



AGENDA

TRANSPORTATION COMMITTEE MEETING

January 9, 2018
5:30 PM

[meeting will either immediately precede or follow the Law Enforcement, Public Safety, Health & Welfare meeting, which is also scheduled at 5:30 pm].

Oconee County Administrative Offices
Council Chambers, 415 South Pine Street, Walhalla, SC

1. **Call to Order**
2. **Approval of Minutes**
 - October 10, 2017
3. **Development of Priorities for Inclusion of Strategic Plan**
4. **Discussion & Action Regarding the Following Items**

[to include Vote and/or Action on matter brought up for discussion, if required]

 - Emmanuel Church Dr (SE-341) – Staff report of findings for the abandonment of the road from county maintenance
 - Savannah Dr (P-3050) – Update regarding acceptance of the road into the Rudimentary Road Program
 - Golden Corner Commerce Park – Update on grading for road and spec building
 - Treasurer's Office Driveway – Update on constructing a one way out driveway for the Treasurer's Office at the Pine Street Administrative Offices
 - Acceptance of roads into county road system – Discussion regarding streamlining the process to accept roads into the county road system
 - Butler School Road, Westminster – Initial Discussion
4. **Other Business**

[to include Vote and/or Action on matter brought up for discussion, if required]
5. **Adjourn**

[This agenda is not inclusive of all issues which the Committee may bring up for discussion at this meeting.]

There will not be a scheduled opportunity for public to comment at this meeting.
Council members will discuss recommendations from the Administrator at this meeting.

Assisted Listening Devices [ALD] are available to accommodate the special needs of citizens attending meetings held in Council Chambers. ALD requests should be made to the Clerk to Council at least 30 minutes prior to the meeting start time.

Oconee County Council & Committee meeting schedules and agendas are posted at the Oconee County Administration Building and are available on the County Council Website www.oconeesc.com/council.html
[All upcoming meetings will be held in Council Chambers unless otherwise noted]



November 7, 2017

Oconee County

Attn: Scott Moulder

415 South Pine Street Walhalla, SC 29691

Re: Butler School Road, Westminster, SC

Developed by Oconee County Habitat for Humanity

Dear Mr. Moulder;

As you may know, some years ago, Oconee County Habitat for Humanity obtained and commenced development of 9 houses at the captioned location for Oconee County low income families. We are approaching completion of that development and will place qualified needy families in all of those homes, probably by the end of this year.

Butler School Road is deemed a "private road" by the City of Westminster, and that unfortunately means that these homeowners, who with our help are trying to lift themselves from the cycle of poverty, are ultimately responsible for the road in front of their homes. Needless to say, such a potential expense would put an enormous burden on families already *struggling economically*.

The roadway and improvements were built according to then current codes and specifications, partially with "C" funds, under the watchful eyes of Goldie and Associates on behalf of both the City and OCHFH.

Oconee County Habitat for Humanity celebrated its 30th anniversary of service to Oconee in 2016, and dedicated its 100th house (which is by the

way, on Butler School Road) in October. We currently own in excess of 80 lots within the County for future development of homes for needy and qualified residents of Oconee County.

On behalf of the Butler School Road families, who now for the first time in their lives own their own homes, Oconee County Habitat for Humanity respectfully requests that the Butler School Road roadway and infrastructure be transferred to the Oconee County, SC. in perpetuity.

Attached for your consideration is a plat of the development with the lands in question outlined in red. Also attached is a copy of a document prepared by The Newton Law Firm for a similar recent transaction, simply for your information. OCHFH will be happy to have the necessary documents prepared and recorded at no expense to the County. Note that we have recently submitted a similar request and documents to Seneca for our developments there. The City of Westminster, pleading lack of funding, declined our offer to transfer Butler School Road to them.

If you or your staff have questions or comments, please refer them to me.

Sincerely,



Kenneth D. Cushing

Past President of the Board of Directors and

Development Manager for

Oconee County Habitat for Humanity

864-508-2557

Cushing2005@charter.net

Cc: Barbara Barron, President of the BOD, OCHFH

ROADWAY IMPROVEMENT AND LOT GRADING NOTES

EXISTING

1. THE PREVIOUSLY RESURFACED AREA OF 3.0 ACRES WAS GRADED WITH ASPHALT AND CROSS FURROW TO PROTECTED LOT GRADING BELOW ALL WATER AND DRAIN WAYS HAVE BEEN INSTALLED.

PROPOSED IMPROVEMENTS OF CONSTRUCTION

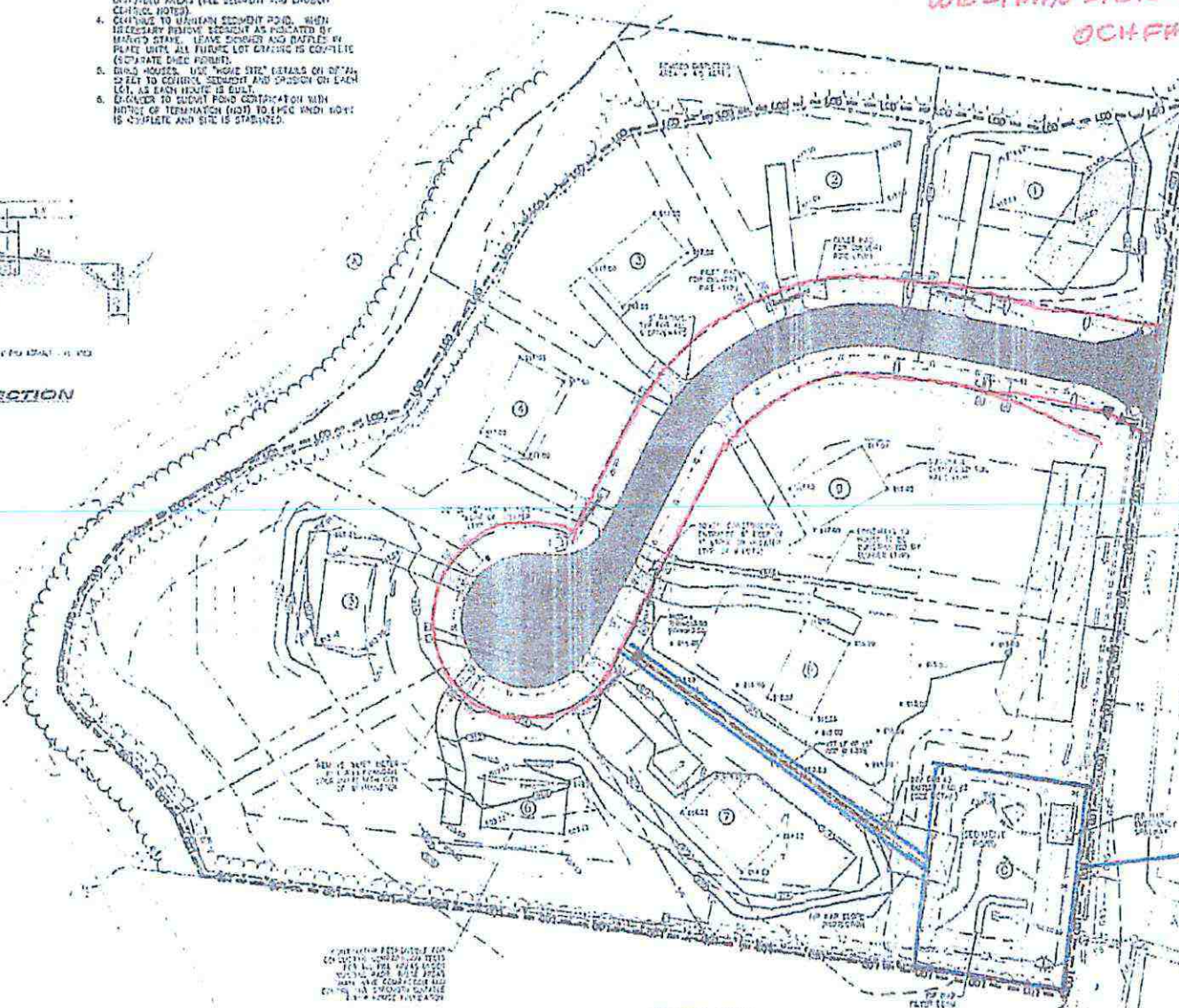
1. CUT/PLANT GROUPS OF TREES THAT REMAIN ON-SITE.
2. INSTALL CATCH BASIN AND PIPES TO EXISTING DITCH.
3. COMPLETE LOT GRADING AS SHOWN. FILL ALL EXISTING AREAS (SEE RESURFACE AND CROSS SECTION NOTES).
4. CONTINUE TO MAINTAIN EXISTING ROAD, WHEN NECESSARY REMOVE STAKE AS INDICATED BY MARKED STAKE. LEAVE STAKES AND BATTERS IN PLACE UNTIL ALL FUTURE LOT GRADING IS COMPLETE (SEPARATE DITCH PERMITS).
5. DITCH HOUSES, USE "POSSIBLE SITE" DETAILS ON OFFICIAL SETS TO COVER, SLOUGH AND SPRING ON EACH LOT, AS EACH HOUSE IS BUILT.
6. ORDER TO STOP WORK CONTINUATION WITH NOTICE OF TERMINATION (NOT) TO ERDC AND/OR EDC IS COMPLETE AND SITE IS STABILIZED.

Roadway and improvements
to be transferred to
WESTMINSTER BY
OCHFA



SEE EXHIBIT B FOR CROSS SECTION OF EXISTING ROAD
SEE EXHIBIT C FOR CROSS SECTION OF PROPOSED ROAD

**EXISTING ROAD
CITY OF WESTMINSTER SECTION**



Lot w/ DETENTION POND
PREVIOUSLY DEEMED
TO WESTMINSTER BY OCHFA
(6/2/16)



BE SAFE BEFORE YOU DIG
CALL 811 TO REPORT ANY UTILITIES
BEFORE YOU DIG

GOLDIE & ASSOCIATES
REGISTERED PROFESSIONAL ENGINEER
1000 WEST 10TH AVENUE, SUITE 100
DENVER, CO 80202
TEL: 303.733.1111
FAX: 303.733.1112

PROJECT NO.	1265.4
SHEET NO.	11
DATE	06/20/16
SCALE	AS SHOWN
PROJECT NAME	City of Westminster - Butler Street
PROJECT LOCATION	Butler Street
PROJECT OWNER	City of Westminster
PROJECT MANAGER	John J. Goldie
PROJECT ENGINEER	John J. Goldie
PROJECT ARCHITECT	John J. Goldie
PROJECT SURVEYOR	John J. Goldie
PROJECT CONTRACTOR	John J. Goldie
PROJECT CONSULTANT	John J. Goldie
PROJECT SPECIALIST	John J. Goldie
PROJECT DESIGNER	John J. Goldie
PROJECT CHECKER	John J. Goldie
PROJECT APPROVER	John J. Goldie
PROJECT REVIEWER	John J. Goldie
PROJECT FINALIZER	John J. Goldie
PROJECT CLOSURE	John J. Goldie

CLIENT: City of Westminster
PROJECT: Exhibit for Humanity - Butler Street
SHEET TITLE: SHEET 11
FILE NO: 1265.4 / 1372.3

No Title Examination
Requested or Performed

Newton Law Firm of Clemson, LLC
Post Office Box 1539
Clemson, South Carolina 29633-1539
Attorney's File No. 17-0909

TITLE TO REAL ESTATE

Grantee's Address:
PO Box 129
West Union, SC 29696

Sample

STATE OF SOUTH CAROLINA)
)
COUNTY OF OCONEE)

KNOW ALL MEN BY THESE PRESENTS, that

OCONEE COUNTY HABITAT FOR HUMANITY, INC.

in consideration of One and no/100 (\$1.00) Dollar, and no other consideration, the receipt of which is hereby acknowledged, has bargained, sold and released, and by these presents does hereby grant, bargain, sell and release unto

THE TOWN OF WEST UNION, a body politic and corporate and a political subdivision of the State of South Carolina:

ALL that certain piece, parcel or lot of land lying and being situate in the State of South Carolina, County of Oconee, and being the road known as Eastpointe Drive and that portion of the road known as Pointe Place that lie within the boundaries of East Pointe at West Union as shown on plat prepared by Stephen R. Edwards, PLS #19881, dated May 10, 2005, and recorded in Plat Book B-139 at page 1, records of Oconee County, South Carolina, reference to which is invited for a more complete and accurate description.

This being the property conveyed to Oconee County Habitat for Humanity, Inc. by deed Buffalo Rock, Inc. dated _____, 2017, and recorded in Deed Book _____ at page _____, records of Oconee County, South Carolina.

TMS # p/o 510-08-02-001

AND, ALSO, ALL that certain piece, parcel or lot of land lying and being situate in the State of South Carolina, County of Oconee, and being shown and designated as Tract A (Retention Pond), containing 0.543 of an acre, more or less, and Lot Number Ten (10) on EASTPOINTE AT WEST UNION, PHASE I on a plat prepared by Stephen R. Edwards, PLS #19881, dated May 10, 2005, and recorded in Plat Book B-139 at page 1, records of Oconee County, South Carolina, reference to which is invited for a more complete and accurate description.

This being a portion of the property conveyed to Oconee County Habitat for Humanity, Inc. by deed Buffalo Rock, Inc. dated March 28, 2011, and recorded in Deed Book 1827 at page 57, records of Oconee County, South Carolina.

TMS #510-08-02-017 (Tract A - Retention Pond)
TMS #510-08-02-016 (Lot 10)

This conveyance is specifically made subject to any and all easements, restrictions, covenants, conditions, rights of way, zoning rules and laws and regulations, any of which may be found of record in the Office of the Register of Deeds for Oconee County, South Carolina, together with all and singular the rights, members, hereditaments and appurtenances to said premises belonging or in any wise incident or appertaining; to have and to hold all and singular the premises before mentioned unto **THE TOWN OF WEST UNION, a body politic and corporate and a political subdivision of the State of South Carolina**, forever in fee simple. And, the grantor does hereby bind itself, its successors and assigns, executors and administrators to warrant and forever defend all and singular said premises unto a **body politic and corporate and a political subdivision of the State of South Carolina** and against every person whomsoever lawfully claiming or to claim the same or any part thereof.

WITNESS the grantor's hand and seal this 7 day of August, 2017.

SIGNED, sealed and delivered in the presence of:

OCONEE COUNTY HABITAT FOR HUMANITY, INC.

BY Barbara Barron

Its: President

[Signature]

Kenneth D. Oushins
Printed Name of Witness

[Signature]

THOMAS E. BOTTINI
Printed Name of Witness

STATE OF SOUTH CAROLINA)
 :
COUNTY OF _____)

ACKNOWLEDGMENT

BEFORE ME, A Notary Public for South Carolina, personally appeared the duly authorized officer of OCONEE COUNTY HABITAT FOR HUMANITY, INC., who, being personally known to me or having produced proper identification, and upon being duly sworn, hereby acknowledged that he executed the within-written Title to Real Estate for the purposes therein written.

SWORN to before me this 7 day of Aug, 2017.

(SEAL)

Jesus Mendinca (LS)
Notary Public for South Carolina

Printed Name of Notary Public
My commission expires May 21, 17

**Oconee County
Council**

Oconee County
Administrative Offices
415 South Pine Street
Walhalla, SC 29691

Phone: 864-718-1023
Fax: 864 718-1024

E-mail:
ksmith@oconeesc.com

Edda Cammick
District I

Wayne McCall
District II

Paul Cain
District III

Julian Davis
District IV

J. Glenn Hart
District V



.....LEGAL AD.....

**PLEASE ADVERTISE IN THE NEXT ISSUE
OF YOUR NEWSPAPER**

The Oconee County Council will meet in 2018 on the first and the third Tuesday of each month [excluding July & August which will meet only on the third Tuesday of the month and will hold an additional meeting in September] at 6:00 p.m. in Council Chambers, Oconee County Administrative Offices, 415 South Pine Street, Walhalla, South Carolina unless otherwise advertised.

Oconee County Council will also hold a Planning Retreat in February 2018 [TBD] in Council Chambers to establish short and long term goals.

Additionally, Council will meet on January 8, 2019 at 6:00 p.m. in Council Chambers at which point they will establish their 2019 council and committee meeting schedules.

Additional Council meetings, workshops and/or committee meetings may be added throughout the year as needed.

Oconee County Council Committees will meet in 2018 on the following dates/times in Council Chambers, 415 South Pine Street, Walhalla, South Carolina unless otherwise advertised.

The Law Enforcement, Public Safety, Health & Welfare Committee and the Transportation Committee at 5:30 p.m. on the following dates: January 9, April 10, July 10 and October 9, 2018.

The Real Estate, Facilities & Land Management Committee and the Budget, Finance & Administration Committee at 5:30 p.m. on the following dates: February 13, May 8, August 14 and November 13, 2018.

The Planning & Economic Development Committee at 5:00 p.m. prior to the Council meeting on the following dates: March 6, June 5, September 4 and December 4, 2018.

Transportation Committee Meeting

January 9, 2018

1

Agenda

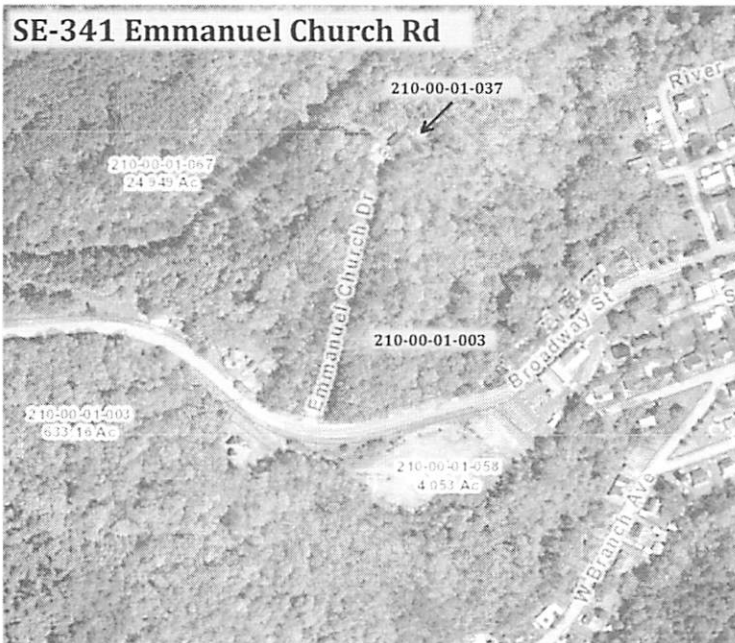
- Emmanuel Church Dr (SE-341) – Staff report of findings for the abandonment of the road from county maintenance
- Savannah Dr (P-3050) – Update regarding acceptance of the road into the Rudimentary Road Program
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- Treasurer’s Office Driveway – Update on constructing a one way out driveway for the Treasurer’s Office at the Pine Street Administrative Offices
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- Butler School Road, Westminster – Initial Discussion

2

Emmanuel Church Dr (SE-341) – Staff report of findings for the abandonment of the road from county maintenance

- Citizen that has only residence along the road requested the road be abandoned from county maintenance
- Staff followed sec. 26-9 of the Code of Ordinances with findings below:
 - The road has been and currently is a county maintained road
 - The road is used by the general public
 - The road is maintained by prescriptive easement
 - A sign was placed at the road for thirty days posting the proposed abandonment and soliciting comments. No comments were received. The other property owner along the road was contacted by phone and expressed that he did not have an issue with the proposed abandonment of the road from county maintenance.

3



210-00-01-037
Welch Mark D
PO Box 178
Newry SC 29665

210-00-01-003
Nettles William
C Jr & Mary
Patricia
25 Admiral Ln
Salem SC 29676

**Emmanuel Church Dr (SE-341) – Discussion of
citizen request for abandonment from county
maintenance**

- **Recommendation:** It is staff's recommendation that Transportation Committee honor the request to abandon the entire portion of Emmanuel Church Dr from county maintenance.
- If the committee agrees, the Transportation Committee should make a motion recommending that the County Council consent to the Mr. Welch's request for abandonment (requires a resolution).

5

**Savannah Dr (P-3050) – Update regarding
acceptance of the road into the Rudimentary
Road Program**

- Staff is currently assisting the petitioners with contacting parties that would be needed to consent/deny to the acceptance of the road into the Rudimentary Road Program. (consent must be given by all property owners)
- Further action will be required by all petitioners to accept the conditions of the program and convey a full 50' right-of-way with adequate turnaround.

6

Golden Corner Commerce Park – Update on grading for road and spec building

- Currently constructing ponds and placing fill removed from proposed road for the building pad.
- Weather is a concern
- Discussion

7

Treasurer's Office Driveway – Update on constructing a one way out driveway for the Treasurer's Office at the Pine Street Administrative Offices

- Staff is working with the SCDOT to obtain an encroachment permit for the new driveway access
- Discussion

8

Acceptance of roads into county road system –
Discussion regarding streamlining the process to
accept roads into the county road system

- Administration and staff have been working to make the process to have roads accepted easier to understand and maneuver.
- Staff has developed a draft checklist (provided) to boil down the pertinent ordinances for the design requirements of roads to be accepted into county maintenance.
- Discussion

9

Butler School Road, Westminster – Initial Discussion



- Discussion

10

End

- (d) Buffers may be required for lots adjacent to collector or arterial roads.
- (e) Roads shall be designed to meet the latest edition of "A Policy on Geometric Design of Highways and Streets" (i.e., K Value of 26 for sags and 12 for crests having a design speed of 25mph):
 - (1) minimum right-of-way and shoulder requirements (i.e. Minor local roads have a 50 foot right-of-way; 20 foot pavement; and 4 foot shoulders). See 26-3(e)(1) for chart.
 - (2) cul-de-sacs shall comply with fire regulations and codes
 - (3) Horizontal curves are required at any change in direction with a minimum 150 foot radius for local roads and 250 foot for collector roads. Minimum tangents for reverse curves shall be 150 and 100 feet from curves to intersecting road right-of-way.
 - (4) Stopping site distance shall be at least 100 feet per each 10 mph as specified by the 1996 SCDOT ARMS Manual and site triangles may be required and recorded on the final plat.
 - (5) Roads shall intersect as close to right angles with a minimum angle of 75 degrees. Minimum radii at intersections shall be 20 feet for local roads and 25 feet for collector roads.
 - (6) Road grades shall be no less than 0.5 percent and no greater than 12 percent on local roads; 6 percent on collector roads; and 4 percent on arterial roads.
 - (7) Proposed intersections shall align directly across from adjacent roads when possible. Roads on opposite sides of the road shall have a minimum offset of 150 feet. Roads on the same side of the road shall have a centerline separation of 400 feet.
 - (8) Intersections shall be designed with flat grades with a leveling area of 30 feet at a minimum of 5 percent from the nearest intersecting streets right-of-way.
 - (9) Planted median islands shall have the right-of-way divided with 25 from the centerline of the split road and require a perpetual maintenance plan. The county shall not be responsible for planted medians.
 - (10) All driveways shall be approved by the county engineer.
- (f) Road Construction shall be constructed in accordance with the latest edition of the SCDOT "Standard Specifications for Highway Construction."
 - (1) All new public roads are required to be paved.
 - (2) Minimum of 550 pounds per square yard of #1 crusher run is required for base
 - (3) Local Roads require a minimum of two inches of asphalt surface.
 - (4) Collector roads require a minimum of 550 pounds per square yard of stone base and two inches of asphalt surface.
 - (5) Industrial/commercial roads require 650 pounds per square yard of stone base and two inches of asphalt surface.
 - (6) Pavement design for nonresidential subdivisions shall use sound engineering principles and designs shall be approved by the county engineer and the Planning Commission, but shall not be less than the requirements above.
 - (7) The entire right-of-way shall be cleared, grubbed, stripped, and graded.
 - (8-11) Please see Chapter 26(f)(8-11).

- (12) RCP and HDPE pipe required.
- (13) Bridges shall conform to SCDOT specifications for steel reinforced concrete bridges and be at least 24 feet wide.
- (14) Drainage easements are required for all drainage inlets and outlets
- (g) Slopes 2.5:1 or greater shall be protected by rip-rap.
- (h-k) Please see Chapter 26(h-k).
- (l) Road swales and channels shall be designed to contain a 25-year frequency storm.
- (m) Please see Chapter 26(m).
- (n) Roadside drainage can have drainage swale shoulders at a 12:1 slope. Where the grade exceeds 10 percent curb and gutter, paved swales, or rip rap shall be provided. Curb and gutter may be roll type or standard curb.
- (o) Please see Chapter 26(o).
- (p) Drainage structures:
 - (1) crosslines shall be designed to carry a 25-year frequency storm and shall be no less than 18" in diameter. Crosslines or structures along Waters of the state shall be designed to pass a 100-year storm.
 - (2-5) Please see Chapter 26(p)(2-5).
 - (6) all crosslines shall be located in natural drainage areas and terminate in dedicated drainage easements no less than 20 feet wide.
 - (7) Junction boxes shall be constructed where pipe changes direction by ten degrees.
 - (9) exit intervals shall be provided per chart in ordinance.
 - (10) curb and gutter shall be designed to limit the spread to seven feet from the face of the curb. And special attention shall be given at cul de sacs to prevent overtopping.
- (q) Sidewalks are not allowed in the road right-of-way.

THE FOLLOWING IS INTENDED TO BE AN INFORMAL OUTLINE AND CHECKLIST OF THE ROAD STANDARDS FOR OCONEE COUNTY. YOU MUST STILL REFER TO AND COMPLY WITH ALL APPLICABLE SECTIONS OF THE OCONEE COUNTY CODE OF ORDINANCES AS CITED TO BELOW.

Sec. 26-1 General Provisions: (This section applies to private and public roads. Please see Oconee County Unified Performance Standards Ordinance 2008-20, also shown in Chapter 32 of the Code of Ordinance.)

- (1) Surveys and plats meet the Minimum Standards Manual of the Practice of Surveying in South Carolina and shall be no less than the requirements for a Class B Suburban Survey.
- (2) Utilities must be buried 36 inches deep, be at least 2' outside of the roadway, and utilize stub-outs must be extended to the property lines to minimize utility cuts in the roadway.
- (3) Road signs shall meet the Manual of Uniform Traffic Control Devices ("MUTCD") and shall be paid for by the developer. Please contact the Oconee County Roads and Bridges Sign Shop at (864) 886-1072 for detailed sign policies.
- (4) Road plan submittals shall have contour information at no more than 5' intervals; show the location and dimension of all drainage features; routes of surface water drainage; typical roadway cross section; road profiles; horizontal and vertical curve designs; right-of-way dimensions; location of cuts or fills; finished grade elevation; erosion control practices; and contact information of all interested parties. (5) The road alignment shall follow the land contour whenever possible.

Sec. 26-2 Private Driveways, Drives, and Roads: (Oconee County Roads and Bridges does not review, inspect, approve, or maintain private driveways, private drives, or private roads.)

- (a) Private driveways serve no more than three residential dwellings.
- (b) Private drives:
 - (1) Serve no more than ten lots or dwellings.
 - (2) Have a 50' right-of-way or properly executed easement.
 - (3) Have an appropriate encroachment permit (if applicable).
 - (4) Have a minimum width of 20' width; no less than 5 inches of stone base; 13.5 feet height clearance; documentation for maximum weight loads on bridges or culverts; and proper signage posting a structure's weight limit.
 - (5) Maintenance responsibility to fall on individuals, property owners association, or common ownership fronting the private drive.
 - (6) Comply with current fire regulations and codes.
 - (7) Private drives shall connect to another road on one end only and further development along existing private drives that take the number of dwellings served to eleven or more shall require upgrading the private drive to a private road as outlined below.

- (8) Parcels may extend to the centerline of a private drive with appropriate plats and deeds detailing the right-of-way.
- (9) Private drives shall be named according to E-911 addressing regulations and procedures.
- (10) Private drives must have 100 feet of site distance per 10 mph when intersecting a public road. Site distance shall be measured as described by the SCDOT 1996 ARMS Manual. If site distance cannot be obtained, a waiver must be signed.
- (11) Meet all applicable stormwater and sediment control regulations.
- (12) Obtain written approval from the Planning Commission or designated staff with private drive declaration prominently printed on the plats.
- (13) Signage shall comply with MUTCD.
- (c) Private Roads: (Private roads shall provide access to developments containing more than 10 lots. Private road declaration shall be indicated on the plats before subdivision approval. Maintenance agreements shall be noted in writing and recorded. .
 - (1) Serve a minimum of 11 lots.
 - (2) Have 50 feet minimum right-of-way.
 - (3) Be designed to Sec. 26-3(e) Public Road regulations.
 - (4) Be constructed to Sec. 26-3(f) Public Road regulations.
 - (5) Be maintained by a property owners association or the developer with a designation on all plats and recorded in covenants and restrictions or by a private roadway easement.
 - (6) Parcel boundaries may extend to the centerline of the road with right-of-way designated on plats and deeds.
 - (7) Requires surveyor/engineer certification of compliance.
 - (8) Be named in accordance with E-911 addressing regulations.
 - (9) Meet all stormwater management and sediment control regulations.
 - (10) Be approved by the Community Development Department/planning director prior to submission to the Register of Deeds with private road declaration.
 - (11) Signs shall meet MUTCD .

26-3 Public Roads:

- (a) Minimum of 100:1 taper when road widths change.
- (b) Proposed roads shall coordinate with existing, proposed, and anticipated roads. Subdivision roads shall only enter arterial roads when absolutely necessary. Roads shall extend to property lines to coordinate with anticipated roads by extending right-of-way to the property line and possibly construct temporary turnarounds.
- (c) Roads shall be named per E-911 regulations and road extensions shall carry the name of the existing road.