

**PLANNING and ADMINISTRATION COMMITTEE  
MINUTES  
DECEMBER 13, 2011**

The Planning and Administration Committee met on Tuesday, December 13, 2011 in the Committee Room, located on the second floor of the Administration Building beginning at 1:45 p.m. Mr. Jeffcoat, Committee Chairman, presided.

Members Attending:

Johnny W. Jeffcoat, Chairman  
K. Brad Matthews  
James E. Kinard, Jr.

George H. Davis, V Chairman  
William B. Banning, Sr.

Also attending: Katherine Hubbard, County Administrator; Joe Mergo, III, Deputy County Administrator; Larry Porth, Finance Director/Assistant County Administrator; Jeff Anderson, County Attorney; other staff members, citizens of the county and representatives of the media.

In accordance with the Freedom of Information Act, a copy of the agenda was sent to radio and TV stations, newspapers, and posted on the bulletin board located in the lobby of the County Administration Building.

**Community Development Block Grant-Recovery Program Amendment to the 2008 Action Plan (Goal 1) - Community Development - Rhonda Dean, CDBG Administrator**

- Ms. Dean presented a request to amend the Community Development Block Grant (CDBG) Recovery Program for the 2008 Action Plan. Funds were approved for road paving and drainage improvements for Bitternut Court which is near completion with a balance remaining of \$22,840.34. Staff recommends granting the balance to the city of West Columbia, along with an additional \$8,659.66 in uncommitted CDBG Funds, for the demolition and clearance of three residential structures. Of those structures, one is a duplex located on Jasper Street and the other two are on the corner of North Brown Street and Holland Avenue. All are described as low-to-moderate income areas. Per HUD requirements, the funds need to be expended by September 30, 2012.

A motion was made by Mr. Davis, seconded by Mr. Banning, to recommend to full Council to approve staff's recommendations contingent on the property owners approval.

The vote in favor was unanimous.

**Homelessness Prevention and Rapid Re-housing Program - Administrative Budgetary Transfer - Community Development - Rhonda Dean, CDBG Administrator**

- Ms. Dean presented a request to reallocate Homelessness Prevention and Rapid Re-housing Program (HPRP) funds. Staff recommends \$23,393 of unused HPRP funds be awarded to the Lexington Interfaith Community Services (LICS) who has already been awarded a majority of HPRP funds to assist with homelessness prevention for the County. LICS has expended

these funds and continues to receive daily requests for assistance. Per HUD requirements, the funds need to be expended by September 30, 2012.

A motion was made by Mr. Davis, seconded by Mr. Kinard, to recommend to full Council to approve staff's recommendation.

Ms. Dean was asked if the funds could be used for the Transition Center (Midlands Alliance). She replied that this particular funding has to be used to help individuals with rental assistance, prevent individuals from being homeless, or help the homeless get into housing.

The vote in favor was unanimous.

**Community Development Block Grant (CDBG) Program Demolition and Clearance Program (Goal 1) - Community Development - Rhonda Dean, Community Development Administrator** - Ms. Dean presented a request to move CDBG funds into the Demolition and Clearance Program. Staff recommends transferring \$20,000 into the Demolition and Clearance Program line item. Ms. Dean reported the funds would be used to demolish five derelict mobile homes and/or dilapidated single-family units. There is also a request from the City of West Columbia, separate from the previous request, for demolition of a condemned structure at approximately \$10,000. Per HUD requirements, the funds need to be expended by September 30, 2012.

A motion was made by Mr. Davis, seconded by Mr. Kinard, to recommend to full Council to approve staff's recommendation.

The vote in favor was unanimous.

**Landscape Requirements for Detention Ponds - Draft Text - Community Development - Robbie Derrick, Landscape Administrator & John Fecht, Public Works Director/Assistant County Administrator** - Mr. Derrick presented the proposed draft text for the Landscape and Open Space Ordinance addressing landscaping around new detention ponds dedicated to the County. He reported that based on Council concerns the exemption status was changed to coincide with other County ordinances making the County accountable for its landscaping facilities. Staff also presented a similar draft at the Development Stakeholders meeting on October 6, 2011 and minor changes were made from meeting feedback. The meeting was made up of a cross reference of individuals representing civil engineering, low impact sustainable developments, Mungo, Saluda River Club, and the Home Builders Association. The Stakeholders' group expressed concerns about fencing requirements and bioretention systems. The Committee agreed to no compromise on fencing requirements due to safety concerns.

A motion was made by Mr. Banning, seconded by Mr. Kinard, to recommend to full Council to move forward with staff's recommendations.

The vote in favor was unanimous.

Ms. Hubbard, County Administrator, reported the text amendment will be presented before Council for three readings and a public hearing with the first reading scheduled in January.

**Meeting of October 25, 2011 - Approval of Minutes** - A motion was made by Mr. Banning, seconded by Mr. Matthews, to approve the October 25, 2011 minutes as submitted.

The vote in favor was unanimous.

**Old Business/New Business - Bruce Hiller's Retirement** - The Committee recognized Bruce Hiller, Community Development Administrator, and his impending retirement.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Judy R. Busbee  
Assistant to the Clerk

Johnny W. Jeffcoat  
Chairman

Diana W. Burnett  
Clerk