanding the Detention Center. He said the original jail had been built for 80 inmates, but at times, houses over twice that number. Currently all women are housed in the same area. Additional space is needed to segregate the women by the severity of their crime. Ms. Spivey will appear before the Commission at their next meeting with numbers and justification for her requests.

John Newman said that department heads are looking at whether studies are needed. He said a \$45,000 study to update the Economic Development Strategic Plan is necessary because the current 2005 plan has been largely completed. The new study can also be used for the next update to the Comprehensive Plan. Russell Wright will be requesting a study for an update of the sewer plan, and the Planning and Zoning Department will request a transportation study.

After requesting a CIP timeline from Mr. Molnar, the Commission set two work session dates to go through the submitted material, set priorities, and look at funding. The first work session will be December 2, 2010 with another on January 20, 2011, if necessary. At the next meeting, John Newman will present all information that has been received to date.

#### **Staff Report on County Council Actions Concerning the Planning and Zoning Commission**

John Newman reported that during their September 14<sup>th</sup> meeting, Council held third reading on the text amendments to the ZLDR (including the hardship amendment) and on setting fees for sign permits and registration. Both passed 4-2 with Councilmen Jones and Miles voting against. On September 28<sup>th</sup> and October 12<sup>th</sup>, they passed first and second readings on Dennis

Richardson's 651 Wildwood Lane rezoning request 6-1, with Councilman Smoak opposing. Planning Commission reappointments will be taken up at their next meeting.

**October 19, 2010 Planning Official Annual 3-Hour Training**

John Newman announced that the October 19<sup>th</sup> continuing education training session will be rescheduled. Vivian Rodgers will be calling to work out an agreeable date for those who have yet to attend.

**Other Items**

Lewis Shaw reported that John Newman attended a recent DHEC air quality meeting where they discussed how zoning and land use practices can affect air quality. He said non-attainment is possible for some areas of South Carolina that previously were in attainment. These areas could include six counties surrounding Columbia, including Kershaw County. DHEC is considering using Kershaw County as a pilot project in preventing non-attainment.

**Adjournment**

At 6:25 p.m., the Chairman called for a motion to adjourn. The motion was made by Richard Simmons, seconded by Karen Eckford, and approved by all.

Respectfully submitted,

*Carolyn B. Hammond*

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Secretary