

Pendleton Town Council

Mayor

Frank Crenshaw

Council Members

Lyn Merchant
Sandra Gantt
Vince Gaulin
Mike Seef

Council Chambers in the
Pendleton Town Hall

www.townofpendleton.org

MAY 2, 2023, 7:00 PM

REGULAR SESSION

AGENDA:



Administrator

Steve Miller

Municipal Clerk

Amber Barnes

1. **PLEDGE OF ALLEGIANCE**
2. **SPECIAL PRESENTATION**
3. **PUBLIC HEARING TO RECEIVE CITIZEN INPUT ON THE TOWN OF PENDLETON 2023 REDISTRICTING PLAN**
 - 3.a 2023 Redistricting Plan Public Hearing
 - [Draft 1 map & stats.pdf](#)
 - [Draft 2 map & stats.pdf](#)
 - [Draft 3 map & stats.pdf](#)
 - [Public Comments - Response to Ward Maps.docx](#)
 - [Public Comments - Redistricting.pdf](#)
 - [Redistricting - Public Comments on Pendleton SC Redistricting Plan for Ward boundaries.pdf](#)
4. **PUBLIC HEARING TO RECEIVE CITIZEN INPUT REGARDING THE TOWN OF PENDLETON'S FY 23/24 BUDGET**
 - 4.a Proposed Budget FY 23/24 Public Hearing
 - [Budget FY 23-24.pdf](#)
 - [Budgeted Projects for FY 23-24.pdf](#)
5. **COUNCIL UPDATES**
6. **PENDLETON FIRE DEPARTMENT BUILDING UPDATE - CHIEF TOMMY BROCK AND PENDLETON FIRE DEPARTMENT MEMBERS**
7. **APPROVAL OF MINUTES**
 - 7.a CONSIDERATION OF APPROVING MINUTES OF PRIOR MEETINGS
 - [Town Council Minutes - April 4, 2023.pdf](#)
 - [Town Council Minutes - April 5, 2023 Called Meeting.pdf](#)
 - [Town Council Minutes - April 20, 2023 Called Meeting.pdf](#)
8. **PUBLIC COMMENTS** *3-minute time limit per resident, business owner, or Town property owner*
9. **REPORTS:**
 - 9.a POLICE DEPARTMENT REPORT
 - [April 2023 Police Dept report.docx](#)
 - 9.b PLANNING & ZONING DEPARTMENT REPORT
 - [Town Council Report for 05.02.2023.docx](#)
 - 9.c ADMINISTRATOR'S REPORT
10. **ACTION ITEMS:**
 - 10.a CONSIDERATION OF ALLOCATING FUNDS TO NON-PROFITS FOR FY 23/24
 - 10.b CONSIDERATION OF A RESOLUTION BY THE PENDLETON TOWN COUNCIL ACCEPTING THE RECOMMENDATION FROM THE PENDLETON PLANNING COMMISSION TO RE-ZONE 204 EAST MAIN STREET HAVING TMS # 40-10-09-001 FROM (R2) LOW-DENSITY RESIDENTIAL TO NEIGHBORHOOD COMMERCIAL (NC)

[Council Meeting Pack 5.2.2023 204 East Main Street Re-zone.pdf](#)

10.c CONSIDERATION OF A RESOLUTION BY PENDLETON TOWN COUNCIL ACCEPTING THE PENDLETON PLANNING COMMISSION'S RECOMMENDATION TO ADOPT THE 2022 COMPREHENSIVE PLAN UPDATE FOR THE TOWN OF PENDLETON, SOUTH CAROLINA
[FINAL COMP PLAN for COUNCIL 05.02.2023 \(4\).pdf](#)

10.d CONSIDERATION OF FIRST READING OF AN ORDINANCE TO SET THE TOWN OF PENDLETON'S BUDGET FOR FISCAL YEAR 2023/2024, INCLUDING THE TOWN'S FEE SCHEDULE, AND OTHER MATTERS RELATED THERETO
[Budget FY 23-24.pdf](#)

10.e CONSIDERATION OF FIRST READING OF AN ORDINANCE TO AMEND ORDINANCE NO. 15-01 TO PROVIDE FOR THE ADOPTION OF A FOUR SINGLE MEMBER WITH RESIDENCY REQUIREMENTS WARD REAPPORTIONMENT PLAN FOR THE TOWN OF PENDLETON, SUCH PLAN PROVIDING FOR A COUNCILMEMBER TO BE ELECTED FROM EACH WARD AND THE METHOD OF ELECTION FOR THE TOWN OF PENDLETON
[Ordinance - to provide for the adoption of new ward map 2023.docx](#)

10.f CONSIDERATION OF SECOND AND FINAL READING OF AN ORDINANCE AUTHORIZING AND DIRECTING THE TOWN OF PENDLETON, SOUTH CAROLINA TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT RELATING TO SOUTH CAROLINA LOCAL REVENUE SERVICES; TO PARTICIPATE IN ONE OR MORE LOCAL REVENUE SERVICE PROGRAMS; TO EXECUTE AND DELIVER ONE OR MORE PARTICIPANT PROGRAM SUPPLEMENTS; AND OTHER MATTERS RELATING THERETO
[MASC - LRS Ordinance Update Cover Memo-2023.pdf](#)
[MASC - LRS Ordinance-2023.docx](#)
[MASC - LRS Intergovernmental Agreement-2023.docx](#)

11. CONSIDERATION OF EXECUTIVE SESSION PURSUANT TO SC CODE OF LAWS 30-40-70 (a) (1) TO DISCUSS AN APPOINTMENT TO THE PLANNING COMMISSION

11.a CONSIDERATION OF EXECUTIVE SESSION

12. MOTION(S)/VOTE(S) FROM EXECUTIVE SESSION IF NEEDED

13. ADJOURNMENT



Town of Pendleton
Department Head Agenda Item Request Form

The South Carolina Freedom of Information Act requires the Town of Pendleton to publicly post the agendas of Town Council meetings. Additionally, all agenda items must be listed on the agenda and must describe the nature of the item(s) being considered. In order to meet these legal requirements, it is necessary to provide us with the following information before it can be placed on the agenda. **The deadline for submitting an agenda item request and supporting documentation for Council Member Agenda Packets is Wednesday 12:00 pm before the Council meeting.** Requests received after that time will be scheduled for the following meeting.

Please print or type all information.

Name of person making request: SM/AB

Phone: 8646469409

Date Submitted: 04/21/2023

Time Submitted: 10:22 am

Meeting Date: 05/02/2023

Agenda Item Title: 2023 Redistricting Plan Public Hearing

Description:

Every 10 years federal, state, and local district lines are redrawn based on the most recent census data. Pendleton refers to district lines as ward lines. These lines determine who can run in elections. Ward lines should be drawn to ensure fair and equal representation for all residents.

Council worked with the SC Office of Revenue and Fiscal Affairs (RFA) to create the maps and determine statistics for each map. All three maps meet the requirements as outlined in Council's adopted Resolution.

Citizen feedback has been requested from April 14 through noon on April 26, 2023, and may also be given during the Public Hearing.

Recommended Action: N/A

Please attach any pertinent documents to support this item. This will help the Town Council to make an informed decision in the best interest of the Town of Pendleton.

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DRAFT 1 MAP



DRAFT 1 STATS

pendleton Table 2: Total Population by Race *Race defined using DOJ definitions. Not Hispanic or Latino is abbreviated as NH

Municipality	District	Total	Hispanic	% Hispanic	NH White	% NH White	NH DOJ Black*	% NH DOJ Black	NH Other Race	% NH Other Race
Pendleton	1	876	51	5.82%	577	65.87%	210	23.97%	38	4.34%
Pendleton	2	872	39	4.47%	539	61.81%	230	26.38%	64	7.34%
Pendleton	3	866	25	2.89%	603	69.63%	175	20.21%	63	7.27%
Pendleton	4	875	17	1.94%	604	69.03%	175	20.00%	79	9.03%
	Total	3,489	132	3.78%	2,323	66.58%	790	22.64%	244	6.99%

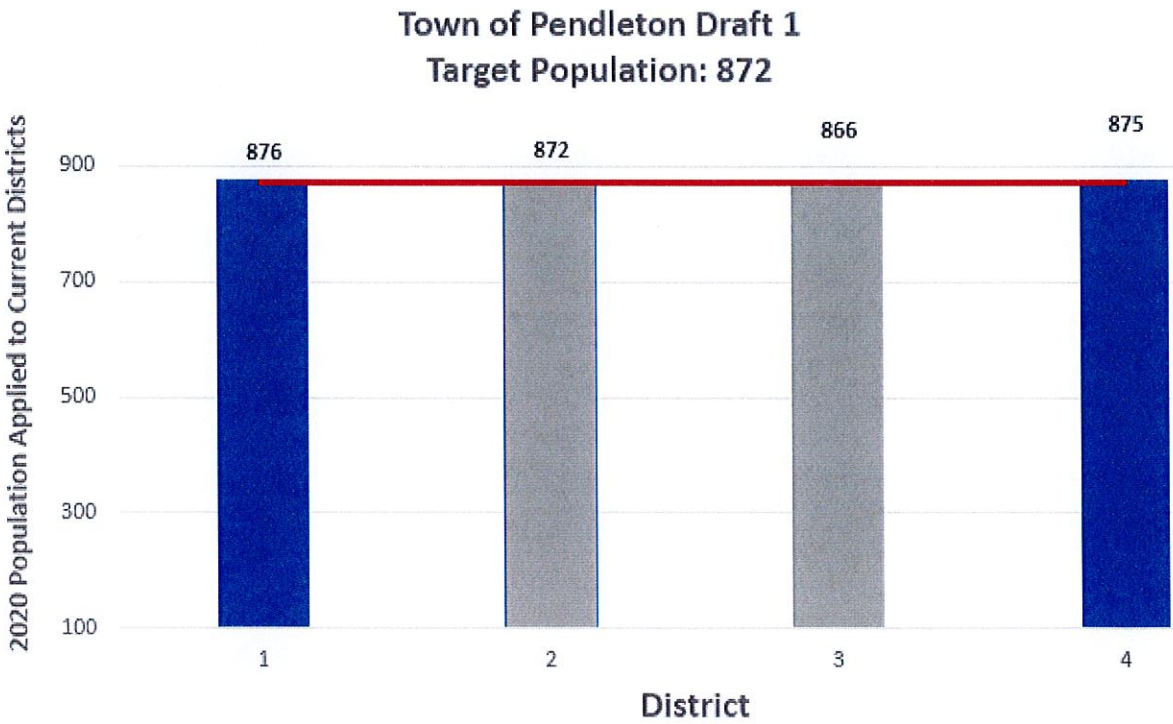
Table 3: Voting Age Population by Race *Race defined using DOJ definitions. Not Hispanic or Latino is abbreviated as NH

Municipality	District	Total VAP	Hispanic VAP	% Hispanic VAP	NH White VAP	% NH White VAP	NH DOJ Black* VAP	% NH DOJ Black VAP	NH Other Race VAP	% NH Other Race VAP
Pendleton	1	695	34	4.89%	491	70.65%	142	20.43%	28	4.03%
Pendleton	2	693	24	3.46%	459	66.23%	167	24.10%	43	6.20%
Pendleton	3	714	22	3.08%	497	69.61%	144	20.17%	51	7.14%
Pendleton	4	742	15	2.02%	542	73.05%	119	16.04%	66	8.89%
	Total	2,844	95	3.34%	1,989	69.94%	572	20.11%	188	6.61%

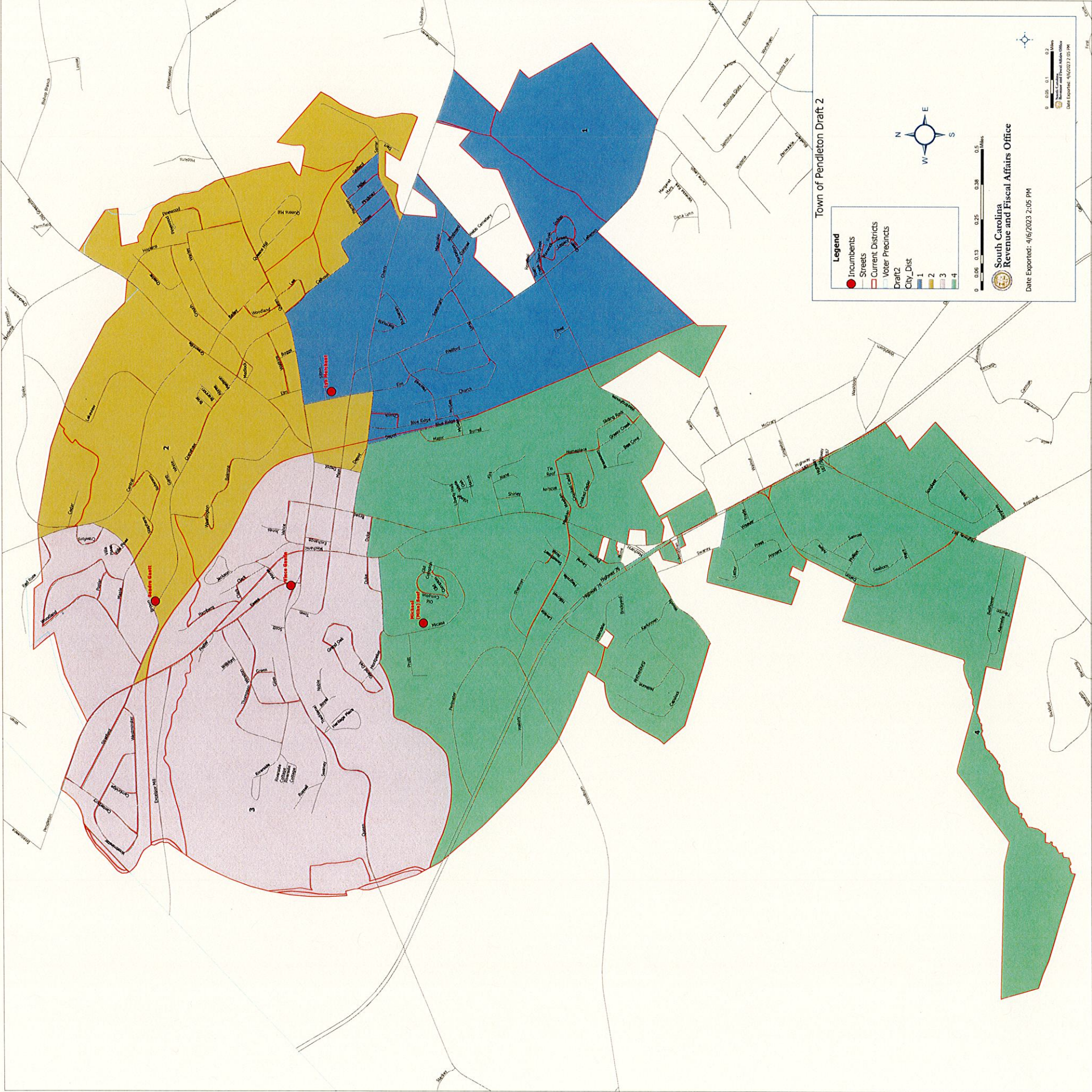
Row Labels	Sum of	Sum of	Sum of	Sum of	Sum of	Sum of	Sum of	Sum of	Sum of	
	Hispanic_	Sum of	NH_DOJ_Bl	Sum of	Sum of	Sum of	VAP_NH_WH	VAP_NH_D		
	O	NH_WHT	K	NH_OTHER	VAP_TOTAL	VAP_HISPAN	T	OJ	Sum of VAP_NH_OTH	
	876	51	577	210	38	695	34	491	142	28
	872	39	539	230	64	693	24	459	167	43
	866	25	603	175	63	714	22	497	144	51
	875	17	604	175	79	742	15	542	119	66
Grand Total	3489	132	2323	790	244	2844	95	1989	572	188

Table 1: 2020 Census Counts Applied to Current Districts

District	2020 Census	Goal	Over/(Under)	% Deviation
1	876	872	4	0.43%
2	872	872	(0)	-0.03%
3	866	872	(6)	-0.72%
4	875	872	3	0.32%
Lowest	-0.72%			
Highest	0.43%			
Range	1.15%			



DRAFT 2 MAP



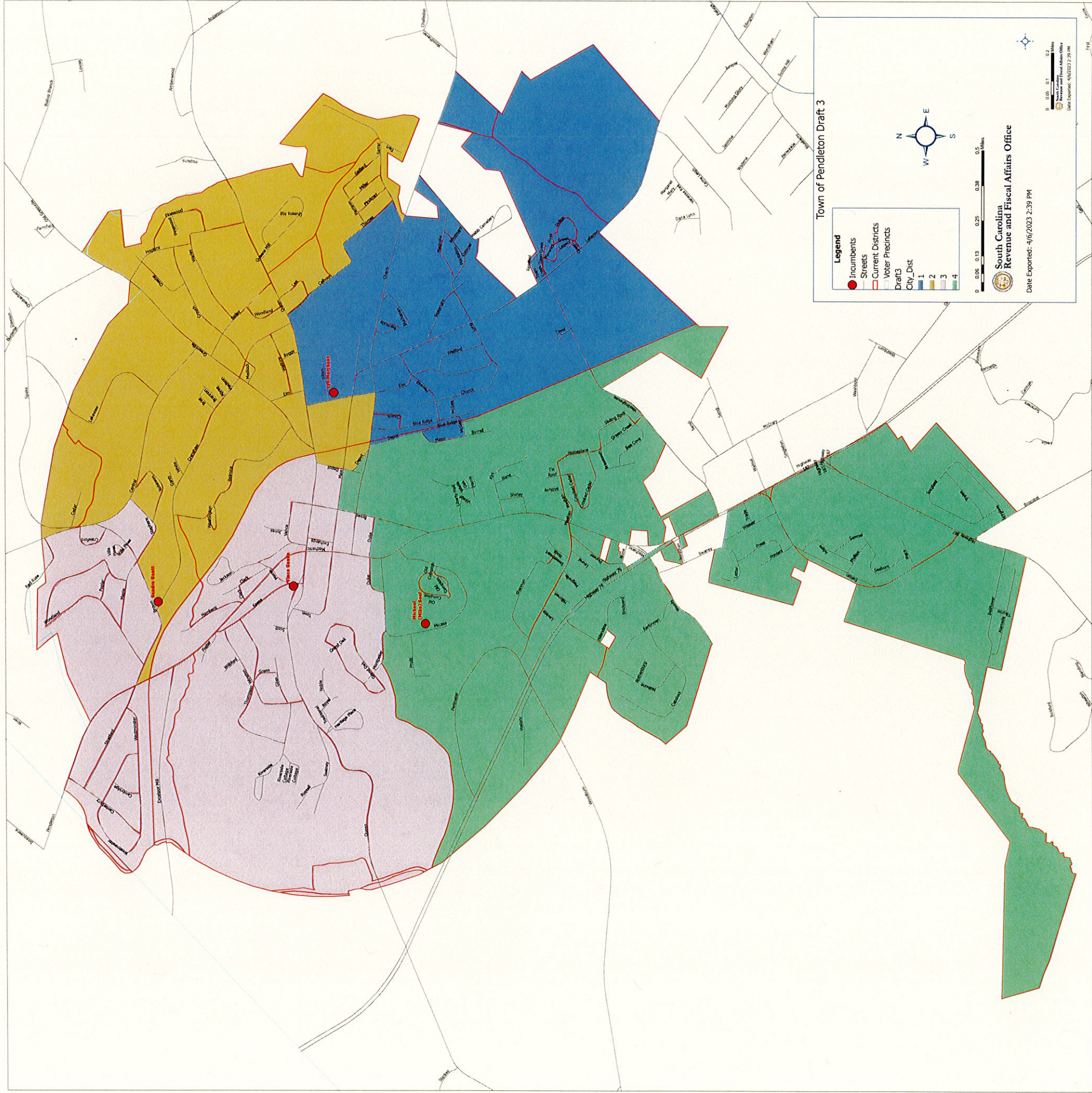
DRAFT 2 STATS

Pendleton Table 2: Total Population by Race *Race defined using DOJ definitions. Not Hispanic or Latin										
Municipalit	District	Total	Hispani	%	NH	% NH	NH DOJ	% NH	NH	% NH
y			c	Hispanic	White	White	Black*	Black	Race	Other Race
Pendleton	1	869	40	4.60%	594	68.35%	200	23.01%	35	4.03%
Pendleton	2	877	49	5.59%	522	59.52%	239	27.25%	67	7.64%
Pendleton	3	871	29	3.33%	602	69.12%	173	19.86%	67	7.69%
Pendleton	4	872	14	1.61%	605	69.38%	178	20.41%	75	8.60%
Total		3,489	132	3.78%	2,323	66.58%	790	22.64%	244	6.99%

Table 3: Voting Age Population by Race *Race defined using DOJ definitions. Not Hispanic o										
Municipalit	District	Total	Hispani	%	NH	% NH	NH DOJ	% NH	NH	% NH
y		VAP	c VAP	Hispanic VAP	White VAP	White VAP	Black* VAP	Black DOJ VAP	Race	Other Race
Pendleton	1	706	30	4.25%	520	73.65%	132	18.70%	24	3.40%
Pendleton	2	675	29	4.30%	427	63.26%	177	26.22%	42	6.22%
Pendleton	3	732	22	3.01%	507	69.26%	145	19.81%	58	7.92%
Pendleton	4	731	14	1.92%	535	73.19%	118	16.14%	64	8.76%
Total		2,844	95	3.34%	1,989	69.94%	572	20.11%	188	6.61%

		Sum of		Sum of	Sum of	Sum of	Sum of	Sum of	Sum of	Sum of	
		Hispanic_	Sum of	NH_DOJ_BL	NH_OTH	VAP_TOTA	VAP_HISP	VAP_NH_	VAP_NH_	VAP_NH_	
Row Labels	▼	Sum of total	O	NH_WHT	K	ER	L	AN	WHT	_DOJ	_OTH
1		869	40	594	200	35	706	30	520	132	24
2		877	49	522	239	67	675	29	427	177	42
3		871	29	602	173	67	732	22	507	145	58
4		872	14	605	178	75	731	14	535	118	64
Grand Total		3489	132	2323	790	244	2844	95	1989	572	188

DRAFT 3 MAP



DRAFT 3 STATS

Pendleton Table 2: Total Population by Race *Race defined using DOJ definitions. Not Hispanic or Latin

Municipalit	District	Total	Hispani	% Hispanic	NH White	% NH White	NH DOJ Black*	% NH DOJ Black	NH Other Race	% NH Other Race
Pendleton	1	868	39	4.49%	597	68.78%	201	23.16%	31	3.57%
Pendleton	2	873	51	5.84%	524	60.02%	225	25.77%	73	8.36%
Pendleton	3	874	26	2.97%	597	68.31%	185	21.17%	66	7.55%
Pendleton	4	874	16	1.83%	605	69.22%	179	20.48%	74	8.47%
Total		3,489	132	3.78%	2,323	66.58%	790	22.64%	244	6.99%

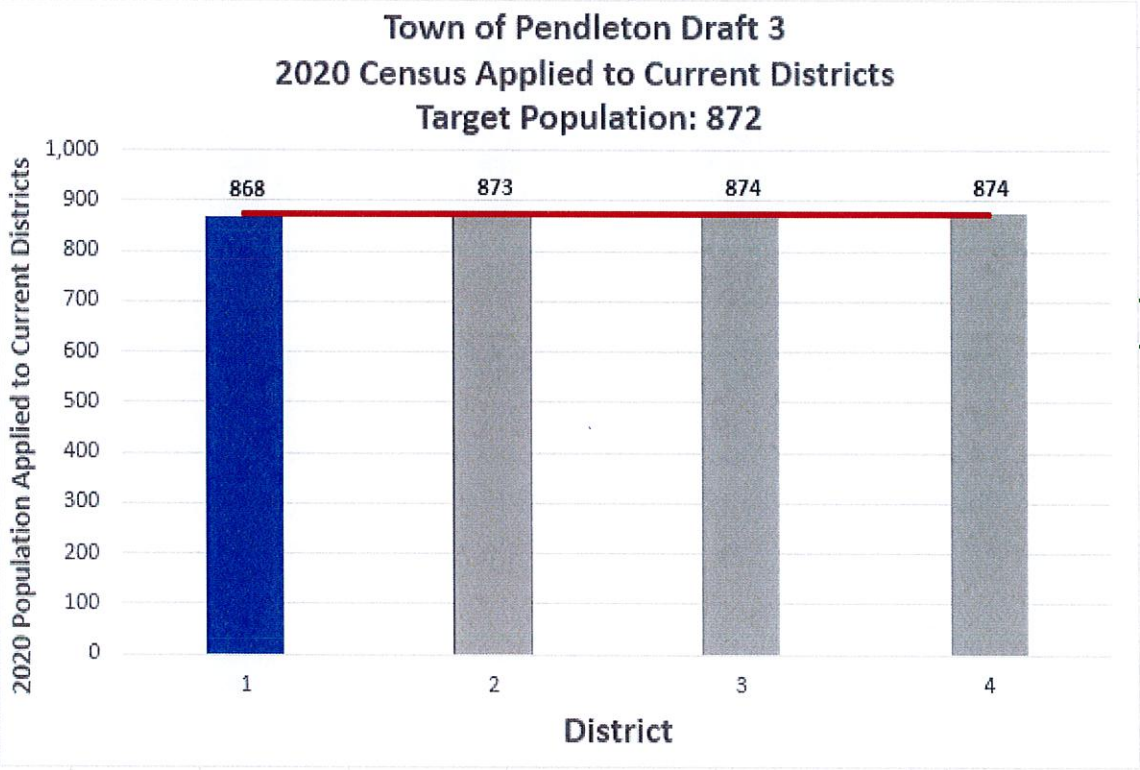
Table 3: Voting Age Population by Race *Race defined using DOJ definitions. Not Hispanic o

Municipalit	District	Total VAP	Hispani c VAP	% Hispanic VAP	NH White VAP	% NH White VAP	NH DOJ Black* VAP	% NH DOJ Black VAP	NH Other Race	% NH Other Race
Pendleton	1	707	32	4.53%	523	73.97%	133	18.81%	19	2.69%
Pendleton	2	674	28	4.15%	432	64.09%	166	24.63%	48	7.12%
Pendleton	3	737	20	2.71%	506	68.66%	154	20.90%	57	7.73%
Pendleton	4	726	15	2.07%	528	72.73%	119	16.39%	64	8.82%
Total		2,844	95	3.34%	1,989	69.94%	572	20.11%	188	6.61%

Row Labels	Sum of total	Sum of Hispanic_ O	Sum of NH_WHT K	Sum of NH_DOJ_BL ER	Sum of NH_OTH L	Sum of VAP_TOTA AN	Sum of VAP_HISP WHT	Sum of VAP_NH_ DOJ	Sum of VAP_NH_ OTH	Sum of VAP_NH
1	869	40	594	200	35	706	30	520	132	24
2	877	49	522	239	67	675	29	427	177	42
3	871	29	602	173	67	732	22	507	145	58
4	872	14	605	178	75	731	14	535	118	64
Grand Total	3489	132	2323	790	244	2844	95	1989	572	188

Table 1: 2020 Census Counts Applied to Current Districts

District	2020 Census	Goal	Over/(Under)	% Deviation
1	868	872	(4)	-0.49%
2	873	872	1	0.09%
3	874	872	2	0.20%
4	874	872	2	0.20%
Lowest -0.49%				
Highest 0.20%				
Range 0.69%				



Response to new Ward map:

After attending the work session a few weeks ago and hearing discussions of three potential maps showing new wards, I have several concerns. Wards should not be competitive. Town Council members are elected by citizens of the town. They serve the entire town of Pendleton, not a ward. Each council member has a vote on every item that comes before Town Council.

I support the map that the state submitted that is based totally on population rather than where the lines are drawn for neighborhoods.

Lou Robinson
9 Tin Roof Court
Pendleton, SC 29670

April 26, 2023

To Whom It May Concern:

I would like to submit my comments in regard to the 2023 Redistricting Plan for the Town of Pendleton. I have reviewed the adopted Resolution for the criteria in regard to the new redistricting map and find that all three maps in general hold fast to the criteria laid out by Council.

My comments will first address the form of government for Pendleton which is strong Mayor-Council (strong mayor). The mayor is elected at large with a vote by the general electorate while the council has a residential requirement with a vote by the general electorate. The elected members represent all constituency in their endeavors. As a former Councilperson, the concern of every citizen was my concern independent of their residency and my hope is that remains true for the future.

Only one map was drawn by an independent entity and that is Map 1. From my understanding, the others maps were drawn with discussions of subdivision styles, zoning differences, future growth, and who or what kind of people live in each newly drawn ward. If this "rumor" was not true then I apologize, but if this is true then those maps should not be considered. The word "gerrymandering" was noted in previous council discussions and that concept does not represent the values of Pendleton.

I would hope that we are "One Pendleton" and the good of all is the best policy. To start down a path of pitting one ward against another for funding, resources, or types of people it attracts is not a Pendleton that many folks would want to call home.

Therefore, I would support Map 1.

Thank you,

A Scott Ward

Comments on Pendleton SC Redistricting Plan for Ward boundaries
Nancy von Meyer
April 25, 2023

I am offering these comments with the understanding that these are ward boundaries and not precinct boundaries, that is, these boundaries determine where council representatives and candidates standing for election for council representative reside. The Town of Pendleton also uses wards to measure participating in commissions and committees. For example, it was mentioned multiple times in council meetings that appointments for the planning commission should be based on getting an equal representation from all wards. Ward boundaries can be used to define other town services, such as trash and brush pickup, although Pendleton does not currently use wards for this level of service management.

I also understand that each council person represents the whole town and that all council representatives vote in the best interest of the entire town.

Given these knowns, in my opinion Map 3 provides the best balance for the ward boundaries and serves Pendleton with the best redistricting option.

Map 3 and Map 2 give each ward a “stake” in the historic downtown. It keeps all four wards touching the central historic district and thereby giving a sense of ownership of the historic center of the town. Map 3 brings Ward 4, which may see the most change in the next decade, the closest to the village green, the heart of the historic downtown area.

Maps 2 and 3 assure that each Ward has

- (1) A new development, which means new citizens and population growth.
- (2) Public space for gathering, if there ever is a desire to increase ward identify or perhaps host a “discussions with the mayor” meeting in each ward with each ward council representative.
- (3) Significant Town investment in either infrastructure, service delivery, or street scape improvement.

Maps 2 and 3 both minimize cutting existing neighborhoods. Neighborhood is a soft boundary, i.e., neighborhoods can vary depending on the function and residents, but are generally areas with an identify and or name. Both Maps 2 and 3 preserve these smaller communities much better than Map 1.

It is a virtual tie between maps 2 and 3 but map 3 does have a slight edge in the count balance and demographics.



Town of Pendleton Department Head Agenda Item Request Form

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Please print or type all information.

Name of person making request: SM/ab

Phone: 864-646-9409

Date Submitted: 04/26/2023

Time Submitted: 9:51 AM

Meeting Date: 05/02/2023

Agenda Item Title: Proposed Budget FY 23/24 Public Hearing

Description:

This budget is a collaboration of all Mayor and Town Council members. This year we went through a unique budget process where each Council member created their own budget based on their priorities and then worked together to identify overlapping projects to balance all funds. While we still cannot complete every project that we know Council and the citizens would like to see completed, we feel this is a budget that contains a lot of much anticipated Council-supported projects. This budget should accomplish many of the Council's goals for the upcoming Fiscal Year and beyond. This budget does not include any tax or fee increases. However, this budget does include eliminating curbside recycling, partnering with TCTC on the Doghouse revitalization, planning projects including the Mill Revitalization District, pre-funding the TIF District, and a complete overhaul of the website and its functions for our public. The process for eliminating curbside recycling will take place during FY 23/24.

Council should be commended on the time spent developing this budget and the difficult decisions they have to make every year during this process.

Recommended Action: N/A

Please attach any pertinent documents to support this item. This will help the Town Council to make an informed decision in the best interest of the Town of Pendleton.

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TOP BUDGET ORDINANCE 2023/24

TOWN OF PENDLETON, SOUTH CAROLINA 2023/2024 FY BUDGET ORDINANCE

“An Ordinance to set the Town of Pendleton’s Budget Fiscal Year 2023/2024, including the Town’s Fee Schedule, and other matters related thereto”

Ordinance No. 23-07

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF PENDLETON, SOUTH CAROLINA THAT:

SECTION 1: The schedules of expenditures listed in this ordinance are hereby appropriated for the operation and activities of the General town government for the fiscal year beginning July 1, 2023, and ending June 30, 2024, in accordance with the chart of accounts heretofore established for the Town of Pendleton.

General Fund Expenditures	\$3,941,810
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SECTION 2: The schedules of revenues listed in this ordinance are established as an estimate to be available for the General Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024.

General Fund Revenues	\$3,941,810
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SECTION 3: The schedules of expenditures listed in this ordinance are hereby appropriated for the operation of the Water and Sewer utilities for the fiscal year beginning July 1, 2023, and ending June 30, 2024, in accordance with the chart of accounts heretofore established for the Town of Pendleton.

Water and Sewer Operations:	\$3,178,307
Sewer Plant:	<u>821,196</u>
TOTAL WATER AND SEWER:	\$3,999,503

SECTION 4: The schedules of revenues listed in this ordinance are established as an estimate to be available in the Water and Sewer Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024.

Water & Sewer Revenues	\$3,999,503
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SECTION 5: The schedules of expenditures listed in this ordinance are hereby appropriated for the operation of the Capital Reserve for the fiscal year beginning July 1, 2023, and ending June 30, 2024, in accordance with the chart of accounts heretofore established for the Town of Pendleton.

Contribution to Reserve	\$0
	\$0

SECTION 6: The schedules of revenues listed in this ordinance are established as an estimate to be available for the Capital Reserve Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024.

Interest	\$ 0
Prior Year Balance	0
Contribution from General Fund	0
Contribution form Water & Sewer Fund	<u>0</u>
	\$ 0

SECTION 7: The schedules of revenues listed in this ordinance are established as an estimate to be available for the Hospitality Tax Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024.

Hospitality Tax	\$ 323,024
Appropriate Fund Balance	<u>0</u>
	\$ 323,024

SECTION 8: The schedules of expenditures listed in this ordinance are hereby appropriated for the operation of the Hospitality Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024, in accordance with the chart of accounts heretofore established for the Town of Pendleton.

TOP BUDGET ORDINANCE 2023/24

Hospitality Fund Expenditures:

\$ 323,024

SECTION 9: There is hereby levied a tax at the rate of .127 mills on the assessed valuation of property listed for Taxes as of January 1, 2023, for the purpose of raising the revenue listed as "Current Ad Valorem Taxes," "Vehicle Taxes," and various other taxes collected in the General Fund. The County of Anderson and the State of South Carolina shall collect these taxes for the Town.

SECTION 10: That the schedule of Water and Sewer System Fees and Charges is hereby affirmed or amended to read in its entirety according to the schedule attached hereto.

SECTION 11: Various other fees and charges set by ordinance are hereby affirmed or amended according to the schedule of fees attached hereto.

SECTION 12: That the local hospitality sales tax shall be used in the Hospitality Tax Fund.

SECTION 13: To allow the Finance Officer to make line-item adjustments within the funds. Any transfer of money between funds shall be accomplished by the Council's authorization only. The 2023-2024 Fiscal Year Budget hereby establishes funds and departments, as shown in the Budget Document. The Finance Officer shall also be allowed to establish accounts within the fund and fund the accounts so long as money from other funds is not required for this action.

SECTION 14: The Council shall appoint the Town Administrator as the Finance Officer and Budget Officer for the Town of Pendleton.

SECTION 15: The Town Administrator is authorized to enter into Town contracts if the total contract amount is less than or equal to the budget line item or project budget as approved by Town Council herein.

SECTION 16: Copies of this Budget Ordinance, with detailed fund and department accounts, shall be furnished to the Municipal Clerk, to the Town Council, the Finance Officer and to the Budget Officer of this Town to be kept by them for their direction on the disbursement of funds:

SECTION 17: That a public hearing was held on May 2, 2023, at 7:00 p.m. in the Council Chamber of the Town's Municipal Complex.

Motion by Councilperson _____ to adopt the 2023-2024 Fiscal Year Budget Ordinance. Seconded by Councilperson _____ and carried by the following vote:

Ayes: Council:

Nays: Council:

Adopted this _____ day of _____ 2023.

Mayor Frank Crenshaw

Attest:

Amber L. Barnes, Municipal Clerk

Council: Ward 1: _____
 Ward 2: _____
 Ward 3: _____
 Ward 4: _____

Town of Pendleton, South Carolina

Capital Planning Model

Scenario 1

General Fund

	Actual 2019	Actual 2020	Actual 2021	Actual 2022	Projected 2023	Projected 2024
Revenues:						
Operating Revenues						
Property taxes	1,218,010	1,286,123	1,521,678	1,754,768	2,481,354	2,506,167
Hospitality taxes	-	-	-	-	-	-
Business licenses and permits	349,396	376,679	403,482	502,066	469,603	474,299
Fines, fees and assessments	5,369	10,167	13,747	31,403	28,344	28,627
Intergovernmental revenues	161,390	164,412	174,010	195,842	197,800	199,778
Revenue in lieu of property taxes	277,040	295,216	289,921	301,976	304,996	308,046
Bulk container revenues	38,357	39,085	44,538	45,171	45,171	45,171
Sanitation fees	179,797	192,447	269,525	304,684	307,731	310,808
Interest income	1,040	2,410	1,752	18,143	18,506	18,876
Grants	36,105	263,349	20,813	1,100,113	855,227	-
Rental and other revenues	51,080	50,405	115,740	50,037	50,037	50,037
Other revenues	-	-	-	-	-	-
Total - Operating Revenues	2,317,584	2,680,293	2,855,206	4,304,203	4,758,769	3,941,810
Total - Proposed Operating Revenue	-	-	-	-	-	-
Total Revenues	2,317,584	2,680,293	2,855,206	4,304,203	4,758,769	3,941,810
Actual growth	2.50%	15.65%	6.53%	50.75%	10.56%	-17.17%
Expenditures:						
Operating Expenses						
Total - Administration	506,771	591,731	573,691	606,161	767,513	857,858
Total - Planning	133,782	127,102	144,526	119,431	125,011	270,303
Total - Buildings and Grounds	229,713	213,971	191,712	186,400	197,598	206,072
Total - Public Safety	17,345	9,751	8,418	10,003	10,133	10,265
Total - Police	289,445	292,912	377,858	379,161	398,649	611,947
Total - Sanitation	214,689	224,259	522,587	382,394	399,924	439,347
Total - Streets	1,249,585	284,874	277,478	470,915	470,915	454,476
Transfer to Assigned Fund Balance	-	-	-	-	-	-
Total - Operating Expenses	2,641,330	1,744,600	2,096,270	2,154,465	2,369,744	2,850,267
Proposed Operating Expenses	-	-	-	-	-	-
Recurring Annually	-	-	-	-	-	328,188
Structured	-	-	-	-	-	195,000
Total - Proposed Operating Expenses	-	-	-	-	-	523,188
Total - Debt service (existing):	122,179	131,254	131,277	203,942	246,510	123,525
Total - Debt service (proposed):	-	-	-	-	-	444,830
Total Expenditures	2,763,509	1,875,854	2,227,547	2,358,407	2,616,255	3,941,811
Actual growth	65.79%	-32.12%	18.75%	5.87%	10.93%	50.67%
Revenues over (under) expenditures	(445,925)	804,439	627,659	1,945,796	2,142,514	(0)

Contract service - maintenance and water testing	95,167	-	-	-	-	-	-
Dues and subscriptions	2,629	75	-	-	-	-	-
Liability insurance	15,801	9,657	9,335	9,945	10,074	10,205	-
Contingency	435	-	-	-	-	-	-
Capital outlay	192,881	-	-	-	-	-	-
Grounds maintenance	-	-	-	-	-	-	-
Vehicle repairs and maintenance	-	-	-	-	-	-	-
Town utilities	-	-	-	-	-	-	-
Depreciation	160,510	161,545	158,440	158,186	160,242	-	-
Total - Waste Treatment Facility	1,036,093	985,915	885,857	1,074,232	1,088,197	821,196	-
Total - Proposed Operating Expenses	-	-	-	-	-	-	-
Total - Debt service (existing):	382,428	367,404	390,480	260,143	-	440,513	-
Total - Debt service (proposed):	-	-	-	-	-	1,281,513	-
Total expenditures	2,516,303	2,605,966	2,600,330	2,889,589	2,706,882	3,999,503	-
Actual growth	26.26%	3.56%	-0.22%	11.12%	-6.32%	47.75%	-
Revenues over (under) expenditures (Excluding Principal Paid)	792,558	(155,196)	262,426	311,124	721,011	(0)	(0)

Town of Pendleton, South Carolina

Capital Planning Model

Scenario 1

Water and Sewer Fund

	Actual 2019	Actual 2020	Actual 2021	Actual 2022	Projected 2023	Projected 2024
Revenues:						
Waterworks System						
User charges	607,765	622,510	711,393	751,746	811,886	910,356
Growth Rate (%)					8.0%	7.0%
Tap fees	1,715	20,780	35,980	22,415	22,706	10,000
Penalties	24,324	33,500	39,934	24,845	25,168	25,495
Credit card processing fees	6,279	7,137	9,089	10,666	10,805	33,000
Connection fees	10,950	15,915	20,650	22,042	22,329	22,619
Reconnect fees	6,245	3,455	4,665	4,420	4,477	4,536
Capacity fees	46,380	139,000	210,000	239,700	242,816	199,800
Miscellaneous	6,891	29,691	57,298	13,599	13,776	13,955
Total - Waterworks System	710,549	871,988	1,089,009	1,089,433	1,153,963	1,219,761
Sewer System						
User charges	675,216	739,910	834,698	1,058,613	1,143,302	1,222,086
Growth Rate (%)					8.0%	7.0%
Waste treatment services - City of Clemson	366,784	381,089	374,264	461,774	467,777	464,594
Tap fees	20,800	47,750	109,900	138,300	140,098	24,050
DHEC fees	15,287	15,899	15,795	20,549	20,816	21,087
Debt set off collection	-	50	225	125	127	128
Sludge fees	15,105	16,490	16,520	14,724	14,915	15,109
Special capital assessment	-	-	-	-	-	-
Anderson County capacity lease	71,919	76,218	73,385	145,126	147,013	92,918
Total - Sewer System	1,165,111	1,277,406	1,424,787	1,839,211	1,934,048	1,839,972
Non-Operating Revenues						
Interest income	2,924	2,147	249	410	415	421
CDBG grant income	-	-	-	-	-	-
Federal and state grants	1,117,717	-	17,576	62,977	-	-
Total - Non-Operating Revenues	1,120,641	2,147	17,825	63,387	415	421
Total - Proposed Operating Revenue	-	-	-	-	-	939,350
Total revenues	2,996,301	2,151,541	2,531,621	2,992,031	3,088,426	3,999,503
Actual growth	0.70%	-28.19%	17.67%	18.19%	3.22%	29.50%
Expenditures:						
Waterworks System						
Salaries	259,757	257,031	263,704	375,169	370,715	394,174
Social Security taxes	19,096	18,773	19,341	26,790	27,460	32,322

Retirement contribution	61,811	42,117	43,661	24,870	60,599	79,028
Group insurance	45,608	44,043	51,727	66,132	71,423	65,033
Professional services	38,630	32,833	60,159	66,129	66,989	67,860
Telephone	7,220	4,362	3,943	4,395	4,483	5,672
Postage, printing & freight	6,447	6,015	6,039	6,780	6,868	13,128
Utilities	21,523	25,274	21,306	25,257	25,888	26,536
Travel and training	1,650	1,245	1,451	3,774	3,849	9,194
Repairs and maintenance	64,922	74,328	86,636	117,234	123,096	155,686
Gasoline	7,856	7,394	7,966	15,429	14,000	18,518
Departmental supplies	7,168	12,066	27,214	14,523	14,959	37,721
Meters and pipes	15,007	55,082	59,048	97,857	99,129	58,238
Chemicals and supplies	4,026	6,772	10,985	10,913	11,055	11,199
Small equipment and tools	1,470	-	2,875	797	807	818
Uniforms	3,576	2,808	4,110	2,857	2,894	2,932
Employee appreciation	857	1,744	656	1,890	1,915	1,939
Contract service - maintenance and water testing	33,761	28,322	26,466	41,599	42,140	42,688
Water resale	253,470	271,873	268,623	289,325	293,086	296,896
Dues and subscriptions	29,002	36,004	47,178	55,748	56,473	74,357
Supplemental charges	-	-	-	3,766	3,815	21,015
Miscellaneous	2,958	608	7,350	128	130	131
Liability insurance	24,253	27,626	28,211	31,152	40,668	41,197
Capital outlay	-	-	-	-	-	-
Training	-	-	-	-	-	-
Vehicle expense	-	-	-	-	-	-
Town utilities	-	-	-	-	-	-
Capital outlay - sewer	-	-	-	-	-	-
Depreciation	187,714	296,327	275,344	272,700	276,245	-
Total - Waterworks System	1,097,782	1,252,647	1,323,993	1,555,214	1,618,685	1,456,281
Waste Treatment Facility						
Salaries	144,205	43,172	-	-	-	-
Social Security taxes	10,139	3,302	-	-	-	-
Retirement contribution	32,944	33,265	-	-	-	-
Group insurance	17,836	3	-	-	-	-
Professional services	55,523	728,098	718,037	906,101	917,880	810,991
Bank service charges	-	-	45	-	-	-
Telephone	7,537	68	-	-	-	-
Postage, printing & freight	561	-	-	-	-	-
Utilities	177,239	-	-	-	-	-
Travel and training	566	21	-	-	-	-
Repairs and maintenance	60,753	6,595	-	-	-	-
Gasoline	2,779	-	-	-	-	-
Departmental supplies	6,061	114	-	-	-	-
Chemicals	49,174	-	-	-	-	-
Uniforms	3,353	-	-	-	-	-
Employee appreciation	-	-	-	-	-	-

Town of Pendleton, South Carolina

Capital Planning Model

Scenario 1

Special Revenue Fund - Hospitality Taxes

	Actual 2019	Actual 2020	Actual 2021	Actual 2022	Projected 2023	Projected 2024
Revenues:						
Hospitality taxes	164,889	161,488	212,998	282,019	318,879	323,024
Growth	0.91%	-2.06%	31.90%	32.40%	1.30%	1.30%
<u>Proposed Operating Revenue</u>						
Recurring Annually	-	-	-	-	-	-
Structured	-	-	-	-	-	-
Total - Proposed Operating Revenue	-	-	-	-	-	-
Total revenues	164,889	161,488	212,998	282,019	318,879	323,024
Actual growth	0.91%	-2.06%	31.90%	32.40%	13.07%	1.30%
Expenditures:						
<u>Operating Expenditures</u>						
Professional services	575	3,691	4,885	500	507	513
Contributions	7,210	43,921	21,787	19,814	20,072	20,333
Telephone	1,953	1,117	1,246	1,168	1,183	1,199
Town utilities	7,807	7,355	6,995	5,987	6,137	6,290
Equipment and maintenance	264	264	264	39,206	39,990	40,790
Miscellaneous	10	-	-	-	-	-
Insurance	-	-	-	-	-	-
Advertising	2,046	-	-	-	-	-
Supplies	1,717	2,473	1,980	2,054	2,081	2,108
Repairs and maintenance	6,306	8,267	5,172	9,330	29,517	33,327
Christmas lights and decorations	2,735	-	-	-	-	-
Dues and subscriptions	-	-	-	-	-	-
Festivals	14,797	14,608	8,998	21,349	21,627	21,908
Total Operating Expenditures	45,420	81,696	51,327	99,408	121,112	126,467
Total Capital Outlay	-	-	-	35,323	-	-
Total - Proposed Operating Expenses	-	-	-	-	235,637	196,558
Total - Debt service (existing):	-	-	-	-	-	-
Total - Debt service (proposed):	-	-	-	-	-	-
Total expenditures	45,420	81,696	51,327	134,731	356,749	323,025
Actual growth	-21.46%	79.87%	-37.17%	162.50%	164.79%	-9.45%
Revenues over (under) expenditures	119,469	79,792	161,671	147,288	(37,870)	(0)



PENDLETON

S O U T H C A R O L I N A

History, Hospitality & Happenings!

Town of Pendleton Comprehensive Fee Schedule as of July 1, 2023

ADMINISTRATION

Copies:

Black & White

8 ½ X 11 B/W \$0.25

Color

8 ½ X 11 \$1.00

8 ½ X 14 \$1.50

11 X 17 \$2.00

Credit Card Convenience Fee 3% per transaction

Election Filing Fees:

Mayor \$25.00

Council \$10.00

Facility Rentals:

In Town
Depot Building \$75/day

Barrett's Place Picnic Shelters \$45.00

3-hour increments

Ball field at Veterans Park \$75.00/field

Pavilion Restrooms afterhours \$60.00

Out of Town

\$125/day

\$55.00

3-hour increments

\$100.00/field

\$85.00

Freedom of Information Requests:

Deposit 25% of reasonably anticipated cost for reproduction of records.

Research \$25.00/hour plus cost for any requested copies

Finance Fees:

Returned Check \$35.00

Leadership Pendleton:

Registration \$75.00

Miscellaneous:

Leaf Bags \$0.30/each

Service Fee – Field \$75.00



PENDLETON

SOUTH CAROLINA

History, Hospitality & Happenings!

Charged to residents/customers who make repeat calls, two or more, during work hours and after hours for an issue that has been determined is not the responsibility of the Town, requiring staff to respond in the field.

Special Events:

Application	\$30.00
Permit	Varies – based on application

Yard Sale Permits:

First yard sale	No charge for first permit
Second yard sale	\$5.00 within same calendar year of first permit

CODE ENFORCEMENT

In addition to all other penalties, fines, executions, and legal remedies described in Town Ordinances and in the International Property Maintenance Code (as amended from time to time), the owner of any real property upon which is found a violation of Town Ordinances and/or the International Property Maintenance Code shall be liable for a fee payable to the Town of Pendleton in the following amounts.

Actual cost for the Town to abate any violation upon a property plus 20%
Repeat Offenders (more than one violation within a twelve (12) month period.)
\$50.00

The fees described in the section above are continuing in nature for each violation and for each day the violation continues, whether or not the Town rehabilitates or abates the code violation and whether or not the Town employees rehabilitate or abate the code violation, or the work is performed by contract of a third party.

IPMC Board of Zoning Appeals - Appeal Application \$350.00

PLANNING & ZONING

Building Permit Request Form (Category 1)	\$50.00
Building Permit Request Form (Category 2)	\$25.00
Sign Permit	\$35.00
Variance (any type)	\$350.00
Planned Development or Flexible Review District Major Changes	\$350.00
Exempt Plat	\$50.00



PENDLETON

SOUTH CAROLINA

History, Hospitality & Happenings!

Minor Subdivision Final Plat (Staff Reviewable)	\$50.00
Minor Subdivision Final Plat (PC Reviewable)	\$250.00
Preliminary Major Plat (Residential)	\$750.00, or \$10 per lot, whichever is greater
Preliminary Major Plat (Non-Residential)	\$1,000.00
Final Major Plat	\$100.00
Rezoning (any type)	\$300.00
Site Plan Review (Non-Residential)	\$50.00
Appeal	\$350.00
Conditional Use Permit	\$50.00

POLICE

Incident Report	\$10.00/each
Accident Report	\$10.00/each
Overtime Parking Fine	\$25.00 per occurrence

PUBLIC WORKS

Sanitation fee: \$14.00/month/roll cart		
Roll cart (additional or replacement): \$79.00 plus monthly sanitation fee		
Bulk Container fees:		
Pickups per week	4 cu. Yrds.	6 cu. Yrds.
1	\$70	\$95
2	\$135	\$185
3	\$200	\$275
Brush pick-up (abnormal/excessive quantities)		\$150.00 per trip
Bulk Items pick-up (abnormal/excessive quantities)		\$200.00 per trip

WATER & SEWER

Water/Sewer User Rates

Refer to Town of Pendleton's Water System Charges Sheet and Sewer System Charges Sheet

Replace broken meter box	\$250.00
Relocate meter box (within 10')	\$440.00
Meter testing (on-site)	\$20.00



PENDLETON

SOUTH CAROLINA

History, Hospitality & Happenings!

Meter testing (off-site)

Actual Cost

Elder valve installation

\$1,200 base fee plus any additional costs associated with

the installation which depends on depth of sewer line.

Lock Meter Charge

\$20.00

No Access to Water Meter Fees (*in a fiscal year*)

First Offense: \$0 - *Blocking access to water meter that prevents the Town from collecting a meter reading.*

Second Offense: \$50 – *Blocking access to water meter that prevents the Town from collecting a meter reading.*

Third Offense: \$100 – *Blocking access to water meter that prevents the Town from collecting a meter reading.*

Sludge Trucks

1000 gal truck

\$65 + \$5 (testing)

\$70/load

1100 gal truck

\$70 + \$5 (testing)

\$75/load

1200 gal truck

\$75 + \$5 (testing)

\$80/load

2000 gal truck

\$120 + \$5 (testing)

\$125/load

Plus, an additional \$100/hour for after hours

**WATER SYSTEM CHARGES
TOWN OF PENDLETON, SC
EFFECTIVE AUGUST 2022**

GENERAL

- 1) Users of the Town's water system shall comply with all applicable portions of the Water and Sewer Use Ordinance of the Town of Pendleton.
- 2) The Fees and Rates published herein are based on an average daily water use of 3,000 gallons or less. The Town may, at its discretion, allow greater flows at these published charges, or the Town may require individual negotiations to determine any and all costs associated with the use of its water system.
- 3) If feasible for the town, water customers located outside of the town limits may be required to annex property prior to acquiring water service. Users of the Town's water system which are located outside of the Town limits shall pay all charges as listed below pertaining to outside water service.

NEW CONNECTIONS

- 1) Fees for connection deposit, capacity, and water taps shall be paid in advance with the application for water service. After 4pm, new connections or disconnections will not be made until the next business day.
- 2) Each new INSIDE user of the Town's water system shall pay a non-refundable Connection Fee of \$20.00. Each new OUTSIDE user will pay a non-refundable Connection Fee of \$30.00. In addition, a deposit in the amount prescribed below shall be required. This deposit shall be refunded at the time water service is discontinued, provided the user has paid all owed water charges and has a receipt, or other documentation acceptable to the Town, that the deposit was made.

	<u>Inside Deposit Owner</u>	<u>Inside Deposit Non-Owner</u>	<u>Outside Deposit Owner</u>	<u>Outside Deposit Non-Owner</u>
a) Water system users with water Meter size less than 2"	\$20.00	\$40.00	\$30.00	\$50.00
b) Water system users with water Meter size of 2" and larger	To be negotiated individually.			

- 3) Each new user of the Town's water system shall pay a Capacity Fee as shown below. In the event more than one water system user utilizes a single water connection each and every user shall pay the Capacity Fee (Refer to Sec. 02-15 of Water and Sewer Use Ordinance).

	<u>Inside Fee</u>	<u>Outside Fee</u>
a) Single-Family Residential	\$1,500	\$3,000
b) Commercial/Multi-Family	\$1,500	\$3,000
Average Daily Flows of 400 gallons or less		
Each additional Average Gallon per Day Purchased	\$1.00	\$2.00

- 4) Each new user of the Town's water system shall pay a Tap Fee as shown below:

<u>Connection Size</u>	<u>Meter Size</u>	<u>Inside Rate</u>	<u>Outside Rate</u>
a. ¾"	5/8"	\$800.00	\$1,600.00
b. 1"	1"	\$950.00	\$1,900.00
c. 2"	2"	\$2,250.00	\$4,500.00
d. Larger than 2"	Larger than 2"	(To be negotiated individually)	

If the tap, service line, meter pit, & clean outs, as approved by the town, are installed by the developer, the installation fee is reduced to \$250 per 5/8" meter size. For inside Town Limits only.

USER RATES

- 1) Unless specifically negotiated otherwise, each user of the Town's water system shall pay a monthly bill based upon metered water used and the rates as shown below (Master meter users refer to Sec. 02-15 of Water and Sewer Use Ordinance).

See Attached User Rate Sheet for Rates

- 2) The Town will install, when feasible, a separate meter with a ¾ connection size for water that does not go through the sewer system for the following fee:
For larger size connection fees, refer to Item 4 above under "New Connections".

Irrigation meter	\$765 – existing customer (plus deposit & connection fee) – Effective after Council final approval \$565 – at time of new customer tap (plus deposit & connection fee) – Effective after Council final approval
Customer Base Charge	\$6.00 (per month) plus user rate per 1,000 gallons – Customer Charge Effective July 1, 2015

REPAIR FEES

- 1) Replace broken water meter box: \$250.00
- 2) Relocate water meter box within 10 feet: \$440.00

*User Rates - Water

Fiscal Year	Water Rate Inside (0-1500 gallons)	Each Additional 1000 gallons	Water Rate Outside (0-1500 gallons)	Each Additional 1000 gallons
2022/2023	\$15.31	\$6.88	\$16.23	\$11.74
2023/2024	\$16.84	\$7.22	\$19.47	\$12.91
2024/2025	\$17.69	\$7.58	\$21.42	\$14.20
2025/2026	\$17.69	\$7.58	\$21.42	\$14.20
2026/2027	\$18.22	\$7.81	\$22.06	\$14.63
2027/2028	\$18.67	\$8.04	\$22.72	\$15.07

**SEWER SYSTEM CHARGES
TOWN OF PENDLETON, SC
EFFECTIVE AUGUST 2022**

GENERAL

- 1) Users of the Town's sewer system shall comply with all applicable portions of the Water and Sewer Use Ordinance of the Town of Pendleton.
- 2) The Fees and Rates published herein are based on average daily flows of 3,000 gallons or less. The Town may, at its discretion, allow greater flows at these published charges, or the Town may require individual negotiations to determine any and all costs associated with the use of its sewer system.
- 3) Users of the Town's sewer system which are located outside of the Town limits shall pay all charges as listed below pertaining to outside sewer service.

NEW CONNECTIONS

- 1) Fees for connection, deposit, capacity, and sewer taps shall be paid in advance with the application for sewer service.
- 2) Each new INSIDE user of the Town's sewer system shall pay a non-refundable Connection Fee of \$20.00. Each new OUTSIDE user will pay a non-refundable Connection Fee of \$30.00. In addition, a deposit in the amount prescribed below shall be required. This deposit shall be refunded at the time sewer service is discontinued, provided the user has paid all owed sewer charges and has a receipt, or other documentation acceptable to the Town, that the deposit was made.

	<u>Inside Deposit Owner</u>	<u>Inside Deposit Non-Owner</u>	<u>Outside Deposit Owner</u>	<u>Outside Deposit Non-Owner</u>
--	-----------------------------	---------------------------------	------------------------------	----------------------------------

- | | | | | |
|---|--------------------------------|---------|---------|---------|
| a. Sewer system users with water meter size less than 2" | \$20.00 | \$40.00 | \$30.00 | \$50.00 |
| b. Sewer system users with water meter size of 2" or larger | To be negotiated individually. | | | |

- 3) Each new user of the Town's sewer system shall pay a Capacity Fee as shown below. In the event more than one sewer system user utilizes a single sewer connection, each and every user shall pay the Capacity Fee.

	<u>Inside Fee</u>	<u>Outside Fee</u>
a) Single-Family Residential	\$1,500	\$3,000
b) Commercial/Multi-Family	\$1,500	\$3,000
Average Daily Flows of 400 gallons or less		
Each additional Average Gallon per Day Purchased	\$3.00	\$6.00

- 4) Each new user of the Town's sewer system shall pay a Tap Fee as shown below:

	<u>Inside Rate</u>	<u>Outside Fee</u>
*a. Four Inch Sewer Tap	\$800.00	\$1,600.00

If the tap, service line & clean outs, as approved by the town, are installed by the developer, the installation fee is reduced to \$250 per four-inch sewer tap. For inside Town Limits only.

- | | |
|--------------------------------|-------------------------------|
| b. Six-inch Sewer Tap | to be negotiated individually |
| c. Taps Larger than Six inches | to be negotiated individually |

***For additional work required, amount is to be negotiated individually**

USER RATES

- 1) Unless specifically negotiated otherwise, each user of the Town's sewer system shall pay a monthly bill based upon metered water used and the rates as shown below:

See Attached User Rate Sheet for Rates

*User Rates – Sewer

Customers on Town of Pendleton Water system and sewer only commercial/industrial customers

Fiscal Year	Sewer Rate Inside	Each Additional 1000 gallons	Sewer Rate Outside	Each Additional 1000 gallons
2022/2023	\$16.23	\$7.82	\$24.34	\$11.74
2023/2024	\$17.85	\$8.60	\$26.78	\$12.91
2024/2025	\$19.63	\$9.46	\$29.46	\$14.20
2025/2026	\$21.60	\$10.41	\$32.40	\$15.62
2026/2027	\$22.68	\$10.93	\$34.02	\$16.40
2027/2028	\$23.81	\$11.48	\$35.72	\$17.22

Single-Family Sewer Only Residential Customers

Fiscal Year	Sewer Rate Inside (Flat Rate per unit)	Sewer Rate Outside (Flat Rate per unit)
2022/2023	\$36.37	\$54.56
2023/2024	\$45.46	\$68.19
2024/2025	\$50.00	\$75.00
2025/2026	\$55.00	\$82.50
2026/2027	\$60.50	\$90.75
2027/2028	\$66.55	\$99.83

Multi-Family Sewer Only Customer

Fiscal Year	Sewer Rate Inside (Flat Rate per unit)	Sewer Rate Outside (Flat Rate per unit)
2022/2023	\$50.00	\$75.00
2023/2024	\$50.00	\$75.00
2024/2025	\$50.00	\$75.00
2025/2026	\$55.00	\$82.50
2026/2027	\$60.50	\$90.75
2027/2028	\$66.55	\$99.83

TOWN OF PENDLETON
BUDGETED PROJECTS FOR FY 23/24

COMMITTED:

Westinghouse Road Realignment	\$185,000
W. Queen Street Winston Street CDBG Grant	\$660,000
POM Revitalization Planning Grant	\$400,000
Chaney Mill Infrastructure Development	\$300,000
W. Queen Street ARC Grant	\$900,000
Purchase Brews Parking Lot	\$175,000
Repair Brews Parking Lot	\$125,000
Hwy. 76 Sewer Expansion East Side to Hwy 76	\$150,000
Central Road Pump Station	\$325,000
Town Hall Server Replacement	\$42,000
POM Revitalization Planning Grant	\$40,000
Radio Upgrades	\$3,000
ACTC Matching Funds	\$50,000
WWTP Upgrade	TBD

PROPOSED FOR FY 23/24

FY 2024 Vehicles Equipment Lease Purchase	\$424,000
FY 2024 TIF District Bond	\$5,000,000
Contractual Labor for Project Mgt.	\$35,000
Community Downtown Coordinator	\$72,049
1 LIDAR unit	\$3,000
Sidewalk Repair/Cleaning	\$20,000
Village Green ADA at Main & Mechanic Streets	\$15,000
B&G Personnel additional laborer PW1	\$55,139
Code Enforcement Expense	\$15,000
Web Site & Communication Upgrades	\$67,000
Maint & Repair Plan for Park System	\$15,000
Thermal Drone	\$10,000

POM= Pendleton Oil Mill

ARC = Appalachian Region Council

ACTC = Anderson County Transportation Committee

WWTP = Wastewater Treatment Plant

TIF = Tax Increment Financing District

ADA = Americans with Disability Act

B&G = Buildings & Grounds



Town of Pendleton

Department Head Agenda Item Request Form

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Please print or type all information.

Name of person making request: AB

Phone: 8646469409

Date Submitted: 04/19/2023

Time Submitted: 9:37 am

Meeting Date: 05/02/2023

Agenda Item Title: CONSIDERATION OF APPROVING MINUTES OF PRIOR MEETINGS

Description: Minutes from prior meetings.

Recommended Action:

Approval

Please attach any pertinent documents to support this item. This will help the Town Council to make an informed decision in the best interest of the Town of Pendleton.

.....

**PENDLETON TOWN COUNCIL
APRIL 4, 2023, 7:00 PM
REGULAR SESSION**

MINUTES:

After due notice to the press, Town Council met at Town Hall.

Frank Crenshaw, Lyn Merchant, Sandra Gantt, Vince Gaulin, Mike Seef were present.

1) PLEDGE OF ALLEGIANCE

Mayor Crenshaw led everyone in the Pledge of Allegiance.

2) COUNCIL UPDATES

Mayor Crenshaw gave the following updates.

Thanked Jordan Carter and Lake Hartwell Country for coordinating the Spring Jubilee.

Our next Ask the Mayor session is scheduled for April 18, 5:30. Councilman Vince Gaulin will be joining me.

Town Council has a Called Meeting scheduled for 4 pm tomorrow to continue our discussions on the 2023 Redistricting Plan and budget for our upcoming fiscal year.

Pendleton Oil Mill Update: The cleanup cost estimate came in above what was expected and now the developer will need to go through a different process. The Town may have to assist and apply for the grant and the purchase contract will be extended.

3) PUBLIC HEARING TO RECEIVE CITIZEN'S INPUT FOR ABANDONMENT OF TWO ROADS WITHIN THE TOWN LIMITS OF PENDLETON

- 1.a A PORTION OF A PAPER ROAD LOCATED OFF BUCHANAN CIRCLE AND CHERRY STREET BETWEEN TMS#'S 40-16-04-001 AND 40-15-05-001 LOCATED WITHIN THE TOWN LIMITS OF PENDLETON
- 1. b A PORTION OF SWANEY CIRCLE BETWEEN TMS#'S 410204004 AND 410004019 LOCATED WITHIN THE TOWN LIMITS OF PENDLETON

There were no comments regarding the Public Hearing items.

4) APPROVAL OF MINUTES

4.a CONSIDERATION OF APPROVING MINUTES OF PRIOR MEETINGS

Mike Seef made a motion to approve the minutes of prior meetings. Vince Gaulin seconded. Unanimous.

5) PUBLIC COMMENTS *3-minute time limit per resident, business owner, or Town property owner*

Amy Trick thanked the Town for providing Oil Mill updates. She asked if we could prevent problems like asbestos from being found on properties in the future. Further stating the Oil Mill updates indicate that an asbestos contractor needs to be hired prior to demolishing structures. She asked the Town to work to remedy any future demolitions.

PENDLETON TOWN COUNCIL REGULAR SESSION 04/04/23

6) REPORTS:

6.a POLICE DEPARTMENT REPORT

Chief Crosby gave the department's report for March.

6.b PLANNING & ZONING DEPARTMENT REPORT

David Poulson gave the department's report for March.

6.c ADMINISTRATOR'S REPORT

Steve Miller, Town Administrator, gave his report for March.

7) ACTION ITEMS:

**7.a CONSIDERATION OF A PROCLAMATION PROCLAIMING APRIL 2023 AS
CHILD ABUSE PREVENTION MONTH IN THE TOWN OF OF PENDLETON**

Vince Gaulin made a motion to approve the above Proclamation. Sandra Gantt seconded. Unanimous.

**7.b CONSIDERATION OF A RESOLUTION DESIGNATING APRIL 2023 AS FAIR
HOUSING MONTH IN THE TOWN OF PENDLETON**

Mike Seef made a motion to approve the above Resolution. Vince Gaulin seconded. Unanimous.

**7.c CONSIDERATION OF A RESOLUTION OF THE PENDLETON TOWN COUNCIL OF
PENDLETON SOUTH CAROLINA APPROVING TWO LOCATIONS DOWNTOWN
FOR ALL-WAY STOPS**

Mike Seef made a motion to approve the above Resolution. Vince Gaulin seconded. Unanimous.

**7.d CONSIDERATION OF A RESOLUTION OF THE PENDLETON TOWN COUNCIL OF
THE TOWN OF PENDLETON, SOUTH CAROLINA ADOPTING REDISTRICTING
CRITERIA TO BE USED IN DEVELOPING THE 2023 REDISTRICTING PLAN**

Vince Gaulin made a motion to approve the above Resolution. Lyn Merchant seconded. Unanimous.

**7.e CONSIDERATION OF A RESOLUTION OF THE TOWN OF PENDLETON, SOUTH
CAROLINA, ABANDONING A PORTION OF A PAPER ROAD LOCATED OFF
BUCHANAN CIRCLE AND CHERRY STREET BETWEEN TMS#'S 40-16-04-001
AND 40-15-05-001 LOCATED WITHIN THE TOWN LIMITS OF PENDLETON**

Lyn Merchant made a motion to approve the above Resolution. Mike Seef seconded. Unanimous.

**7.f CONSIDERATION OF A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
PENDLETON, SOUTH CAROLINA ABANDONING A PORTION OF SWANEY
CIRCLE BETWEEN TMS#'S 410204004 AND 410004019 LOCATED WITHIN THE
TOWN LIMITS OF PENDLETON**

Vince Gaulin made a motion to approve the above Resolution. Mike Seef seconded. Unanimous.

**7.g CONSIDERATION OF ENTERING INTO AN INTERGOVERNMENTAL AGREEMENT
BETWEEN ANDERSON COUNTY AND THE TOWN OF PENDLETON FOR
ANDERSON COUNTY MAGISTRATE JUDGES TO PRESIDE OVER
ADJUDICATE TOWN OF PENDLETON CASES**

Mike Seef made a motion to approve the Intergovernmental Agreement with Anderson County.

Vince Gaulin seconded. Unanimous.

**7.h CONSIDERATION OF FIRST READING OF AN ORDINANCE AUTHORIZING AND
DIRECTING THE TOWN OF PENDLETON, SOUTH CAROLINA TO ENTER INTO AN
INTERGOVERNMENTAL AGREEMENT RELATING TO SOUTH CAROLINA LOCAL
REVENUE SERVICES; TO PARTICIPATE IN ONE OR MORE LOCAL REVENUE
SERVICE PROGRAMS; TO EXECUTE AND DELIVER ONE OR MORE PARTICIPANT
PROGRAM SUPPLEMENTS; AND OTHER MATTERS RELATING THERETO**

Vince Gaulin made a motion to approve the above Ordinance for first reading. Lyn Merchant seconded. Unanimous.

7.i CONSIDERATION OF SECOND AND FINAL READING OF AN ORDINANCE TO

AMEND THE WATER AND SEWER USE ORDINANCE

Mike Seef made a motion to approve the above Ordinance for second and final reading. Lyn Merchant seconded. Unanimous.

8) CONSIDERATION OF EXECUTIVE SESSION PURSUANT TO SC CODE OF LAWS SECTION 30-4-70 (1) TO DISCUSS APPOINTMENTS TO THE UDO STEERING COMMITTEE

8.a CONSIDERATION OF EXECUTIVE SESSION - UDO APPOINTMENTS

Vince Gaulin made a motion to enter into Executive Session to discuss the above. Vince Gaulin seconded. Unanimous.

Mike Seef made a motion to go out of Executive Session and back into the Regular Session meeting. Lyn Merchant seconded. Unanimous.

No decisions were made while in Executive Session.

9) CONSIDERATION OF MOTION(S)/VOTE(S) FROM EXECUTIVE SESSION, IF NEEDED

Lyn Merchant made a motion to appoint the following to the UDO Steering Committee. Mike Seef seconded. Unanimous.

Frank Crenshaw, Lyn Merchant, Sandra Gantt, Vince Gaulin, Mike Seef, Pam Patterson, Barbara Hamberg, Byron Edwards, Jackie Reynolds, Cindi Long, Lou Robinson, Scott Ward, Nancy von Meyer, Mona Fleming, Jeff Van Drie, Jami Brothers, Ricky Lewis, Greg Brock, Thomas Shirley, Kim Hamel, Nathan Missel, Emily Martin, Pat Zungoli, Miriam Ladner, Presley Bellinger, Susan Jezek, Howard Anderson, Amy Trick, Caroline Mohr, Molly Roper and Joey Welborn,

10) ADJOURNMENT

There being no further business to discuss at 8:01 pm Mike Seef made a motion to adjourn. Lyn Merchant seconded. Unanimous.

Respectfully Submitted: _____

MAYOR: _____

COUNCIL:

WARD 1: _____

WARD 2: _____

WARD 3: _____

WARD 4: _____

MEMORANDUM

Bill Date: 3/23/23

Consumption Billing

Water

Usage 6,829,300

Amount \$56,557.56

Sewer

Usage 7,566,186

Amount \$73,674.15

Sewer Connections Inside Town Limits: 1761

Sewer Connections Outside Town Limits: 8

Water Connections Inside Town Limits: 1,809

Water Connections Outside Town Limits: 44

Total Consumption Billing Connections: 3,622

Flat Rate Sewer Billing

Amount of \$14,520.18

Multi-family connections 62

Single-family connections 314

Total Flat Rate Billing Connections 376

Total Number of All Connections 3,998

March 2023

Rentals:

Depot-

Barrett's Place Shelters-3

Revenues:

Business License-\$65,056.96

Motor Vehicle Taxes-\$18,760.90

Property Taxes-\$29,213.50

Transactions:

We processed 1500 transactions in-house for the month for a total of \$361,113.69. We had 853 customers pay online for a total of \$63,013.65.

Clemson Community Care assisted 1 utility customer with their bill this month.

Municipal Court had a total of 38 cases for the month. 12 cases were dismissed or found not guilty, 4 cases were continued, 6 cases were found guilty in their absence, 10 cases pled guilty and 6 cases requested the Public Defender or a jury trial.

Bill Date: 2/24/23

Consumption Billing

Water

Usage 7,675,700

Amount \$65,379.39

Sewer

Usage 8,260,652

Amount \$77,707.88

Sewer Connections Inside Town Limits: 1756

Sewer Connections Outside Town Limits: 8

Water Connections Inside Town Limits: 1,806

Water Connections Outside Town Limits: 43

Total Consumption Billing Connections: 3,613

Flat Rate Sewer Billing

Amount of \$14,047.37

Multi-family connections 62

Single-family connections 301

Total Flat Rate Billing Connections 363

Total Number of All Connections 3,976

Setoff Debt-Total amount collected was \$483.85 for utility bills.

February 2023

Police Fines-Total amount collected was \$1177.50. The Town keeps \$408.96 of the total amount collected.

March work orders

357 entered

362 completed

General Information

- Leaf season ended on March 31; please remember to bag your leaves and grass so we can pick them up curbside.
- We did have some damage to the Doghouse from the high winds event. The roof failed and detached from the sheathing. We have made a temporary repair and are filing an insurance claim on the event to see if we have coverage.

Capital Projects

West Queen St. Streetscape Project

- We have received approval to sign the notice of award with HDH. I want to thank Senator Thomas Alexander for his help on this matter.
- We will now have to work with ACCOG and HDH to construct a timeframe for this project.

Parking Plan Update

- Tonight, you have the resolution to approve allowing all-way stops installed on Queen and Broad and Cherry and Broad.
- GMC has provided us with a cost estimate of the work SCDOT is requesting to strip the existing roads. I plan on meeting with them to understand some of the items from SCDOT requests.

Paving Updates

- Dalton Road is slowly moving forward with construction. General delays dealing with utility conflicts and rain have slowed the progress.
- The other paving is being bid on, and we should have the results in the next two to three months.

**PENDLETON TOWN COUNCIL
APRIL 5, 2023, 4:00 PM
CALLED MEETING**

MINUTES:

After due notice to the press, Town Council met at Town Hall.

Frank Crenshaw, Lyn Merchant, Sandra Gantt, Vince Gaulin, Mike Seef were present.

1) DISCUSSION OF THE TOWN'S 2023 REDISTRICTING PLAN

Mayor and Council discussed the Town's 2023 Redistricting Plan.

2) BUDGET DISCUSSION FOR FY 2023/2024

Steve Miller, Town Administrator, provided the Mayor and Town Council with information regarding the FY 23/24 Budget for the Town.

3) MOTION(S)/VOTE(S) FROM DISCUSSION ITEMS IF NEEDED

Mayor Crenshaw made a motion to present the three draft maps of the Town's Redistricting Plan to the public for input and schedule the Public Hearing and First Reading for the May Town Council meeting. Sandra Gantt seconded. Unanimous.

4) ADJOURNMENT

There being no further business to discuss, Sandra Gantt made a motion to adjourn. Mike Seef seconded. Unanimous.

Respectfully Submitted: _____

MAYOR: _____

COUNCIL:

WARD 1: _____

WARD 2: _____

WARD 3: _____

WARD 4: _____

**PENDLETON TOWN COUNCIL
APRIL 20, 2023, 5:30 PM
CALLED MEETING**

MINUTES:

After due notice to the press, Town Council met at Town Hall.

Frank Crenshaw, Lyn Merchant, Sandra Gantt, Vince Gaulin, Mike Seef were present.

1) WORK SESSION TO DISCUSS THE TOWN'S BUDGET FOR FY 2023/2024

Town Council met to discuss balancing the budget for FY 23/24. The Public Hearing and first reading of the Budget Ordinance will be held at the May 2, Town Council meeting.

2) ADJOURNMENT

There being no further business, at 6:30 pm Lyn Merchant made a motion to adjourn. Vince Gaulin seconded. Unanimous.

Respectfully Submitted: _____

MAYOR:

COUNCIL:

WARD 1: _____

WARD 2: _____

WARD 3: _____

WARD 4: _____



Town of Pendleton
Department Head Agenda Item Request Form

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Please print or type all information.

Name of person making request: RC/ab

Phone: 864-646-9409

Date Submitted: 04/26/2023

Time Submitted: 9:53 am

Meeting Date: 05/02/2023

Agenda Item Title: POLICE DEPARTMENT REPORT

Description: Police Department report for May Town Council meeting.

Recommended Action: N/A

Please attach any pertinent documents to support this item. This will help the Town Council to make an informed decision in the best interest of the Town of Pendleton.



PENDLETON POLICE DEPARTMENT

Protecting & Serving Our Community

The Pendleton Police Department has answered over 304 calls for service since April 1st.

There were 25 reports taken in April with 6 being cleared by arrests and 32 warning tickets and 26 citations were issued.

- The Police Department took reports from three different subdivisions in Town in April; Magnolia Point, Falls of Meehan, and Villages of Town Creek. All of these reports were for Auto Breaking and Entering. A total of \$62,000 in property was taken from these incidents. This does include one stolen motor vehicle.
- Assisted Code Enforcement in towing abandoned vehicles from a known drug house.
- The Police Department did conduct a License Checking Station with the Clemson Police Department April 28th.

Respectfully Submitted,

Robert Crosby



Town of Pendleton
Department Head Agenda Item Request Form

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Please print or type all information.

Name of person making request: DAVID POULSON, TOWN PLANNER **Phone:** 8646469409

Date Submitted: 03/29/2023 **Time Submitted:** 9:12 am **Meeting Date:** 05/02/2023

Agenda Item Title: PLANNING & ZONING DEPARTMENT REPORT

Description: Report for May Town Council Meeting.

Recommended Action: N/A

Please attach any pertinent documents to support this item. This will help the Town Council to make an informed decision in the best interest of the Town of Pendleton.



PENDLETON

SOUTH CAROLINA

History, Hospitality & Happenings!

Town of Pendleton Planning and Zoning Department

The Town of Pendleton Planning and Zoning Department issued 27 Permits in April. The following is a breakdown of those permits.

1. New Homes –	18
2. Fence-	2
3. Roof-	1
4. New Signs-	3
5. New Electric Service-	1
6. Solar-	1
7. Decks-	1

During the month of April, planning staff worked to finalize the 2022 Comprehensive Plan by meeting with individual council members to review suggested changes and amendments reflected in the plan. Planning Staff prepared and conducted a BOZA meeting on April 06, 2023, where an applicant had filed an application for a sign variance. Staff also attended the pre-construction meeting for West Queen Street on April 27 and attended the budget meeting on the 5th. Planning Staff finalized a request to re-zone 204 East Main Street, which town council has for consideration this evening. Staff also assisted with scheduling the TIF meetings for May 4, 2023, as well as the First UDO Steering Committee meeting with MRB Group for May 15, 2023.

The code enforcement officer issued 52 letters concerning the following violations.

1. No Business License/ No Updated License-	30
2. Tall Grass / Overgrown Lots-	18
3. Abandoned Vehicles-	3
4. Illegal Dumping-	1

Code Enforcement also issued six summonses in April. Five for open burning and one for nuisance animals. Six brush piles were red-tagged as well. Animal control answered twenty-one animal complaints and one animal bite report.

Upcoming Meetings in May

May 4, 2023- TIF Planning Meeting

May 11, 2023- Planning Commission Meeting

May 15, 2023- UDO Steering Committee Meeting



Town of Pendleton Department Head Agenda Item Request Form

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Please print or type all information.

Name of person making request: SM/ab

Phone: 864-646-9409

Date Submitted: 04/26/2023

Time Submitted: 12:00 PM

Meeting Date: 05/02/2023

Agenda Item Title: ADMINISTRATOR'S REPORT

Description:

Recommended Action: N/A

Please attach any pertinent documents to support this item. This will help the Town Council to make an informed decision in the best interest of the Town of Pendleton.



Town of Pendleton
Department Head Agenda Item Request Form

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Please print or type all information.

Name of person making request: SM/ab

Phone: 864-646-9409

Date Submitted: 04/25/2023

Time Submitted: 10:37 am

Meeting Date: 05/02/2023

Agenda Item Title: CONSIDERATION OF ALLOCATING FUNDS TO NON-PROFITS FOR FY 23/24

Description: In FY 22/23 the following non-profits were allocated \$1,600 each: Pendleton Community Center, Pendleton Rhinos, and the Pendleton Foundation for Black History & Culture. \$5,000 is available again for Council allocation for FY 23/24 and once decided, will be noted in the budget.

Recommended Action: This is a Council decision.

Please attach any pertinent documents to support this item. This will help the Town Council to make an informed decision in the best interest of the Town of Pendleton.



Town of Pendleton Department Head Agenda Item Request Form

The South Carolina Freedom of Information Act requires the Town of Pendleton to publicly post the agendas of Town Council meetings. Additionally, all agenda items must be listed on the agenda and must describe the nature of the item(s) being considered. In order to meet these legal requirements, it is necessary to provide us with the following information before it can be placed on the agenda. **The deadline for submitting an agenda item request and supporting documentation for Council Member Agenda Packets is Wednesday 12:00 pm before the Council meeting.** Requests received after that time will be scheduled for the following meeting.

Please print or type all information.

Name of person making request: DP/ab

Phone: 864-646-9409

Date Submitted: 04/25/2023

Time Submitted: 4:28 PM

Meeting Date: 05/02/2023

Agenda Item Title: CONSIDERATION OF A RESOLUTION BY THE PENDLETON TOWN COUNCIL ACCEPTING THE RECOMMENDATION FROM THE PENDLETON PLANNING COMMISSION TO RE-ZONE 204 EAST MAIN STREET HAVING TMS # 40-10-09-001 FROM (R2) LOW-DENSITY RESIDENTIAL TO NEIGHBORHOOD COMMERCIAL (NC)

Description: On February 01, 2023, the applicant, Mrs. Virginia Gaulin, applied to the Town of Pendleton, asking to re-zone 204 East Main Street from (R2) Low-Density Residential to (NC) Neighborhood Commercial. This re-zoning will allow her to purchase this address and utilize it as an office for her private counseling practice which is not allowed in (R2) zoning. On February 13, 2023, an ad was placed in the Anderson Independent Mail notifying the Public that a hearing would be held on this request, and the property was posted with signage for community notification. On March 09, 2023, a public hearing was held at the Planning Commission's regular meeting, where there was support for this re-zoning from several members of the community. At this March meeting, the Pendleton Planning Commission unanimously resolved to recommend that Pendleton Town Council re-zone this address to (NC) Neighborhood Commercial, allowing her practice to locate at this address.

Recommended Action: Recommend Town Council accept the Pendleton Planning Commission recommendation to re-zone 204 East Main Street having TMS # 40-10-09-001 from (R2) Low-Density Residential to (NC) Neighborhood Commercial.

Please attach any pertinent documents to support this item. This will help the Town Council to make an informed decision in the best interest of the Town of Pendleton.

Pendleton Town Council

Mayor
Frank Crenshaw

Municipal Complex
310 Greenville Street
Pendleton, SC 29670
864-646-9409
www.townofpendleton.org



Council Members
Lyn Merchant
Sandra Gantt
Vince Gaulin
Mike Seef

Administrator
Steve Miller
Municipal Clerk
Amber Barnes

RESOLUTION

A RESOLUTION BY THE PENDLETON TOWN COUNCIL ACCEPTING THE RECOMMENDATION FROM THE PENDLETON PLANNING COMMISSION TO RE-ZONE 204 EAST MAIN STREET HAVING TMS# 40-10-09-001 FROM (R2) LOW-DENSITY RESIDENTIAL TO (NC) NEIGHBORHOOD COMMERCIAL.

Whereas, this property is located inside the corporate limits of the Town of Pendleton; and,

Whereas, this property is currently zoned (R2) Low-Density Residential; and,

Whereas, the applicant has made an application asking that this property be re-zoned to allow for a private practice counseling practice at this address; and,

Whereas, a public hearing was held on March 09, 2023, to receive public input regarding the re-zoning request for this property; and,

Whereas, the Pendleton Planning Commission unanimously resolved at their regular meeting on March 09, 2023, to recommend Pendleton Town Council re-zone this property.

Now, Therefore, Be It Resolved, that Pendleton Town Council accepts the recommendation from the Pendleton Planning Commission to re-zone 204 East Main Street, having TMS# 40-10-09-001, from (R2) Low-Density Residential to (NC) Neighborhood Commercial.

Pendleton Town Council

Mayor
Frank Crenshaw

Council Members
Lyn Merchant
Sandra Gantt
Vince Gaulin
Mike Seef

Municipal Complex
310 Greenville Street
Pendleton, SC 29670
864-646-9409
www.townofpendleton.org



Administrator
Steve Miller
Municipal Clerk
Amber Barnes

MAYOR:

TOWN COUNCIL:

WARD 1: _____

WARD 2: _____

WARD 3: _____

WARD 4: _____

TOWN OF PENDLETON

COUNTY OF ANDERSON
STATE OF SOUTH CAROLINA

I, AMBER L. BARNES, Municipal Clerk do hereby certify that the foregoing resolution was duly adopted by the Pendleton Town Council at a meeting held _____, _____, and is on file in the records of this office.

Amber L. Barnes, Municipal Clerk

Pendleton Town Council

Mayor
Frank Crenshaw

Municipal Complex
310 Greenville Street
Pendleton, SC 29670
864-646-9409

www.townofpendleton.org

Council Members
Lyn Merchant
Sandra Gantt
Vince Gaulin
Mike Seef



Administrator
Steve Miller
Municipal Clerk
Amber Barnes

RESOLUTION

A RESOLUTION BY THE PENDLETON PLANNING COMMISSION MAKING A RECOMMENDATION TO PENDLETON TOWN COUNCIL TO REZONE 204 EAST MAIN STREET HAVING TMS# 40-10-09-001, FROM (R2) LOW-DENSITY RESIDENTIAL TO (NC) NEIGHBORHOOD COMMERCIAL.

Whereas, this property is located inside the corporate limits of the Town of Pendleton; and,

Whereas, this property is currently zoned (R2) low-density residential; and,

Whereas, the applicant has made an application asking that this property be rezoned to allow for a private practice counseling practice at this address; and,

Whereas, a public hearing was held on March 09, 2023, to receive public input regarding the rezoning request for this property.

Now, Therefore, Be It Resolved, that the Pendleton Planning Commission recommends that Pendleton Town Council rezone 204 East Main Street, having TMS# 40-10-09-001, from (R2) Low-Density Residential to (NC) Neighborhood Commercial.

Resolved in a meeting duly assembled this 9th day of March, 2023.

Planning Commission Chair: Lou Robinson Date: 3/9/2023

Page 1 of 1

A RESOLUTION BY THE PENDLETON PLANNING COMMISSION MAKING A RECOMMENDATION TO PENDLETON TOWN COUNCIL TO REZONE 204 EAST MAIN STREET HAVING TMS# 40-10-09-001, FROM (R2) LOW-DENSITY RESIDENTIAL TO (NC) NEIGHBORHOOD COMMERCIAL (NC).



**Staff Report to the Town of Pendleton Planning Commission for consideration
of an Application to Rezone 204 East Main Street from Residential (R2) to
Neighborhood Commercial (NC).**

Date of Report: March 02, 2023

Report By: David Poulson, Town Planner.

Applicant: Virginia Gaulin

Request: The consideration of an application requesting the Planning Commission to recommend Pendleton Town Council to rezone 204 East Main Street from (R2) Low-Density Residential to (NC) Neighborhood Commercial.

Property Location: 204 East Main Street is the first house on the right in the 200 block of East Main Street. It sits on the corner of East Main Street and Broad Street.

Existing Zoning: (R2) Low-Density Residential.

Requested Zoning: (NC) Neighborhood Commercial.

Surrounding Zoning & Land Use:

West: Zone: Low-Density Residential (R1) and Central Business (CB)
Land Use: Residential, Town Square

East: Zone: Neighborhood Commercial (NC)
Land Use: Bell South, Speedy Mart, Dentist Office, Crenshaw Appliances.

South: Zone: Low-Density Residential (R1)
Land Use: Pendleton United Methodist Church.

North: Zone: Low-Density Residential (R1)
Land Use: Residential Dwellings

Existing Conditions: This property was originally a residential home and was recently listed for sale by the owners.



Reason for Rezoning Request:

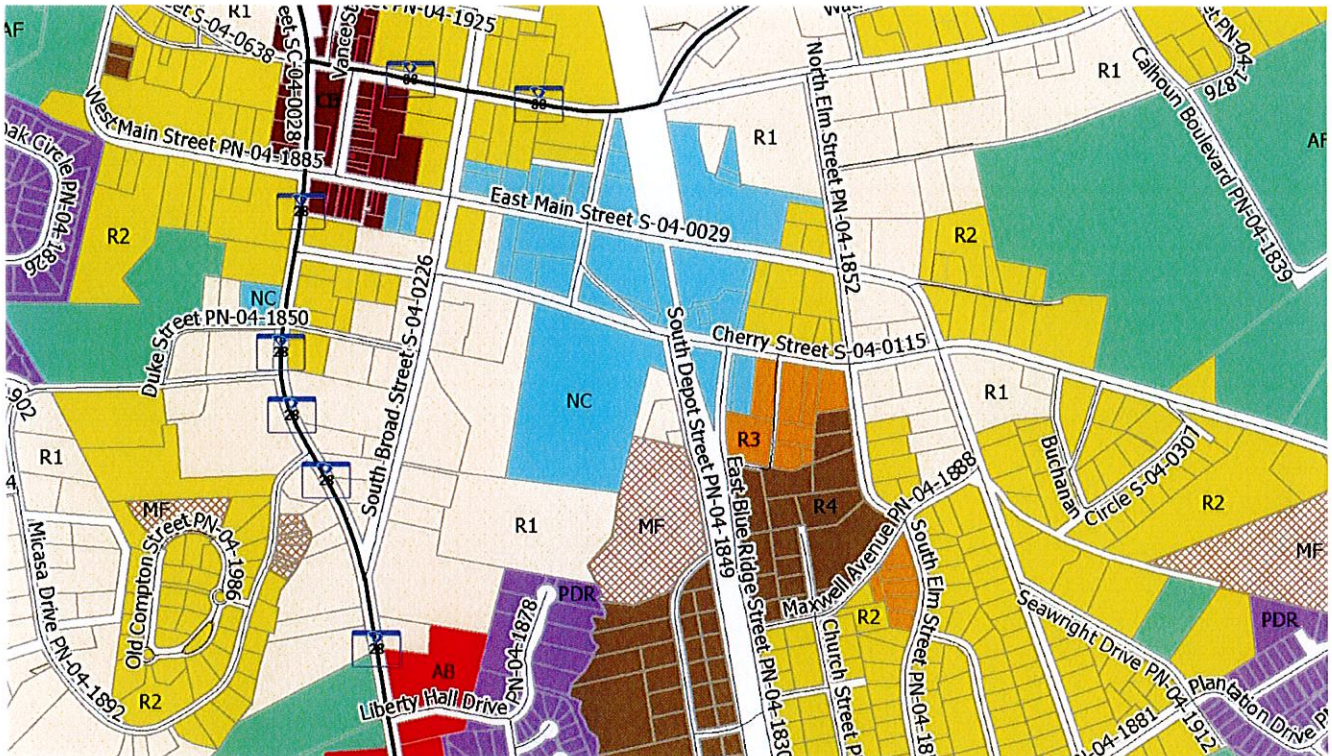
The applicant entered into a contract to purchase this property from the current owners in February 2023. The applicant is seeking to be allowed to operate a private practice counseling office from this address as a business which, per our zoning ordinances, requires rezoning. Most of the buildings to the east of this house, on the same block and beyond, are currently zoned Neighborhood Commercial and have an active business in them.





Current Zoning Considerations:

This address is near the area of town that Town Council recently rezoned to Neighborhood Commercial to better align this area with the future goals of the town. Council also amended the current Neighborhood Commercial Zoning District by second and final reading on March 07, 2023. All the new zoning conditions and regulations will apply to this property if rezoned and if ever redeveloped.





Definitions:

- A. R-1, Low-Density Residential District. Primarily a district for low-density one-family dwellings situated on lots having a minimum area of twenty thousand (20,000) square feet, and including customary secondary uses.
- B. R-2, Low-Density Residential District. Primarily a district for low-density one-family dwellings situated on lots having a minimum area of ten thousand (10,000) square feet, and including customary secondary uses.
- C. R-3, Medium-Density Residential District. Primarily a district for low-density one-family and two-family dwellings situated on lots having a minimum area of eight thousand (8,000) square feet, and including customary secondary uses.
- D. R-4, Medium-Density Mixed Residential District. Primarily a district for medium-density one- and two-family dwellings and one-family manufactured/mobile homes, situated on individual lots having a minimum area of eight thousand (8,000) square feet, and including customary secondary uses.
- E. MF, Multi-Family Residential District. Primarily a district for median- and high-density residential development, including customary secondary uses.
- F. AB, Area-Wide Business District. Primarily a district for retail and service uses along major streets and highways to serve both the traveling public and local residents.
- G. **NC, Neighborhood Commercial District. Primarily a district for the development of low-intensity commercial and service centers that are accessible by pedestrians and vehicular traffic, serve the daily convenience and personal service needs of the surrounding neighborhood and are of such a nature as to minimize conflicts with surrounding residential uses and to allow for residential uses.**
- H. CB, Central Business District. Primarily a district for the intensive business and commercial development of certain areas of the town. Off-street parking is permitted separately and is not required as a use because of small lot sizes and intensity of development. This District is designed to provide comparative shopping opportunities within a concentrated area and promote a business climate essential to the vitality and economic stability of the community.



PENDLETON

S O U T H C A R O L I N A
History, Hospitality & Happenings!

Staff Recommendation:

Staff recommends **APPROVAL** of the rezoning request from Low-Density Residential (R2) to Neighborhood Commercial (NC) on the identified parcel for the following reasons:

1. As the current zoning map indicates, this parcel is similar to the surrounding properties already zoned (NC) Neighborhood Commercial. The properties to the East and South currently house active businesses within this same block.

ATTACHMENTS:

Attachment A: Rezoning Application

Attachment B: Map of the Area

Attachment C: Public Hearing Advertisement Information

Rezoning Application Form

Town of Pendleton, SC



PENDLETON

SOUTH CAROLINA

History, Hospitality & Happenings!

Rezoning Application

Date: 2/1/2023 Request Number (to be filled by Staff): B23 - 49

Instructions:

1. Submit the application form with owner's signature, legal description, any other supporting documents, and a map with the rezoning area highlighted.
2. Application Fee = \$100.00 for Residential, \$200.00 for Commercial.
3. Deadline is thirty (30) days prior to the next Planning Commission meeting (see deadline schedule).

Name of Property Owner: Stephen D Walker & Karen W Meehan

Address: 204 E Main St. Pendleton, SC 29670

Phone number: _____ Email: Karon W. Meehan

Signature of Property Owner (Owner MUST sign): Stephen D. Walker 02/03/23 02/03/23

Name of Applicant (if other than property owner): Virginia Gaulin

Address: 211 Keese St. Pendleton, SC 29670

Phone number: (864) 982-0694 Email: ginny@wellcentertherapy.com

Signature of Applicant: Virginia Gaulin

Property Location: 204 E Main St. Pendleton, SC 29670

Existing Zoning Classification: R-2 Proposed Zoning Classification: NC (neighborhood commercial)

of Acres: .84 Tax Map Number: 040-10-09-001-000

Describe the nature of the request or attach description: Updating property use for counseling private practice office

*****OFFICE USE ONLY*****

Date received: 2/3/2023 Fee Paid: 200.00 Receipt number: 378520

Date Advertised: 2/13/2023 Hearing Date: 3/9/2023 Date Sign Posted: 2/14/2023

TOWN STAFF RECOMMENDATION: APPROVED ☒ DENIED: _____

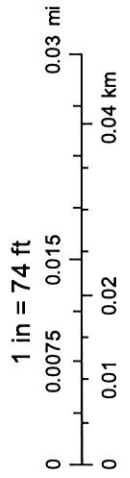
PLANNING COMMISSION RECOMMENDATION: APPROVED ☒ DENIED: _____

COUNCIL DECISION (Date of 2nd Reading): APPROVED _____ DENIED: _____

Comments: _____

PUBLIC NOTICE

The Town of Pendleton Planning Commission will hold a public hearing in the Council Chambers of Town Hall Thursday, March 09, 2023, at 6:00 pm to receive public input concerning a proposed rezoning request on property located at 204 East Main Street having TMS# 40-10-09-001 from Low-Density Residential (R2) to Neighborhood Commercial (NC). The meeting is open to the public, and the public is welcome to speak concerning this rezoning request.



Anderson County GIS

TMS:	401009001
Owner:	MEEHAN KARON W + STEPHEN D WALKER
Owner Address:	204 E MAIN ST
City/State:	PENDLETON SC
Deed Book:	15947
Tax District:	44
Deed Page:	289
Zip Code:	29670
Current Plat:	CP S-174/6-B
Description:	E MAIN ST
Sale Year:	2021
Sale Price:	\$1
Market Value:	\$321,620

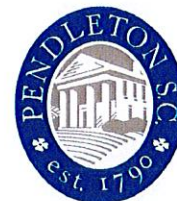
Pendleton Town Council

Mayor
Frank Crenshaw

Municipal Complex
310 Greenville Street
Pendleton, SC 29670
864-646-9409

www.townofpendleton.org

Council Members
Lyn Merchant
Sandra Gantt
Vince Gaulin
Mike Seef



Administrator
Steve Miller
Municipal Clerk
Amber Barnes

RESOLUTION

A RESOLUTION BY PENDLETON TOWN COUNCIL ACCEPTING THE PENDLETON PLANNING COMMISSION'S RECOMMENDATION TO ADOPT THE 2022 COMPREHENSIVE PLAN UPDATE FOR THE TOWN OF PENDLETON, SOUTH CAROLINA.

WHEREAS, the Comprehensive Plan is a long-range policy guide to decisions about the physical development of a Town, addressing: land use, transportation, community character, economic development, public facilities, utilities, housing, resiliency and implementation; and,

WHEREAS, the Comprehensive Plan gives long-range and comprehensive context and support for the Capital Improvement Program, Community Development Block Grant (CDBG) infrastructure development grants, as well as other state and federal grants and loans the Town may apply for; and,

WHEREAS, the Town of Pendleton Town Council adopted a Comprehensive Plan in 2016 that is required to be evaluated every five (5) years and updated every ten (10) years to conform to the 1994 Comprehensive Planning Enabling Act; and,

WHEREAS, the Town of Pendleton Town Council understands the importance of updating the Comprehensive Plan as an essential document that will guide policy decisions, provide a link between new and existing development; and,

WHEREAS, the Comprehensive Plan updates the Town of Pendleton's Future Land Use Map; and,

WHEREAS, several public input meetings were held to receive feedback from the community on this Comprehensive Plan update; and,

WHEREAS, the Pendleton Planning Commission held a public hearing on this update at their regular meeting on December 08, 2022; and,

WHEREAS, the Pendleton Planning Commission took this action item for consideration and vote at their regular meeting on December 08, 2022, and voted unanimously to recommend Town Council Adopt the 2022 Comprehensive Plan Update.

Pendleton Town Council

Mayor
Frank Crenshaw

Council Members
Lyn Merchant
Sandra Gantt
Vince Gaulin
Mike Seef

Municipal Complex
310 Greenville Street
Pendleton, SC 29670
864-646-9409
www.townofpendleton.org



Administrator
Steve Miller
Municipal Clerk
Amber Barnes

NOW, THEREFORE, BE IT RESOLVED that the Pendleton Town Council accepts the Pendleton Planning Commission's recommendation to adopt the 2022 Comprehensive Plan update for the Town of Pendleton.

MAYOR:

TOWN COUNCIL:

WARD 1: _____

WARD 2: _____

WARD 3: _____

WARD 4: _____

TOWN OF PENDLETON

COUNTY OF ANDERSON
STATE OF SOUTH CAROLINA

I, AMBER L. BARNES, Municipal Clerk, do hereby certify that the foregoing resolution was duly adopted by the Pendleton Town Council at a meeting held _____, _____, and is on file in the records of this office.

Amber L. Barnes, Municipal Clerk

Pendleton Town Council

Mayor
Frank Crenshaw

Municipal Complex
310 Greenville Street
Pendleton, SC 29670
864-646-9409
www.townofpendleton.org



Administrator
Steve Miller
Municipal Clerk
Amber Barnes

Council Members
Lyn Merchant
Sandra Gantt
Vince Gaulin
Mike Seef

RESOLUTION

A RESOLUTION BY THE PENDLETON PLANNING COMMISSION MAKING A RECOMMENDATION TO PENDLETON TOWN COUNCIL TO ADOPT THE 2022 COMPREHENSIVE PLAN UPDATE FOR THE TOWN OF PENDLETON, SOUTH CAROLINA

WHEREAS, the Comprehensive Plan is a long-range policy guide to decisions about the physical development of a Town, addressing: land use, transportation, community character, economic development, public facilities, utilities, housing, resiliency, and implementation; and,

WHEREAS, the Comprehensive Plan gives long-range and comprehensive context and support for the Capital Improvement Program, Community Development Block Grant (CDBG) infrastructure development grants, as well as other state and federal grants and loans the Town may apply for; and,

WHEREAS, the Town of Pendleton Town Council adopted a Comprehensive Plan in 2016 that is required to be updated every five (5) years to conform to the 1994 Comprehensive Planning Enabling Act; and,

WHEREAS, the Town of Pendleton Town Council understands the importance of updating the Comprehensive Plan as an essential document that will guide policy decisions, providing a link between new and existing development; and,

WHEREAS, the Comprehensive Plan updates the Town of Pendleton's Future Land Use Map; and,

WHEREAS, several public input meetings were held to receive feedback from the community on this Comprehensive Plan update; and,

WHEREAS, the Pendleton Planning Commission held a public hearing on this update at their regular meeting on December 08, 2022.

NOW, THEREFORE, BE IT RESOLVED that the Pendleton Planning Commission recommends Town Council adopt the 2022 Comprehensive Plan update for the Town of Pendleton.

Resolve in a meeting duly assembled this 8 day of December, 2022

Planning Commission Chair: Cindi Long Date: 12/8/2022

Page 1 of 1

A RESOLUTION BY THE PENDLETON PLANNING COMMISSION MAKING A RECOMMENDATION TO PENDLETON TOWN COUNCIL TO ADOPT THE 2022 COMPREHENSIVE PLAN UPDATE FOR THE TOWN OF PENDLETON, SOUTH CAROLINA

Items suggested and made to the current Comprehensive Plan.

1. Location map on page 8 can not be turned to match the full page ones in the plan. This map shows the location of the Town of Pendleton within Anderson County.
2. Page 15- What areas are under-Utilized added to this page and made smaller.
3. Pg 16- Guiding Principles from Public Input Sessions added to this and ties each goal and objective back to feedback from citizens and their responses to the different questions. A complete list of the questions and answers is available in the Planning and Zoning Dept.
4. Page 20- Goals, Objectives, and Strategies, have been re-worded and spaced to allow Guiding Principles to be added. Guiding Principles for each goal have been added.
5. Page 22, Ledger was added to the graph.
6. Page 26- Goals / Objectives, and Strategies have been reworded and spaced to allow Guiding principles. Guiding Principles have been added, tying each goal back to input from citizens.
7. Page 26- the words Parks and Trailways were added to the third sentence in the Goals and Objective section.
8. Cultural and Historical Asset page 29 will be turned to match all other maps.

9. Page 32- Number 8 "Pendleton Oil Mill" The word NOW was removed.

Pendleton Oil Mill (349 E. Main Street), late 1800s – The Pendleton Oil Mill was originally set up as a cottonseed oil mill but has more recently served as a petroleum dispersal center and is now a fertilizer business.

Pendleton Oil Mill (349 E. Main Street), late 1800s – The Pendleton Oil Mill was originally set up as a cottonseed oil mill but has more recently served as a petroleum dispersal center.

10. Page 32- Number 9 " Blue Ridge Plant of the Pendleton Manufacturing Co was re-wored.

Blue Ridge Plant of the Pendleton Manufacturing Co. (W. Blue Ridge Street), ca. 1893 – The Blue Ridge Plant was an early textile mill in town limits that had produced yarn products. The building was a satellite location for FiberTech, a company which manufactures synthetic building surfaces and decorative features.

11. Page 34- Number 15, the word Restaurant was removed.

Liberty Hall (621 S. Mechanic Street), ca.1840 – Occupied by Beaunou Harris, first. This historic antebellum home is privately owned & operated as a Bed & Breakfast and restaurant.

Liberty Hall (621 S. Mechanic Street), ca.1840 – Occupied by Beaunou Harris, first. This historic antebellum home is privately owned & operated as a Bed & Breakfast.

12. Page 34- Extra Period was removed from Fort Hill

Mi Casa (439 S. Mechanic Street), ca.1830 – The Mi Casa house was inhabited by Mrs. John C. Calhoun after her husband's death and was also the home of Thomas Green Clemson prior to his inheritance of Fort Hill. The front has been moved from the north to the east side. The original cookhouse is still located on the property.

Mi Casa (439 S. Mechanic Street), ca.1830 – The Mi Casa house was inhabited by Mrs. John C. Calhoun after her husband's death and was also the home of Thomas Green Clemson prior to his inheritance of Fort Hill. The front has been moved from the north to the east side. The original cookhouse is still located on the property.

13. Page 36- Number 13 Faith Cabin was added to this section of Historic Buildings and Structures.

14. Page 36- The last paragraph was re-worded.

The Clemson Little Theatre currently presents seven mainstage productions per year with six public performances of each production. Of the seven productions, two are designated as Clemson Area Youth Theatre (CAYT) productions. CAYT productions are performed by youth in grades 5 through 12 under adult direction and supervision. Additionally, every effort is made to involve youth in all aspects of the backstage work as well, providing for a well-rounded theatre experience. CAYT productions are also presented during a daytime performance made available to local elementary school children at a reduced price. Patron generosity and theatre endowment funds provide for this opportunity to bring live theatre to local children who may not otherwise have this experience.

- 14(Continue) The Clemson Little Theatre currently presents mainstage productions annually. Clemson Area Youth Theatre (CAYT) productions are performed by youth in grades 5 through 12 under adult direction and supervision. Additionally, every effort is made to involve youth in all aspects of the backstage work as well, providing for a well-rounded theatre experience. CAYT productions are also presented during a daytime performance made available to local elementary school children at a reduced price. Patron's generosity and theatre endowment funds provide for this opportunity to bring live theatre to local children who may not otherwise have this experience.
15. Page 37- Art Galleries and Showcases and the Blue Grass Under the Stars events were removed
16. Page 37- Pictures were added, and Community Events and Activities were combined from page 38.
17. Pendleton Christmas Market was added to page 38.
18. The word "Monthly" was changed to "Periodically" for the Pendleton Historic District Tours on page 38.
19. Pictures were added to the new plan taking the place of Art Galleries and Showcases.
20. Page 39- Goals / Objectives & Strategies- spacing was done to allow for Guiding Principles. Guiding Principles were added.
21. Page 43- Goals/ Objectives & Strategies- Spacing was done to allow for Guiding Principles. Guiding Principles were added.
22. Page 46- Spelling error was corrected Fern was changed to Fern
23. Page 49- Goal / Objectives & Strategies- Spacing was done to allow for Guiding Principles. Guiding Principles were added.
24. Page 61- Goal / Objectives & Strategies- Spacing was done to allow for Guiding Principles. Guiding Principles were added.
25. Zoning Map was turned to match other maps.
26. Page 70- Goal / Objectives & Strategies- Spacing was done to allow for Guiding Principles. Guiding Principles were added.

27. Page 73- Goal / Objectives & Strategies- Spacing was done to allow for Guiding Principles. Guiding Principles were added.
28. Page 73, under Goals, Objectives, and Strategies, “create an economic database of available properties,” was listed again on page 74. It was removed from page 74.
29. Page 73, under Goals, Objectives, and Strategies, “ Work with downtown business owners to establish a town-wide merchants network” was changed to “support the downtown business owners to establish a town-wide merchants network”.
30. Page 74- Goal / Objectives & Strategies- Spacing was done to allow for Guiding Principles. Guiding Principles were added.
31. Page 75, under resiliency, the words Pandemic Outbreaks were added to the end of the second paragraph.
32. Page 79- Space added in the second paragraph

In addition to encouraging local governments to plan for long-term capital improvement needs and financing, the Priority Investment Element encourages stronger intergovernmental planning and coordination. Specifically, the legislation calls for comprehensive plans to include:
“a priority investment element that analyzes the likely federal, state, and local funds available for public infrastructure and facilities during the next ten years, and recommends the projects for the expenditure of those funds during the next ten years for needed public infrastructure and facilities such as water, sewer, roads, and schools. The recommendation of those projects for public expenditure must be done through coordination with adjacent and relevant jurisdictions and agencies.”

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“a priority investment element that analyzes the likely federal, state, and local funds available for public infrastructure and facilities during the next ten years, and recommends the projects for the expenditure of those funds during the next ten years for needed public infrastructure and facilities such as water, sewer, roads, and schools. The recommendation of those projects for public expenditure must be done through coordination with adjacent and relevant jurisdictions and agencies.”

33. Page 80- The page number was changed from 72 to 82.

Small area plans provide a collaborative process for citizens to work together to improve their neighborhoods and ensure a better future. A small area plan contains a set of specific strategies that aim to preserve or improve a specific area of the Town. The plan may address issues such as land use, zoning, transportation, economic development, and housing. The scope of the small area plan depends directly on issues that are identified by the community. Community involvement assures that the plan is responsive to resident needs and provides appropriate solutions to the identified problems. Small area plans act as policy guides for decision-making. Potential small area plans to be completed by the Town of Pendleton are shown on Page 72

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34. Page 84-- Goal / Objectives & Strategies- Spacing was done to allow for Guiding Principles. Guiding Principles were added.

Items suggested by but not made to the current comprehensive plan.

After meeting with Town Council members individually to review the comprehensive plan, several recommendations and amendments have been suggested. Town staff has listed and included the changes which did not change the original intent of this document and could be made at staff level. Below are recommendations and amendments made by council members that cannot be implemented by town staff alone and require guidance from Town Council on how to proceed. Because these changes have the potential to alter the original intent of the recommended Comprehensive Plan, town council will need to advise if re-evaluation from the Planning Commission is needed before these changes are made.

1. Some of the spacing in the Guiding Principles and Objectives sections do not equally line up symmetrically with the corresponding accountable agencies and guiding principles in the different elements.

Reason: Our consultant re-aligned these sections as much as possible but kept the original formatting unchanged. Most of the spacing was changed to better align the goals and to ensure that the document remained visually appealing and easy to read. The ones that were not changed were due to formatting issues. There was not enough space in the designated line area to allow for further changes. The Goals and Objectives are separated by periods and, as such, when read, should lead the reader to know which accountable agency is responsible for the guiding principle.

2. It was suggested that additions should be made to the Cultural Resources section of page 28 and explain how the proximity to Clemson University and the City of Greenville could serve as central hubs for the Town of Pendleton in this area.

It was suggested to add the below text to the seventh sentence in the second paragraph on page 28, mentioning the importance each of these cities plays in the success of Pendleton.

"The two largest cultural hubs in proximity to the Town of Pendleton are Clemson University with its national standing athletic program and the City of Greenville with its vibrant cultural districts and resources. The Town of Pendleton is within close proximity to both of these cultural hubs and can benefit from them as an example".

Reason: When adding complete sections or portions to this document, it's important to evaluate the specific context and goals of the document to determine whether or not certain information, if added, creates a situation where the overall intent of the document falls outside the original scope of the recommended Comprehensive Plan. Although this information could be extremely valuable to stakeholders, including residents, business owners, and visitors to the town, it is equally important to maintain the originality and scope of the recommended plan or send the new plan with the changes back to the Planning Commission for re-evaluation.

3. After speaking with individual council members, it was suggested to add a section to the plan and acknowledge the town's current relationship with Anderson County School District 4 and Tri-County Tech as an example of the importance of intergovernmental partnerships. It was mentioned that we could use our current discussions about Riverside Middle School with ACSD 4 and the Doghouse project with Tri-County Tech as a template. We did not add this section.

Reason: Although this information on intergovernmental partnerships has several potential benefits that could include educational opportunities, community engagement, and economic development, this section was not included in the original document; therefore, adding this entirely new section has the potential to change the original scope of the original plan. This addition should be sent back to the Planning Commission to make a recommendation regarding this change.

4. It was requested to add a new section to the Local Road Funding section, and on page 59, add Bike and Pedestrian Planning.

Reason: Bike and Pedestrian planning is an important aspect of transit systems, as it can help to promote sustainable transportation options and improve safety and accessibility for cyclists and pedestrians. Any addition to Transit Systems on page 59 has the potential to change the complete goals and objectives portion of the original document. In addition, adding this information would create a new section not directly tied to the goals and objectives section of this element without allowing the Planning Commission to evaluate this addition. To add this section, these recommendations should be referred back to the Planning Commission for a recommendation.

5. After receiving a suggestion to add the words "because of Federal Loan requirements" at the end of the sentence in the second paragraph on page 51 to show why there is a current lack of interconnectivity within residential areas, this was not included.

Reason: Although the original intent of this suggestion by a council member was an attempt to explain why most newly constructed neighborhoods and housing units are not compatible and interconnected. Staff would need time to research and find reference material to support this statement before including it in the plan.

6. Did not change page 69. It was recommended to change this entire section to the following. *In relation to land use, Pendleton is primarily a residential community. While industrial and commercial uses are vital to the town's economic viability, non-residential land uses should be carefully weighed in terms of their impacts on the established residential character. The historic fabric of the town has commercial and industrial uses interspersed within neighborhoods, mainly at intersections and along the railroad. However, the majority of modern commercial activity has been consolidated in the Downtown Commercial District and along HWY 76/28, and large-scale modern industry has been kept at the periphery. Open space is also a prominent feature of Pendleton's historical and present-day character, and these areas should be maintained either as conservation space, parks, and recreation areas or sensitively combined into future residential or mixed-use developments. Major land use changes within well-established areas are not expected and would generally be considered less desirable, while in contrast, the town's gateways along major transportation corridors remain somewhat less defined and therefore have the most potential for land use changes."*

Reason: The suggested changes to the goals, objectives, and strategies for implementation would change the nature, purpose, and structure of this document's original intent. Changing the verbiage in this portion of the document has the potential to change the original scope of this plan and therefore needs to be reviewed by and recommended by the Planning Commission.

7. In the last sentence of the fourth paragraph on page 71, it was mentioned that adding an explanation of the different components of a downtown's vitality would strengthen this section of the plan. The below was recommended to be added to the last sentence. "And to include service-based industries, small-scale residential and restaurants as a major component of downtown vitality." This was recommended to show the importance these businesses play in the live where you work movement.

Reason: In this section, the use of Major Industries refers to large-scale businesses that have a significant effect on the impact, footprint, and economic scale of a municipality. The original intent of this section of the document implied that the majority of residents do not currently live next door to an industrial site or major industry. It was not the intent of this section to minimize the importance and desirability of residents residing in an area that contains small service-based industries, small-scale retail, and restaurants, all of which contribute to the vitality of downtown revitalization.



TOWN OF PENDLETON, SOUTH CAROLINA **COMPREHENSIVE PLAN**

2023-2033

PREPARED BY THE TOWN OF PENDLETON
IN PARTNERSHIP WITH:
STUDIO MAIN LLC



ACKNOWLEDGEMENTS



Town Council

Frank Crenshaw – Mayor
Lyn Merchant – Ward 1
Sandra Gantt – Ward 2
Vince Gaulin – Ward 3
Mike Seef – Ward 4

Planning Commission

Adam Chapman
Lou Robinson – Vice Chair
Naresh Jain
Cindi Long – Chair
Chuck McCuen
Pamela Patterson
Barbara Hamberg

Town Staff

Steve Miller – Town Administrator
Amber Barnes – Assistant Town Administrator
David Poulson – Planning and Zoning

Consultant Team

Studio Main
1 Hindman Street
Pelzer, SC 29669

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1. INTRODUCTION

PURPOSE OF THIS PLAN

A comprehensive plan serves as a "roadmap" for a municipality during a ten-year period. It outlines a vision, and then describes the steps to take in order to fulfill it. Since its last full comprehensive planning effort and update, the Town of Pendleton has grown substantially. The Town of Pendleton, like many other communities across Upstate South Carolina, is at a crossroad. This report represents the culmination of a year-long effort to determine where the Town has been, where it appears to be headed in the years to come, and the steps the Town will have to take to make it happen.

This document is a compilation of material reviewed, conclusions reached, and policies developed by the citizens of Pendleton, the Town of Pendleton Planning Commission, and Town staff in the effort to update the 2013 Town of Pendleton Comprehensive Plan. The findings of this effort are to be used as general goals for guiding the long-term development of Pendleton. The products of this study are an Existing Land Use Map, Future Land Use Map and an updated Comprehensive Plan. The three products provide information on the current and projected needs, vision, and goals of the citizens of Pendleton that will guide future land use decisions.

Enabling Authority

This plan has been developed under the authority of Title VI, Chapter 29, Sections 310 through 1200 of the 1976 Official Code of South Carolina, 1994 Cumulative Supplement. In accordance with state authority and requirements, to develop a Future Land Use Map, the Planning Commission has reviewed and has given consideration to the existing and projected future physical, demographic and socio-economic characteristics of the Town.

In the preparation of this plan update, the Planning Commission has met or exceeded all requirements contained in Chapter VI of the State Code. As is authorized by the state enabling legislation, the Planning Commission hired a consultant, Studio Main LLC, to compile data and coordinate the study process. This study has been conducted in full compliance with public input requirements.

ABOUT PENDLETON

From the Town of Pendleton's website:

"Cherokee Indians lived in this region long before the American Revolution. It was the Cherokee's choice to side with Great Britain during the war for independence and two months of fighting in the summer of 1776 between the Patriot militia and the Cherokees, aided by Loyalists, brought Indian defeat. Crops were destroyed, towns were burned and the Cherokees gave up, ceding their land to South Carolina. By 1789 this region became Pendleton County, later named Pendleton District. Today, that area is now Anderson, Oconee and Pickens counties, but a common bond remains.

The Town of Pendleton was created in 1790 for a courthouse seat. It is named for Judge Henry Pendleton, a Virginian who fought in the Revolution and remained in South Carolina. Until a division of the district in 1826, the town was one of the most influential in the upper half of South Carolina. Initial settlement was by Scots-Irish veterans, but by 1800 the aristocratic LowCountry planters and politicians had discovered the Pendleton Area and built summer homes. It caused a mix of poorly educated farmers and well-educated wealthy citizens and together they laid the groundwork for the progressive region here today.

On April 2, 1790, commissioners of the new Pendleton County met for the first time and minutes of that meeting stated that a tract of land owned by Isaac Lynch was considered to be central in the county and "most convenient to erect the county buildings". The next order of business was to select a Clerk of the County and Printer John Miller, who later would begin a newspaper after giving up the business in London and later Charleston, was unanimously chosen.

The commissioners were Andrew Pickens, Robert Anderson, John Miller, John Wilson, Benjamin Cleveland, William Halbert, Henry Clark and John Moffet. They determined each road should lead from Pendleton to or by their homes – but it worked well, as they lived in all parts of the county.

April 8, 1790, is the day the Town of Pendleton—also known as Pendleton Court House or Pendleton Village—can officially be dated. Book A, page one of Pendleton County land deeds records Isaac Lynch was paid five shillings by the commissioners for the land.

In November, 1790, the commissioners had ordered the surveying and staking out of six one acre lots for the public buildings and several businesses and families moved in. A log courthouse had been built on Tanyard Branch and it was 1797 before the first courthouse was built on what became the village green.

The state legislature, in the meantime, had determined there should be a new system of courts, and Pendleton became a district rather than a county. The lack of growth from 1790 to 1800 was due to the former Washington District, composed of Greenville and Pendleton counties, having a district seat at Pickensville.

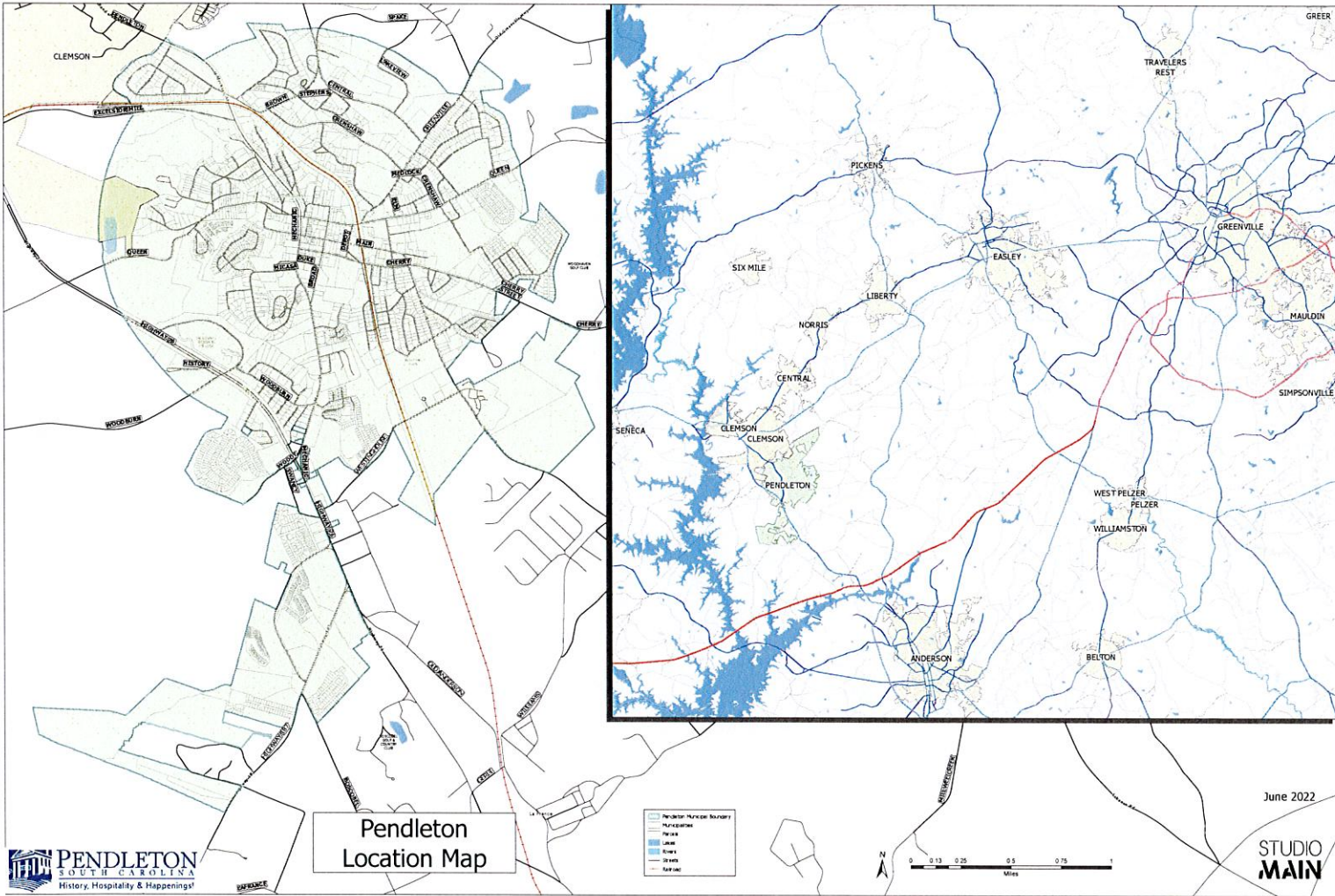
When the Pendleton District was created, the commissioners ordered the formal layout of the town. It resulted in fifty-one town lots of one acre each and forty-three "outlots" of several acres each. One of the first to come and open a store which still stands today (site of the Village Café as of June 2014), was William Steele, who also became the postmaster.

By 1800, South Carolina low-country plantation owners had discovered Pendleton as a summer home retreat. R. W. Simpson, writing in a later period, said many were attracted "by the salubrious climate and its rich and fertile soil. Simpson said they built fine homes and though some were miles away, they referred to their place as being in 'the Town of Pendleton'. Simpson said they brought refined customs and manners, "and the very name of Pendleton became a synonym for refined and beautiful women, and for elegant high-toned and chivalrous gentlemen."

The Town of Pendleton has retained its quaint historic character despite growth pressures occurring in the surrounding areas. The charm of the Town has become apparent to people who are drawn to the area. Therefore, the rate of development has increased recently. It is important for the town to maintain its character despite development pressures. The Location Map (Map 1) shows the location of the town to the Upstate and neighboring municipalities as well as the major transportation corridors.

In light of the predicted and ongoing growth, there will be development pressures on the Town of Pendleton. More people will be coming to the town and the surrounding area. Some serious issues arise due to increased physical and economic growth. Growth will place increasing demands on existing services, land, utilities, and other community facilities and services.

The Town of Pendleton Comprehensive Plan examines current growth and development trends in order to provide the critical planning data necessary to shape the town's future. This document provides the town with a foundation, as required by South Carolina law, for future land use decisions by examining existing conditions, projecting future needs and demands, and formulating development related goals. The plan provides a framework to balance competing interests and demands in determining optimal future land uses and assists town officials in planning for the improvement of infrastructure to meet future needs. Information on the type of development to encourage and support gives the Planning Commission and Town Council a guide for evaluating zoning requests and improves mechanisms for preserving the quality atmosphere of both commercial districts and residential neighborhoods. The plan is intended to act as a guide for future growth and development decisions in the Town of Pendleton.



PREVIOUS PLANNING EFFORTS

Previous regional and local studies and plans have set forth a range of considerations that should be included in future planning efforts relative to the Town of Pendleton. Recurring themes include implementing appropriate land use regulations, protecting the natural environment, balancing development objectives, and improving the transportation network. The following sections provides brief overviews of the key elements and goals found in the most recent studies and plans pertaining to the Town of Pendleton.

GPATS Long-Range Transportation Plan (2022)

Horizon 2040, the Long-Range Transportation Plan (LRTP) for the Greenville-Pickens area (GPATS), outlines a regional strategy for a connected transportation system that accommodates the region's existing and future mobility needs. Horizon 2040 is a financially constrained plan, meaning it identifies projects and programs that can reasonably be implemented with anticipated funding levels through the year 2040. In response to federal mandates and the expressed wishes of local residents, the LRTP addresses all modes of transportation in some manner, including automobile, bicycle, pedestrian, transit, air, and rail.

The LRTP seeks to guide improvements in the region's transportation network to achieve goals as provided as part of the Guiding Statements. The guiding statements represent six interrelated value statements that conform to national, state, and regional long-range planning goals. The guiding statements, which reflect the region's transportation needs and desires, provided direction throughout the planning process and helped inform the prioritization of recommendations.

Culture and Environment:

Enhance the region's quality of life by preserving and promoting its valued places and natural assets.

Economic Vitality:

Support regional economic vitality by making it easier to move people and freight within and through the region.

Growth and Development:

Make traveling more efficient by coordinating transportation investments with land use decisions.

Mobility and Accessibility:

Provide a balanced transportation system that makes it easier to bike, walk, and take transit.

Safety and Security:

Promote a safe and secure transportation system by reducing crashes, making travel reliable and predictable, and improving emergency response

System Preservation and Efficiency:

Extend the life of the transportation system and promote fiscal responsibility by emphasizing maintenance and operational efficiency.

Green Crescent Trail (2016)

The Green Crescent Trail, through its creation and ongoing preservation, will dramatically improve quality of life in and around the Upstate of South Carolina with the possibility of attaining national recognition.

Community life and nature have always been intimately connected in this part of the country. Thomas Green Clemson, the founder of Clemson University, was an agriculturalist here and gave his land to create "a high seminary of learning."

Today Clemson-area residents (Central, Pendleton, and Clemson), students, employees, and visitors still cherish their village-style connection to the surrounding natural resources.

The Green Crescent Trail will enhance, protect, and promote this unique community-nature connection. The trail also will cultivate historical and cultural richness by highlighting local, historically significant people and places.

In addition to the overall mission of the Green Crescent trail, this the planning process identified the following key vision elements to guide the design of the trail network:

- Create a network of walkways, bikeways, and trails.
- Capitalize on existing community strengths, resources, and amenities.
- Improve the safety and comfort of bicycling and walking routes.
- Promote bicycling, walking, and trail usage as recreation and transportation.
- Ensure implementation.

The Town of Pendleton priority projects identified in this plan include a shared-use path along North Mechanic Street, off-street greenways along 18-Mile Creek to Tri-County Technical College, and multiple on-street facilities throughout municipal limits.

West End Streetscape Master Plan

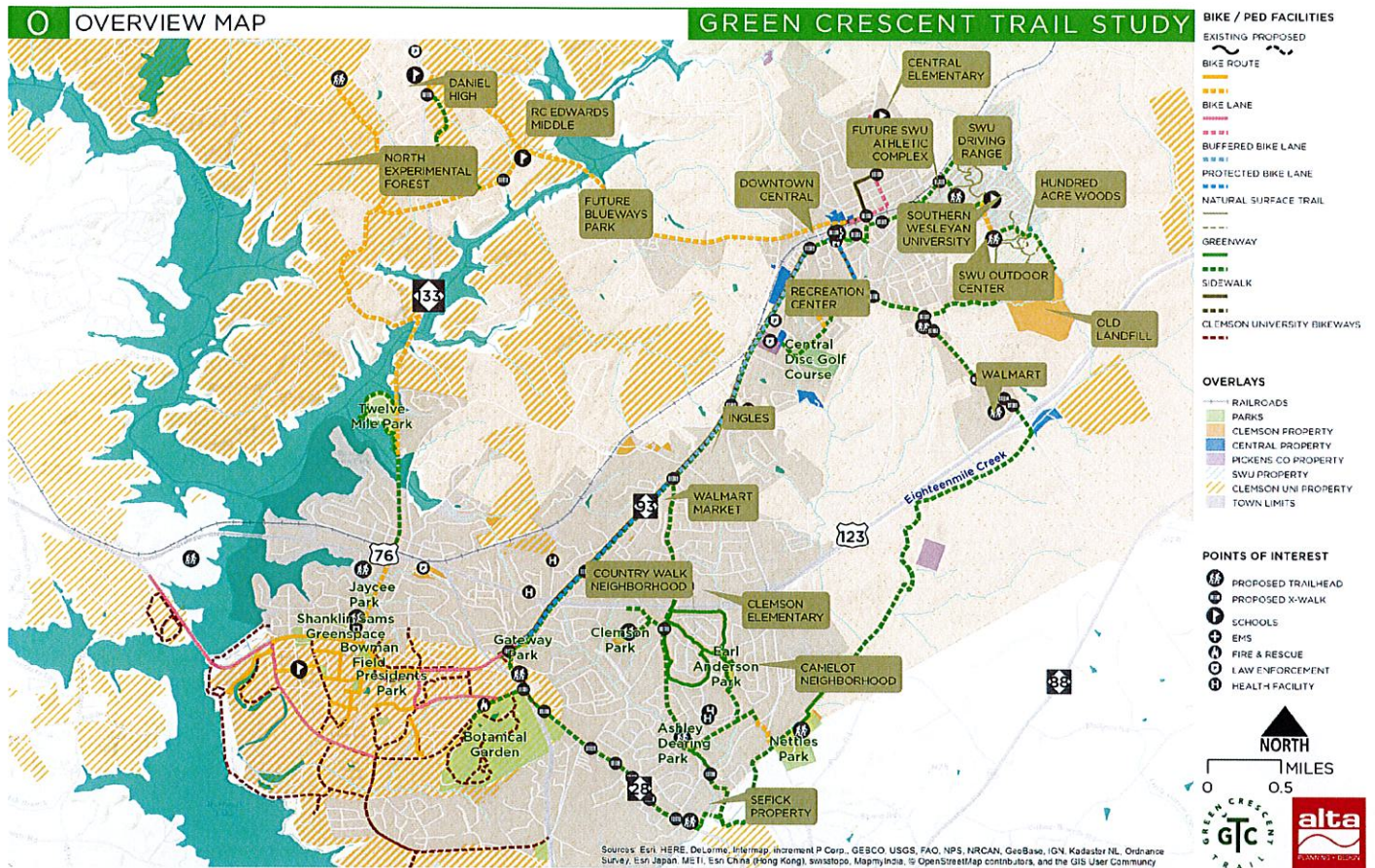
The West End Streetscape Master Plan focused on West Queen Street and North Mechanic Street. The goals for this project were to:

- Create a streetscape that includes walkways, bikeways, site amenities, and public spaces designed for all ages, abilities, and user groups.
- Capitalize on existing resources, parks, historical amenities, and the attractiveness of "Main Street" Pendleton.
- Improve the safety and comfort to destinations along Mechanic Street and Queen Street.
- Allow for current and future growth from "Main Street."
- Ensure that plan recommendations are implementable

Town Bicycle and Pedestrian Master Plan (2016)

The Town Bicycle and Pedestrian Master Plan, funded by GPATS, established framework for Bicycle and Pedestrian improvements throughout town. This process identified sidewalk and network gaps, prioritized investments for sidewalk repairs, and established design guidelines for future on and off-street bicycle connections.





WEST END STREETScape

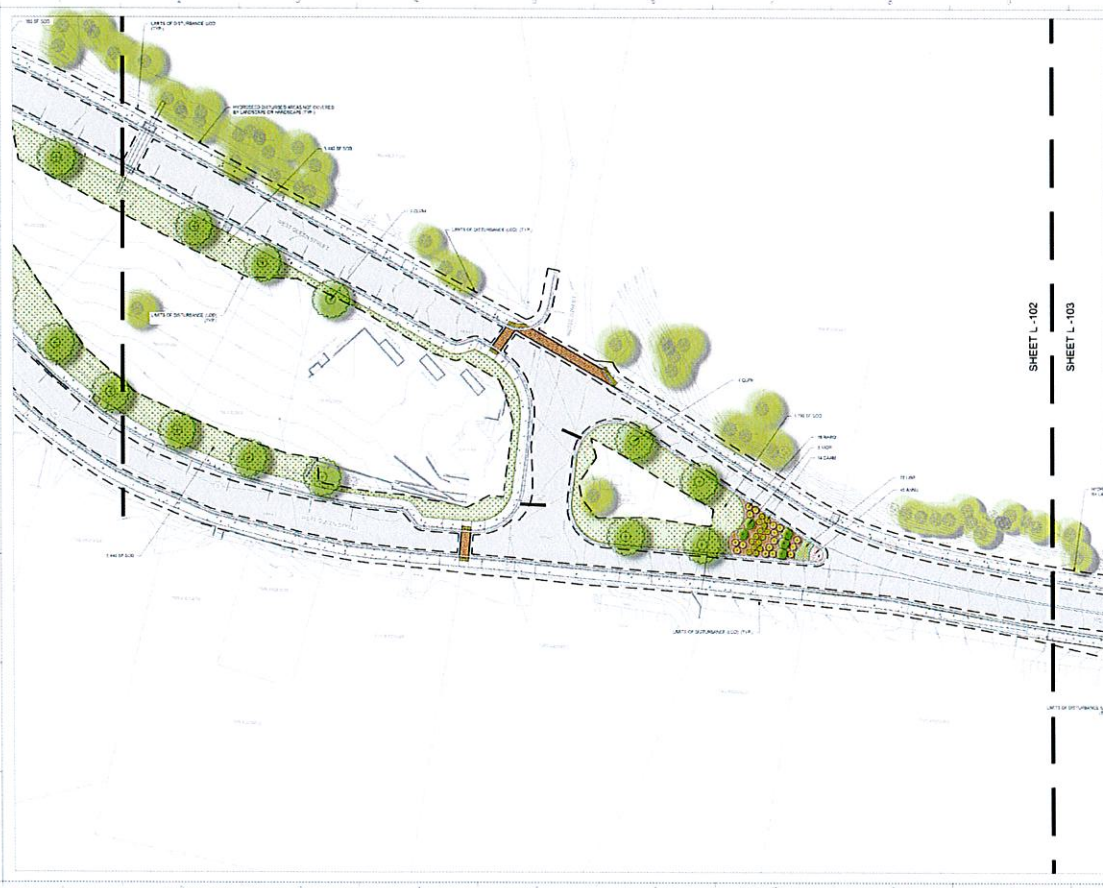


GMC
STUDIO
MAIN

ISSUE DATE: _____

WEST END STREETScape
SHEET L-101
SHEET L-102
DRAWN BY: _____
CHECKED BY: _____

LANDSCAPE PLAN
L-101



GMC
STUDIO
MAIN

ISSUE DATE: _____

WEST END STREETScape
SHEET L-102
SHEET L-103
DRAWN BY: _____
CHECKED BY: _____

LANDSCAPE PLAN
L-102

2. WHAT THE PEOPLE SAID

OVERVIEW

A Comprehensive Plan is only as good as the quality of the public involvement utilized during its development. The Town of Pendleton developed a series of options for public participation and input throughout Comprehensive Plan process to reflect the broadest cross section of community interests and concerns. To ensure that residents were provided opportunities to be involved in the planning process in a manner that fits their schedules and interests, meetings were scheduled for various times and citizens were invited to participate via email or hard-copy surveys.

PUBLIC INPUT MEETINGS

Prior to the public input session, there were in-person meetings with the Planning Commission to set the scope of the Comprehensive Plan. Throughout May there were four (4) drop-in public input sessions to gather input and information.

TOWN OF PENDLETON SC

COMPREHENSIVE PLAN 2022-2032

MAY 3 and MAY 19
LOCATION: TOWN HALL (310 GREENVILLE ST)
TIME: 6PM - 7PM

MAY 5
LOCATION: DEPOT BUILDING (157 CHERRY ST)
TIME: 6PM - 7PM

MAY 17
LOCATION: COMMUNITY CENTER (145 TOWN ST)
TIME: 6PM - 7PM

**DROP-IN ANYTIME DURING THE MEETING TO
SHARE YOUR FEEDBACK!!**

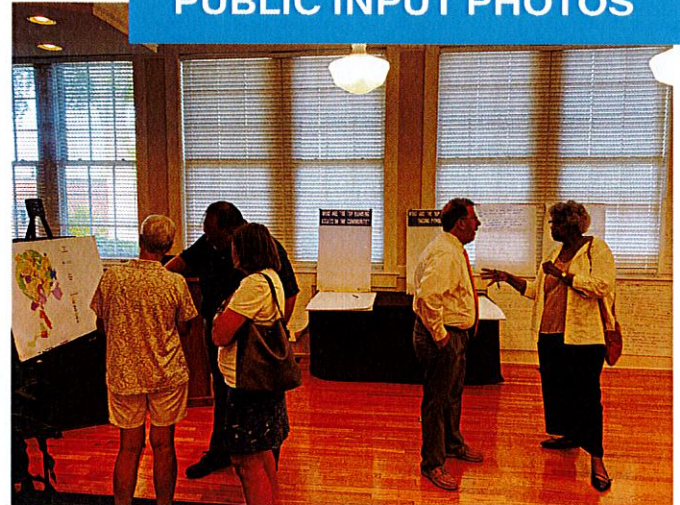
Comprehensive Plan 2022-2032

The Town of Pendleton is beginning the job of updating its Comprehensive Plan. A Comprehensive Plan is a document that describes the history, current state, and future vision for the community. It acts as a road map to guide future growth and development while promoting the health, safety and general welfare of the people.

These Public Meetings will allow you to provide valuable input as Pendleton is shaped into a vibrant place to live, work, play, and learn!

FOR MORE INFORMATION: (864) 646-9409

PUBLIC INPUT PHOTOS



From April to August of 2022 a Town-wide on-line survey was distributed to help establish priority areas of interest. This survey was advertised via blast emails, posting on social media, posting on the Town's website, and the offer to assist those without computers to complete the survey via hard-copies available at Town Hall. There were 180 unique responses. A complete summary of the public input responses is provided as an appendix.

What are the top-ranking assets in Pendleton?



What areas of Pendleton are under-utilized?



What are the top challenges facing Pendleton?



GUIDING PRINCIPLES FROM PUBLIC INPUT

Guiding principles, as documented through community input sessions, should be conveyed throughout the entire Comprehensive Plan. To clarify the goals, objectives, and strategies for each required section of the Comprehensive Plan, five (5) guiding principles have been noted to reflect the overall community desires.



Smart Growth



Uniquely Pendleton



Community Preservation



Safe, Walkable
and Connected



Generational
Sustainability

3. PENDLETON TODAY

POPULATION

This section on existing population conditions will provide an overview of population projections, general demographics (i.e. race, sex, age, etc.), households, educational attainment, and income levels. By reviewing how Pendleton's population has changed historically and is expected to change in the future, this chapter helps to ensure that changing population dynamics in the Town can be incorporated into future planning decisions.

The Pendleton community has stated that what makes Pendleton a great place to live and visit is its people. This section deals with its people. Of course, it doesn't measure the immense personalities of these community members – the aspect which truly makes Pendleton unique. This section simply recounts the demographics of the Town, trends in the population, and projections of future trends. These demographics should provide valuable information in understanding the town's composition of and expectations for the future population.

Overall Population (since 1950)

Year	1950	1960	1970	1980	1990	2000	2010	2020	2030
Total Population	1432	2358	2615	3154	3314	2966	2964	3593	4221

- Population has grown by over 18% since 2010.
- The Pendleton population is anticipated to increase at or above current projections.

AGE

The median age in Pendleton is 42 years, 44.2 years for males, and 37 years for females (South Carolina Median Age: 39.7 years).

	Pendleton	Anderson County	South Carolina
Median Age 2000	37.5	37.3	35.4
Median Age 2010	40.4	39.7	37.9
Median Age 2020	42.0	40.7	39.7

RACE AND SEX

The racial composition of Pendleton in 2020 is 81.23% white.

Race	Population	Percentage
White	2,636	81.23%
Black or African American	392	12.08%
Two or More Races	100	3.08%
Asian	65	2.00%
Other	30	0.92%
Native Hawaiian/Pacific Islander	16	0.49%
American Indian & Alaska Native	6	0.18%

Gender composition of the town was 1600 male persons (49.31%) and 1645 female persons (50.69%).

HOUSEHOLDS

There were 1620 households in the Town according to the 2020 census information. The average household size is 2.0 persons.

INCOME

The median household income in the Town of Pendleton in the 2020 census was \$47,553. According to the 2020 U.S. Census data 27.41% of all persons, were below poverty level. The poverty rate among those that worked full-time for the past 12 months was 5.98%. Among those working part-time, it was 50.20%, and for those that did not work, the poverty rate was 34.18%.

EDUCATION







The educational attainment statistics for the Town have improved since the previous Comprehensive Plan. Educational attainment can be noted in the table below. 87.68% of residents graduated high school.

Education Attained	Count	Percentage
Less Than 9th Grade	158	7.31%
9th to 12th Grade	108	5.00%
High School Graduate	410	18.98%
Some College	266	12.31%
Associates Degree	205	9.49%
Bachelors Degree	668	30.93%
Graduate Degree	345	15.97%

POPULATION PROJECTIONS

The population numbers of Pendleton have increased since a thirty-year stagnant period. The population of the Town had previously stayed between approximately 2500 and 3500 residents in the past half of the century. Based on these stable totals and the recent housing stock increase, it is assumed that Pendleton will continue on this same linear path of population growth they have experienced the previous ten years. Large population gains could be possible outside the Town limits in the unincorporated areas of Anderson and Pickens County that would greatly impact municipal services and economic development. The close proximity of Interstate 85 and Clemson University to these unincorporated areas and to the town is an attractive element for developers seeking transit routes for potential subdivisions.

GOALS, OBJECTIVES AND STRATEGIES FOR IMPLEMENTATION

Goals/Objectives/Strategies	Accountable Agencies	Guiding Principles
Promote a sense of community and cultivate a unique identity that is supported by its residents through branding, marketing and promotions, events, etc.	Town Council	 
Guide population growth to allow for inevitable expansion without sacrificing the quality of life which currently characterizes the Town.	Town Council Planning Commission	 
Support its growing population by continuing to provide and expand access to community services.	Town Council	 
Maintain efficient transparency and communication methods with its citizens. <ul style="list-style-type: none"> • Update the Town's website to keep it user-friendly and effective. • Utilize social media (Facebook, etc.) to improve interaction with the public. • Maintain a list of key communicators to implement communication and transparency. 	Town Council Town Administration	 

HOUSING

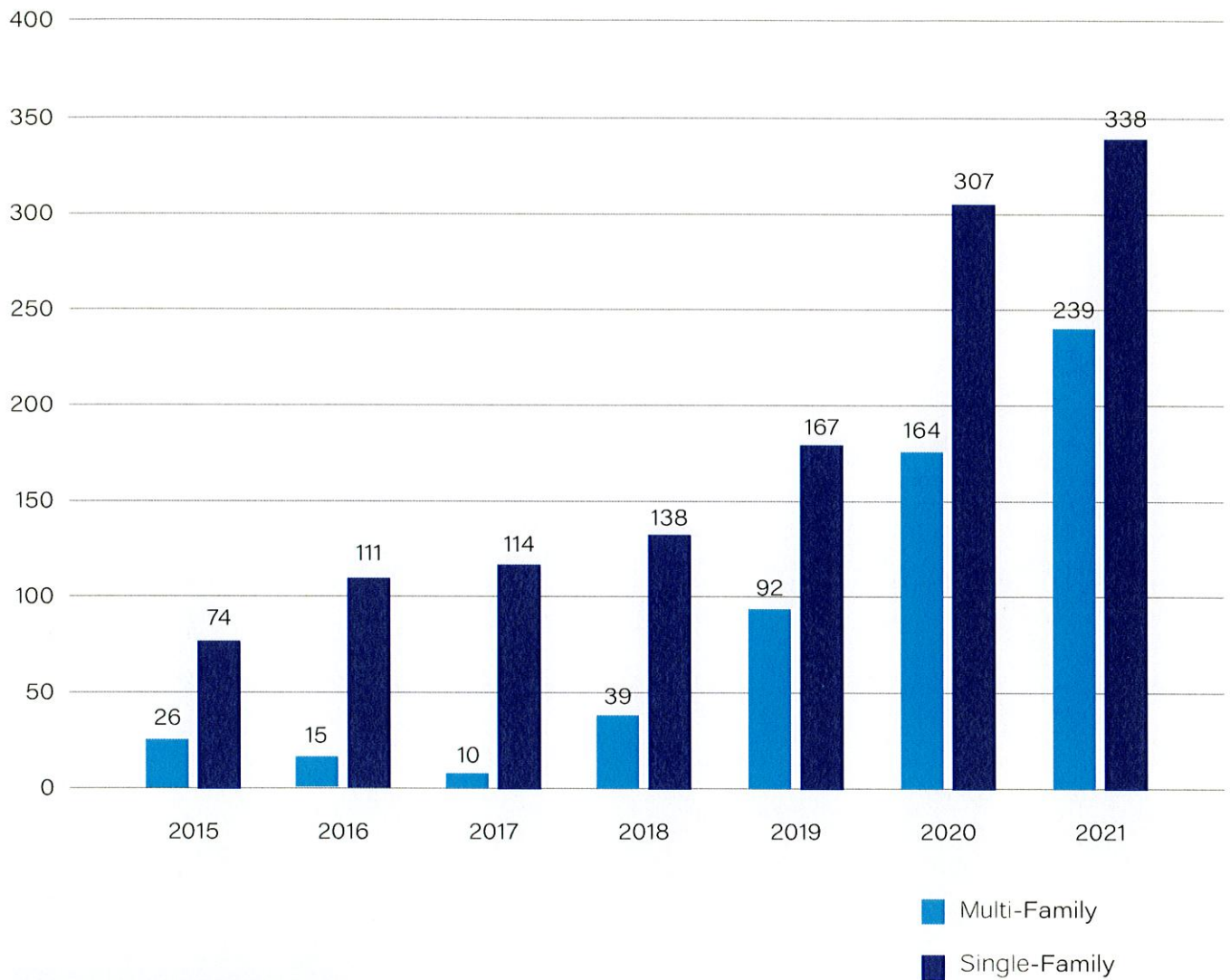
Introduction

The housing stock in Pendleton consists primarily of single family detached units and few multi-family units. Generally, the housing stock is composed of older buildings, pre 1970 era. Some of the older homes in the town are of historical value and cultural significance, although they generally tend to be at different levels of repair needs. The existence of some of these homes has been cited as a key attribute in Pendleton's "small town charm". The rehabilitation and repair of historically and culturally significant homes may help preserve the character of the town as well as bring economic benefit from individuals seeking renovation and gentrification projects. The data included in this section is derived primarily from one source – the US Census Bureau. Some of the data represents a one hundred percent count while other information has been taken from estimates. In the instances that it was possible, the data has been verified with the town's records and files.

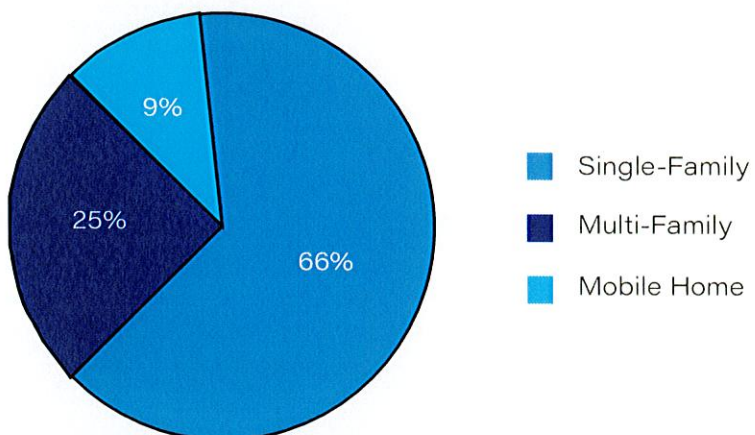
Pendleton Housing Stock, 1970-2020

Year	Total Units
1970	870
1980	1341
1990	1536
2000	1533
2010	1693
2020	1862

Housing Permits by Year



Pendleton Housing Stock, 2020



HOME VALUES

Median Home Values In Pendleton, 1970-2020

Year	Value
1970	\$10,200
1980	\$25,900
1990	\$46,000
2000	\$75,800
2010	\$106,200
2020	\$149,200

- The median home value rose by approximately 40 percent from 2010 to 2020.
- Anderson County median home value is listed at \$153,600 in 2022.

CONDITION OF HOUSING STOCK

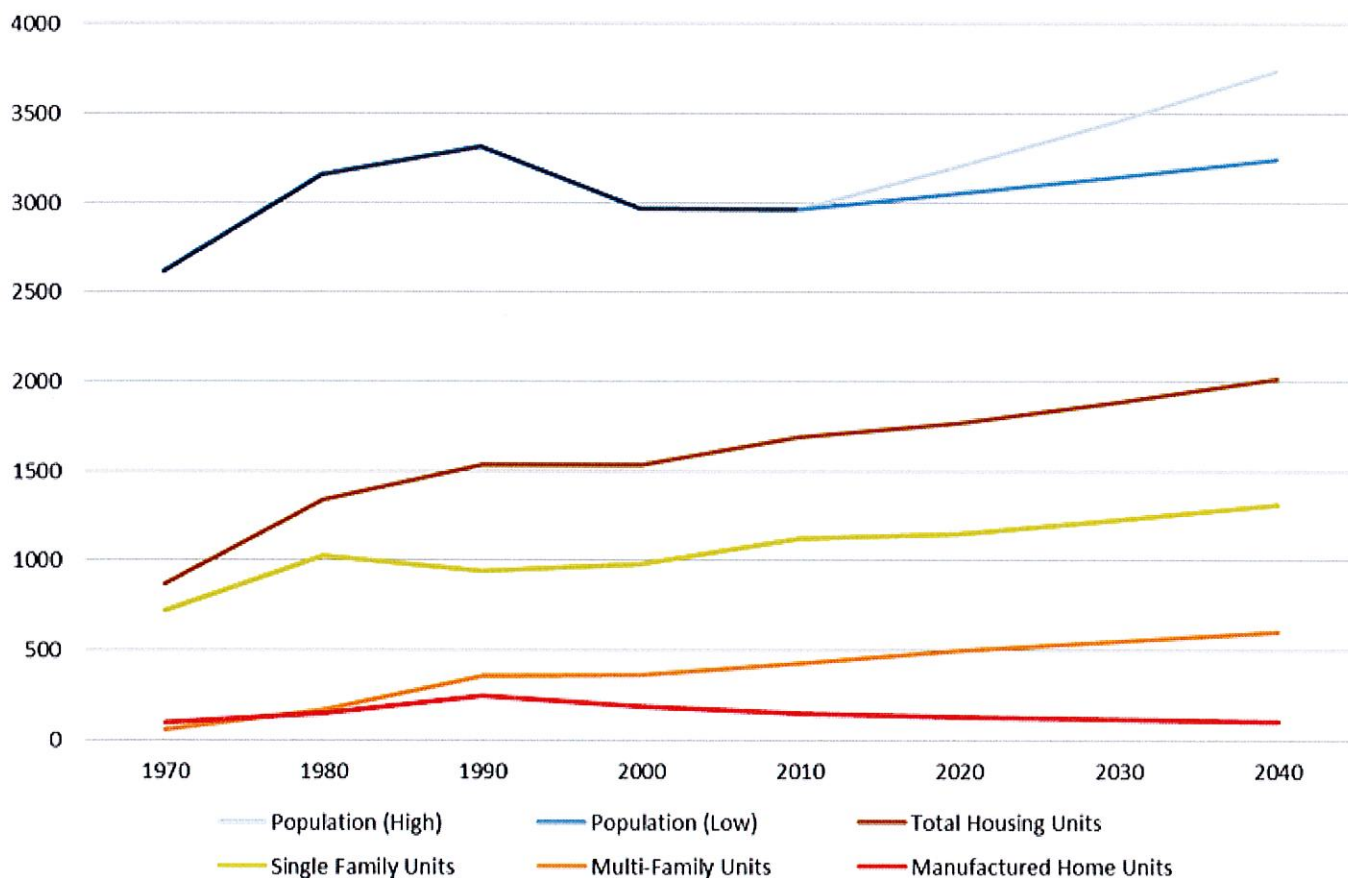
The Town of Pendleton has a housing stock that is aging. Even though many new units were built over the previous five years, the older homes still comprise a vast majority of the homes in Pendleton. In many ways, all the older homes create the unique charm and historic feel of this small town. However, one main issue emerging with an aging stock of housing is the amount of upkeep that is required and the ability of the aging people to maintain their homes.

Over the coming decades, the Town will be challenged with the decline of home stock and, consequently, the decline of neighborhoods. The ability to implement innovative ways to address the existing stock of dilapidated homes and to slow or stop the decline of those homes that are on the edge of becoming uninhabitable will largely affect the desirability of living in Pendleton and the Town's ability to stabilize its tax base.

FUTURE HOUSING NEEDS AND PROJECTIONS

The Town of Pendleton has seen variations in the number of housing units over the past half-decade. For the most part, the number change in number of housing units has mirrored the changes in population. For example, in looking at the largest increase in population per decade from 1970 to 2010, the population increase between 1970 and 1980 coincides with the largest increase in housing units. For the sake of future housing needs and projections, the most logical method to finding those numbers is to use the population projections as a basis for any calculations.

Housing Projections to 2040



The accompanying charts show the housing needs and projections for the Town of Pendleton up to 2040. There are a couple assumptions made in the calculations behind these charts: 1) Average household size will stay steady at around 2.0 people per unit, 2) The percentage of each unit type as part of the total housing stock will remain relatively steady. When viewing these charts, consideration should be given to the fact that these are net changes that project a count of new units built or relocated within the town limits minus those units demolished or move out of Pendleton. Further, since the population projections showed high and low projections, the housing projections in these charts reflect those projections, with an average of the high and low projections used to simplify the charts.

FUTURE HOUSING NEEDS AND PROJECTIONS

There are also two other items of note when considering the information in the charts. First, the table projects a decline in mobile/manufactured homes as a percentage of the total housing units. This projection anticipates a decline in new mobile/manufactured home units in town as a result of more strict standards for locating new mobile/manufactured homes in town.

Additionally, there is also anticipation that demolition of existing units will continue to occur and that this will not be offset by the number of new units relocated within the town limits.

The second item to note is that the housing projections may not account for any homes that may be built in properties that are not currently within the town limits or may be annexed in the future. The projections should account for some of those units; however, it is not possible to anticipate any new large annexations or incorporation of properties as a result of changes in state or county policy or laws. Regardless, the numbers projected in the line chart and table should provide a general baseline for expectations of future growth.






Safety and Appearance of Housing Stock

The housing stock in Pendleton consists primarily of single family detached units and few multi-family units. Generally, the housing stock is composed of older buildings, pre 1970 era. Some of the older homes in the town are of historical value and cultural significance, although they general tend to be at different levels of repair needs. The existence of some of these homes has been cited as a key attribute in Pendleton's "small town charm". The rehabilitation and repair of historically and culturally significant homes may help preserve the character of the town as well as bring economic benefit from individuals seeking renovation and gentrification projects. The data included in this section is derived primarily from one source – the US Census Bureau. Some of the data represents a one hundred percent count while other information has been taken from estimates. In the instances that it was possible, the data has been verified with the town's records and files.

GOALS, OBJECTIVES AND STRATEGIES FOR IMPLEMENTATION

Housing Element Vision

The Town of Pendleton will preserve and protect the neighborhood character and quality of life in residential neighborhoods; encourage a balanced range of housing types and opportunities; promote opportunities for clean, safe and affordable housing; and maintain neighborhood character, stability and safety.

Goals/Objectives/Strategies	Accountable Agencies	Guiding Principles
Protect and enhance the quality of existing housing stock within the Town by identifying residential areas that are aging, threatened by development, or otherwise in need of preservation.	Town Council Planning Commission	
Reduce and eliminate nuisance violations through property maintenance and code enforcement.	Police Department	
Explore opportunities for developing and installing amenities in neighborhoods such as sidewalks, street lighting, parks, trailways and open space.	Town Council Planning Commission	
Create and maintain an inventory of housing types and styles, neighborhood characteristics, and preservation areas (natural resources, etc.)	Planning Commission	
Work with property owners to encourage master planning of vacant and/or under-developed tracts to encourage the provision of attainable housing; develop policies and standards that address 'missing housing' and that permit small units, walkable/connected developments, and mixed-use buildings.	Planning Commission Town Council	

CULTURAL RESOURCES

This element addresses the importance of the preservation of Pendleton's historic buildings and structures as well as the role of scenic, archaeological, cultural and religious resources and other activities including recreation, music and the arts, to the quality of life for area residents and the economic health of the community. Heritage Tourism is recognized as a major factor attracting visitors and new residents to Pendleton and has become a major source of economic activity in the downtown commercial district.

HISTORIC RESOURCES

Founded in 1790, Pendleton was the original county seat of the Old Pendleton District (now Anderson, Oconee and Pickens counties). It was one of South Carolina's earliest Upstate Towns and is perhaps the most historically significant. For many years, Pendleton was the center of business, culture and government in the northwestern part of the state. Its position at the crossroads of the Cherokee Trading Path to the Low Country and the Catawba Path to Virginia made it accessible to traders from both directions. From its earliest days through the mid-eighteenth century, Pendleton played a part in state and national development. Its climate attracted wealthy coastal planters who developed summer plantations in Pendleton and the surrounding area along 18-Mile Creek and the Seneca River. With as many as 20 plantations and country homes surrounding the town, Pendleton became a summer resort for Low Country elite.

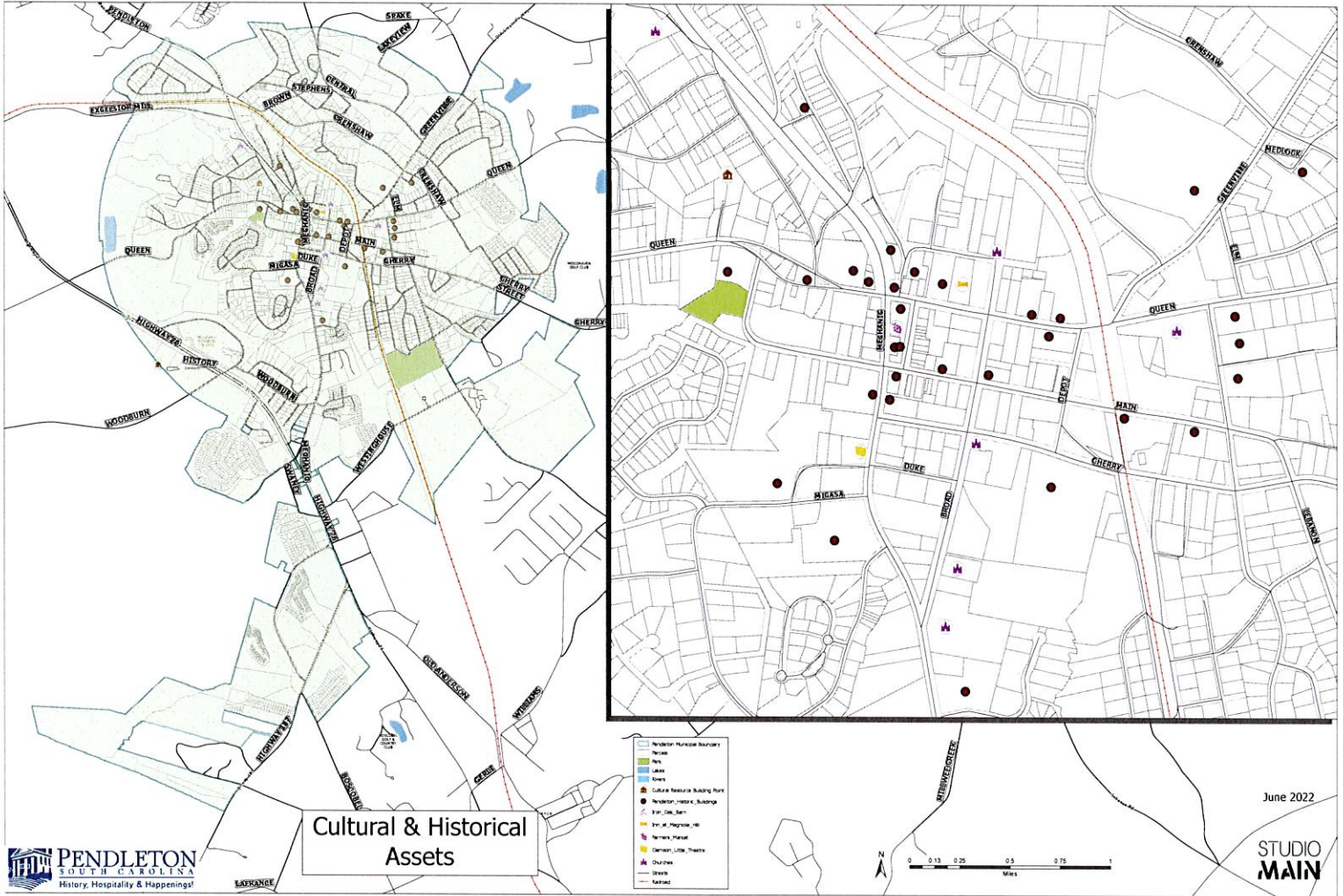
Figuring prominently in Pendleton's early days were government leaders, Civil War Generals, diplomats, jurists, newspapermen, craftsmen, and many business leaders. Most notable were General Andrew Pickens, Indian fighter and revolutionary war hero; John Miller, printer; John C. Calhoun, statesman; James Butler Bonham of Alamo fame; Thomas Green Clemson, founder of Clemson University; and William Henry Trescott, diplomat.

As a result of population growth, the Pendleton District was divided in 1826 into the Anderson and Pickens Districts leaving Pendleton located on the northern edge of Anderson District. The courthouse seat was moved to the newly formed and centrally located town of Anderson. Pendleton continued to thrive as a business center but its prominence began to fade during the mid-19th century. As better transportation developed, Low Country elite began to leave and build their summer homes in the cooler mountain climate of North Carolina.

CULTURAL RESOURCES

The Town of Pendleton was laid out in 1790 in a grid pattern with the village green at its center and is basically unchanged from this original plan. The construction of a new district courthouse was underway on the village green when the decision was made to divide the district. The Pendleton Farmers' Society purchased the site and completed the building in 1828 for use as a meeting hall upstairs and for businesses downstairs. It was in this hall that Thomas Green Clemson promoted the need for an agricultural college that now bears his name. Clemson University celebrates Founder's Day annually at this site. Today, Farmers Hall, as the building is currently known, and the Town Center maintain much of the character introduced to them over 180 years ago. The most notable change to the village green was in 1929 when the South Carolina Highway Department rerouted Mechanic Street, taking a small portion of the southwest corner of the village green.

Pendleton history is essentially one of "bypassed" development and narrowly missed opportunities for growth. In 1826, after serving as the center of the Pendleton District, the courthouse seat was moved from Pendleton to Anderson. The railroad that was built through Pendleton's eastern boundary in 1858 operates as a branch line with minimum utilization. Pendleton was by-passed by the mainline of the northeastern United States rail corridor in the 1880's that went through Clemson and Central. The founding of Clemson University in 1889 was on rural farm land about five miles outside town limits and in another county, spurring growth in the City of Clemson and Pickens County. The flooding of Lake Hartwell in 1959 left the town high and dry about 5 miles from any lakefront development. The construction of US Highway 76 in the 1950's as a direct route from Anderson to Clemson passed through the western edge of Pendleton's town limits rather than through town center. Commercial strip development has taken place along US 76 at its intersection with Mechanic Street leaving the downtown commercial center unchanged but more isolated. Although each of these instances denied an opportunity to be an economic center in the Upstate, Pendleton has been able to maintain its unique historic character as a result of these developments occurring elsewhere.



HISTORIC RESOURCES

Pendleton Historic District

Today, the Town of Pendleton comprises the majority of the 6,316 acre Pendleton Historic District that was listed on the National Register of Historic Places in 1970. In addition to the Town, the Pendleton Historic District includes seven of the eight surviving plantation houses and country homes, historic churches, and historic markers and monuments in the Pendleton area. The Pendleton Historic District derives its primary significance from the antebellum structures which reflect Pendleton's early history. There are two antebellum houses within the Pendleton Historic District (Ashtabula and Woodburn) which are individually listed on the National Register of Historic Places and there are 25 "contributing" antebellum houses remaining within the Pendleton town limits.

Village Green and Town Square

The civic focus of Pendleton is the centrally located village green. Located on the village green are Farmers Hall and the Guard House. Farmers Hall is home to the Farmer's Society and is the oldest building in continuous use for such purpose in the United States. The first floor of this building has had various uses including as a US Post Office, but recently has been leased as a restaurant. Farmers Hall has a patio at the front and rear of the building; the front is used for patrons of the restaurant while the rear patio is used for events and festivals. The Guard House, located at the north end of the green, was built in 1860 to replace the Town's jail. In 1911, a one-story annex was added when the building was converted to the town library. The building now serves as the Town magistrate's office upstairs and has had several uses on the ground floor.

The village green is ideal for the town's annual festivals as well as for weddings and informal gatherings. The green provides a serene setting for visitors and Town residents seeking recreation and leisure.

The Town Square, with the village green at center, is flanked on three sides with tradition brick commercial buildings. Many of these buildings were built in the early 20th century, but there are a few that date back the late 19th century and a section along East Main St. dating back to the early 19th century. Many of the original wood-constructed buildings on the square were destroyed in a fire in the mid-19th century. The buildings that replaced those structures now house various restaurants, antique and gift shops catering primarily to tourists.

Museums

Woodburn Historic House Museum (130 History Lane)

Owned by the Pendleton Historic Foundation, Woodburn is a ca. 1830 fully-restored plantation house. The Woodburn House is individually listed on the National Register of Historic Places and is on the SC National Heritage Corridor. It sits on an 11-acre site with numerous plantation outbuildings and a walking trail to the ruins of other outbuildings. As the birthplace of Jane Edna Hunter, the Pendleton Historic Foundation with the assistance of a SC Heritage Corridor grant has built a replica of the cabin in which Hunter was born at Woodburn farm. By rebuilding the cabin, the Foundation strives to tell Hunter's story and interpret the life slaves on the plantation. The child of former plantation slaves, Ms. Hunter was a renowned African-American activist and reformer who founded the Phyllis Weatley Society in Cleveland, Ohio. Woodburn has been operated as a house museum since the early 1980's with guided tours, special events, school tours and festivals. It is the ideal location for outdoor "plantation" weddings and receptions. Woodburn welcomes over 5,000 visitors per year.

Ashtabula Historic House Museum (2725 Old Greenville Highway – Central)

Also owned by the Pendleton Historic Foundation, Ashtabula is a ca. 1825 fully-restored plantation house. The Ashtabula House is individually listed on the National Register of Historic Places and is on the SC National Heritage Corridor. The 10 acre site also houses a unique 2-story brick colonial structure that was originally used as a traveler's tavern. Ashtabula has been operated as a house museum since the 1970's with guided tours, special events, school tours and a unique annual Christmas event. Ashtabula welcomes over 5,000 visitors per year. Although Ashtabula is located two miles east of the town limits, Pendleton considers this historic structure an important part of its heritage.

Pendleton District Agricultural Museum

Opened by Pendleton District Historical, Recreational, and Tourism Commission in 1976 at 120 History Lane near Woodburn Plantation, the Museum is home to a collection of pre-1925 farm implements and farm life artifacts. Exhibits, which were dismantled to allow the Commission to make accessible the Pendleton District Research Room and Special Collections from Hunter's Store, will be re-established.

Pendleton District Agricultural Museum

This collection currently located at the Pendleton District Agricultural Museum, has historic documents, photographs and genealogical materials relating to the region available for research. This resource not only provides services for local residents, but draws genealogy researchers to Pendleton from all over the country.



Historic Buildings and Structures

The following is a list of historic houses and structures that contribute to the significance of the antebellum Pendleton Historic District. Most have maintained their antebellum “integrity” without being significantly altered. There also are a number of late 19th century structures which demonstrate Pendleton’s more recent growth and are, in appearance and feeling, compatible with the earlier period.

Public/Commercial Buildings

1. Ashtabula (2725 Old Greenville Rd. in Central, SC), ca.1825 – Ashtabula is a large two-story antebellum plantation house built by Lewis Ladson Gibbes. It is located about two miles outside of municipal limits on SC Highway 88 at the eastern edge of the Pendleton Historic District. Ashtabula has been restored by the Pendleton Historic Foundation to its original condition without climate control. It is operated as a house museum and is open to the public. On the same site is a two-story brick colonial period structure which is believed to be the site of the oldest licensed tavern in the South Carolina Upstate.

2. Woodburn (130 History Lane), ca. 1830 – Woodburn is a restored four-story antebellum plantation house built by Charles Cotesworth Pinckney (Jr.) and is located just off US76 on the western edge of the municipal limits. It is owned by the Pendleton Historic Foundation who restored to its original condition without climate control, bathrooms or inside kitchen. It is operated as a house museum open to the public.

3. Farmers Hall (Village Green), ca. 1828 – Construction on Farmers Hall began in 1826 with intention to construct a courthouse. The Pendleton District was split, and the structure was purchased and completed by the Pendleton Farmer’s Society. The upstairs serves as the meeting hall of the Pendleton Farmer’s Society, one of oldest Farmer’s Societies in the country. The bottom level has typically been rented for commercial purposes and once served as the Pendleton Post Office.

4. Guard House (Village Green), ca.1860 – Originally built as a two-story jail on the northeast corner of the village green, the Guard House was extended with a one-story addition, a porch, in 1911. It was later used as the town library.

5. Commercial Buildings (E. Main Street across from Farmer’s Hall) ca. 1800 – The brick commercial buildings south of the village green are the oldest commercial buildings in downtown Pendleton.

6. *Hunter's Store (125 E. Queen Street), ca. 1850* – Originally a general store, it is owned by the Pendleton District Commission and operated as a visitor's center for the Tri-County area. A major renovation to secure and restore the building started in 2008.
7. *Hunter's Store Warehouse (E. Queen Street behind Hunter's Store), ca. 1880* – Hunter's Store Warehouse was built as a storehouse for the general store. Its captain's walk offers a panoramic view of the mountains.
8. *Pendleton Oil Mill (349 E. Main Street), late 1800's* – The Pendleton Oil Mill was originally set up as a cottonseed oil mill, but has more recently served as a petroleum dispersal center.
9. *Blue Ridge Plant of the Pendleton Manufacturing Co. (W. Blue Ridge Street), ca. 1893* – The Blue Ridge Plant was an early textile mill in town limits that had produced yarn products. The building was a satellite location for FiberTech, a company which manufactured synthetic building surfaces and decorative features.
10. *Faith Cabin (W. Queen Street), ca.1900* – The Faith Cabin was founded as a library for the black community during the time of segregation.

Public/Commercial Buildings

1. *Bee House (173 E. Main Street), ca. 1833* – The Bee House was home to Colonel Bernard Bee and his son Hamilton who were instrumental in the establishment of the Republic of Texas. Another son, General Bernard E. Bee, C.S.A., gave General J.T. Jackson the immortal nickname of "Stonewall". The house had numerous alterations made over the years and is in the process of restoration.
2. *Benson House (N. Mechanic Street), ca.1815* – Built by Enoch B. Benson, a successful merchant, the Benson House for many years was located on E. Queen Street between the Town Square and Broad Street. It was moved to its present site just behind Hunter's Store in 1968 and the house was enlarged to include a three-story addition which was never completed. The house is in need of major restorations.
3. *Boxwood (239 E. Queen St.), ca.1809* - Named for the numerous ancient boxwoods on the property, the house was built by William Robertson with additions c.1825 and c.1835. The house was remodeled in 1960 completely changing the rear of the house but leaving the front intact. A carriage house and meat house original to the house are still on the site.

4. *Carver Randal House (620 Medlock Circle), ca.1846* – The Carver Randal was named for an early Pendleton lawyer.

5. *Elam Sharp House (229 E. Queen Street), ca.1802* – The Elam Sharp House was built by William Steele, first postmaster of Pendleton. The house is the traditional center-hallway house with a two room downstairs and two rooms upstairs.

6. *Edens House (106 W. Queen Street), ca. 1819* – The Edens House was the first meeting house of the Pendleton Farmer's Society. Prior to the construction of St. Paul's Episcopal Church the home was used for church services.

7. *Gallows Hall (441 Greenville Street), ca. 1840* – Gallows Hall was built by Colonel Joseph Taylor, a lawyer, and later owned by Reverend John B. Adger, minister of the Pendleton Presbyterian Church—which was located next door at the time. It was extensively remodeled in 1971 to remove late "L" additions and again in the 1990's when a major addition was completed to the rear.

8. *The Glen (144 Micasa Drive), ca. 1835* – Built by Dr. Arthur S. Gibbes and later occupied by Dr. Thomas J. Pickens, The Glen house has been expanded with a one-story addition at the side to add 2 bedrooms and a bath.

9. *Gailliard House (E. Queen Street), ca.1840* – Built by local businessman William H.D. Gailliard, it was once used as the Episcopal rectory. The Gailliard House was restored in the 1970's.

10. *James Hunter House, c.1860 and Jones Rifle Building, ca.1840 (140 S. Mechanic Street)* – The James Hunter House is directly across from the Sitton House, with similar construction except that the James Hunter House is all wood construction. The Jones Rifle Building was built as a blacksmith's shop and iron forge works, and later was used as an arsenal and Civil War headquarters for Jones Rifle.

11. *Montpelier (SC 88, - Central, SC), ca. 1848* – Montpelier is an antebellum plantation house built by Samuel Maverick. The home is located about three miles outside of the municipal limits on Highway 88 and marks the western edge of the Pendleton Historic District. His son, Samuel A. Maverick, moved to Texas and was one of the founders of the Republic of Texas.

12. *The Retreat (E. Queen Street Extension), ca.1840*

13. *Boggs House (E. Queen Street)*

14. *Jenkins House (244 E. Cherry Street), ca. 1837* – The Jenkins house was built by Dr. Jenkins, a Civil War surgeon.

15. *Liberty Hall (621 S. Mechanic Street), ca.1840* – Occupied by Beaunou Harris, first. This historic antebellum home is privately owned & operated as a Bed & Breakfast.

16. *Lowther Hall – (161 E. Queen Street), ca.1793* – Lowther Hall is the oldest residence in Pendleton.

17. *Marshalsea (112 W. Queen Street), ca.1820* – Designed by famous architect Robert Mills, it was built by the town as a district jail and later used by the Pendleton Female Academy. It has since been converted to private residence.

18. *Mi Casa (439 S. Mechanic Street), ca.1830* – The Mi Casa house was inhabited by Mrs. John C. Calhoun after her husband's death and was also the home of Thomas Green Clemson prior to his inheritance of Fort Hill. The front has been moved from the north to the east side. The original cookhouse is still located on the property.

19. *Pendleton House (203 E. Main Street), ca.1880* – Built by J. Norton Hunter, the Pendleton House has also been known as Dorolon. A carriage house also occupies site.

20. *Poe House (203 N. Elm Street), ca. 1860*

21. *Silk House (Clark Street), ca. 1830's* – The Silk House is a residence where silkworms were grown for the production of silk. This home is in the process of a thorough restoration.

22. *Simpson House (215 N. Elm Street), ca. 1830* – Built by F. Frank Sloan, the Simpson House was the residence of Richard Wright Simpson who was involved in the writing of Thomas Greene Clemson's will establishing Clemson University.

23. *Sitton House (132 S. Mechanic Street), ca. 1859* – Built by John Bradley Sitton, an early mayor and postmaster, the Sitton House was the first brick residence in Pendleton.

24. *Thomas Pickens House (118 N. Elm St.), ca. 1860*

25. *Vine Hill – (368 E. Main Street), ca. 1830* – Vine Hill received its name from the vines, fourteen types in all, growing in the garden. This home has undergone a major interior remodeling in recent years and some exterior renovations in that time.

26. Winston House (250 Brown Road), ca. 1830 – The Winston House was built by Elijah Winston, a free man and blacksmith.

Historic Church Buildings

The graveyards and churchyard of these historic churches are a boon for gynecologist and historians attempting to learn about the early families of Pendleton.

1. Pendleton Presbyterian Church and graveyard (603 S. Mechanic St.), ca. 1893 – The Pendleton Presbyterian Church replaced the early 19th century church building which was located on Greenville Street (which itself replaced the Old Stone Church located outside town limits). It is the oldest congregation and the oldest religious building in the town limits.

2. Old Silver Spring Baptist Church (Jackson Street), ca.1874 – The old Silver Spring Baptist Church is located on Jackson Street. It recently was renovated and is used as a community center. The new church was built in 1926 and is located at 515 N. Mechanic Street.

3. St. Paul's Episcopal Church and graveyard (E. Queen Street), ca.1822 – The St. Paul's Episcopal congregation began in 1819 and moved to the building on E. Queen Street in 1822. The graveyard contains the burial sites of many prominent residents including the wife and family of John C. Calhoun, Thomas Green Clemson, Bernard Bee, and Charles C. Pinckney.

4. First Baptist Church and graveyard (351 S. Broad Street), ca. 1950's – The current First Baptist Church building replaced a building from 1843 built on same site.

5. Pendleton United Methodist Church and graveyard (S. Broad Street & Cherry Street), ca. 1850, - replaced building from 1843 and 1939 on same site.

6. King's Chapel AME Church (135 Vance St.), c. 1957 – The King's Chapel AME Church building replaced a building from 1867 and remains the oldest black congregation in the area.

7. Old Stone Church and graveyard (US Highway 76 & Old Stone Church Road in Clemson, SC), ca. 1800 – The Old Stone Church is the oldest church in Pendleton Historic District. The graveyard includes the resting places of many prominent early residents of Pendleton.

Historic Buildings and Structures

1. *Town of Pendleton* – Village Green
2. *Farmer's Hall* – Village Green
3. *Printer John Miller* – E. Queen Street
4. *Thomas Green Clemson* - St. Paul's Episcopal Church and graveyard
5. *Bernard Bee* - St. Paul's Episcopal Church and graveyard
6. *Hopewell Treaty* – Cherry Road
7. *African American School site* - Vance Street
8. *Ashtabula Plantation* – SC Highway 88
9. *Woodburn Plantation/Jane Edna Hunter* – US Highway 76
10. *Keese Barn Memorial* – W. Queen Street
11. *Tanglewood Home* – S. Mechanic Street (Anderson County marker)
12. *The Hundreds* – W. Queen Street
13. *Community Center and Faith Cabin* – W. Queen Street

Theaters and Auditoriums

Clemson Little Theater in the Pendleton Playhouse

The Clemson Little Theatre was started on the campus of Clemson University in 1931 as a reader's theatre group. As interest and involvement grew the group began producing full plays in whatever space could be made available. As facility demands increased on campus and a desire for a more permanent home became more pronounced, CLT, as they had begun to be called, moved off campus to the auditorium of a former elementary school in Central, SC in the mid 1970's. In the early 1990's the property located at 214 South Mechanic Street in Pendleton was purchased in response to the facilities in Central being sold to a residential developer.

The Clemson Little Theatre currently presents mainstage productions annually. Clemson Area Youth Theatre (CAYT) productions are performed by youth in grades 5 through 12 under adult direction and supervision. Additionally, every effort is made to involve youth in all aspects of the backstage work as well, providing for a well-rounded theatre experience. CAYT productions are also presented during a daytime performance made available to local elementary school children at a reduced price. Patron generosity and theatre endowment funds provide for this opportunity to bring live theatre to local children who may not otherwise have this experience.

Community Events and Activities

The Town of Pendleton and areas surrounding the town has a variety of events and activities, some of which change on a year to year basis. The following list is a list of those events and activities that occur regularly each year.

Pendleton Spring Jubilee – April

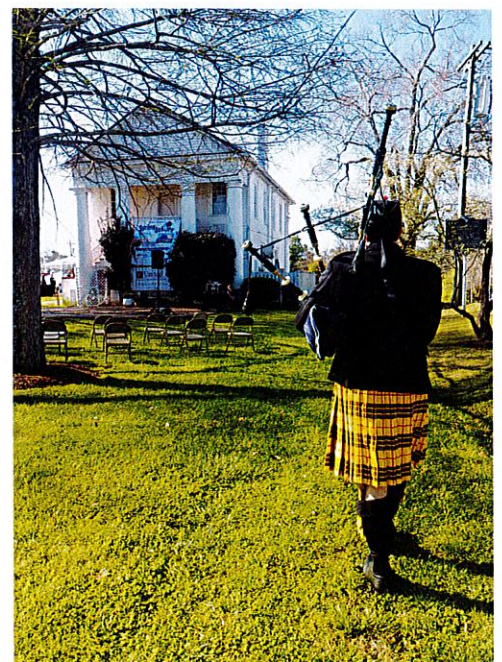
One of the largest historical districts in the nation attracts as many as 50,000 people to its festival every year and is considered one of the top twenty events in the southeast by the tourism society. Admission is free to the two-day event, which includes crafts, entertainment, museum exhibits, house tours, antique shows and an abundance of food.

Farmer's Market – Summer

Every Thursday in the Village Green, local farmers sell their produce and other products.

Pendleton Fall Festival – October

Games, arts, crafts, music, entertainment and outdoor races occur on Pendleton Square.



Pendleton Christmas Parade – December

Local bands showcase their talents along with countless floats and a variety of other participants at the downtown parade.

Pendleton Historic District Themed Tours – Periodically









Pendleton Historic Foundation presents special themed tours monthly at Ashtabula and Woodburn.



GOALS, OBJECTIVES AND STRATEGIES FOR IMPLEMENTATION

Cultural Resources Element Visions

"Pendleton strives to maintain its unique identity through the recognition and preservation of culturally significant and historically important structures. These important features contribute to the quality of life in Pendleton and therefore are deemed worthy of recognition and preservation and are essential in maintaining community character. A historic preservation committee shall continue to target buildings for preservation and rehabilitation."

Goals/Objectives/Strategies	Accountable Agencies	Guiding Principles
Expand the mission of Public Works and Parks and Recreation to specifically include a cultural component.	Town Council	
Allocate funding for promotion of heritage tourism.	Town Council	
Include cultural resources in the scope of all future master planning efforts.	Town Council Planning Commission	 
Identify potential partners in expanding cultural resources.	Town Council	 
Develop a Public Art Master Plan for public property and rights of way and inventory appropriate locations.	Town Council	 
Continue rehabilitation, remodeling, and beautification of important community structures and existing facilities.	Town Council	 

COMMUNITY FACILITIES

The Community Facilities element deals with many issues vital to the community's growth and quality of life. Infrastructure planning for water, sewer, roads and other needs is vital for the community to attract and direct growth. Town services such as police and fire protection, libraries, education, and recreation help to make the community a desirable place for living. The extent of facilities and services varies according to the needs and size of the community.

Safety and Emergency Services

Fire and EMS Services

Fire and emergency management services (EMS) are contracted out through Anderson County. Anderson County Fire Department services the Town of Pendleton from Station #2. The station relies on the efforts of volunteers to respond to calls. The fire department holds an annual community day with blood pressure screenings, children fingerprinting, prizes, demonstrations and food.

General Government Facilities

General government facilities include Town Hall and the Public Works facility.

The Town also owns the Depot Building, which is an old mill site. The Town rents the building out for a variety of functions. Senior Solutions rents the building for their activities for the elderly population. The Town also owns and operates the Dog House, which is the old Pendleton Elementary gymnasium.

Recreation

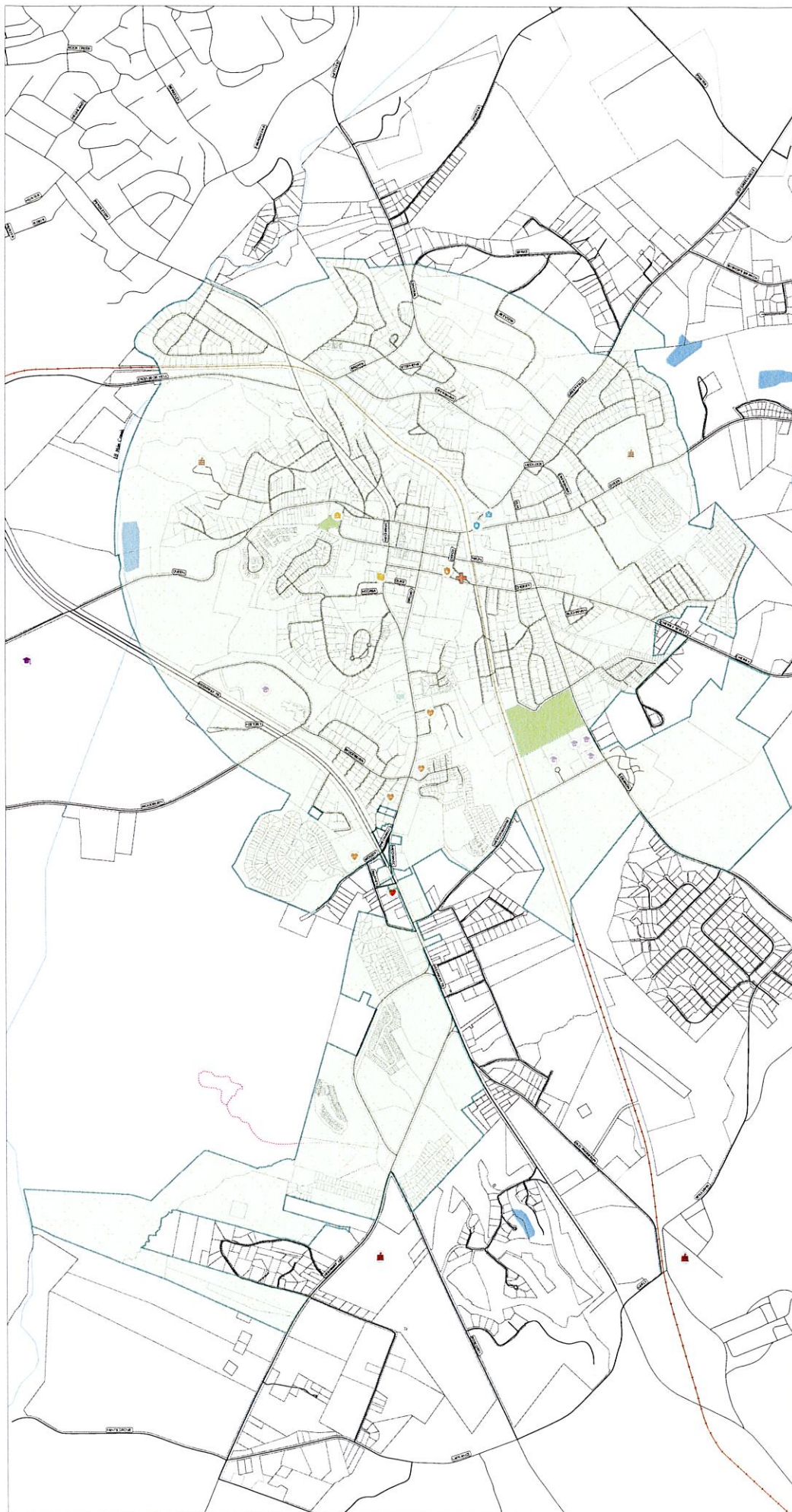
Pendleton Recreation Association, whose offices are located at Veteran's Park, offer sport activities for children age 5-18. They use the facilities of the Anderson County School District as well as the Town's for baseball, softball, football, cheerleading, soccer, and basketball.

There are many opportunities for individually organized recreation with the several common spaces and parks that are located within Pendleton: Veteran's Park, with the children's Barrett's Place playground, Sister City Park, Bicentennial Park, and the Village Green. These areas are gathering places for various festivals and community events as well as locations for community residents and visitors to enjoy.

Libraries

Anderson County manages and maintains the library located on South Mechanic Street, the site of the historic Tanglewood Mansion, which was built in the 1860's - the ruins of the historical mansion remain on site. Tri-County Technical College also has a library, which is accessible to all residents of Anderson, Oconee, and Pickens Counties.

Community Facilities



June 2022

**STUDIO
MAIN**

Utilities

Water & Sewer

All residents and existing structures within the Town are serviced with water from the Town of Pendleton, which is a partner of the Anderson Regional Joint Water System.

The drinking water is consistently tested for contaminants according to all state and federal laws. An annual consumer confidence report is distributed to all citizens within the Town, which indicates the results of the water quality analysis.

The Town provides an adequate and reliable water supply, addresses low pressure system issues, provides sufficient elevated storage to meet the State Primary Drinking Water Standards, and offer ample fire protection for the central business district.

A sewer system runs throughout the Town and consists of 8 inch clay, plastic, or ductile iron pipes that are buried 3 – 8 feet underground. All raw sewage is collected through this system of pipes and is delivered to the Waste Treatment Plant for processing.

Power

Electricity is provided by Duke Energy Company. Natural gas is provided by Fort Hill Natural Gas Authority.

Sanitation

The Department of Public Works provides weekly curbside pick-up of household and commercial garbage within the Town. The trash is delivered to the Anderson Regional Landfill. Bulk containers are picked-up, cleaned, and disinfected for a fee.

Brush and other yard debris and rubbish, which includes any wood, metal, household furniture, yard trimmings, and brush, are picked up on a weekly basis as well.

Recycling

The Town of Pendleton provides weekly curbside pick up of recyclable materials to all residents.

GOALS, OBJECTIVES AND STRATEGIES FOR IMPLEMENTATION

Community Facilities Element Visions

"The Town is committed to providing high quality public facilities and services. The Town strongly encourages and will lead in establishing partnerships with area jurisdictions, community groups, Universities and Colleges, and other agencies and businesses for providing quality public services and facilities."

Goals/Objectives/Strategies	Accountable Agencies	Guiding Principles
Develop, implement, and continually update a Town-wide long-term water and sewer plan.	Town Council Public Work	 
Continue to develop and implement sewer main repairs and replacement to reduce I&I.	Town Council Public Works	 
Utilize GIS, and other technologies to survey and assess the safety of existing neighborhoods, including but not limited to, location of fire hydrants and emergency ingress and egress locations.	Public Works	  
Work with all utility providers to ensure the appropriate safety and aesthetic measures and practices are utilized for all areas of the Town.	Town Council Public Works	  
Develop a Recreation Master Plan with an emphasis on promoting inclusion, so that all residents and neighborhoods are served.	Town Council	 
Review and revise the Zoning Ordinance and the Land Development Regulations to ensure that adequate standards for various types of open space exist.	Town Council Planning Commission	  
Evaluate existing programs, services, and facilities on a periodic basis to determine community needs, desired levels of service, economic impact and ability to provide requested/required service.	All Town Departments	 

NATURAL RESOURCES

The Natural Resources element looks at the natural systems of the community including climate, topography, soils, water bodies, and other natural features. This information is important to help protect a community's quality of life by promoting proper development, maintaining aesthetic characteristics, and preserving open space and other significant natural resources, which help identify development practices of the town.

Geographic Location

The Town of Pendleton is located in Anderson County in the northwestern portion of the state, along the northern border of Anderson and Pickens County. US Highway 76, SC Business Highway 28, and State Highway 88 link the town to the region. The City of Clemson and Clemson University are located approximately 3 miles to the north of the Town and the City of Anderson is located approximately 10 miles to the southeast of Pendleton.

Climate

The climate of Pendleton is relatively mild, with an average temperature of 65.75 degrees Fahrenheit.

The average maximum temperature is 72.7 degrees Fahrenheit and the average minimum temperature is 49.0 degrees.

Precipitation most often occurs in the form of rainfall rather than snow. The average total precipitation is 52.8 inches for the Town of Pendleton and 3.5 inches for the average total snowfall. This compares to an average annual precipitation for the state of 49.08 inches.

Topography

Pendleton is located in the Piedmont region of the state, which is characterized by rolling to hilly topography. Elevations range from 900 feet at the edge of the foothills/mountain area to 600 feet along the Savannah and Broad Rivers at the southern end of the region. The terrain becomes progressively less hilly from north to south across the region. Pendleton's elevation is 859 feet.

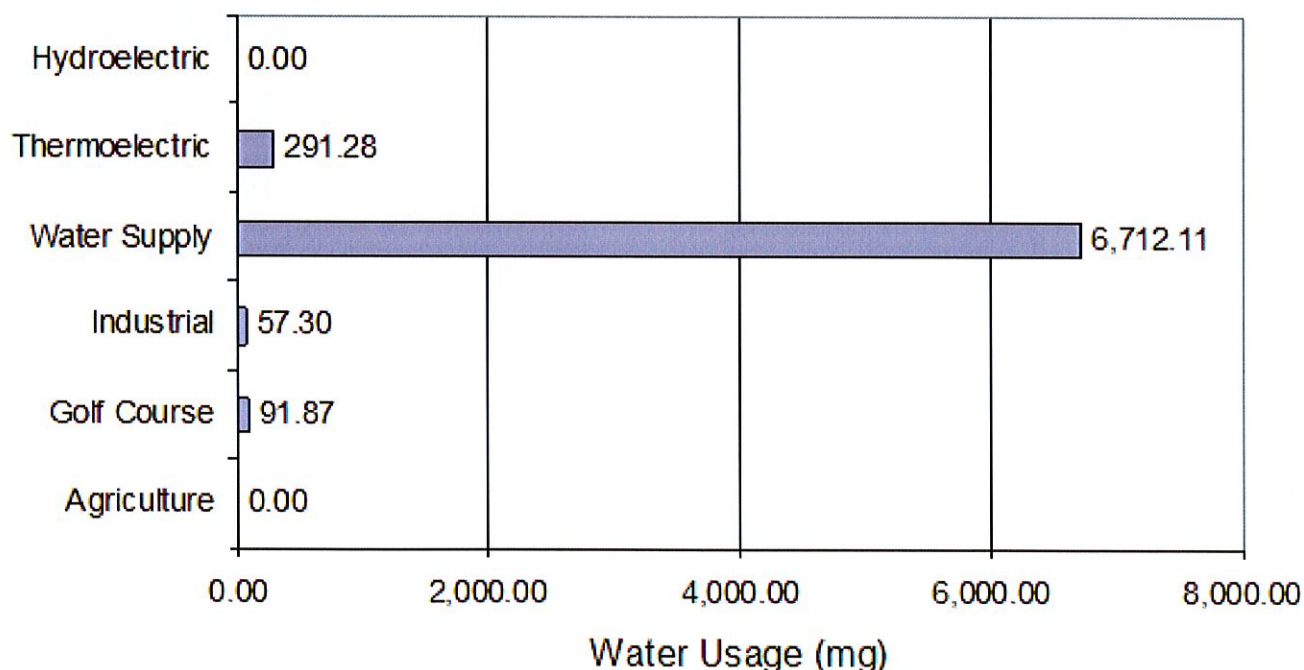
Hydrology

Pendleton lies within the Upper Savannah River Basin. The most notable water features located in and around Pendleton are 18-Mile Creek and Town Creek. There are several small ponds and retention ponds located in the Town and the Town is located in close proximity to Lake Hartwell.

Increased development and, more specifically, industrial growth may lead to water contamination. There are several sites within and surrounding the Town that are possible contaminant sites for groundwater contamination. The most common culprits are gas stations and underground storage tanks which leak petroleum products into the ground. 18-Mile Creek is listed by SCDHEC, Bureau of Water as impaired water in 2004 with fecal coliform bacteria, which impairs recreational activities and aquatic life.

Water usage in excess of 3 million gallons in any given month is required to be reported annually to SCDHEC. People or entities who withdraw over this amount are required to be registered and/or a permitted water withdrawer. The figure below shows the surface water use for Anderson County.

Reported Surface Water Use



Source: SC DHEC, Bureau of Water

Soils

Pendleton is located in the Piedmont Plateau, as is all of Anderson County. The area is gently sloping, with greater grade changes near streams and drainage ways. Twelve different soil types are identified within the town limits, according to information in the *Soil Survey of Anderson County, South Carolina*. All soils in this area range from slightly acidic to very acidic.

Flora and Fauna

The vegetative groundcover contributes to the uniqueness of Pendleton and to the quality of life of the residents and visitors. Trees, shrubs and other vegetation contribute to the aesthetics, but also provide erosion control, improve air quality, provide visual and aural buffers, and provide sun and wind protection. Historical forest practices, such as burning and farm abandonment, have altered the landscape through time. Since the mid 1960’s, fire exclusion, partial and harvest cuttings, have all resulted in more mature forest stands with a greater hardwood mix. The introduction of non-native species threatens the natural vegetation, particularly the historical introduction of kudzu. The table below lists the threatened flora and fauna within the area. The existence of wildlife is dependent on many factors and is threatened by the removal of their habitat and the encroachment of development. A variety of mammals, birds and reptiles and amphibians can still be seen among the landscape in Pendleton.

Table 4.1 Threatened and Endangered Species In The Area

Common Name	Legal Status	State Rank
Smooth Coneflower	FE/SE	S1
Carolina Darter	SC	S
Christmas Darter	SC	S4
Hollow Joe-Pye Weed	SC	S
Bald Eagle	FT/SE	S2
Climbing Fern	SC	S1S2
Red-Headed Woodpecker	SC	S
Meadow Vole	SC	S

Nestronia	SC	S2
American Ginseng	RC	S2S3
Eastern Floater	SC	S
Southern Nodding Trillium	SC	S
Barn Owl	SC	S4
Eel Grass	SC	S
Three Parted Violet	SC	S
Swamp Rabbit	SC	S2S3

FE/SE=Federal/State Endangered; *SC*=Of Concern, State; *RC*=Of Concern, Regional; *FT/SE*=Federally Threatened/State Endangered

S1=Critically imperiled statewide because of extreme rarity or because of some factor(s) making vulnerable to extirpation

S2=Imperiled statewide because of rarity or factor(s) making it vulnerable

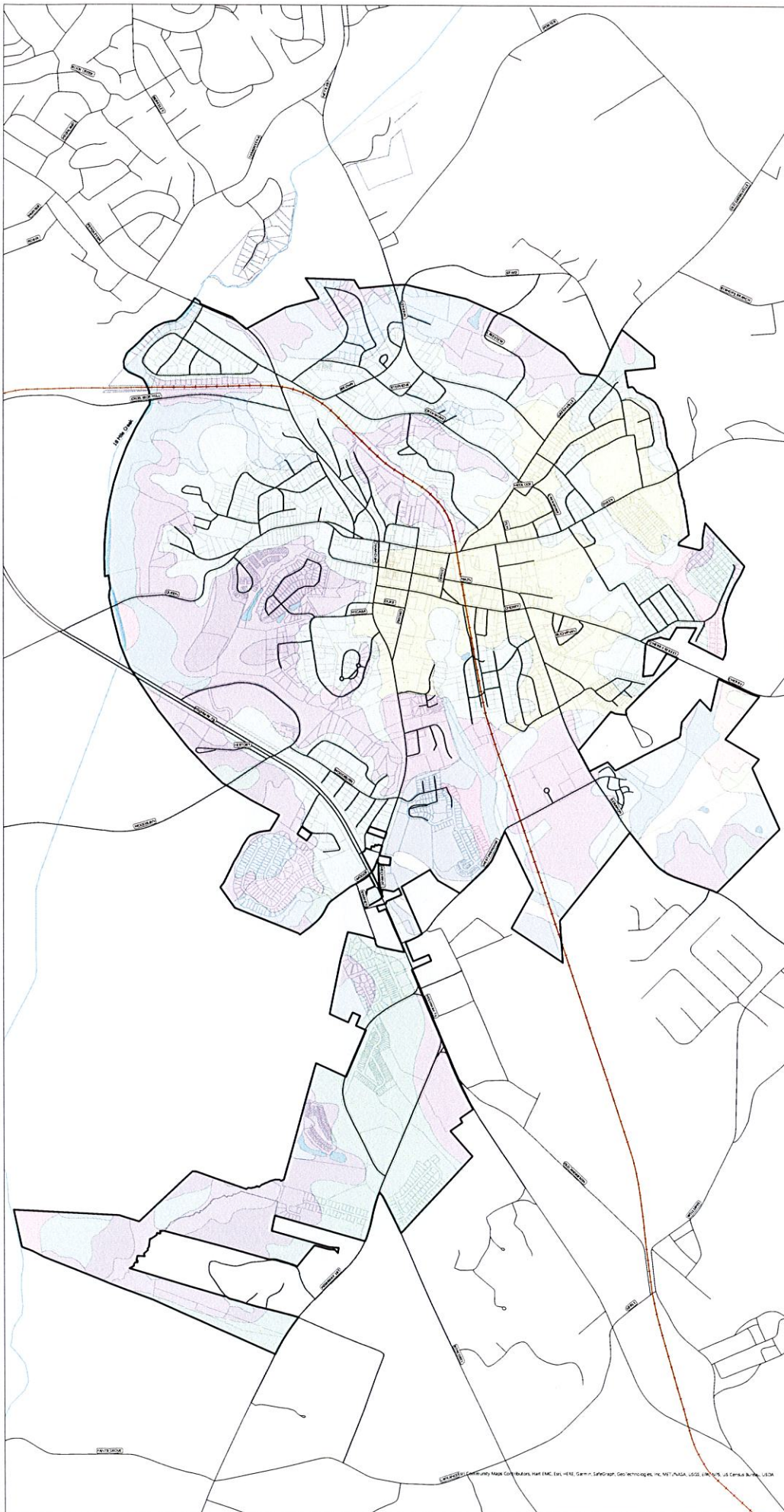
S3=Rare or uncommon in state

S4=Apparently secure in state

S=Status unknown

Source: SC DNR

Natural Resources



- Pendleton Municipal Boundary
- Properties (2783 Total Acres)
- Appling Sandy Loam 2-6% slope
- Appling Sandy Loam 6-10% slope
- Borrow Pits
- Cartersville Complex
- Cataula Sandy Loam 2-6% slope
- Cataula Sandy Loam 6-10% slope
- Cataula Clay Loam 6-10% slope, eroded
- Cecil Sandy Loam 2-6% slope
- Cecil Sandy Loam 6-10% slope
- Cecil-Cataula complex, 10-15% slope, moderately eroded
- Cecil Clay Loam, 2-6% slope, eroded
- Cecil Clay Loam, 6-10% slope, eroded
- Cecil-Urban Land Complex, 2-6% slope
- Cecil-Urban Land Complex, 6-10% slope
- Durham Sandy Loam, 2-6% slope
- Gwynnett Sandy Loam, 15-25% slope
- Hiwassee Sandy Loam, 15-25% slope
- Hiwassee Sandy Loam, 2-6% slope
- Hiwassee Sandy Loam, 6-10% slope
- Hiwassee Sandy Loam, 10-15% slope
- Hiwassee Clay Loam, 6-10% slope, eroded
- Hiwassee Clay Loam, 10-15% slope, eroded
- Miscellaneous Water
- Madison Sandy Loam, 2-6% slope
- Madison Sandy Loam, 6-10% slope
- Madison sandy loam, 10-15% slope
- Madison Sandy Loam, 15-25% slope
- Madison Clay Loam, 6-10% slope, eroded
- Picolet Sandy Loam, 15-25% slope
- Picolet Sandy Loam, 25-40% slope
- Picolet Clay Loam, 10-15% slope, eroded
- Quarries
- Toccoa-Cartersville Complex
- Water
- 18 Mile Creek
- Railroad
- Streets













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GOALS, OBJECTIVES AND STRATEGIES FOR IMPLEMENTATION

The rural and pastoral landscapes of the Town are features that give Pendleton its unique character and identity. The preservation of this rural setting depends upon the conservation of pastoral and agricultural lands within the surrounding area. The preservation of these settings not only aides in maintaining town character but also may be of economic benefit in the attraction of tourists and potential homeowners seeking rural settings. The preservation of the environment benefits present-day citizens of the community as well as future residents.

Natural Resources Element Visions

"The Town of Pendleton should be known as a community whose informed stewardship of its natural resources seeks a thoughtful balance between the built and natural environment, contributes to a healthy community, promotes sustainable habitats for future generations, and helps the citizens of Pendleton and beyond recognize, appreciate and enjoy these resources."

Goals/Objectives/Strategies	Accountable Agencies	Guiding Principles
Assess the current conditions of the Town's natural resources through annual inventories.	Town Council	
Utilize the Town's website and other forms of public communication for natural resources tips for the public.	Administration	
Promote the use of native and/or adaptive plant materials in new public and private landscaping projects and provide incentives to do so.	Public Works	 
Maintain and enhance habitat diversity for wildlife through native plantings & protection of waterways	SC DNR Public Works Town Council	 
Review and, where necessary, revise ordinances to ensure that developers provide adequate open space or conservation areas for the residents of their developments.	Town Council Planning Commission	   

Goals/Objectives/Strategies	Accountable Agencies	Guiding Principles
Protect natural habitats and environmental quality through the establishment of a connected greenway system.	Town Council Planning Commission	 
Adopt policy and regulations that include conservation, protection, management, and enhancement of the critical and sensitive features of the natural environment in Pendleton and the surrounding area, while encouraging responsible economic development and diversity.	Town Council Planning Commission	   

TRANSPORTATION

Introduction

The relationship between transportation and land use is an important concept in both land use and transportation planning. The most significant role that transportation plays in land development is in providing access. Conversely, effective transportation systems significantly impact where and how land is developed. Transportation facilities are a significant element of the built environment, creating both connections and barriers. For instance, while a high volume, four-lane highway may connect key areas of a community for vehicular traffic, safety concerns may cause it to be a deterrent for pedestrians who need to cross the highway to get to resources on the other side. Traffic congestion on a thoroughfare can also be a barrier, causing motorists to seek alternative routes. An understanding of these relationships is critical to solving and even preventing transportation related problems such as congestion, energy consumption and conservation, air quality, public health and safety, and access to services and employment.

The Transportation Element provides an analysis of transportation systems serving the Town including existing and proposed roads and pedestrian and bicycle facilities and projects.

Debate on the relationship between transportation and land use typically hinges on whether the transportation network should be planned to accommodate anticipated land uses and growth, or should the transportation network evolve organically to accommodate traffic generated by the location of land uses and subsequent growth patterns. Ideally, transportation networks should be planned to anticipate and accommodate future needs. However, the reality is that most often funding for infrastructure, particularly at the local level, is so limited that transportation resources are directed where needed most urgently – to address immediate problems such as congestion and safety issues that are caused by increased traffic volume. Even the best planned transportation system cannot address every possible future development scenario or advances in technology. It is important that both transportation and land use plans evolve over time, adjusting to new challenges and opportunities in concert with one another.

The transportation system serving the Town of Pendleton forms the framework and pattern around which the Town has developed. Several physical constraints have shaped the system, notably the rail line and Highway 76/28. In the Town's early years, residential areas developed in close vicinity to the downtown, but most lacked interconnectivity with other residential areas. These growth patterns resulted in suburban development devoid of connectivity between neighborhoods and adjacent land uses, a situation that is common in many communities across the Southeast and nation.

Road Networks

According to the South Carolina Comprehensive Multimodal Long Range Transportation Plan, demand for travel in the State is growing at a pace that is approximately twice as fast as population growth. This growth in travel has far outpaced the rate of expansion of the South Carolina highway system. While travel is greatest on Interstates, Federal and State highways and many local roads have also experienced the traffic congestion and road wear associated with increased motor vehicle travel. An examination of the local road network will enable the Town of Pendleton to work with Anderson and Pickens County and regional partners to plan for transportation needs for the coming decade, particularly as they relate to future land use.

1. Local Road Funding

A. C-FUNDS

The State of South Carolina launched its "C Program" in 1946 for the purpose of paving dirt farm-to-market roads in the State system. Program funds, known as C-Funds, are derived from a 2.66 cent per gallon user tax on gasoline sales that are deposited in the County Transportation Fund and allocated to the counties. As part of the program, each county has a County Transportation Committee (CTC) with its members appointed by the County legislative delegation. The Committee has the authority to decide which transportation projects will be constructed or improved. The CTC is empowered with the authority to select and approve projects to be funded utilizing C-Funds.

C-Funds may be used for construction, improvements, or maintenance on the State highway system; local paving or improvements to county roads; street and traffic signs; and other road and bridge projects. Resurfacing, sidewalk construction, and drainage improvements may also be accomplished with C-Funds. By law, counties must spend at least 25 percent of their apportionment of C-Funds on construction, improvements and maintenance related to the state highway system, with the remaining 75 percent available for projects related to the local transportation system.

2. Road Naming

Road naming or renaming requests from developers or interested parties in the Town of Pendleton must be submitted to the Planning Commission for approval. Proposed road names must not duplicate or be similar to existing street names in the Town.

3. Road Network

As currently established, the road network, predominantly owned and maintained by SCDOT, provides adequate access to neighboring cities and the region. The Town is linked to the City of Clemson and City of Anderson by Highway 76/28 and the upstate counties by Interstate 85. These transportation corridors open employment and shopping opportunities to residents and provide the region's labor force better access to employers.

B. FUNCTIONAL ROAD CLASSIFICATION

Streets and roads serve two primary functions – to provide mobility and facilitate access to land. Optimally, the transportation network balances these two functions. On higher capacity roads such as interstates mobility is the primary function, while the primary function of local roads is access to residences. Between these two extremes, the level of mobility and access to land varies depending on the function of the network. The Federal Highway Administration (FHWA) defines functional classification as the process by which streets and highways are grouped into classes according to the character of service they are intended to provide. Because most travel involves movement through a network of roads, it is necessary to determine how travel can be channelized within the road network in a logical and efficient manner. Functional classification defines the nature of the channelization process by defining the part that any particular road should play in serving the flow of trips through a highway network. Transportation planners and engineers classify roads based on FHWA and State criteria that include the type of road and traffic volume. The functional classification of a road or road segment may change over time because of factors such as changes in land use, land development, and road widening. Streets and highways are grouped by the following categories:

- *Freeways (Interstates)* - multi-lane divided roadways with full control of vehicular access. Freeways operate under the purest form of uninterrupted flow, with no fixed elements such as traffic signals to interrupt the traffic flow.
- *Arterials* - provide the highest level of service at the greatest speed for the longest uninterrupted distance, with some degree of access control
- *Principal Arterials* - consist of a connected network of continuous routes that serve corridor movements having trip length and travel density characteristics indicative of substantial statewide or interstate travel. Principal arterials serve a high percentage of the area population and provide an integrated network without stub connections except where unusual geographic or traffic flow conditions dictate otherwise, such as an existing road that has been divided by a man-made lake or interstate highway.
- *Minor Arterials* - in conjunction with principal arterials, form a network linking cities and larger towns and form an integrated network providing interstate and inter-county service. Minor arterials include all arterials not classified as principal and constitute routes whose design should be expected to provide for relatively high overall travel speeds, with minimum interference to through movement. In more urban areas, this classification places more emphasis on land access and offers a lower level of traffic mobility.

- *Collectors* - provide a less highly developed level of service at a lower speed for shorter distances by collecting traffic from local roads and connecting them with arterials. Collectors generally serve travel primarily between counties rather than being of statewide importance and constitute those routes on which, regardless of traffic volume, predominant travel distances are shorter than on arterial routes. Consequently, more moderate speeds may be typical, on average. In rural areas collectors provide service to larger towns not directly served by the higher systems and to other traffic generators of importance within the county such as schools, parks, and major industries – linking these places with nearby towns or cities, or with routes of higher classification. Principal collectors serve the more important travel corridors within the county. In urban areas, the collector street system provides both land access and traffic circulation within residential neighborhoods, commercial and industrial areas and may penetrate residential neighborhoods, distributing trips from arterial roads and collecting traffic from local streets.

- *Local Roads* - primarily provide access to adjacent land and road systems of higher classification and travel over relatively short distances as compared to collectors. The local street system comprises all facilities not assigned a higher classification and offers the lowest level of mobility.

Transportation



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MAIN**

C. TRAFFIC COUNTS

Average Daily Traffic counts, as noted on the previous map, is from 2020; this data was provided by the South Carolina Department of Transportation. Nearly every single road in the table listed below saw a decrease in average daily traffic from the year 2019 to the year 2020. Much of this can be explained by the COVID-19 pandemic and the effect it has had on people's outings. With many people quarantining and staying home much more often, daily traffic is expected to be lower, especially for the first year of the pandemic. Additionally, traffic counts from 2018 to 2019 did not experience a significant increase, and a few segments actually saw a decrease in daily traffic. Traffic counts are expected to increase from 2020 to 2021 as students returned for classes and employees began reporting back to in-person work.

D. TRANSPORTATION PLANNING

1. Statewide Planning

In June 2007, the Department of Transportation Reform Bill (Act 114) was signed into State law. Act 114 gives direct control over the top three levels of the South Carolina Department of Transportation (SCDOT) to the Governor, enables the Governor to appoint a Secretary of Transportation, and provides stringent criteria for the ranking of State road projects within the context of a state transportation plan. In addition to creating an at-will Director appointed by the Governor, the legislation is intended to encourage sound infrastructure investments by requiring that these decisions be made within the context of the statewide transportation planning process. Specifically, Act 114 requires SCDOT to establish a priority list of projects to be undertaken through the Statewide Transportation Improvement Program (STIP) and in consultation with metropolitan planning organizations using the following criteria:

1. Financial viability including a life cycle analysis of estimated maintenance and repair costs over the expected life of the project
2. Public safety
3. Potential for economic development
- 4.. Traffic volume and congestion
- 5.. Truck traffic
6. Pavement quality index
7. Environmental impact
8. Alternative transportation solutions
9. Consistency with local land use plans

Planning for sound infrastructure is also a primary goal of the South Carolina Priority Investment Act of 2007. The Priority Investment Act amends Section 6-29-1130 of the South Carolina Code of Laws and requires that local government comprehensive plans include a Transportation Element. Previously, transportation issues were addressed in the Community Facilities Element. The Act requires that the Transportation Element be developed in coordination with the Land Use element to ensure transportation efficiency for existing and planned development. The Act also requires comprehensive plans to include a Priority Investment Element, which must include an analysis of likely Federal, State and local funds available for public infrastructure and facilities, including transportation systems. The Priority Investment Element must also recommend projects for expenditure of these funds over the next ten years, with recommendations coordinated with adjacent and relevant jurisdictions and agencies.

a. Transportation Improvement Program

The Transportation Improvement Program (TIP) is the agreed-upon multi-year list of specific projects for which federal funds are anticipated. Required by federal and state law, the TIP represents the transportation improvement priorities of the GPATS region. The list of projects is multi-modal and includes maintenance and resurfacing projects, intersection and signalization improvements, corridor improvements to minimize incidents, system and widening upgrades, transit alternatives, as well as bicycle, pedestrian, and freight-related projects. The projects proposed by the TIP for each COG or Metropolitan Planning Organization (MPO) are evaluated and incorporated into the State TIP by the SCDOT Commission.

b. Transportation Alternatives Program

The GPATS TIP also includes other federally funded non-vehicular roadway projects allocated through the US Department of Transportation's Moving Ahead for Progress in the 21st Century Act (MAP-21) Transportation Alternative Program (TAP). MAP-21 allocates all federally funded surface transportation programs and creates a streamlined and performance-based surface transportation program. TAP, formerly known as Transportation Enhancements, was created to help expand non-motorized transportation choices and provide funding for activities that are often excluded from transportation projects. TAP is a federal grant program that provides funding on a reimbursement basis. Costs are only eligible for reimbursement after a project has been approved by the SC Department of Transportation or Metropolitan Planning Organization and the FHWA division office. Eligible costs include preliminary and final engineering work such as project development, environmental work, cost estimates, construction plans, utility relocations, construction engineering, construction costs, and right-of-way acquisition.

Transportation Alternatives funds generally account for 80% of the total project cost, with local governments required to provide a 20% match. However, SCDOT encourages matching funds in excess of the minimum 20% required under federal guidelines. While a cash match is encouraged, SCDOT may allow the use of in-kind matching resources such as the donation of services, labor, materials, and equipment.

Eligible activities under the Transportation Alternatives Program include:

- Pedestrian Facilities and Bicycle Facilities, including non-motorized paths, that connect and develop regional or statewide non-motorized transportation networks, benefit state tourism or economic development initiatives, and address documented safety deficiencies.
- Streetscaping Improvements that are located in established traditional downtowns or historic districts and use a creative design approach to accomplish multiple goals, including pedestrian safety.
- Safe Routes to School Program activities that meet the requirements set under SAFETEA- LU. Available funding from SCDOT for the Program is provided in three population-based divisions:

E. MAINTENANCE RESPONSIBILITIES AND OWNERSHIP

The responsibility for the maintenance of roads and their associated features (shoulders, drainage structures, sidewalks, and landscape) is dependent upon ownership. It should be noted that many of the older roads in the Town were built prior to current design and dedication practices. Because public funds have been expended for maintenance of these roads over the years and the public has used these roads without objection, they have become Town roads by right of adverse possession.

The width of a road right-of-way (the width inclusive of the car path and any additional ancillary property used for shoulders or sidewalks) varies from road to road. The minimum required by the LDR is typically 50 feet, however the minimum width increases as the projected traffic volume increases. The requirements of the Land Development Regulations are based on nationally recognized engineering standards, most commonly AASHTO (American Association of State Highway and Transportation Officials).

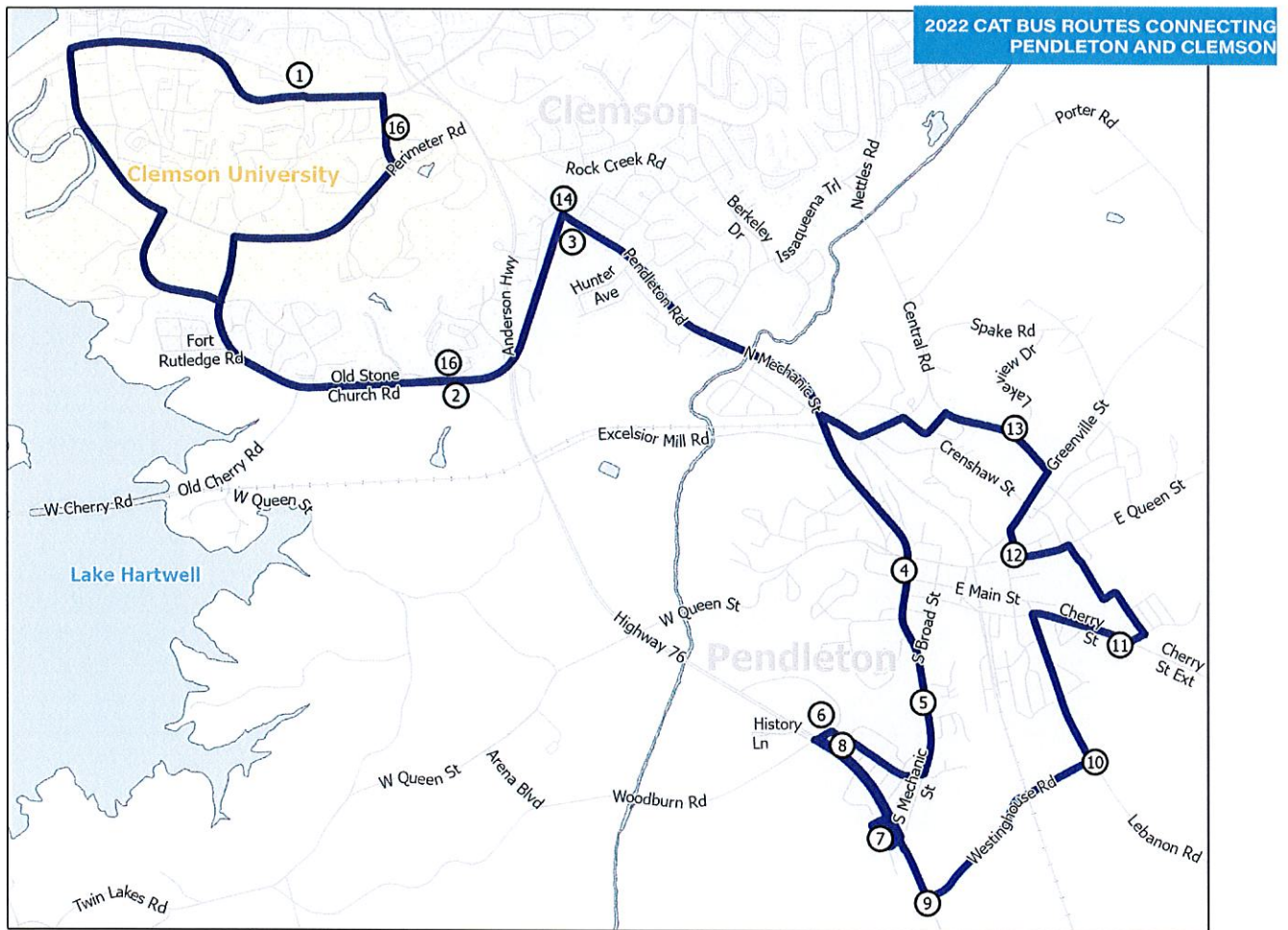
Because owning the appropriate right-of-way width enables the Town to more effectively maintain and/or enhance Town roads, an ongoing program to acquire additional right-of-way to supplement deficient widths is carried out on an as-needed basis. As the Town undertakes improvement projects within established rights-of-way, every effort is made to acquire additional widths. When land is subdivided or developed, the Land Development Regulations require the owners of land adjacent to these rights-of-way to provide additional easements to the Town to address the issue.

G. TRANSIT SYSTEM

"Clemson Area Transit (CAT) is dedicated to excellence in serving everyone with safe, friendly, and reliable public transportation." – CAT Mission Statement

Established in 1996, the Clemson Area Transit (CAT) system is a "fare-free" program developed as a viable alternative mode of transportation. No fares are paid on the bus, but are paid through alternate programs and partnerships. CAT was created in response to community concerns related to increased traffic congestion on roadways leading to and from the Clemson University campus, loss of core campus parking spaces as new construction pushed parking to the campus perimeter, and access to the campus for low and moderate income students living in surrounding areas. The City of Clemson and the University were the founding partners for CAT, with neighboring jurisdictions joining the program to grow and expand the service area. Member jurisdictions now include the City of Clemson, Clemson University, the Towns of Central and Pendleton, Anderson County, and the City of Seneca.

Today Clemson Area Transit provides service to three counties and five cities, as well as three institutions of higher education – Clemson University, Tri-County Technical College, and Southern Wesleyan University.















Railways

The Town is served by a major railroad (Norfolk-Southern) All major metropolitan areas in the United States are accessible within three to six days by rail. Norfolk-Southern, CSX Transportation, provide rail service within the Town of Pendleton and Anderson County.

GOALS, OBJECTIVES AND STRATEGIES FOR IMPLEMENTATION

Transportation Element Visions

"The Town is committed to providing safe, sustainable, efficient, and equitable multi-modal transportation systems and services to enhance the quality of life and foster economic vitality in the Town of Pendleton."

Goals/Objectives/Strategies	Accountable Agencies	Guiding Principles
<p>Develop and implement an improved ADA accessible and multi-modal access throughout Town to encourage walking and biking as a means of transportation around all of Downtown</p> <p>Consistently enforce the rules of the road for cyclist and motorist.</p> <p>At various times during the day and week in a month during the year, monitor the volume of traffic through neighborhoods and through Downtown. Establish a baseline of traffic volumes and apply this traffic monitoring to other neighborhoods as needed.</p> <p>Increase enforcement of traffic laws (speeding, etc.) through neighborhoods.</p> <p>Pendleton will continue to promote the Green Crescent Trail to residents and visitors.</p> <p>Focus efforts on transportation improvements that support desired development patterns, better serve residents and employers, and promote interconnectivity.</p>	Town Council	 
	Police	
	Public Works Police	  
	Police	 
	Town Council	 
	Town Council Planning Commission	 

LAND USE

Existing Land Use

The Town of Pendleton currently covers approximately 3,000 acres of land. A unique characteristic of the Town is the amount of land that is undeveloped around the edges of Town and the large percentage of land used for residential uses. Despite the growth pressures from nearby communities and the increase in recent housing developments, Pendleton continues to have an area of green surrounding its town center. The map provided illustrates the breakdown of existing uses within the Town. Undeveloped land refers to the land that does not have a structure on site, or it may be conservation land or agricultural land. The agricultural land use category refers to the areas where it was obvious that there was an active farm or ranch on site.

Residential

Single family housing is the predominant residential use in the Town, comprising over 1,480 acres, nearly 54% of the total land area of the town. Houses are dispersed throughout the Town with concentrations closer to the center of town and the northern corner and east side of Town. New residential development is occurring mostly in the southern edge of the town along Highway 187.

Commercial

Commercial uses in Pendleton account for 127 acres or 5% of the total land area. Most of the commercial uses are located along the corridors – the north-south Mechanic Street corridor and the east-west Main Street corridor – as well as within the central business district or town center, and Highway 76.

Institutional

Institutional uses, including government offices, schools, churches, parks, and other public buildings, make up 312 acres, 11% of the town's land area. The Town has several schools within its boundaries, the Pendleton branch of the county library system, a large number of churches, and other government facilities including Town Hall.

Industrial

There are two industrial sites located within the town limits, an existing oil industry as well as an old mill site used for an industrial office. Industrial land accounts for 121 acres or 4% of the total land area. The industrial sites are located along the railroad easements and both sites are currently being looked at for redevelopment.

Undeveloped and Agricultural

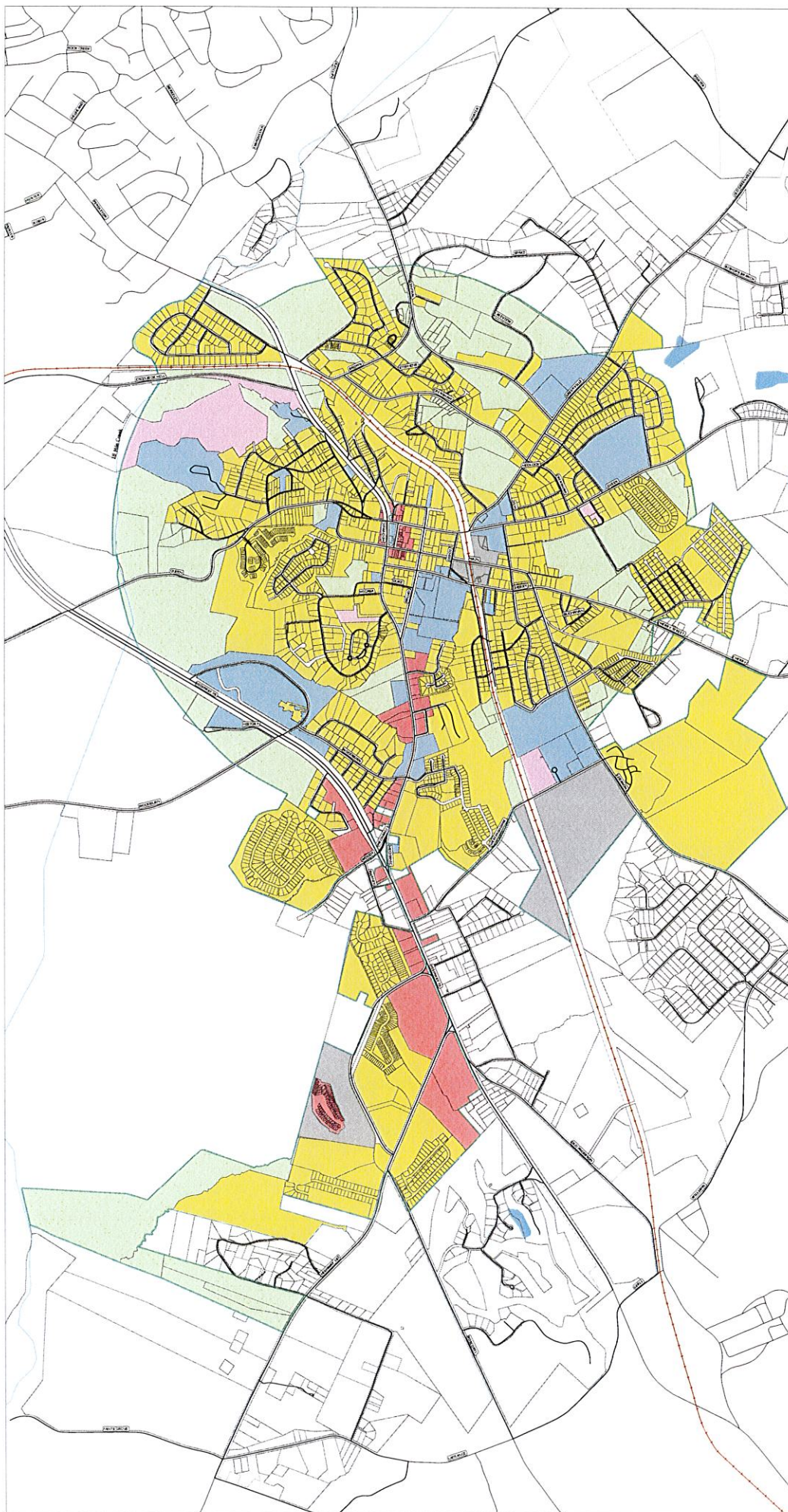
A number of parcels of land are classified as undeveloped. These properties may be agricultural properties with an inactive farming operation, properties platted but not yet built upon, utility easements etc. A total of 677 acres, 25% of the total land area, is classified as undeveloped or agricultural use. Some of this land is owned by Clemson University and Milliken.

ZONING

Existing Zoning

In keeping with the existing land use, most of the Town is zoned as residential, as shown in the existing zoning map. The Town has five residential districts, two levels of low density residential (R-1 and R-2), two levels of medium density residential (R-3 and R-4) and multi-family residential or (MF). The low density residential districts are intended for detached single-family dwellings and compatible uses such as schools and churches. The multi-family district allows for town homes and apartments. The Planned-Unit Development and Flexible Review Districts allow for mixed density residential housing, attached and detached.

Existing Land Use



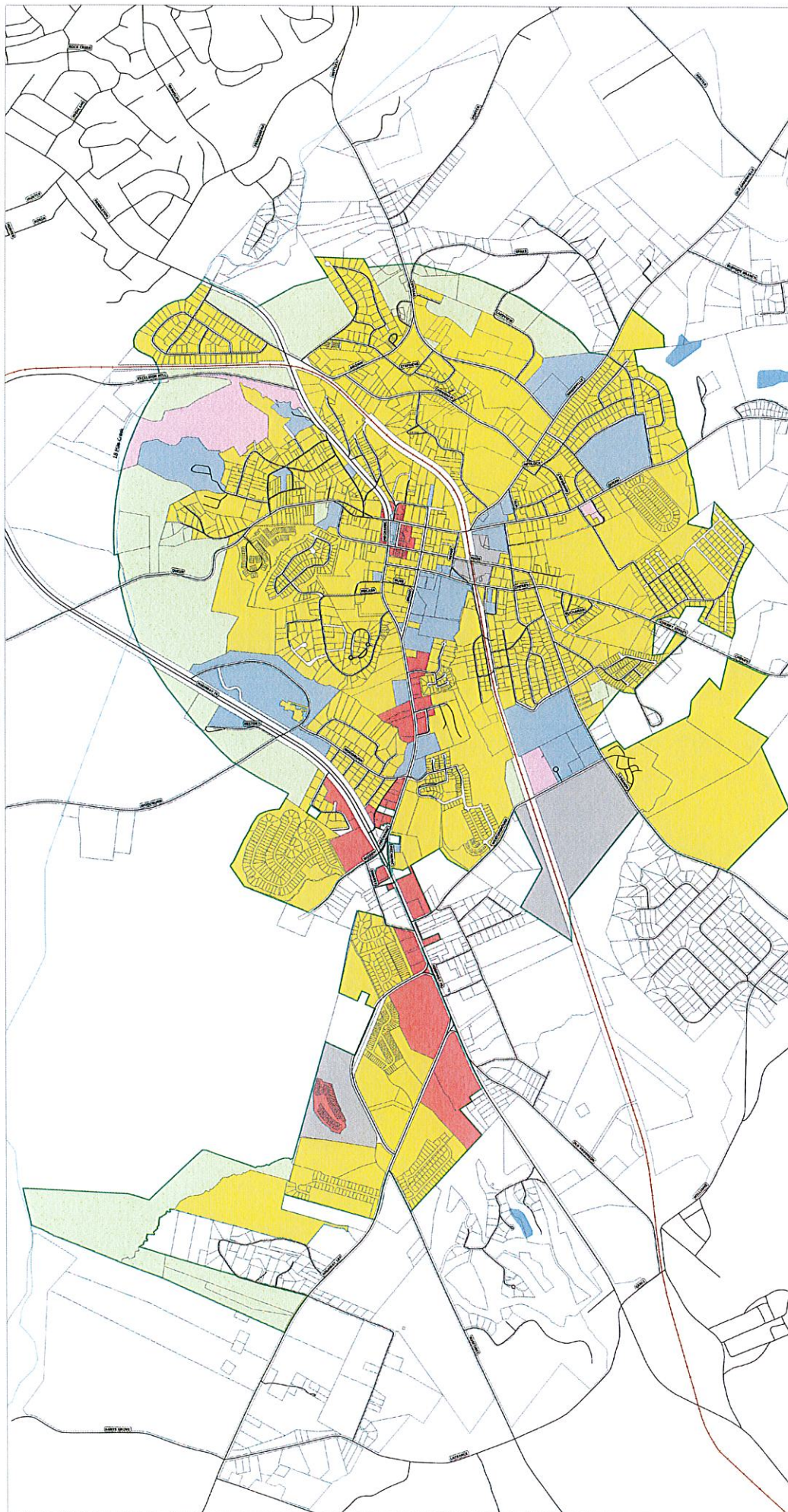
- Pendleton Municipal Boundary
- Properties (2783 Total Acres)
- Lakes, Ponds, Reservoirs, and Estuaries
- 18 Mile Creek
- Railroad
- Streets



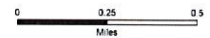
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Future Land Use



- Pendleton Municipal Boundary
- Parcels
- Agricultural/Open Space
- Civic/Institutional
- Commercial
- Industrial
- Residential
- Utilities
- Lakes, Ponds, Reservoirs, and Estuaries
- 18 Mile Creek
- Streets
- Railroad



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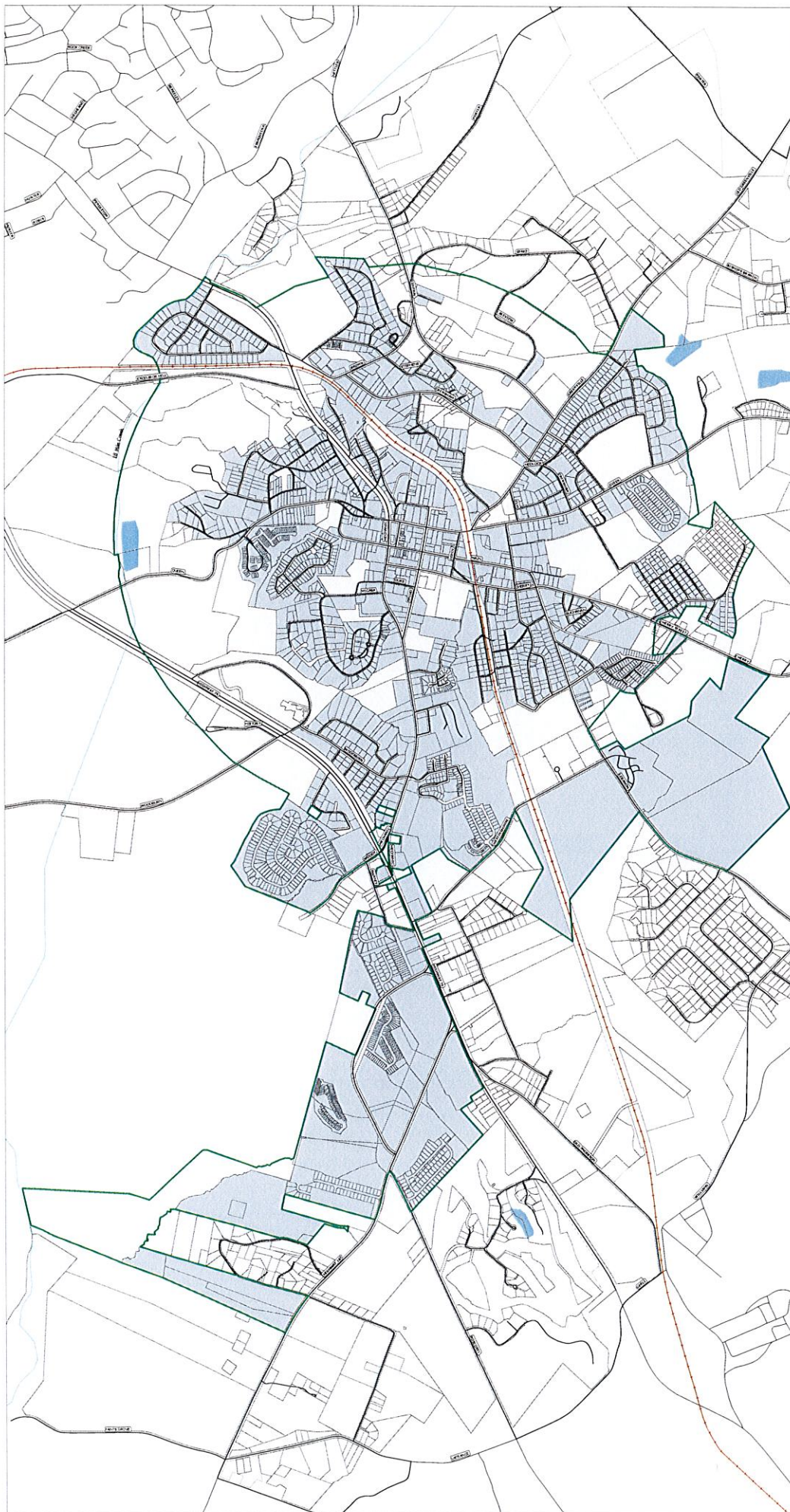
**STUDIO
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Town of Pendleton Zoning

Date: 11/17/2022



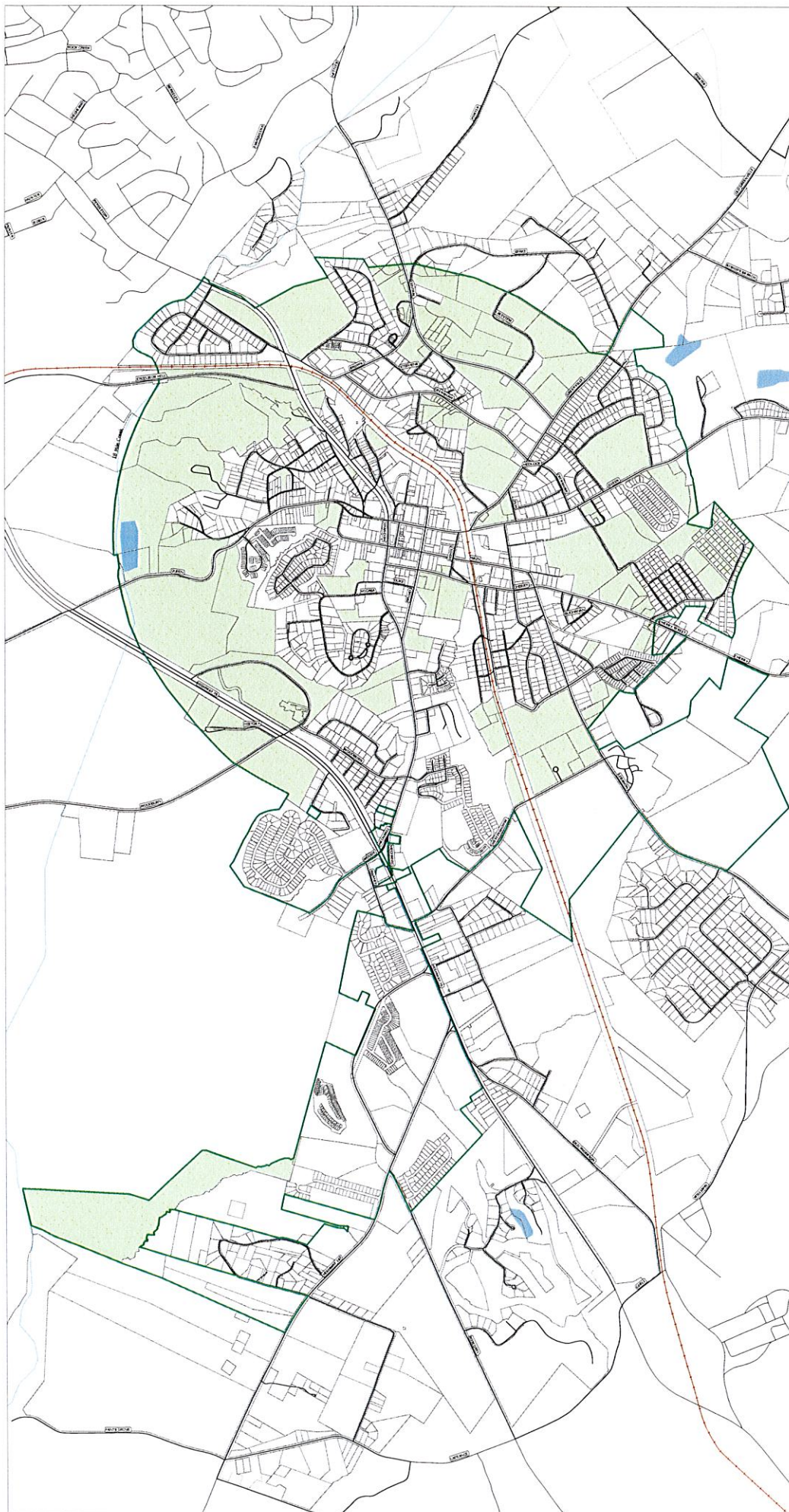
Taxable,
Non-Agricultural,
Non-Conservation,
and
Non-Government
Properties



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Non-Taxable, Agricultural, Conservation, and Government Properties



- Pendleton Municipal Boundary
- Properties (2783 Total Acres)
- Non-Taxable Properties (986 Acres) - 35.4%
- Lakes, Ponds, Reservoirs, and Estuaries
- 18 Mile Creek
- Railroad
- Streets



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GOALS, OBJECTIVES AND STRATEGIES FOR IMPLEMENTATION

In relation to land use, the needs of the Town of Pendleton are fairly simple and straightforward. The residential character of the town needs to be preserved and incompatible uses such as commercial and industrial need to be separated from residential areas. Commercial uses should be limited to the core business area of town, major corridors, and mixed-use developments. Open space areas should be designated as potential conservation, parks/recreation, or future residential districts. It is not anticipated that the future land uses will differ from existing, with the exception being at gateways along major transportation corridors.

Land Use Element Visions

"The Town of Pendleton provides a community atmosphere and a high quality of life for residents, who add to its diversity and vitality. The Town is dedicated to providing a livable, sustainable and healthy community for all its residents by ensuring a balanced and diverse mix of residential and compatible commercial development, while preserving and improving its natural resources, and promoting its image as a vibrant, visually attractive, safe, and economically diverse residential community. Land use provisions strive to protect both residential and business property rights while balancing the needs of the community."

Goals/Objectives/Strategies	Accountable Agencies	Guiding Principles
Complete a cost-benefit analysis for all annexations.	Town Council	 
Work with property owners to encourage master planning of vacant and/or redevelopable tracts to encourage the provision of all price points and housing needs.	Town Council	
Review and consider a range of incentives to promote desirable annexations.	Planning Administration	
Require that transportation, environmental, and economic impact statements be provided as part of any rezoning application that results in a more intense range of land uses.	Planning Administration	  
Review and update the zoning and land use development ordinances, including criteria for overlay districts and design criteria.	Planning Administration Town Council	   
Conduct small area plans to guide development patterns.	Town Council Planning Commission	  

ECONOMIC DEVELOPMENT

The local economy affects every aspect of community life – from jobs and taxes to environmental quality. A healthy economic climate fosters greater income potential for Town residents, a supportive environment for businesses to succeed, and increased fiscal stability of local governments to maintain and expand community services and infrastructure. A diversified economy can also help the Town of Pendleton and its residents successfully weather economic downturns.

The Economic Element of the Comprehensive Plan focuses on the components of the economy in the Town and the surrounding region. These factors, along with an assessment of current economic trends, form the basis for recommendations designed to contribute to a healthy economic climate in the Town of Pendleton.

Economic diversity is a vital component in achieving community sustainability. The ability of residents to live near their places of work and the provision of goods and services locally are major factors in a successful economy. The intent of this Element is to foster the development of a sound economic base for the Town of Pendleton that offers a wide range of employment opportunities. The Economic Element of the Comprehensive Plan also supports and promotes a highly trained and educated workforce, complements the Town's cultural and natural resource base, and strengthens the overall quality of life for all residents.

Historically, the Town was dependent upon the shipping of agricultural products and the related services associated with the rail and agriculture industry. Presently, the economic base of Pendleton consists primarily of small retail establishments, manufacturing facilities outside the town limits, Clemson University and Tri-County Technical College. Most town residents commute to respective employment outside the town limits. While there are no plans for major industry within municipal limits, there are opportunities for Anderson County Economic Development to continue to attract major employers to Highway 76/28.

Income Characteristics

Pendleton is a middle-income community with nearly one-third of its households earning between \$37,500 and \$75,000 annually.

Median income is reported three different ways by the United States Census Bureau: median per capita income, median household income, and median family income. Median per capita income is an average income for all persons, including those who do not earn an income (e.g. children). Median household income looks at income levels by residence, regardless of family size or number of residents. Median family income only looks at those households that qualify as a "family" unit. Together, these figures begin to show a picture of the employment and wage situation. The 2020 median household income for the Town of Pendleton was \$37,500. Pendleton's median Family income was \$64,175.

Poverty

According to the United States Bureau of Census, 27.41% of all Pendleton residents were living below the poverty level in 2020. The poverty threshold is determined by a number of factors, including income, family size, age of household occupants, and the number of related children less than 18 years of age.

Commuter Patterns













The 2020 Census revealed that the average travel time to work was almost twenty minutes. In addition, more than half of Pendleton's residents traveled outside Anderson County to their jobs. This indicates that many of Pendleton residents do not work within the municipal limits, likely in Pickens County (Clemson University) and Greenville County.










GOALS, OBJECTIVES AND STRATEGIES FOR IMPLEMENTATION

The Town of Pendleton seeks to maintain economic diversity, attract business compatible with community character, and preserve a suitable quality of life for residents. The creation of quality economic opportunities in conjunction with population growth is a central issue to be addressed by the community. Economic development must be consistent with the character of the Town and the attraction of business must be in line with the population resources of the community. The Town should focus on physical improvements to existing structures to help in the attraction of small businesses. Industrial development should be limited to the Highway 76/28 corridors.

Economy Element Visions

"The Town of Pendleton is dedicated to being a great place to live, work, learn, and play by providing high quality living environments and promoting sustainable economic and community development strategies."

Goals/Objectives/Strategies	Accountable Agencies	Guiding Principles
Establish and support an Economic Development Committee to focus on filling vacant buildings.	Town Council	 
Set priorities for the Town's economic development.	Town Council	 
Prepare a Market Leakage Analysis for the Town.	Town Council	 
Create an economic database of available properties in Town.	Town Council	 
Support the Downtown business owners to establish a town-wide merchants' network.	Town Council	 
Create a building façade program to encourage commercial property owners in Downtown to restore and enhance their properties.	Town Council	 

Promote public/private partnerships to recruit and/or retain businesses.	Town Council	 
Promote public/private partnerships to recruit and/or retain businesses.	Town Council	 
Create special events and public occasions to encourage tourism promote community engagement and support for businesses.	Town Council	 
Attract retail and other specialty/service establishments, such as unique cuisine restaurants, clothing boutiques, and art galleries identified by the Market Study.	Town Council	
Create incentive programs that encourage small business development and help fill vacant space.	Town Council	 

RESILIENCY

INTRODUCTION

In 2020, The South Carolina General Assembly passed an amendment to the South Carolina Local Government Comprehensive Planning Enabling Act of 1994 to require a Resiliency Element to be included in all Comprehensive Plans in South Carolina.

The primary purpose of the Resiliency Element is to aid in the ability of Town of Pendleton to adapt and recover quickly, fairly, and transparently from changing conditions such as recurrent burdens and sudden disasters. Sudden disasters may consist of flooding, high water, natural hazards and pandemic outbreaks .

PRIMARY HAZARDS

FLOODING:

According to NOAA, flooding is an overflowing of water onto land that is normally dry. Flooding can be further classified, defined, and forecasted depending on several factors including cause, duration, and extent. Flooding is the most frequent and costly natural hazard in the United States. Flash flooding is a rapid onset event that occurs from short, heavy rainfall, accumulating in areas faster than the ground is able to absorb it. These big rain events are exacerbated by a combination of several factors, including local drainage issues and the amount of impervious surface. According to the Federal Emergency Management Agency (FEMA, flooding poses little risk to the Town of Pendleton.

SEVERE THUNDERSTORMS, TORNADOES, & LIGHTNING:

A thunderstorm is a rainstorm event during which thunder is heard, which is audible due to lightning causing the air to heat and expand rapidly. Therefore, all thunderstorms have lightning. According to the National Weather Service, there are approximately 100,000 thunderstorms that occur in the United States per year and about 25 million lightning flashes a year, killing about 69 people annually. This number reflects the significant decline in fatalities within the past few decades, but lightning continues to remain a top storm-related killer. A tornado is a violent windstorm characterized by a twisting, funnel-shaped cloud extending to the ground. Tornadoes may also occur as part of a severe thunderstorm event. Tornadoes may form at any time of the year, but in the United States, the peak of events occurs in the spring and early summer months of March through June, especially during the late afternoon and early evening.

Future Corridor and Small Area Plans



- Pendleton Municipal Boundary
- Properties (2783 Total Acres)
- Town Square Small Area
- Queen Street Small Area
- Oil Mill Small Area
- Village Hills Small Area
- Cherry Street/Main Street Small Area
- Greenville Street Small Area
- 76 Corridor
- 187 Corridor
- Lakes, Ponds, Reservoirs, and Estuaries
- 18 Mile Creek
- Railroad
- Streets



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DROUGHT:

Drought is caused by a lack of precipitation over an extended period of time, often resulting in a water shortage for some activity, sector, or the environment. In contrast to other environmental hazards, droughts develop slowly over a period of weeks, months or years. According to NOAA, drought is the second most costly weather and climate disaster affecting the United States, preceded only by tropical cyclones. Historically, South Carolina has experienced many statewide droughts. They can occur at any time of the year and last for several months to several years. While South Carolina is susceptible to the occasional drought, the Town of Pendleton, and Anderson County as a whole, have a drought risk of "very low" according to FEMA. According to the National Integrated Drought Information System (NIDIS), the two are considered moderately to severely wet and the long-term drought indicator poses very little risk.

HAIL:

Hail can occur year-round and can happen anywhere because it derives from severe thunderstorms. It is a precipitation type, consisting of ice pellets that form when updrafts of thunderstorms carry water droplets up into the freezing level of the atmosphere. Hail can be small and generally pea-sized, but hail can also be larger, capable of damaging property and killing livestock and people. Hail is a relatively low risk to the Town.

WINTER STORMS:

Winter storms and winter weather kill dozens of Americans each year, from exposure to cold, from vehicle accidents, from the improper use of heaters, and other winter related incidents. Winter storms are regular occurrences that happen across the country and can take place during spring and fall as well. Many hazards are associated with winter storms and weather including strong winds, extreme cold, coastal flooding, heavy snow and ice storms. Other concerns related to winter weather is power, heat, and communication outages. Most deaths associated with winter weather and storms are indirectly related, such as fatalities from traffic accidents due to icy conditions, or hypothermia from prolonged exposure. For the Town of Pendleton, the winter weather risk is "very low" according to FEMA. However, it is not unheard of for a snow storm to happen in town but the lasting effects of it are generally minimal. The bigger risk for the Town is that of an ice storm.

HAZARDOUS MATERIALS:

Hazardous material incidents can include the spilling, leaking, pumping, emitting, discharging, escaping, leaching, or disposing into the environment of a hazardous material, but exclude: (1) any release which results in exposure to poisons solely within the workplace with respect to claims which such persons may assert against the employer; (2) emissions from the engine exhaust of a motor vehicle, rolling stock, aircraft, vessel or pipeline pumping station engine; (3) release of source, byproduct, or special nuclear material from a nuclear incident; and (4) the normal application of fertilizer. Facilities that store or use hazardous materials are scattered throughout the state, but many are located in coastal counties, where they are also exposed to hurricane winds and rains. However, hazardous materials are frequently transported along I-85, Highway 76/28, and Highway 187 could create a significant hazard if an accident caused a spill.

TOOLS AND PROTECTIVE MEASURES

ANDERSON COUNTY HAZARD MITIGATION PLAN:

In compliance with the Federal Emergency Management Agency's (FEMA) requirements to receive federal disaster funding, Anderson County, jurisdictions and community stakeholders and partners have adopted a Hazard Mitigation Plan that is updated annually, with a full review every five years as required. The purpose of the Hazard Mitigation Plan is to continue guiding hazard mitigation efforts to better protect the people and property in the County from the effects of hazard events.

DHEC'S NPDES PERMIT PROGRAM:

NPDES is a regulatory program created under the Clean Water Act, and it is one of the main driving forces behind the majority of the mandated state and federal regulations. Under the NPDES Permit Program, storm water discharges are considered point sources and operators of these sources are required to receive an NPDES permit before they can discharge storm water runoff. Any construction site of 1 acre or more is required to obtain a storm water permit via the NPDES program from DHEC.

INTERNATIONAL BUILDING CODE SERIES:

The State of South Carolina requires governing local entities to adopt, by ordinance, the state-approved versions of the International Building Code series. Currently the approved Building Code in South Carolina is the 2018 International Building Code (IBC), and the 2009 Energy Code. The International Building Code series provides best practices to protect the public health, safety, and general welfare by regulating and controlling the design, construction, quality of materials, use and occupancy, location and maintenance of all buildings, structures, and certain equipment.

CONCLUSIONS

The goal of this Comprehensive Plan Review is to introduce the topic of resiliency into Pendleton's Comprehensive Planning process. As was outlined earlier in this section, there are several hazards that occur frequently in the Upstate and in Pendleton. A limited number of tools and protective measures exist to mitigate these potential hazards. Initial mitigation recommendations are as follows:

1. Determine areas that are of the highest risk, evaluate development intensity regulations for these areas, and prioritize projects in these areas.
2. Strengthen partnerships with surrounding jurisdictions to combat issues those cross-jurisdictional boundaries.
3. Educate the public about their role in building resilience and how to recover.
4. Review and consolidate resilience-related efforts detailed in other Elements of this Plan during the next five-year update, which may include, but not be limited to, advanced study and audit of existing facilities and programs.

PRIORITY INVESTMENTS

The South Carolina Priority Investment Act (PIA) was signed into law in May 2007. The PIA amends Title 6, Chapter 29 of the South Carolina Code of Laws – the South Carolina Local Government Comprehensive Planning Enabling Act of 1994. The legislation introduced two new elements to the comprehensive planning process for South Carolina local governments – a Transportation Element and a Priority Investment Element. The Priority Investment Element facilitates the coordination of major capital improvements and provides direction for implementing recommended strategies of the other elements of the Comprehensive Plan that call for capital improvements. The Priority Investment Element encourages local governments to examine future capital improvement needs, as well as identify possible funding for these improvements in the coming decade.

In addition to encouraging local governments to plan for long-term capital improvement needs and financing, the Priority Investment Element encourages stronger intergovernmental planning and coordination. Specifically, the legislation calls for comprehensive plans to include:

"a priority investment element that analyzes the likely federal, state, and local funds available for public infrastructure and facilities during the next ten years, and recommends the projects for expenditure of those funds during the next ten years for needed public infrastructure and facilities such as water, sewer, roads, and schools. The recommendation of those projects for public expenditure must be done through coordination with adjacent and relevant jurisdictions and agencies."

INTERGOVERNMENTAL COORDINATION

While many of the public facilities in the Town of Pendleton are owned and maintained by the Town, others are owned and maintained by other entities such as the School District. Many improvements to capital facilities throughout the Town have been and will continue to be accomplished through coordination and cooperation with a number of public and private entities.

The South Carolina Priority Investment Act requires that the recommendation of capital improvement projects that require public expenditure be done through "coordination with adjacent and relevant jurisdictions and agencies." The Act defines adjacent and relevant jurisdictions and agencies as "those counties, municipalities, public service districts, school districts, public and private utilities, transportation agencies, and other public entities that are affected by or have planning authority over the public project."

FUTURE CAPITAL IMPROVEMENT NEEDS AND FUNDING SOURCES

A number of public infrastructure and facilities needs have been identified for the Town of Pendleton for the coming decade through both the required elements of the Comprehensive Plan and through additional planning processes and studies conducted by service and infrastructure providers. These capital improvements include those that will be funded and accomplished by the Town, as well as projects that will be funded and accomplished by other entities. The Town of Pendleton must continue to explore new partnerships and funding sources to meet capital needs, while ensuring that the most critical needs are met. The top public infrastructure and facilities investment priorities for the Town of Pendleton for the coming five years include:

1. Provision and maintenance of and improvements to public facilities to accommodate the needs of residents and businesses and meet applicable local, federal and state requirements.
2. Provision of quality water and sewer services for existing and future customers through the continued maintenance of and necessary upgrades.
3. Improvement and maintenance of police, fire, and emergency services to increase public safety, protect properties, and lower ISO ratings.
4. Support for the expansion, improvement, and maintenance of transportation facilities and services to meet the needs of Town residents and promote economic development and growth.
5. Promotion of economic growth and development to create jobs, increase sustainability and strengthen the local tax base.

SMALL AREA PLANNING

Small area plans provide a collaborative process for citizens to work together to improve their neighborhood and ensure a better future. A small area plan contains a set of specific strategies that aim to preserve or improve a specific area of the Town. The plan may address issues such as land use, zoning, transportation, economic development, and housing. The scope of the small area plan depends directly on issues that are identified by the community. Community involvement assures that the plan is responsive to resident needs and provides appropriate solutions to the identified problems. Small area plans act as policy guides for decision making. Potential small area plans to be completed by the Town of Pendleton are shown on Page 82.

Recurring Funding Sources

Funding Source	Description
Town of Pendleton General Fund	Annually appropriated funds primarily for day-to-day expenses, such as administration and operation, provided by valorem taxes levied on real and personal property
Town Hospitality Tax Funds	Annually appropriated funds that must be spent on money related to culture, recreation, and/or tourism
Town Water & Utility Fund	Used for the provision and maintenance of drinking water treatment and delivery infrastructure
Grants from Federal, State, and private sources	Funding granted for specific purposes such as economic development, community development, recreation, and public transportation
Other Revenues	Includes other fees such as sanitation, police, recreation fees; and mulch delivery

Recurring Funding Sources

Project	Estimated Cost	Year Completed
Sidewalk Upgrades	\$8,000,000	2022-2032
Green Crescent Trail	\$2,000,000	2022-2032
Lighting Upgrades	\$800,000	2025
Activating Open Space	\$2,000,000	2022-2032
Park Improvements	\$2,000,000	2022-2032
Fire Department	\$7,000,000	2022-2025
Public Works	\$5,000,000	2022-2025
Police Department	\$5,000,000	2032
Small Area Planning	\$150,000	2022-2025
Zoning Ordinance and Land Development Regulations Rewrite	\$100,000	2022-2023

4. IMPLEMENTATION

NOTIFICATION AND COORDINATION








As required by the provisions of the South Carolina Priority Investment Act, the Town of Pendleton will notify and coordinate with adjacent jurisdictions and relevant agencies when recommending projects for the expenditure of funds for public infrastructure and facilities as appropriate. Copies of the Priority Investment element will be made available for their review and comment as need.

Representatives from applicable Town departments took part in the development and review of the Priority Investment Element.

GOALS, OBJECTIVES AND STRATEGIES FOR IMPLEMENTATION

Priority Investment Element Visions

"The Town of Pendleton strives to build a sustainable future by promoting the provision of public services in a timely, equitable, and fair manner through the prioritization of needs, development of partnerships, and inter-jurisdictional coordination."

Goals/Objectives/Strategies	Accountable Agencies	Guiding Principles
Consider relevant existing plans from adjacent jurisdictions and relevant agencies when considering and recommending public infrastructure and facilities projects that require the expenditure of public funds.	Town of Pendleton	 
Support and participate in the efforts of Anderson County and adjacent and relevant jurisdictions in planning for future public infrastructure and facility's needs	Pre-K-12 Schools Higher Ed Transportation Agencies State and Federal Agencies Non-profit Organizations Economic Development Aging and Social Services Health Care Providers	  
Continue to allocate funding for appropriate capital facilities needs through the Town budgeting process, as appropriate and feasible.	Town Council	
Seek additional funding opportunities from federal, state, and local granting agencies and private sources for needed public infrastructure and facility's needs.	Town Council	



Town of Pendleton
Department Head Agenda Item Request Form

The South Carolina Freedom of Information Act requires the Town of Pendleton to publicly post the agendas of Town Council meetings. Additionally, all agenda items must be listed on the agenda and must describe the nature of the item(s) being considered. In order to meet these legal requirements, it is necessary to provide us with the following information before it can be placed on the agenda. **The deadline for submitting an agenda item request and supporting documentation for Council Member Agenda Packets is Wednesday 12:00 pm before the Council meeting.** Requests received after that time will be scheduled for the following meeting.

Please print or type all information.

Name of person making request: SM/ab

Phone: 8646469409

Date Submitted: 04/26/2023

Time Submitted: 2:53 pm

Meeting Date: 05/02/2023

Agenda Item Title: CONSIDERATION OF FIRST READING OF AN ORDINANCE TO SET THE TOWN OF PENDLETON'S BUDGET FOR FISCAL YEAR 2023/2024, INCLUDING THE TOWN'S FEE SCHEDULE, AND OTHER MATTERS RELATED THERETO

Description: Tonight is the first reading of the Budget. Second and final reading is scheduled for June 6, 2023, with an effective date of July 1, 2023.

Recommended Action: Approval

Please attach any pertinent documents to support this item. This will help the Town Council to make an informed decision in the best interest of the Town of Pendleton.

TOP BUDGET ORDINANCE 2023/24

TOWN OF PENDLETON, SOUTH CAROLINA 2023/2024 FY BUDGET ORDINANCE

“An Ordinance to set the Town of Pendleton’s Budget Fiscal Year 2023/2024, including the Town’s Fee Schedule, and other matters related thereto”

Ordinance No. 23-07

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF PENDLETON, SOUTH CAROLINA THAT:

SECTION 1: The schedules of expenditures listed in this ordinance are hereby appropriated for the operation and activities of the General town government for the fiscal year beginning July 1, 2023, and ending June 30, 2024, in accordance with the chart of accounts heretofore established for the Town of Pendleton.

General Fund Expenditures	\$3,941,810
---------------------------	-------------

SECTION 2: The schedules of revenues listed in this ordinance are established as an estimate to be available for the General Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024.

General Fund Revenues	\$3,941,810
-----------------------	-------------

SECTION 3: The schedules of expenditures listed in this ordinance are hereby appropriated for the operation of the Water and Sewer utilities for the fiscal year beginning July 1, 2023, and ending June 30, 2024, in accordance with the chart of accounts heretofore established for the Town of Pendleton.

Water and Sewer Operations:	\$3,178,307
Sewer Plant:	<u>821,196</u>
TOTAL WATER AND SEWER:	\$3,999,503

SECTION 4: The schedules of revenues listed in this ordinance are established as an estimate to be available in the Water and Sewer Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024.

Water & Sewer Revenues	\$3,999,503
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SECTION 5: The schedules of expenditures listed in this ordinance are hereby appropriated for the operation of the Capital Reserve for the fiscal year beginning July 1, 2023, and ending June 30, 2024, in accordance with the chart of accounts heretofore established for the Town of Pendleton.

Contribution to Reserve	\$0
	\$0

SECTION 6: The schedules of revenues listed in this ordinance are established as an estimate to be available for the Capital Reserve Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024.

Interest	\$ 0
Prior Year Balance	0
Contribution from General Fund	0
Contribution form Water & Sewer Fund	<u>0</u>
	\$ 0

SECTION 7: The schedules of revenues listed in this ordinance are established as an estimate to be available for the Hospitality Tax Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024.

Hospitality Tax	\$ 323,024
Appropriate Fund Balance	<u>0</u>
	\$ 323,024

SECTION 8: The schedules of expenditures listed in this ordinance are hereby appropriated for the operation of the Hospitality Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024, in accordance with the chart of accounts heretofore established for the Town of Pendleton.

TOP BUDGET ORDINANCE 2023/24

Hospitality Fund Expenditures:

\$ 323,024

SECTION 9: There is hereby levied a tax at the rate of .127 mills on the assessed valuation of property listed for Taxes as of January 1, 2023, for the purpose of raising the revenue listed as "Current Ad Valorem Taxes," "Vehicle Taxes," and various other taxes collected in the General Fund. The County of Anderson and the State of South Carolina shall collect these taxes for the Town.

SECTION 10: That the schedule of Water and Sewer System Fees and Charges is hereby affirmed or amended to read in its entirety according to the schedule attached hereto.

SECTION 11: Various other fees and charges set by ordinance are hereby affirmed or amended according to the schedule of fees attached hereto.

SECTION 12: That the local hospitality sales tax shall be used in the Hospitality Tax Fund.

SECTION 13: To allow the Finance Officer to make line-item adjustments within the funds. Any transfer of money between funds shall be accomplished by the Council's authorization only. The 2023-2024 Fiscal Year Budget hereby establishes funds and departments, as shown in the Budget Document. The Finance Officer shall also be allowed to establish accounts within the fund and fund the accounts so long as money from other funds is not required for this action.

SECTION 14: The Council shall appoint the Town Administrator as the Finance Officer and Budget Officer for the Town of Pendleton.

SECTION 15: The Town Administrator is authorized to enter into Town contracts if the total contract amount is less than or equal to the budget line item or project budget as approved by Town Council herein.

SECTION 16: Copies of this Budget Ordinance, with detailed fund and department accounts, shall be furnished to the Municipal Clerk, to the Town Council, the Finance Officer and to the Budget Officer of this Town to be kept by them for their direction on the disbursement of funds:

SECTION 17: That a public hearing was held on May 2, 2023, at 7:00 p.m. in the Council Chamber of the Town's Municipal Complex.

Motion by Councilperson _____ to adopt the 2023-2024 Fiscal Year Budget Ordinance. Seconded by Councilperson _____ and carried by the following vote:

Ayes: Council:

Nays: Council:

Adopted this _____ day of _____ 2023.

Mayor Frank Crenshaw

Attest:

Amber L. Barnes, Municipal Clerk

Council: Ward 1: _____
 Ward 2: _____
 Ward 3: _____
 Ward 4: _____

Town of Pendleton, South Carolina

Capital Planning Model

Scenario 1

General Fund

	Actual 2019	Actual 2020	Actual 2021	Actual 2022	Projected 2023	Projected 2024
Revenues:						
Operating Revenues						
Property taxes	1,218,010	1,286,123	1,521,678	1,754,768	2,481,354	2,506,167
Hospitality taxes	-	-	-	-	-	-
Business licenses and permits	349,396	376,679	403,482	502,066	469,603	474,299
Fines, fees and assessments	5,369	10,167	13,747	31,403	28,344	28,627
Intergovernmental revenues	161,390	164,412	174,010	195,842	197,800	199,778
Revenue in lieu of property taxes	277,040	295,216	289,921	301,976	304,996	308,046
Bulk container revenues	38,357	39,085	44,538	45,171	45,171	45,171
Sanitation fees	179,797	192,447	269,525	304,684	307,731	310,808
Interest income	1,040	2,410	1,752	18,143	18,506	18,876
Grants	36,105	263,349	20,813	1,100,113	855,227	-
Rental and other revenues	51,080	50,405	115,740	50,037	50,037	50,037
Other revenues	-	-	-	-	-	-
Total - Operating Revenues	2,317,584	2,680,293	2,855,206	4,304,203	4,758,769	3,941,810
Total - Proposed Operating Revenue	-	-	-	-	-	-
Total Revenues	2,317,584	2,680,293	2,855,206	4,304,203	4,758,769	3,941,810
Actual growth	2.50%	15.65%	6.53%	50.75%	10.56%	-17.17%
Expenditures:						
Operating Expenses						
Total - Administration	506,771	591,731	573,691	606,161	767,513	857,858
Total - Planning	133,782	127,102	144,526	119,431	125,011	270,303
Total - Buildings and Grounds	229,713	213,971	191,712	186,400	197,598	206,072
Total - Public Safety	17,345	9,751	8,418	10,003	10,133	10,265
Total - Police	289,445	292,912	377,858	379,161	398,649	611,947
Total - Sanitation	214,689	224,259	522,587	382,394	399,924	439,347
Total - Streets	1,249,585	284,874	277,478	470,915	470,915	454,476
Transfer to Assigned Fund Balance	-	-	-	-	-	-
Total - Operating Expenses	2,641,330	1,744,600	2,096,270	2,154,465	2,369,744	2,850,267
Proposed Operating Expenses	-	-	-	-	-	-
Recurring Annually	-	-	-	-	-	328,188
Structured	-	-	-	-	-	195,000
Total - Proposed Operating Expenses	-	-	-	-	-	523,188
Total - Debt service (existing):	122,179	131,254	131,277	203,942	246,510	123,525
Total - Debt service (proposed):	-	-	-	-	-	444,830
Total Expenditures	2,763,509	1,875,854	2,227,547	2,358,407	2,616,255	3,941,811
Actual growth	65.79%	-32.12%	18.75%	5.87%	10.93%	50.67%
Revenues over (under) expenditures	(445,925)	804,439	627,659	1,945,796	2,142,514	(0)

Contract service - maintenance and water testing	95,167	-	-	-	-	-	-
Dues and subscriptions	2,629	75	-	-	-	-	-
Liability insurance	15,801	9,657	9,335	9,945	10,074	10,205	-
Contingency	435	-	-	-	-	-	-
Capital outlay	192,881	-	-	-	-	-	-
Grounds maintenance	-	-	-	-	-	-	-
Vehicle repairs and maintenance	-	-	-	-	-	-	-
Town utilities	-	-	-	-	-	-	-
Depreciation	160,510	161,545	158,440	158,186	160,242	-	-
Total - Waste Treatment Facility	1,036,093	985,915	885,857	1,074,232	1,088,197	821,196	-
Total - Proposed Operating Expenses	-	-	-	-	-	-	-
Total - Debt service (existing):	382,428	367,404	390,480	260,143	-	440,513	-
Total - Debt service (proposed):	-	-	-	-	-	1,281,513	-
Total expenditures	2,516,303	2,605,966	2,600,330	2,889,589	2,706,882	3,999,503	-
Actual growth	26.26%	3.56%	-0.22%	11.12%	-6.32%	47.75%	-
Revenues over (under) expenditures (Excluding Principal Paid)	792,558	(155,196)	262,426	311,124	721,011	(0)	(0)

Town of Pendleton, South Carolina

Capital Planning Model

Scenario 1

Water and Sewer Fund

	Actual 2019	Actual 2020	Actual 2021	Actual 2022	Projected 2023	Projected 2024
Revenues:						
Waterworks System						
User charges	607,765	622,510	711,393	751,746	811,886	910,356
Growth Rate (%)					8.0%	7.0%
Tap fees	1,715	20,780	35,980	22,415	22,706	10,000
Penalties	24,324	33,500	39,934	24,845	25,168	25,495
Credit card processing fees	6,279	7,137	9,089	10,666	10,805	33,000
Connection fees	10,950	15,915	20,650	22,042	22,329	22,619
Reconnect fees	6,245	3,455	4,665	4,420	4,477	4,536
Capacity fees	46,380	139,000	210,000	239,700	242,816	199,800
Miscellaneous	6,891	29,691	57,298	13,599	13,776	13,955
Total - Waterworks System	710,549	871,988	1,089,009	1,089,433	1,153,963	1,219,761
Sewer System						
User charges	675,216	739,910	834,698	1,058,613	1,143,302	1,222,086
Growth Rate (%)					8.0%	7.0%
Waste treatment services - City of Clemson	366,784	381,089	374,264	461,774	467,777	464,594
Tap fees	20,800	47,750	109,900	138,300	140,098	24,050
DHEC fees	15,287	15,899	15,795	20,549	20,816	21,087
Debt set off collection	-	50	225	125	127	128
Sludge fees	15,105	16,490	16,520	14,724	14,915	15,109
Special capital assessment	-	-	-	-	-	-
Anderson County capacity lease	71,919	76,218	73,385	145,126	147,013	92,918
Total - Sewer System	1,165,111	1,277,406	1,424,787	1,839,211	1,934,048	1,839,972
Non-Operating Revenues						
Interest income	2,924	2,147	249	410	415	421
CDBG grant income	-	-	-	-	-	-
Federal and state grants	1,117,717	-	17,576	62,977	-	-
Total - Non-Operating Revenues	1,120,641	2,147	17,825	63,387	415	421
Total - Proposed Operating Revenue	-	-	-	-	-	939,350
Total revenues	2,996,301	2,151,541	2,531,621	2,992,031	3,088,426	3,999,503
Actual growth	0.70%	-28.19%	17.67%	18.19%	3.22%	29.50%
Expenditures:						
Waterworks System						
Salaries	259,757	257,031	263,704	375,169	370,715	394,174
Social Security taxes	19,096	18,773	19,341	26,790	27,460	32,322

Retirement contribution	61,811	42,117	43,661	24,870	60,599	79,028
Group insurance	45,608	44,043	51,727	66,132	71,423	65,033
Professional services	38,630	32,833	60,159	66,129	66,989	67,860
Telephone	7,220	4,362	3,943	4,395	4,483	5,672
Postage, printing & freight	6,447	6,015	6,039	6,780	6,868	13,128
Utilities	21,523	25,274	21,306	25,257	25,888	26,536
Travel and training	1,650	1,245	1,451	3,774	3,849	9,194
Repairs and maintenance	64,922	74,328	86,636	117,234	123,096	155,686
Gasoline	7,856	7,394	7,966	15,429	14,000	18,518
Departmental supplies	7,168	12,066	27,214	14,523	14,959	37,721
Meters and pipes	15,007	55,082	59,048	97,857	99,129	58,238
Chemicals and supplies	4,026	6,772	10,985	10,913	11,055	11,199
Small equipment and tools	1,470	-	2,875	797	807	818
Uniforms	3,576	2,808	4,110	2,857	2,894	2,932
Employee appreciation	857	1,744	656	1,890	1,915	1,939
Contract service - maintenance and water testing	33,761	28,322	26,466	41,599	42,140	42,688
Water resale	253,470	271,873	268,623	289,325	293,086	296,896
Dues and subscriptions	29,002	36,004	47,178	55,748	56,473	74,357
Supplemental charges	-	-	-	3,766	3,815	21,015
Miscellaneous	2,958	608	7,350	128	130	131
Liability insurance	24,253	27,626	28,211	31,152	40,668	41,197
Capital outlay	-	-	-	-	-	-
Training	-	-	-	-	-	-
Vehicle expense	-	-	-	-	-	-
Town utilities	-	-	-	-	-	-
Capital outlay - sewer	-	-	-	-	-	-
Depreciation	187,714	296,327	275,344	272,700	276,245	-
Total - Waterworks System	1,097,782	1,252,647	1,323,993	1,555,214	1,618,685	1,456,281
Waste Treatment Facility						
Salaries	144,205	43,172	-	-	-	-
Social Security taxes	10,139	3,302	-	-	-	-
Retirement contribution	32,944	33,265	-	-	-	-
Group insurance	17,836	3	-	-	-	-
Professional services	55,523	728,098	718,037	906,101	917,880	810,991
Bank service charges	-	-	45	-	-	-
Telephone	7,537	68	-	-	-	-
Postage, printing & freight	561	-	-	-	-	-
Utilities	177,239	-	-	-	-	-
Travel and training	566	21	-	-	-	-
Repairs and maintenance	60,753	6,595	-	-	-	-
Gasoline	2,779	-	-	-	-	-
Departmental supplies	6,061	114	-	-	-	-
Chemicals	49,174	-	-	-	-	-
Uniforms	3,353	-	-	-	-	-
Employee appreciation	-	-	-	-	-	-

Town of Pendleton, South Carolina

Capital Planning Model

Scenario 1

Special Revenue Fund - Hospitality Taxes

	Actual 2019	Actual 2020	Actual 2021	Actual 2022	Projected 2023	Projected 2024
Revenues:						
Hospitality taxes	164,889	161,488	212,998	282,019	318,879	323,024
Growth	0.91%	-2.06%	31.90%	32.40%	1.30%	1.30%
<u>Proposed Operating Revenue</u>						
Recurring Annually	-	-	-	-	-	-
Structured	-	-	-	-	-	-
Total - Proposed Operating Revenue	-	-	-	-	-	-
Total revenues	164,889	161,488	212,998	282,019	318,879	323,024
Actual growth	0.91%	-2.06%	31.90%	32.40%	13.07%	1.30%
Expenditures:						
<u>Operating Expenditures</u>						
Professional services	575	3,691	4,885	500	507	513
Contributions	7,210	43,921	21,787	19,814	20,072	20,333
Telephone	1,953	1,117	1,246	1,168	1,183	1,199
Town utilities	7,807	7,355	6,995	5,987	6,137	6,290
Equipment and maintenance	264	264	264	39,206	39,990	40,790
Miscellaneous	10	-	-	-	-	-
Insurance	-	-	-	-	-	-
Advertising	2,046	-	-	-	-	-
Supplies	1,717	2,473	1,980	2,054	2,081	2,108
Repairs and maintenance	6,306	8,267	5,172	9,330	29,517	33,327
Christmas lights and decorations	2,735	-	-	-	-	-
Dues and subscriptions	-	-	-	-	-	-
Festivals	14,797	14,608	8,998	21,349	21,627	21,908
Total Operating Expenditures	45,420	81,696	51,327	99,408	121,112	126,467
Total Capital Outlay	-	-	-	35,323	-	-
Total - Proposed Operating Expenses	-	-	-	-	235,637	196,558
Total - Debt service (existing):	-	-	-	-	-	-
Total - Debt service (proposed):	-	-	-	-	-	-
Total expenditures	45,420	81,696	51,327	134,731	356,749	323,025
Actual growth	-21.46%	79.87%	-37.17%	162.50%	164.79%	-9.45%
Revenues over (under) expenditures	119,469	79,792	161,671	147,288	(37,870)	(0)



PENDLETON

SOUTH CAROLINA

History, Hospitality & Happenings!

Town of Pendleton Comprehensive Fee Schedule as of July 1, 2023

ADMINISTRATION

Copies:

Black & White

8 ½ X 11 B/W \$0.25

Color

8 ½ X 11 \$1.00

8 ½ X 14 \$1.50

11 X 17 \$2.00

Credit Card Convenience Fee 3% per transaction

Election Filing Fees:

Mayor \$25.00

Council \$10.00

Facility Rentals:

In Town
Depot Building \$75/day

Barrett's Place Picnic Shelters \$45.00 \$125/day

3-hour increments 3-hour increments

Ball field at Veterans Park \$75.00/field \$100.00/field

Pavilion Restrooms afterhours \$60.00 \$85.00

Freedom of Information Requests:

Deposit 25% of reasonably anticipated cost for reproduction of records.

Research \$25.00/hour plus cost for any requested copies

Finance Fees:

Returned Check \$35.00

Leadership Pendleton:

Registration \$75.00

Miscellaneous:

Leaf Bags \$0.30/each

Service Fee – Field \$75.00



PENDLETON

SOUTH CAROLINA

History, Hospitality & Happenings!

Charged to residents/customers who make repeat calls, two or more, during work hours and after hours for an issue that has been determined is not the responsibility of the Town, requiring staff to respond in the field.

Special Events:

Application	\$30.00
Permit	Varies – based on application

Yard Sale Permits:

First yard sale	No charge for first permit
Second yard sale	\$5.00 within same calendar year of first permit

CODE ENFORCEMENT

In addition to all other penalties, fines, executions, and legal remedies described in Town Ordinances and in the International Property Maintenance Code (as amended from time to time), the owner of any real property upon which is found a violation of Town Ordinances and/or the International Property Maintenance Code shall be liable for a fee payable to the Town of Pendleton in the following amounts.

Actual cost for the Town to abate any violation upon a property plus 20%
Repeat Offenders (more than one violation within a twelve (12) month period.)
\$50.00

The fees described in the section above are continuing in nature for each violation and for each day the violation continues, whether or not the Town rehabilitates or abates the code violation and whether or not the Town employees rehabilitate or abate the code violation, or the work is performed by contract of a third party.

IPMC Board of Zoning Appeals - Appeal Application \$350.00

PLANNING & ZONING

Building Permit Request Form (Category 1)	\$50.00
Building Permit Request Form (Category 2)	\$25.00
Sign Permit	\$35.00
Variance (any type)	\$350.00
Planned Development or Flexible Review District Major Changes	\$350.00
Exempt Plat	\$50.00



PENDLETON

S O U T H C A R O L I N A

History, Hospitality & Happenings!

Minor Subdivision Final Plat (Staff Reviewable)	\$50.00
Minor Subdivision Final Plat (PC Reviewable)	\$250.00
Preliminary Major Plat (Residential)	\$750.00, or \$10 per lot, whichever is greater
Preliminary Major Plat (Non-Residential)	\$1,000.00
Final Major Plat	\$100.00
Rezoning (any type)	\$300.00
Site Plan Review (Non-Residential)	\$50.00
Appeal	\$350.00
Conditional Use Permit	\$50.00

POLICE

Incident Report	\$10.00/each
Accident Report	\$10.00/each
Overtime Parking Fine	\$25.00 per occurrence

PUBLIC WORKS

Sanitation fee: \$14.00/month/roll cart		
Roll cart (additional or replacement): \$79.00 plus monthly sanitation fee		
Bulk Container fees:		
Pickups per week	4 cu. Yrds.	6 cu. Yrds.
1	\$70	\$95
2	\$135	\$185
3	\$200	\$275
Brush pick-up (abnormal/excessive quantities)		\$150.00 per trip
Bulk Items pick-up (abnormal/excessive quantities)		\$200.00 per trip

WATER & SEWER

Water/Sewer User Rates

Refer to Town of Pendleton's Water System Charges Sheet and Sewer System Charges Sheet

Replace broken meter box	\$250.00
Relocate meter box (within 10')	\$440.00
Meter testing (on-site)	\$20.00



PENDLETON

SOUTH CAROLINA

History, Hospitality & Happenings!

Meter testing (off-site)

Actual Cost

Elder valve installation

\$1,200 base fee plus any additional costs associated with

the installation which depends on depth of sewer line.

Lock Meter Charge

\$20.00

No Access to Water Meter Fees *(in a fiscal year)*

First Offense: \$0 - *Blocking access to water meter that prevents the Town from collecting a meter reading.*

Second Offense: \$50 – *Blocking access to water meter that prevents the Town from collecting a meter reading.*

Third Offense: \$100 – *Blocking access to water meter that prevents the Town from collecting a meter reading.*

Sludge Trucks

1000 gal truck

\$65 + \$5 (testing)

\$70/load

1100 gal truck

\$70 + \$5 (testing)

\$75/load

1200 gal truck

\$75 + \$5 (testing)

\$80/load

2000 gal truck

\$120 + \$5 (testing)

\$125/load

Plus, an additional \$100/hour for after hours

**WATER SYSTEM CHARGES
TOWN OF PENDLETON, SC
EFFECTIVE AUGUST 2022**

GENERAL

- 1) Users of the Town's water system shall comply with all applicable portions of the Water and Sewer Use Ordinance of the Town of Pendleton.
- 2) The Fees and Rates published herein are based on an average daily water use of 3,000 gallons or less. The Town may, at its discretion, allow greater flows at these published charges, or the Town may require individual negotiations to determine any and all costs associated with the use of its water system.
- 3) If feasible for the town, water customers located outside of the town limits may be required to annex property prior to acquiring water service. Users of the Town's water system which are located outside of the Town limits shall pay all charges as listed below pertaining to outside water service.

NEW CONNECTIONS

- 1) Fees for connection deposit, capacity, and water taps shall be paid in advance with the application for water service. After 4pm, new connections or disconnections will not be made until the next business day.
- 2) Each new INSIDE user of the Town's water system shall pay a non-refundable Connection Fee of \$20.00. Each new OUTSIDE user will pay a non-refundable Connection Fee of \$30.00. In addition, a deposit in the amount prescribed below shall be required. This deposit shall be refunded at the time water service is discontinued, provided the user has paid all owed water charges and has a receipt, or other documentation acceptable to the Town, that the deposit was made.

	<u>Inside Deposit Owner</u>	<u>Inside Deposit Non-Owner</u>	<u>Outside Deposit Owner</u>	<u>Outside Deposit Non-Owner</u>
a) Water system users with water Meter size less than 2"	\$20.00	\$40.00	\$30.00	\$50.00
b) Water system users with water Meter size of 2" and larger	To be negotiated individually.			

- 3) Each new user of the Town's water system shall pay a Capacity Fee as shown below. In the event more than one water system user utilizes a single water connection each and every user shall pay the Capacity Fee (Refer to Sec. 02-15 of Water and Sewer Use Ordinance).

	<u>Inside Fee</u>	<u>Outside Fee</u>
a) Single-Family Residential	\$1,500	\$3,000
b) Commercial/Multi-Family	\$1,500	\$3,000
Average Daily Flows of 400 gallons or less		
Each additional Average Gallon per Day Purchased	\$1.00	\$2.00

- 4) Each new user of the Town's water system shall pay a Tap Fee as shown below:

<u>Connection Size</u>	<u>Meter Size</u>	<u>Inside Rate</u>	<u>Outside Rate</u>
a. ¾"	5/8"	\$800.00	\$1,600.00
b. 1"	1"	\$950.00	\$1,900.00
c. 2"	2"	\$2,250.00	\$4,500.00
d. Larger than 2"	Larger than 2"	(To be negotiated individually)	

If the tap, service line, meter pit, & clean outs, as approved by the town, are installed by the developer, the installation fee is reduced to \$250 per 5/8" meter size. For inside Town Limits only.

USER RATES

- 1) Unless specifically negotiated otherwise, each user of the Town's water system shall pay a monthly bill based upon metered water used and the rates as shown below (Master meter users refer to Sec. 02-15 of Water and Sewer Use Ordinance).

See Attached User Rate Sheet for Rates

- 2) The Town will install, when feasible, a separate meter with a ¾ connection size for water that does not go through the sewer system for the following fee:
For larger size connection fees, refer to Item 4 above under "New Connections".

Irrigation meter	\$765 – existing customer (plus deposit & connection fee) – Effective after Council final approval \$565 – at time of new customer tap (plus deposit & connection fee) – Effective after Council final approval
Customer Base Charge	\$6.00 (per month) plus user rate per 1,000 gallons – Customer Charge Effective July 1, 2015

REPAIR FEES

- 1) Replace broken water meter box: \$250.00
- 2) Relocate water meter box within 10 feet: \$440.00

*User Rates - Water

Fiscal Year	Water Rate Inside (0-1500 gallons)	Each Additional 1000 gallons	Water Rate Outside (0-1500 gallons)	Each Additional 1000 gallons
2022/2023	\$15.31	\$6.88	\$16.23	\$11.74
2023/2024	\$16.84	\$7.22	\$19.47	\$12.91
2024/2025	\$17.69	\$7.58	\$21.42	\$14.20
2025/2026	\$17.69	\$7.58	\$21.42	\$14.20
2026/2027	\$18.22	\$7.81	\$22.06	\$14.63
2027/2028	\$18.67	\$8.04	\$22.72	\$15.07

**SEWER SYSTEM CHARGES
TOWN OF PENDLETON, SC
EFFECTIVE AUGUST 2022**

GENERAL

- 1) Users of the Town's sewer system shall comply with all applicable portions of the Water and Sewer Use Ordinance of the Town of Pendleton.
- 2) The Fees and Rates published herein are based on average daily flows of 3,000 gallons or less. The Town may, at its discretion, allow greater flows at these published charges, or the Town may require individual negotiations to determine any and all costs associated with the use of its sewer system.
- 3) Users of the Town's sewer system which are located outside of the Town limits shall pay all charges as listed below pertaining to outside sewer service.

NEW CONNECTIONS

- 1) Fees for connection, deposit, capacity, and sewer taps shall be paid in advance with the application for sewer service.
- 2) Each new INSIDE user of the Town's sewer system shall pay a non-refundable Connection Fee of \$20.00. Each new OUTSIDE user will pay a non-refundable Connection Fee of \$30.00. In addition, a deposit in the amount prescribed below shall be required. This deposit shall be refunded at the time sewer service is discontinued, provided the user has paid all owed sewer charges and has a receipt, or other documentation acceptable to the Town, that the deposit was made.

	<u>Inside Deposit Owner</u>	<u>Inside Deposit Non-Owner</u>	<u>Outside Deposit Owner</u>	<u>Outside Deposit Non-Owner</u>
--	-----------------------------	---------------------------------	------------------------------	----------------------------------

- | | | | | |
|---|--------------------------------|---------|---------|---------|
| a. Sewer system users with water meter size less than 2" | \$20.00 | \$40.00 | \$30.00 | \$50.00 |
| b. Sewer system users with water meter size of 2" or larger | To be negotiated individually. | | | |

- 3) Each new user of the Town's sewer system shall pay a Capacity Fee as shown below. In the event more than one sewer system user utilizes a single sewer connection, each and every user shall pay the Capacity Fee.

	<u>Inside Fee</u>	<u>Outside Fee</u>
a) Single-Family Residential	\$1,500	\$3,000
b) Commercial/Multi-Family	\$1,500	\$3,000
Average Daily Flows of 400 gallons or less		
Each additional Average Gallon per Day Purchased	\$3.00	\$6.00

- 4) Each new user of the Town's sewer system shall pay a Tap Fee as shown below:

	<u>Inside Rate</u>	<u>Outside Fee</u>
*a. Four Inch Sewer Tap	\$800.00	\$1,600.00

If the tap, service line & clean outs, as approved by the town, are installed by the developer, the installation fee is reduced to \$250 per four-inch sewer tap. For inside Town Limits only.

- | | |
|--------------------------------|-------------------------------|
| b. Six-inch Sewer Tap | to be negotiated individually |
| c. Taps Larger than Six inches | to be negotiated individually |

***For additional work required, amount is to be negotiated individually**

USER RATES

- 1) Unless specifically negotiated otherwise, each user of the Town's sewer system shall pay a monthly bill based upon metered water used and the rates as shown below:

See Attached User Rate Sheet for Rates

*User Rates – Sewer

Customers on Town of Pendleton Water system and sewer only commercial/industrial customers

Fiscal Year	Sewer Rate Inside	Each Additional 1000 gallons	Sewer Rate Outside	Each Additional 1000 gallons
2022/2023	\$16.23	\$7.82	\$24.34	\$11.74
2023/2024	\$17.85	\$8.60	\$26.78	\$12.91
2024/2025	\$19.63	\$9.46	\$29.46	\$14.20
2025/2026	\$21.60	\$10.41	\$32.40	\$15.62
2026/2027	\$22.68	\$10.93	\$34.02	\$16.40
2027/2028	\$23.81	\$11.48	\$35.72	\$17.22

Single-Family Sewer Only Residential Customers

Fiscal Year	Sewer Rate Inside (Flat Rate per unit)	Sewer Rate Outside (Flat Rate per unit)
2022/2023	\$36.37	\$54.56
2023/2024	\$45.46	\$68.19
2024/2025	\$50.00	\$75.00
2025/2026	\$55.00	\$82.50
2026/2027	\$60.50	\$90.75
2027/2028	\$66.55	\$99.83

Multi-Family Sewer Only Customer

Fiscal Year	Sewer Rate Inside (Flat Rate per unit)	Sewer Rate Outside (Flat Rate per unit)
2022/2023	\$50.00	\$75.00
2023/2024	\$50.00	\$75.00
2024/2025	\$50.00	\$75.00
2025/2026	\$55.00	\$82.50
2026/2027	\$60.50	\$90.75
2027/2028	\$66.55	\$99.83



Town of Pendleton
Department Head Agenda Item Request Form

The South Carolina Freedom of Information Act requires the Town of Pendleton to publicly post the agendas of Town Council meetings. Additionally, all agenda items must be listed on the agenda and must describe the nature of the item(s) being considered. In order to meet these legal requirements, it is necessary to provide us with the following information before it can be placed on the agenda. **The deadline for submitting an agenda item request and supporting documentation for Council Member Agenda Packets is Wednesday 12:00 pm before the Council meeting.** Requests received after that time will be scheduled for the following meeting.

Please print or type all information.

Name of person making request: SM/AB

Phone: 8646469409

Date Submitted: 04/06/2023

Time Submitted: 10:31 am

Meeting Date: 05/02/2023

Agenda Item Title: CONSIDERATION OF FIRST READING OF AN ORDINANCE TO AMEND ORDINANCE NO. 15-01 TO PROVIDE FOR THE ADOPTION OF A FOUR SINGLE MEMBER WITH RESIDENCY REQUIREMENTS WARD REAPPORTIONMENT PLAN FOR THE TOWN OF PENDLETON, SUCH PLAN PROVIDING FOR A COUNCILMEMBER TO BE ELECTED FROM EACH WARD AND THE METHOD OF ELECTION FOR THE TOWN OF PENDLETON

Description: Three maps have been presented and made available to our public. Council will make the decision this evening on which map to move forward with as the new ward boundaries map for the Town.

Recommended Action: Approval

Please attach any pertinent documents to support this item. This will help the Town Council to make an informed decision in the best interest of the Town of Pendleton.

.....

1ST Reading_____

2ND Reading_____

ORDINANCE NO.: _____

"AN ORDINANCE TO AMEND ORDINANCE NO. 15-01 TO PROVIDE FOR THE ADOPTION OF A FOUR SINGLE MEMBER WITH RESIDENCY REQUIREMENTS WARD REAPPORTIONMENT PLAN FOR THE TOWN OF PENDLETON, SUCH PLAN PROVIDING FOR A COUNCILMEMBER TO BE ELECTED FROM EACH WARD AND THE METHOD OF ELECTION FOR THE TOWN OF PENDLETON"

WHEREAS, by ordinance 15-01, the Town Council of Pendleton adopted a Ward Boundaries Map for the Town of Pendleton; and,

WHEREAS, 2020 Census Bureau statistics reveal disproportionate variances among certain wards; and,

WHEREAS, in keeping with requirements of the Constitutions of the United States and the State of South Carolina, the Town Council of Pendleton has resolved it to be in the public interest to reapportion; and,

WHEREAS, Town Staff along with the assistance of the South Carolina Revenue and Fiscal Affairs Office, has submitted a plan reapportioning the council wards of the Town of Pendleton, and the Town Council of Pendleton finds such plan to be a proper one for the Town of Pendleton and in accord with the public interest.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCILMEMBERS OF THE TOWN OF PENDLETON IN THE TOWN COUNCIL ASSEMBLED:

SECTION 1. The four (4) single member with residency requirement ward reappointment plan for the redistricting of the Town of Pendleton, such plan being attached to this ordinance and designated as Exhibit 1, together with a copy of the map showing ward lines, attached to this ordinance and designated as Exhibit 2, is hereby adopted.

SECTION 2. The redistricting plan shall be effective for any Town Council election held after the effective date hereof.

SECTION 3. This ordinance in no way affects the current system for the election of a mayor or the current staggered system of electing councilmembers from respective wards.

SECTION 4. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate distinct and independent portion, and such wording shall not affect the validity of the remaining portions hereof.

SECTION 5. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 6. This ordinance shall become effective upon ratification.

INTRODUCED at first reading in Council duly assembled the ____ day of _____, _____.

"AN ORDINANCE TO AMEND ORDINANCE NO. 15-01 TO PROVIDE FOR THE ADOPTION OF A FOUR SINGLE MEMBER WITH RESIDENCY REQUIREMENTS WARD REAPPORTIONMENT PLAN FOR THE TOWN OF PENDLETON, SUCH PLAN PROVIDING FOR A COUNCILMEMBER TO BE ELECTED FROM EACH WARD AND THE METHOD OF ELECTION FOR THE TOWN OF PENDLETON"

ADOPTED, ENACTED AND ORDAINED into an ordinance by Council duly assembled at second and final reading the _____ day of _____, _____.

Mayor of the Town of Pendleton

ATTEST:

Municipal Clerk

"AN ORDINANCE TO AMEND ORDINANCE NO. 15-01 TO PROVIDE FOR THE ADOPTION OF A FOUR SINGLE MEMBER WITH RESIDENCY REQUIREMENTS WARD REAPPORTIONMENT PLAN FOR THE TOWN OF PENDLETON, SUCH PLAN PROVIDING FOR A COUNCILMEMBER TO BE ELECTED FROM EACH WARD AND THE METHOD OF ELECTION FOR THE TOWN OF PENDLETON"

EXHIBIT 1

- A. The Town of Pendleton is divided into four (4) wards, as set forth and described in Exhibit 2 to the ordinance.
- B. The Town Council of the Town of Pendleton shall consist of four (4) councilmembers and the mayor.
- C. Each of the aforementioned districts shall be represented on the town council by one (1) councilmember, who must be a resident of such ward and remain so during his or her term of office, elected by the qualified voters of the town at large.

EXHIBIT 2

See attached map entitled "Town of Pendleton Adjusted Districts", prepared by the S.C. Revenue and Fiscal Affairs Office" dated _____, with accompanying plan percentages.

"AN ORDINANCE TO AMEND ORDINANCE NO. 15-01 TO PROVIDE FOR THE ADOPTION OF A FOUR SINGLE MEMBER WITH RESIDENCY REQUIREMENTS WARD REAPPORTIONMENT PLAN FOR THE TOWN OF PENDLETON, SUCH PLAN PROVIDING FOR A COUNCILMEMBER TO BE ELECTED FROM EACH WARD AND THE METHOD OF ELECTION FOR THE TOWN OF PENDLETON"



Town of Pendleton
Department Head Agenda Item Request Form

The South Carolina Freedom of Information Act requires the Town of Pendleton to publicly post the agendas of Town Council meetings. Additionally, all agenda items must be listed on the agenda and must describe the nature of the item(s) being considered. In order to meet these legal requirements, it is necessary to provide us with the following information before it can be placed on the agenda. **The deadline for submitting an agenda item request and supporting documentation for Council Member Agenda Packets is Wednesday 12:00 pm before the Council meeting.** Requests received after that time will be scheduled for the following meeting.

Please print or type all information.

Name of person making request: SM/AB

Phone: 8646469409

Date Submitted: 04/18/2023

Time Submitted: 12:43 pm

Meeting Date: 05/02/2023

Agenda Item Title: CONSIDERATION OF SECOND AND FINAL READING OF AN ORDINANCE AUTHORIZING AND DIRECTING THE TOWN OF PENDLETON, SOUTH CAROLINA TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT RELATING TO SOUTH CAROLINA LOCAL REVENUE SERVICES; TO PARTICIPATE IN ONE OR MORE LOCAL REVENUE SERVICE PROGRAMS; TO EXECUTE AND DELIVER ONE OR MORE PARTICIPANT PROGRAM SUPPLEMENTS; AND OTHER MATTERS RELATING THERETO

Description: The Town has participated in this program through the Municipal Association of SC since its inception. This will be the second and final reading to pass the Ordinance as requested by the Municipal Association of SC.

Recommended Action: Approval

Please attach any pertinent documents to support this item. This will help the Town Council to make an informed decision in the best interest of the Town of Pendleton.

Date: February 28, 2023

To: Mayors, Managers, Administrators, Clerks and
Local Revenue Service Contacts

From: Caitlin Cothran, Manager for Local Revenue Services

Re: Ordinance, Agreement, and Supplement for Local Revenue Service Programs
PROMPT ACTION REQUIRED

For many years, the Municipal Association has offered collection programs for certain business license taxes. These programs include the Insurance Tax Collection Program, the Brokers Tax Collection Program, and the Telecommunication Tax Program. The Municipal Association has collectively rebranded these programs as Local Revenue Services and has renamed the three business license programs as the Insurance Tax Program (ITP), the Brokers Tax Program (BTP), and the Telecommunication Tax Program (TTP).

In addition, by Act 176 of 2020,¹ the General Assembly standardized business licensing in the State of South Carolina. Following the adoption of this Act, the Municipal Association provided a revised model business license ordinance. Every municipality in the State has adopted a revised business license ordinance based on Act 176 and the new model ordinance.

As a result of the Local Revenue Services rebranding and the adoption of new local business license ordinances under Act 176, the Association is required to update the ordinances and agreement by which municipalities may participate in Local Revenue Services. Please note as follows:

- There are THREE attachments to this memo: (1) an ordinance to participate in Local Revenue Services, (2) an intergovernmental agreement for the programs, and (3) a program participant supplement by which a municipality elects which programs to join.
- In order to continue to participate in Local Revenue Services, **your municipality must (1) enact the attached ordinance and, (2) once the ordinance is enacted, sign the attached agreement and supplement.**
- The ordinance must be **completed where highlighted and then enacted exactly as written.**
- The agreement must be **signed exactly as written.**
- The supplement must be **completed where highlighted and then signed exactly as written.**
- The Setoff Debt Program is not affected by the attached documents, which relate only to ITP, BTP, and TTP.
- The Association must have a certified copy of your amended ordinance, together with the original signed agreement and supplement, by **May 26, 2023**. We will send you a copy of the final agreement with the Municipal Association's signature for your file. If you require an original signed agreement for your files, provide two signed agreements to the Municipal Association.

¹ The Business License Standardization Act, found at S.C. Code Sec. 6-1-400 to -420.

The new program documents will not substantially change the operation of the Local Revenue Services programs from your perspective. The Municipal Association will continue to administer and collect business license taxes within ITP, BTP, and TTP. The rates for the Municipal Association's services will remain exactly the same as they are now. Finally, distributions of collected amounts will be made in the same manner and at approximately the same times as they are now.

The substantial changes to the Local Revenue Services programs are as follows:

- The new agreement is an intergovernmental agreement among all of the participating governments, rather than a series of standalone agreements.
- Local Revenue Services will act in its own name as a division of the Municipal Association and will be governed by a committee of the Municipal Association's Board of Directors.
- The terms on which the Municipal Association is delegated the authority to resolve litigation on behalf of its members have been clarified.
- An appeals process, as required by and consistent with Act 176, has been formally adopted.

If you have questions about the attached documents, please contact Caitlin Cothran at (803) 354-4786 or ccothran@amsc.sc.

If your municipal attorney has questions about the attached documents, please direct him or her to contact Eric Shytle, General Counsel of the Municipal Association, at (803) 933-1214 or eshytle@masc.sc.

Ordinance No.: _____

AN ORDINANCE

AUTHORIZING AND DIRECTING THE TOWN OF PENDLETON, SOUTH CAROLINA TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT RELATING TO SOUTH CAROLINA LOCAL REVENUE SERVICES; TO PARTICIPATE IN ONE OR MORE LOCAL REVENUE SERVICE PROGRAMS; TO EXECUTE AND DELIVER ONE OR MORE PARTICIPANT PROGRAM SUPPLEMENTS; AND OTHER MATTERS RELATING THERETO.

WHEREAS, the Town of Pendleton (the "Municipality") is authorized by S.C. Code Section 5-7-30 and Title 6, Chapter 1, Article 3 to impose a business license tax on gross income;

WHEREAS, under State law, certain business license taxes are applicable in a manner or at a rate that applies throughout the State ("Statewide Business License Taxes");

WHEREAS, such Statewide Business License Taxes include without limitation the business license taxes applicable to insurers under Title 38, Chapter 7 of the S.C. Code; to brokers under Title 38, Chapter 45 of the S.C. Code; and to telecommunications companies under Title 58, Chapter 9, Article 20 of the S.C. Code;

WHEREAS, the Municipal Association of South Carolina (the "Association") has previously established local revenue service programs in which the Association administers Statewide Business License Taxes on behalf of and for the benefit of participating municipalities;

WHEREAS, such local revenue service programs include a program known as the Insurance Tax Program ("ITP") that administers business license taxes applicable to insurers under Title 38, Chapter 7 of the S.C. Code; a program known as the Brokers Tax Program ("BTP") that administers business license taxes applicable to brokers under Title 38, Chapter 45 of the S.C. Code; and a program known as the Telecommunications Tax Program ("TTP") that administers business license taxes applicable to telecommunications companies under Title 58, Chapter 9, Article 20 of the S.C. Code;

WHEREAS, the Municipality currently participates in ITP, BTP, and TTP;

WHEREAS, by Act No. 176 of 2020, known as the South Carolina Business License Tax Standardization Act and codified at S.C. Code Sections 6-1-400 to -420 (the "Standardization Act"), the South Carolina General Assembly imposed additional requirements and conditions on the administration of business license taxes;

WHEREAS, following the enactment of the Standardization Act, the Municipality enacted Ordinance No. 21-14 on December 6, 2021, in order to comply with the requirements of the Standardization Act (the "Current Business License Ordinance");

WHEREAS, in connection with the enactment of the Standardization Act and the adoption of locally compliant business license ordinances, the municipalities of the State have determined that it would be advisable and prudent to update the existing local revenue service programs;

WHEREAS, in particular, the municipalities of the State have determined to establish and join South Carolina Local Revenue Services ("LRS") by intergovernmental agreement, which among other things will administer Statewide Business License Taxes on behalf of its participants, including but not limited to by continuing to offer the services provided by the ITP, BTP, and TTP;

WHEREAS, Article VIII, Section 13(A) of the South Carolina Constitution provides that "(a)ny county, incorporated municipality, or other political subdivision may agree with the State or with any other political subdivision for the joint administration of any function and exercise of powers and the sharing of the costs thereof;"

WHEREAS, the Pendleton Town Council of the Municipality (the "Council") now wishes to authorize and direct the Municipality to join LRS and to participate in one or more local revenue service programs;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Town of Pendleton, as follows:

SECTION 1. Direction to Apply to and Join LRS. The form of the Local Revenue Services Agreement (the "Agreement") pursuant to which a municipality may request to participate in LRS and, if approved, become a participant is attached hereto as Exhibit A. The Town Administrator (the "Executive Officer") is hereby authorized and directed to apply to participate in LRS. If the Municipality's application is approved by LRS, then the Executive Officer shall execute and deliver a counterpart to the Agreement in substantially the form attached hereto. The Council hereby approves the terms and conditions of and agrees to comply with the Agreement upon the execution and delivery thereof by the Executive Officer.

SECTION 2. Participation in Local Revenue Service Programs. The Council determines that, if admitted to LRS, the Municipality will participate in the ITP, the BTP, and the TTP. The Executive Officer is hereby authorized and directed to execute and deliver any required Participant Program Supplements (as such term is defined in the Agreement) as may be necessary to participate in such local revenue service programs.

SECTION 3. Business License Taxes Applicable to Insurance Companies. Notwithstanding anything in the Current Business License Ordinance to the contrary, the following provisions shall apply to insurance companies subject to Title 38, Chapter 7 of the S.C. Code.

- a) Except as set forth below, "gross premiums" for insurance companies means gross premiums written for policies for property or a risk located within the municipality. In addition, "gross premiums" shall include premiums written for policies that are sold, solicited, negotiated, taken, transmitted, received, delivered, applied for, produced or serviced by (1) the insurance company's office located in the municipality, (2) the insurance company's employee conducting business within the municipality, or (3) the

office of the insurance company's licensed or appointed producer (agent) conducting business within the municipality, regardless of where the property or risk is located, provided no tax has been paid to another municipality in which the property or risk is located based on the same premium.

- b) As to fire insurance, "gross premiums" means gross premiums (1) collected in the municipality, and/or (2) realized from risks located within the limits of the municipality.
- c) As to bail bonds, "gross premiums" shall exclude any amounts retained by a licensed bail bondsman as defined in Title 38, Chapter 53 of the S.C. Code for authorized commissions, fees, and expenses.
- d) Gross premiums shall include all business conducted in the prior calendar year. Gross premiums shall include new and renewal business without deductions for any dividend, credit, return premiums, or deposit.
- e) Solicitation for insurance, receiving or transmitting an application or policy, examination of a risk, collection or transmitting of a premium, adjusting a claim, delivering a benefit, or doing any act in connection with a policy or claim shall constitute conducting business within the municipality, regardless of whether or not an office is maintained in the municipality.
- f) The business license tax for insurance companies under Title 38, Chapter 7 of the S.C. Code shall be established at the rates set forth below. Declining rates shall not apply.

NAICS Code

524113 Life, Health, and Accident. 0.75% of Gross Premiums.

524126 Fire and Casualty. 2% of Gross Premiums.

524127 Title Insurance. 2% of Gross Premiums.

- g) License taxes for insurance companies shall be payable on or before May 31 in each year without penalty. The penalty for delinquent payments shall be 5% of the tax due per month, or portion thereof, after the due date until paid.

SECTION 4. Business License Tax Applicable to Brokers. Title 38, Chapter 45 of the S.C. Code (the "Brokers Act") establishes a blended premium tax rate applicable to brokers of 6 percent, comprising a 4 percent State premium tax and a 2 percent municipal premium tax, each to be collected by the South Carolina Department of Insurance. Pursuant to §§ 38-45-10 and 38-45-60 of the Brokers Act, the Municipal Association of South Carolina is designated the municipal agent for purposes of administration of the municipal broker's premium tax.

SECTION 5. Business License Taxes Applicable to Telecommunication Companies.

- a) Notwithstanding any other provisions of the Current Business License Ordinance, the

business license tax for “retail telecommunications services,” as defined in S. C. Code Section 58-9-2200, shall be at the maximum rate authorized by S. C. Code Section 58-9-2220, as it now provides or as provided by its amendment. Declining rates shall not apply.

- b) The business license tax year for retail telecommunications services shall begin on January 1 of each year. The business license tax for retail telecommunications services shall be due on January 1 of each year and payable by January 31 of that year, without penalty. The delinquent penalty shall be five percent (5%) of the tax due for each month, or portion thereof, after the due date until paid.
- c) In conformity with S.C. Code Section 58-9-2220, the business license tax for “retail telecommunications services” shall apply to the gross income derived from the sale of retail telecommunications services for the preceding calendar or fiscal year which either originate or terminate in the municipality and which are charged to a service address within the municipality regardless of where these amounts are billed or paid and on which a business license tax has not been paid to another municipality. The measurement of the amounts derived from the retail sale of mobile telecommunications services shall include only revenues from the fixed monthly recurring charge of customers whose service address is within the boundaries of the municipality. For a business in operation for less than one year, the amount of business license tax shall be computed on a twelve-month projected income.
- d) Nothing in this Ordinance shall be interpreted to interfere with continuing obligations of any franchise agreement or contractual agreement. All fees collected under such a franchise or contractual agreement shall be in lieu of fees or taxes which might otherwise be authorized by this Ordinance.

SECTION 6. No Exemption for Interstate Commerce. Properly apportioned gross income from interstate commerce shall be included in the gross income for every business subject to a business license tax.

SECTION 7. LRS to Appoint Business License Official and to Designate Appeals Board. Pursuant to the Agreement, LRS is hereby authorized to appoint one or more individuals (each, an “LRS Business License Official”) to act as the Municipality’s business license official for purposes of administering Statewide Business License Taxes. In addition, LRS is hereby authorized pursuant to the Agreement to designate an appeals board (the “Appeals Board”) for purposes of appeals arising with respect to such taxes. The LRS Business License Official so appointed and the Appeals Board so designated shall have all of the powers granted to the Municipality’s business license official and appeals board under the Current Business License Ordinance, except as may be modified by this ordinance.

SECTION 8. Appeals Process. With respect to the calculation, assessment, and collection of Statewide Business License Taxes, in lieu of the appeals process described in the Current Business License Ordinance, the following appeals process required by S.C. Code Section 6-1-410 shall

apply:

- a) If a taxpayer fails or refuses to pay a Statewide Business License Tax by the date on which it is due, the LRS Business License Official may serve notice of assessment of the Statewide Business License Tax due on the taxpayer by mail or personal service. Within thirty days after the date of postmark or personal service, a taxpayer may request, in writing with reasons stated, an adjustment of the assessment. An informal conference between the LRS Business License Official and the taxpayer must be held within fifteen days of the receipt of the request, at which time the taxpayer may present any information or documents in support of the requested adjustment. Within five days after the conference, the LRS Business License Official shall issue a notice of final assessment and serve the taxpayer by mail or personal service with the notice and provide a form for any further appeal of the assessment by the taxpayer.
- b) Within thirty days after the date of postmark or personal service, the taxpayer may appeal the notice of final assessment by filing a completed appeal form with the LRS Business License Official, by mail or personal service, and by paying to LRS in protest at least eighty percent of the business license tax based on the final assessment. The appeal must be heard and determined by the Appeals Board. The Appeals Board shall provide the taxpayer with written notice of the hearing and with any rules of evidence or procedure prescribed by the Appeals Board. The hearing must be held within thirty days after receipt of the appeal form unless continued to another date by agreement of the parties. A hearing by the Appeals Board must be held at a regular or specially called meeting of the Appeals Board. At the appeals hearing, the taxpayer and LRS have the right to be represented by counsel, to present testimony and evidence, and to cross-examine witnesses. The hearing must be recorded and must be transcribed at the expense of the party so requesting. The Appeals Board shall decide the assessment by majority vote. The Appeals Board shall issue a written decision explaining the basis for the decision with findings of fact and conclusions and shall inform the taxpayer of the right to request a contested case hearing before the Administrative Law Court. The written decision must be filed with the LRS Business License Official and served on the taxpayer by mail or personal service. The decision is the final decision of LRS on the assessment.
- c) Within thirty days after the date of postmark or personal service of LRS's written decision on the assessment, a taxpayer may appeal the decision to the Administrative Law Court in accordance with the rules of the Administrative Law Court.

SECTION 9. Repealer, Effective Date. All ordinances in conflict with this ordinance are hereby repealed. This ordinance shall be effective on the date of final reading.

ENACTED IN REGULAR MEETING, this ____ day of _____, 20____.

Mayor

ATTEST:

Clerk

First reading: _____

Final reading: _____

LOCAL REVENUE SERVICES AGREEMENT

THIS AGREEMENT, made and entered into this ____ day of _____ A.D., 20____, by and among the Municipal Association of South Carolina (the "Association") and all the parties who are now or may hereafter become participants ("Participants") in South Carolina Local Revenue Services, a division of the Association ("LRS"),

WITNESSETH:

WHEREAS, certain governmental functions may be more efficiently and effectively provided in cooperation with other governments, particularly when the sharing of such functions may deliver economies of scale, avoid redundancies in staffing, facilitate intergovernmental communication and coordination, benefit the citizens and taxpayers of the State by offering single points of contact, and allow retention of highly trained and specialized staff or private contractors in situations in which it would not be cost effective for a single government to retain such professionals;

WHEREAS, Article VIII, sec. 13 of the South Carolina Constitution provides that any incorporated municipality "may agree with . . . any other political subdivision for the joint administration of any function and exercise of powers and the sharing of the costs thereof," and that "[n]othing in this Constitution may be construed to prohibit the State or any of its counties, incorporated municipalities, or other political subdivisions from agreeing to share the lawful cost, responsibility, and administration of functions with any one or more governments, whether within or without this State;"

WHEREAS, S.C. Code § 4-9-41(A) provides that any "incorporated municipality ... may provide for the joint administration of any function and exercise of powers as authorized by Section 13 of Article VIII of the South Carolina Constitution;"

WHEREAS, certain municipalities in the State have determined that it would be effective and efficient to jointly perform certain functions, including without limitation the business license functions more fully described below;

WHEREAS, LRS is a division of the Association and a committee of the board of directors of the Association and will establish or continue one or more Revenue Service Programs (as hereinafter defined); and

WHEREAS, the Participants, through action of their respective governing bodies, have elected to comply with the conditions of this Agreement and to authorize LRS to perform the functions and exercise the powers herein described;

NOW, THEREFORE, for and in consideration of the mutual covenants, promises, and obligations herein contained, which are given to and accepted by each signatory hereof to the other, the parties hereto agree as follows:

Section 1. Definitions. As used in this Agreement, the following terms shall have the meanings set forth below:

- (a) "Appeals Board" means the board created pursuant to Section 8 hereof for purposes of hearing and determining appeals under this Agreement.
- (b) "Association" means the Municipal Association of South Carolina.
- (c) "Gross Proceeds" means, with respect to any Revenue Service Program and for any period of calculation, the total amount of Impositions collected by LRS during such period.
- (d) "Imposition" means any tax, fee, rate, charge, fine, penalty, or interest charge that has been lawfully imposed by a Participant and for which a Revenue Service Program has been established. Such Impositions include, without limitation, Statewide Business License Taxes.
- (e) "LRS" means South Carolina Local Revenue Services, established by this Agreement.
- (f) "LRS Board of Directors" means the board of directors of LRS.
- (g) "LRS Business License Official" shall mean the person designated from time to time by the LRS Board of Directors to act as the business license official (as such term is used in S.C. Code §§ 6-1-400 to -420) with respect to one or more Revenue Service Programs. The LRS Board of Directors may, but need not, designate different persons as the LRS Business License Official for different Revenue Service Programs.
- (h) "Participant" means a local government that has become a participant in LRS by applying to LRS for admission and, if approved, accepting the terms of participation in LRS by ordinance and signing this Agreement in counterpart.
- (i) "Net Proceeds" means, with respect to any Revenue Service Program and for any period of calculation, the amount of Gross Proceeds that remain for distribution to Participants after the payment of operation and maintenance expenses (including, without limitation, LRS's compensation) for such period.
- (j) "Revenue Service Programs" means any one or more programs established or continued by LRS to administer, assess, collect, and enforce Impositions. Such Revenue Service Programs may include, without limitation, programs for the administration, assessment, collection, and enforcement of Statewide Business License Taxes.
- (k) "S.C. Code" means the South Carolina Code of Laws of 1976, as amended.
- (l) "State" means the State of South Carolina.
- (m) "Statewide Business License Taxes" means business license taxes that, pursuant to the S.C. Code, are applicable in a manner or at a rate that applies throughout the State. Such business license taxes include without limitation the business license taxes applicable to insurers under Title 38, Chapter 7 of the S.C. Code; to brokers under Title 38, Chapter 45 of the S.C. Code; to telecommunications companies under Title 58, Chapter 9, Article 20 of the S.C. Code; and such other business license taxes as may now or hereafter be made

applicable throughout the State in a manner or at a rate that has been established by State law.

Section 2. Authorization of LRS. The municipalities that are initial signatories hereto do hereby establish LRS and authorize it to perform the functions and exercise the powers described in this Agreement. The functions to be performed hereunder are more specifically described in Section 5 below and the powers to be exercised are more specifically described in Section 6 below. The Participants, regardless of their respective dates of admission to LRS, further agree as follows:

- (a) The functions and powers described in this Agreement would be more efficiently and effectively performed and exercised in cooperation with other governments through LRS;
- (b) The Participants shall comply with the conditions of this Agreement and, by joining LRS, shall jointly perform the functions and exercise the powers herein described by contract with LRS.

Section 3. Participation. The right to participate in LRS shall be limited to local governments within the State. A qualifying entity may become a Participant by applying to LRS for admission and, if approved, accepting the terms of participation in LRS by ordinance and signing this Agreement in counterpart. LRS shall be sole judge of whether an applicant shall be admitted as a Participant. A Participant may be suspended or expelled by the LRS Board of Directors from LRS, provided that such suspension or expulsion shall not be effective until 30 days after written notice of suspension or expulsion has been mailed to it.

Section 4. LRS Board of Directors. LRS shall be governed by a Board of Directors containing five Directors. The members of the Association's Executive Committee (comprising the President, First Vice President, Second Vice President, Third Vice President, and Immediate Past President of the Association) shall serve ex officio as Directors of LRS, with terms of office coterminous with their terms as officers of the Association. The President of the Association, or in his or her absence the First Vice President of the Association, shall serve as chair at meetings of the LRS Board of Directors. With respect to LRS's officers, the members of the LRS Board of Directors shall occupy the same offices as they do with respect to the Association.

Section 5. Functions of LRS. LRS may, and at the direction of and subject to the control of the LRS Board of Directors shall, establish or continue one or more Revenue Service Programs including, without limitation, for the administration, assessment, collection, and enforcement of Statewide Business License Taxes and other Impositions related to Statewide Business License Taxes. LRS's functions with respect to the Revenue Service Programs shall include, without limitation, training employees; developing resources to assist business license functions; making necessary investigations into entities or individuals subject to Impositions; developing databases for the application, calculation, allocation, and distribution of Impositions; establishing procedures for determining and calculating the amounts due as Impositions; communicating with entities or individuals subject to Impositions; collecting current and delinquent Impositions; initiating, defending, managing, resolving, and settling disputes or litigation matters that affect more than

one Participant; and acquiring, licensing, developing, improving, maintaining, and protecting software and other information technology infrastructure.

Section 6. Powers of LRS. LRS shall have the following powers:

- (a) adopt bylaws for the regulation of its affairs and the conduct of its business and prescribe rules and policies and promulgate regulations in connection with the performance of its functions and duties;
- (b) adopt an official seal and alter it at its pleasure;
- (c) maintain an office at a place it determines;
- (d) sue and be sued in its own name and plead and be impleaded;
- (e) require documentation of amounts due from taxpayers, including without limitation by requiring reconciliation reports in which the taxpayer provides sufficient information to verify whether revenues of the taxpayer are appropriate for exclusion as non-municipal revenues and to determine the proper allocation of Impositions among Participants;
- (f) receive, administer, and comply with the conditions and requirements of a gift, grant, or donation of property or money;
- (g) acquire by purchase, lease, gift, or otherwise, or obtain options for the acquisition of, any property, real or personal, improved or unimproved, including an interest in land less than the fee thereof in conformity with state law;
- (h) sell, lease, exchange, transfer, mortgage, or otherwise dispose of, or grant options for any such purposes with respect to, any real or personal property or interest therein in conformity with state law;
- (i) make and execute contracts, agreements, or other undertakings with such agents, service contractors, persons, firms, corporations, and attorneys as it deems appropriate to perform its functions and exercise its powers;
- (j) acquire, license, develop, improve, maintain, and protect software and other information technology infrastructure;
- (k) employ professionals, support staff, attorneys, appraisers, financial advisors, and other consultants and employees as required in the judgment of LRS and fix and pay their compensation from funds available to LRS for that purpose;
- (l) transact any lawful business that will aid the purposes and functions of LRS;
- (m) make payments or donations, or do any other act, not inconsistent with law, that furthers the business and affairs of LRS; and
- (n) do all things necessary or convenient, not inconsistent with law, to further the activities and affairs of LRS

Section 7. Attorney-in-Fact Designation; Dispute Resolution and Conduct of Litigation. Each Participant hereby appoints LRS and its designees as its agent and attorney-in-fact to act on its behalf with respect to Impositions. As agent and attorney-in-fact, LRS shall be fully empowered to initiate, defend, manage, resolve, and settle any disputes or litigation (whether in its own name or in the name of the Participants) relating to Impositions owing or payable to one or more Participants; to pay all expenses, costs, and judgments that might be incurred against LRS when acting on behalf of its Participants for communication, investigation, negotiation, enforcement, defense, or settlement with respect to Impositions; and to take all other actions as may be necessary to administer, collect, investigate, enforce, and implement the Revenue Service Programs. Each Participant, pursuant to Rule 17 of the S. C. Rules of Civil Procedure and Rule 17 of the Federal Rules of Civil Procedure, specifically acknowledges the standing of LRS to prosecute a civil action for collection in its behalf and hereby ratifies any such action that LRS may commence.

The LRS Board of Directors may, by majority vote, authorize a third party (including without limitation the Association) to act as attorney-in-fact to the same extent as set forth in this section on behalf of the Participants.

LRS's authority to initiate, defend, manage, resolve, and settle disputes and litigation shall be subject to the following terms and conditions:

- (a) If, with respect to any particular dispute, a proposed compromise or settlement would reduce the amount asserted by LRS to be payable to an individual Participant by more than ten percent (10%) of the total amount remitted by LRS to such Participant in the immediately preceding year for the relevant Revenue Service Program, then, notwithstanding subsections 7(b) and 7(c) below, LRS shall be required to secure the written consent of such Participant before compromising or settling such dispute with respect to such Participant. Otherwise, LRS shall be entitled to compromise or settle such dispute on behalf of each Participant without further authorization by such Participants beyond that contained herein.
- (b) Any proposed compromise or settlement that would result in a reduction of \$100,000 or less from the amount originally claimed to be due and owing by LRS may be approved or denied by LRS without separate approval by the LRS Board of Directors. The LRS Board of Directors shall, by appropriate action from time to time, designate one or more staff members or contractual counterparties who are authorized to compromise or settle such disputes.
- (c) Any proposed compromise or settlement that would result in a reduction of more than \$100,000 from the amount originally claimed to be due and owing by LRS must be approved or denied by the LRS Board of Directors.

- (d) Any proposed compromise or settlement that would result in a waiver of penalties, interest, late charges, or other amounts owing due to late payment of an Imposition must be approved or denied by the LRS Board of Directors.

Section 8. Appeals Process. The Participants acknowledge that, pursuant to local ordinances, regulations, and rules, each Participant has its own procedures by which matters relating to the calculation, assessment, and collection of business license taxes may be appealed. With respect to Impositions subject to this Agreement, however, each Participant has enacted a local ordinance by which appeals relating to such Impositions are excluded from the otherwise applicable local ordinance. Each Participant agrees that the appeals process described in this Section shall apply to all appeals relating to Impositions subject to this Agreement. Each Participant hereby consents to the adoption of the appeals process described in this Section; specifically declares its intention that such appeals process shall be deemed an exception to its otherwise applicable local ordinances, regulations, and rules; and agrees that it has or will approve such appeals process by appropriate local action.

- (a) There is hereby created a board for purposes of hearing appeals pursuant to this Section (the "Appeals Board"). The Appeals Board shall contain three members. The President of the Association, the Executive Director of the Association, and the President of the South Carolina Business Licensing Officials Association ("BLOA") shall each serve ex officio as members of the Appeals Board, with terms of office coterminous with their terms as officers of the Association or BLOA, as appropriate. The President of the Association, or in his or her absence the Executive Director of the Association, shall serve as chair at meetings of the Appeals Board.
- (b) With respect to the calculation, assessment, and collection of Impositions, the following appeals process, as required by Section 6-1-410, shall apply.
 - (1) If a taxpayer fails or refuses to pay an Imposition by the date on which such Imposition is due, the LRS Business License Official may serve notice of assessment of the Imposition due on the taxpayer by mail or personal service. Within thirty days after the date of postmark or personal service, a taxpayer may request, in writing with reasons stated, an adjustment of the assessment. An informal conference between the LRS Business License Official and the taxpayer must be held within fifteen days of the receipt of the request, at which time the taxpayer may present any information or documents in support of the requested adjustment. Within five days after the conference, the LRS Business License Official shall issue a notice of final assessment and serve the taxpayer by mail or personal service with the notice and provide a form for any further appeal of the assessment by the taxpayer.
 - (2) Within thirty days after the date of postmark or personal service, the taxpayer may appeal the notice of final assessment by filing a completed appeal form with the LRS Business License Official, by mail or personal service, and by paying to LRS

in protest at least eighty percent of the business license tax based on the final assessment. The appeal must be heard and determined by the Appeals Board. The Appeals Board shall provide the taxpayer with written notice of the hearing and with any rules of evidence or procedure prescribed by the Appeals Board. The hearing must be held within thirty days after receipt of the appeal form unless continued to another date by agreement of the parties. A hearing by the Appeals Board must be held at a regular or specially called meeting of the Appeals Board. At the appeals hearing, the taxpayer and LRS have the right to be represented by counsel, to present testimony and evidence, and to cross-examine witnesses. The hearing must be recorded and must be transcribed at the expense of the party so requesting. The Appeals Board shall decide the assessment by majority vote. The Appeals Board shall issue a written decision explaining the basis for the decision with findings of fact and conclusions and shall inform the taxpayer of the right to request a contested case hearing before the Administrative Law Court. The written decision must be filed with the LRS Business License Official and served on the taxpayer by mail or personal service. The decision is the final decision of LRS on the assessment.

- (3) Within thirty days after the date of postmark or personal service of LRS's written decision on the assessment, a taxpayer may appeal the decision to the Administrative Law Court in accordance with the rules of the Administrative Law Court.

Section 9. LRS May Be Separately Organized. Hereafter, the LRS Board of Directors may determine, for corporate governance, recordkeeping, and operational purposes, that LRS should be established as a separate entity, either under the South Carolina Nonprofit Corporation Act, currently codified at Title 33, Chapter 31 of the S.C. Code, or otherwise. If the LRS Board of Directors so determines, it may take all such actions as may be necessary to organize LRS as a separate entity without further approval by the Participants, provided that such organization shall not otherwise vary or modify the terms of this Agreement except to the extent necessary to reflect the new organizational structure of LRS.

Section 10. Participation in a Revenue Service Program. A Participant may elect to participate in a Revenue Service Program by signing and delivering a separate supplement to this Agreement with respect to such Revenue Service Program (each, a "Participant Program Supplement"). The Participant Program Supplements shall be substantially identical within each Revenue Service Program. The form of the Participant Program Supplement is attached hereto as Appendix A.

Section 11. Collection of Impositions; Distributions; Payment for Services; Prohibition on Lobbying Activity.

- (a) LRS shall collect, subject to the Participant Program Supplements, all Impositions subject to this Agreement.

- (b) The Participants will compensate LRS for its services. Initially, such compensation shall be in the amount of four percent of Gross Proceeds collected for the benefit of each Participant within each Revenue Service Program, subject to any volume discount approved from time to time by the LRS Board of Directors, together with any interest earned on funds held on deposit prior to disbursement. The Participants acknowledge that this amount represents operating expenses payable to LRS for services rendered. For accounting and recordkeeping purposes, LRS will apply this rate to each Participant separately within each Revenue Service Program. Hereafter, and notwithstanding Section 13 below, the LRS Board of Directors by majority vote may amend the compensation method by giving notice to all participating Participants at least ninety days prior to the effective date of such amendment. Such amendment shall become effective after the ninety-day notice period with respect to each Participant without further action by such Participant, provided that such Participant may withdraw from participation at any time within ninety days after notice of the amendment is provided.
- (c) LRS will regularly, and not less than once in each calendar quarter, distribute the Net Proceeds to Participants.
- (d) No funds or personnel of LRS may be used or employed to influence any election; support or oppose any partisan organization; support or oppose the enactment, repeal, or modification of any federal or state legislation; or seek to influence any federal or state local government officials in the discharge of their official functions.

Section 12. Fiscal Year. LRS shall operate on a fiscal year from 12:01 a.m. January 1 of each year to 12:00 midnight December 31 of the succeeding year (the "LRS Year"). Application for participation, when approved in writing by LRS shall constitute a continuing contract for each succeeding LRS Year unless cancelled by LRS.

Section 13. Amendment. This Agreement may be amended by an agreement executed by those Participants constituting a majority of the Participants in LRS during the current LRS Year. In lieu of this amendment procedure, the Participants hereby appoint a 4/5 majority (i.e., at least four Directors) of the LRS Board of Directors agents to make any amendments to this Agreement that would not fundamentally alter the contemplated arrangement. Written notice of any amendment proposed for adoption by the LRS Board of Directors shall be mailed to each Participant not less than 30 days in advance. Written notice of amendments finally adopted by the LRS Board of Directors shall be mailed to each Participant not more than 30 days after adoption.

Section 14. Terms Applicable on Admission. Any entity that formally applies to participate in LRS and is accepted by LRS shall thereupon become a party to this Agreement and be bound by all of the terms and conditions hereof. A Participant may withdraw from participation by delivery of written notice of withdrawal at least 90 days prior to the end of an LRS Year, to be effective as of the end of such LRS Year.

Section 15. Term; Dissolution. LRS has been established with the bona fide intention that it shall be continued in operation indefinitely and that the contributions to LRS shall continue for an indefinite period. However, the LRS Board of Directors reserves the right at any time to terminate LRS by a written instrument to that effect executed by at least four-fifths (4/5) of the members of the LRS Board of Directors. Such written termination notice shall be delivered to each Participant no less than 120 days prior to the effective date of termination. In the event of such termination, Participant contributions shall cease as of the date of termination and the assets then remaining in the fund shall continue to be used and applied, to the extent available, for the (a) payment of claims arising prior to such termination and (b) payment of reasonable and necessary expenses incurred in such termination. Any monies or other assets thereafter remaining in LRS shall be distributed pro rata to the Participants in LRS as of the day of termination. In no event shall any such assets be returned or distributed to any individual. Upon such termination, the LRS Board of Directors shall continue to serve for such period of time and to the extent necessary to effectuate termination of LRS.

[signatures appear on following page]

IN WITNESS WHEREOF, the Participants listed below acknowledge their participation in LRS and acceptance of obligations thereunder, by the due execution hereof, following appropriate governmental body approval, by its mayor or other duly authorized official. Further, LRS has caused these presents to be signed by its President and attested by its Vice President.

MUNICIPAL ASSOCIATION OF SOUTH CAROLINA

B. Todd Glover, Executive Director

LOCAL REVENUE SERVICES, A DIVISION OF THE
MUNICIPAL ASSOCIATION OF SOUTH CAROLINA

Mayor Rick Osbon, President of LRS

ATTEST:

Mayor Barbara Blain-Bellamy, Vice President of LRS

PARTICIPANT SIGNATURE PAGE

TOWN OF PENDLETON, SOUTH CAROLINA

Name:

Title:

ATTEST:

Name:

Title: Town Clerk of Pendleton

APPENDIX A: FORM OF PARTICIPANT PROGRAM SUPPLEMENT

WHEREAS, the Town of Pendleton, South Carolina (the "Municipality") has applied for and been approved to participate in South Carolina Local Revenue Services ("LRS");

WHEREAS, the Municipality has executed a counterpart of the Local Revenue Services Agreement (the "Agreement") by and among itself and all other participants in LRS;

WHEREAS, capitalized terms used and not otherwise defined herein have the meaning given to such terms in the Agreement;

WHEREAS, pursuant to the Agreement, LRS has established Revenue Service Programs for Statewide Business Licenses and other Impositions; and

WHEREAS, the Municipality now desires to agree to participate in one or more Revenue Service Programs;

NOW, THEREFORE, the Municipality hereby agrees with LRS as follows:

Section 1. Participation in Revenue Service Programs. The Municipality hereby elects and agrees to participate in the following Revenue Service Programs: ITP / BTP / TTP.

Section 2. Term. This Participant Program Supplement is effective until December 31, 2023, and shall continue from year-to-year thereafter until terminated by either party upon notice delivered in writing given at least 90 days prior to the next upcoming December 31.

Section 3. Payment for Services. The Municipality agrees that it will compensate LRS for its services as set forth in the Agreement. Initially, such compensation shall be in the amount of four percent of Gross Proceeds collected for the benefit of the Municipality within each Revenue Service Program, subject to any volume discount approved from time to time by the LRS Board of Directors, together with any interest earned on funds held on deposit prior to disbursement. The Municipality acknowledges that this amount represents operating expenses payable to LRS for services rendered. For accounting and recordkeeping purposes, LRS will apply this rate to the Municipality separately within each Revenue Service Program.

Section 4. Expenses; Fund Accounting. (a) The rate for services established herein shall be inclusive of all administrative expenses of LRS, except legal expenses incurred in connection with the services rendered. Legal expenses incurred by LRS are not included in the base rate and shall be prorated to all Participants in direct relationship to the disbursements of the Revenue Service Program to which the legal expenses relate.

(b) LRS will deposit all funds received in an appropriate account for which accurate records will be maintained. Business license taxes collected for the Municipality, less the service charge herein agreed to, will be disbursed to the Municipality on or before March 1 of each calendar year and thereafter as remaining collections permit.

Section 5. Special Provisions for BTP. (a) Pursuant to Title 38, Chapter 45 of the South Carolina Code of Laws (the "Brokers Insurance Statute"), the Municipality designates the Municipal

Association of South Carolina as the municipal agent to act on behalf of the municipality for the purposes of the Brokers Insurance Statute.

(b) The Brokers Insurance Statute governs the receipt from the South Carolina Department of Insurance ("DOI") and distribution to the Municipality of all municipal premium taxes from brokers for non-admitted surplus lines insurance. Upon receipt of the taxes from the DOI, LRS will deposit all funds received in an appropriate account for which accurate records will be maintained. Taxes will be disbursed to the Municipality, less the service charge herein agreed to, as collections permit.



Town of Pendleton
Department Head Agenda Item Request Form

The South Carolina Freedom of Information Act requires the Town of Pendleton to publicly post the agendas of Town Council meetings. Additionally, all agenda items must be listed on the agenda and must describe the nature of the item(s) being considered. In order to meet these legal requirements, it is necessary to provide us with the following information before it can be placed on the agenda. **The deadline for submitting an agenda item request and supporting documentation for Council Member Agenda Packets is Wednesday 12:00 pm before the Council meeting.** Requests received after that time will be scheduled for the following meeting.

Please print or type all information.

Name of person making request: AB

Phone: 864-646-9409

Date Submitted: 04/19/2023

Time Submitted: 2:55 PM

Meeting Date: 05/02/2023

Agenda Item Title: CONSIDERATION OF EXECUTIVE SESSION

Description: The attached memo is only for Council's information regarding applicants.

Recommended Action:

Please attach any pertinent documents to support this item. This will help the Town Council to make an informed decision in the best interest of the Town of Pendleton.
