

South Carolina



Planning Education Advisory Committee

Committee Members:

May 2, 2016

Stephen G. Riley, Chairman
Representing MASC
Term Expires: 2017

Susan Britt, Planning Manager - City of Tega Cay
7725 Tega Cay Drive
Tega Cay, SC 29708

Phillip L. Lindler
Representing SCAC
Term expires: 2015

Joe Cronin, Planning Director - Town of Fort Mill
112 Confederate Street
Fort Mill, SC 29715

Cliff Ellis
Representing Clemson
University
Term expires: 2016

Dear Ms. Britt and Mr. Cronin:

Dennis Lambries
Representing USC
Term expires: 2016

Re: *Utility Agreements as an Annexation Tool*

Wayne Shuler
Representing SCAPA
Term expires: 2018

On April 19, 2016 I received the Program Materials you submitted for accreditation of the Continuing Education Course detailed above. Upon receipt of your application, I sent an email to confirm receipt by all Committee members and set a deadline for comments.

The Committee met via telephone conference on May 2, 2016 to consider the Program Materials you submitted for accreditation and your request has been approved. Your signed "Notice of Decision" is attached.

Thank you for your efforts to help make this program a success.

Sincerely,

A handwritten signature in black ink, appearing to read "Stephen G. Riley".

Stephen G. Riley, CM
Chairman

cc: Phillip Lindler, Cliff Ellis, Dennis Lambries and Wayne Shuler

South Carolina Planning Education Advisory Committee (SCPEAC)

NOTICE OF DECISION

City of Tega Cay/Town of Fort Mill – *Utility Agreements as an Annexation Tool*

12. The following action has been taken by the SCPEAC on this application:

ACCEPTED WITHOUT OBJECTION Date: May 2, 2016

REVIEWED BY FULL COMMITTEE Date:

a) X ACCREDITED for 1.5 CE credits

b) _____ DENIED ACCREDITATION

i. Reason: _____

c) _____ RETURNED for more information

13. If accredited:

a) Authorized Course No.: 2016-06

b) Date of accreditation: 05-02-2016

Signature of SCPEAC Representative: _____



**For further information, contact Mr. Stephen Riley, Chairman,
843-341-4701 or steve@hiltonheadislandsc.gov**

**LOCAL OFFICIAL'S CERTIFICATION OF NEED
FOR CONTINUING EDUCATION PROGRAM**

NOTE: The Planning Director of a jurisdiction, or the COG Director serving a jurisdiction, may certify to the SCPEAC that a particular continuing education program is appropriate to meet the needs of that jurisdiction.

This certification form, together with the required information referenced therein, shall be submitted to the Committee. **If no objections are raised** by a member of the SCPEAC within 10 working days of receipt, the continuing education program shall be considered accepted. If an objection is raised, a teleconference meeting shall be scheduled, with appropriate public notice, as soon as reasonably possible, to review the application.

1. Certifying Official's Information:

- a. Name: Susan Britt, AICP
- b. Title: Planning and Development Manager
- c. Jurisdiction for which certification is being made: City of Tega Cay (Offered jointly w/Town of Fort Mill)
- d. Address of Jurisdiction: 7725 Tega Cay Drive
- e. City: Tega Cay, SC
Zip Code 29708
- f. Telephone: 803.578.8531
- g. Email: sbritt@tegacaysc.gov
- h. For COG Directors:
 - i. Name of COG: _____
 - ii. Address of COG: _____
 - iii. City: _____
Zip Code: _____
 - iv. Telephone: _____
 - v. Email: _____

2. Information on Educational Program:

- a. Title of Program: "Utility Agreements as an Annexation Tool"
- b. Name of Organization that is providing or sponsoring the Program:
 - i. Organization: City of Tega Cay
 - ii. Street Address: 7725 Tega Cay Drive

iii. City: Tega Cay

State: SC

Zip Code: 29708

iv. Contact Person: Susan Britt

v. Title: Planning and Development Manager

vi. Telephone: 803.578.8531

vii. Email: sbritt@tegacaysc.gov

c. Date(s) and Location(s) of Program:

Thursday, May 19, 2016-6:30 to 8:00 pm at The Glennon Center, 15077 Molokai Drive, Tega Cay, SC 29708

d. Briefly describe the program and why it is relevant to your jurisdiction:

This session will include a general discussion of issues flowing from the use of municipal water and sewer service to facilitate annexations. In addition, specific case law will be discussed including a local Rock Hill case and the lessons learned.

3. Method of presentation (check all that apply. All sessions must have a Coordinator present):

- a. Presentor(s) in room with participants
- b. Live presentation via close circuit TV, video conferencing, or similar; Coordinator present
- c. Videotape or CD/DVD presentation; Facilitator present
- d. Webinar or similar; Coordinator present
- e. Other (describe) _____

4. Description of materials to be distributed (check/fill in all that apply):

a. Powerpoint handout:	<input checked="" type="checkbox"/>	number of slides: unknown at this time
b. Other handouts:	<input type="checkbox"/>	total pages:
c. CD/DVD:	<input type="checkbox"/>	
d. Other (describe)		_____
e. None:	<input type="checkbox"/>	

5. When are materials distributed?

- a. Sent before the program:
- b. Handed out at the program:
- c. Other (describe) _____

6. Required attachments (5 copies distributed as described below):

- a. Course description and outline including estimated time per section

- b. Brochure, if available
- c. Course Presenter(s) and credentials (include brief resumes and qualifications)
- d. Copies of all handouts and course materials
- e. Evaluation Form and method of evaluation (each program must be evaluated)

7. Instruction Time:

- a. Indicate the total minutes of instruction time: 1 hour and 30 minutes


Note: Breaks, meals and introductions should not be counted. A reasonable period of Q and A should be included and counted.

8. Local contact person (if other than Certifying Official):

- a. Name: _____
- b. Title: _____
- c. Jurisdiction: _____
- d. Telephone: _____
- e. Email: _____

9. Certification. By Submitting this application, the applicant agrees to:

- a. Allow in-person observation, without charge, of the Program by the SCPEAC Committee members. Any food, travel or lodging costs will be the responsibility of the Committee member(s).
- b. The Certifying Official acknowledges that its approval for this Program may be withdrawn for violations of the regulations or failure to comply with the agreements and representations contained herein and as may be required by the SCPEAC.
- c. I do hereby certify that this program satisfies the current continuing education needs of this community.

- i. Name: Susan Britt, AICP
- ii. Title: Planning and Development Manager
- iii. Signature:  _____
- iv. Date: April 19, 2016

Application and all Materials may be submitted in one of the following means:

1. Electronic submission to each of the committee members listed below via email; or
2. Hardcopy via U. S. Mail, 1 copy each to each committee member; or
3. Electronic submission of the application via email to all committee members, and submit hardcopy supporting materials via U.S. Mail to each member, if materials not available electronically.
4. Please cc all applications to the Chairman's assistant, Vicki Pfannenschmidt at vickip@hiltonheadislandsc.gov

To access committee members email and postal addresses visit the link below:

<http://www.scstatehouse.gov/scepac/members.htm>



W. Mark White, P.A.

Mark is a shareholder in the law firm, Spencer & Spencer, focusing his practice on civil litigation. Mark's experience and practice includes commercial litigation; appellate advocacy; construction litigation; real estate and land use planning litigation; government and constitutional litigation; banking and creditor/debtor litigation; professional negligence defense; employment and labor law; and corporate law. He graduated with his Juris Doctorate from the University of South Carolina in 1994, where he was the recipient of the American Jurisprudence Award in Legal Writing and Research II.

Mark has chaired the South Carolina Bar's Practice and Procedure Committee; served on the Editorial Board of the Bar's magazine, *The South Carolina Lawyer*; and has been a member of the Bar's House of Delegates. Mark's civic activities include membership in the Rock Hill Rotary Club and First Baptist Church, where he is a Sunday school teacher, coach and youth leader.

SESSION OVERVIEW

"Utility Agreements as an Annexation Tool"

This session will include a general discussion of issues flowing from the use of municipal water and sewer service to facilitate annexations.

SESSION OUTLINE

- Annexation Agreements utilizing Utility Service
- The City of Rock Hill's use of Restrictive Covenants in its Annexation Agreements to provide service to noncontiguous property
- Specific Case Law in South Carolina
- Local Case Study – Miller's Pond
- Lessons Learned



CERTIFICATE OF ATTENDANCE

PLANNING TRAINING FOR LOCAL GOVERNMENT OFFICIALS



TRAINING PROGRAM INFORMATION

Sponsor: City of Tega Cay (Offered Jointly with the Town of Fort Mill)

Activity Title: Planning for Local Economic Development

Date of Attendance: May 19, 2016

Location: The Glennon Center, 15077 Molokai Drive, Tega Cay, SC 29708

Orientation Program or Course Number: 2015-xx

Total Credit Hours: 1.5 CE credit hours (based on a 60-minute hour)

TO BE COMPLETED BY ATTENDING OFFICIAL OR EMPLOYEE

By signing below, I certify that I attended the activity describe above and am entitled to claim:

Orientation Program Hours

1.5 Continuing Education (CE) Credit Hours

I am also certifying that I attended the session with faculty and/or a professional planner as a discussant in person.

Name of Appointed Official or Employee (Please Print)

Jurisdiction: Town of Fort Mill
 City of Tega Cay

Signature

Position: Planning Commission
 Board of Zoning Appeals
 Historic Review Board
 Employee/Other:

Date

TO BE COMPLETED BY CERTIFYING OFFICER & MUNICIPAL PLANNING OFFICIAL

I certify that the above named individual attended the activity described herein and is entitled to claim 1.5 Continuing Education Credit Hours toward his/her statutory training requirement for Calendar Year 2015.

Certifying Officer: _____
Susan Britt, Tega Cay Planning Manager

_____ Date

Municipal Official: _____
Municipal Planning Official

_____ Date



SESSION EVALUATION FORM

PLANNING TRAINING FOR LOCAL GOVERNMENT OFFICIALS



TRAINING PROGRAM INFORMATION

Sponsor: City of Tega Cay (Offered Jointly with the Town of Fort Mill)

Activity Title: Planning for Local Economic Development

Date of Attendance: May 19, 2016

Location: The Glennon Center, 15077 Molokai Drive, Tega Cay, SC 29708

Orientation Program or Course Number: 2015-XX

Total Credit Hours: 1.5 CE credit hours (based on a 60-minute hour)

TO BE COMPLETED BY ATTENDING OFFICIAL OR EMPLOYEE

	Poor	Fair	Good	Very Good	Excellent
Quality of content presented					
Quality of visual aids/handouts					
Usefulness/relevance of the topic					
Presenter's knowledge of the topic					
Participant involvement/engagement					
Quality of the training location					
What did you find most useful about today's presentation?					
Do you have any additional comments regarding today's training program?					
Do you have any additional comments regarding the training facility?					
Would you like to suggest a future training topic or presenter?					

Position: Planning Commission Member
 Board of Zoning Appeals Member
 Historic Review Board Member
 Employee/Other: _____

Jurisdiction: Town of Fort Mill
 City of Tega Cay