

South Carolina



Planning Education Advisory Committee

Committee Members:

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

Phillip L. Lindler
Representing SCAC
Term expires: 2019

Cliff Ellis
Representing Clemson University
Term expires: 2020

Wayne Shuler
Representing SCAPA
Term expires: 2018

June 21, 2019

City of Tega Cay
Susan Britt, AICP
Planning & Development Manager
7725 Tega Cay Dr.
Tega Cay, SC 29708

Re: *Applications for Accreditation of CE credits for New Program*

Dear Ms. Britt:

On June 13, 2019, I received the program materials you submitted for the "Traffic Impact Decisions and there Cross-Jurisdictional Importance." Upon receipt of the materials, an email was sent to confirm receipt by all Committee members as well as a deadline set for comments.

Under the "no objection policy" adopted July 8, 2009, the request for accreditation of this program has been approved, and the signed "Notice of Decision" is attached. A formal after-the-fact approval will be handled as part of a Consent Agenda at the regular quarterly meeting of the Committee, scheduled at 10:00 a.m. on Tuesday, August 13, 2019.

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

Sincerely,

A handwritten signature in cursive script that reads "Stephen G. Riley".

Stephen G. Riley, ICMA~CM
Chairman

cc: Phillip Lindler, Cliff Ellis, and Wayne Shuler
Penelope Karagounis, Town of Fort Mill

South Carolina Planning Education Advisory Committee (SCPEAC)

NOTICE OF DECISION

Title of Program: Traffic Impact Decisions and there Cross-Jurisdictional Importance

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


ACCEPTED WITHOUT OBJECTION Date: June 21, 2019

REVIEWED BY FULL COMMITTEE Date: _____

- a) X ACCREDITED for: 90 min. CE credits: 1.5
- b) _____ DENIED ACCREDITATION
- c) _____ RETURNED for more information

If accredited:

- a) Authorized Course No.: 2019-02
- b) Date of accreditation: 06/21/2019

Signature of SCPEAC Representative: _____


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

**APPLICATION FOR ACCREDITATION
OF A CONTINUING EDUCATION PROGRAM**

Note: 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.

Applications are due no later than 30 days prior to the first scheduled presentation of a program or class. The Committee will consider extenuating circumstances where the 30 day deadline cannot be met.

1. Name and address of organization providing or sponsoring the orientation program:

- a. Organization Name: City of Tega Cay jointly with Town of Fort Mill
- b. Address: 7725 Tega Cay Drive
- c. City: Tega Cay
- d. State: SC
Zip Code: 29708
- e. Telephone: 803.548.3513
- f. Email: sbritt@tegacaysc.gov

2. Contact Information:

- a. Name of Contact Person: Susan Britt, AICP
- b. Title: Planning and Development Manager
- c. Telephone: 803.578.8531
- d. Email: sbritt@tegacaysc.gov

3. Information on orientation program:

- a. Title of Program:

Traffic Impact Decisions and their Cross-Jurisdictional Importance

- b. Date(s) and Location(s) of Program:

Tuesday, July 30 2019, 6:30 to 8:00 pm at The Spratt Building, 215 Main Street, Fort Mill SC 29715

- c. Brief description of the program and its content:

This session will demonstrate the challenges and impacts of cross-jurisdictional traffic decisions. Please see attached full description.

4. 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) _____

5. 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"/>	

6. When are materials distributed?

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

7. 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)

8. 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.

9. Method of Advertisement:

a. Describe the ways in which you intend to let potential attendees know about this orientation program:

Email notice to all members of Board of Zoning Appeals & Planning Commissions for each jurisdiction. Also notices on social media and websites.

10. 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 applicant 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.

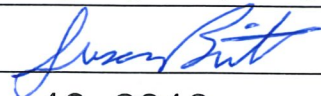
i. Name of Organization: City of Tega Cay

ii. Name of Representative: Susan Britt, AICP

iii. Title: Planning and Development Manager

iv. Phone: 803.578

v. Email: sbritt@tegacaysc.gov

vi. Signature: 

vii. Date: June 13, 2019

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, Krista Wiedmeyer at kristaw@hiltonheadislandsc.gov

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

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



SESSION EVALUATION FORM

PLANNING TRAINING FOR LOCAL GOVERNMENT OFFICIALS



TRAINING PROGRAM INFORMATION

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

Activity Title: Traffic Impact Decisions and their Cross-Jurisdictional Importance

Date of Attendance: July 30, 2019

Location: The Spratt Building, 215 Main Street, Fort Mill, SC 29715

Orientation Program or Course Number: 2018-

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



CERTIFICATE OF ATTENDANCE

PLANNING TRAINING FOR LOCAL GOVERNMENT OFFICIALS



TRAINING PROGRAM INFORMATION

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

Activity Title: Traffic Impact Decisions and their Cross-Jurisdictional Importance

Date of Attendance: July 30, 2019

Location: The Spratt Building, 215 Main Street, Fort Mill, SC 29715

Orientation Program or Course Number: 2019-

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)

Signature

Date

Jurisdiction: Town of Fort Mill
 City of Tega Cay

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

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

Traffic Impact Decisions and their Cross-Jurisdictional Importance

This will be a two-part program. The first part will be presented by Vic Edwards, SCDOT District 4 Traffic Engineer. The primary objective of a Traffic Impact Analysis is to enable Planning Commissions and City Councils to make properly informed recommendations and decisions on whether the impact of development on the transportation system can be approved, approved with conditions, or has severe consequences that warrant a denial. Mr. Edwards will present what should be considered in a technical analysis, such as road network efficiency, intersection and access improvements, and safety as well as the impacts on road users, pedestrians, and cyclists.

The second part of the program will be presented by David Hooper, Administrator of the Rock Hill-Fort Mill Transportation Study Area. Mr. Hooper will provide an overview of the latest growth, operating conditions, and planning priorities – and present the need for cross-jurisdictional coordination on Traffic Impact Analysis within the MPO area. Like squeezing a water bed, the impact of development in one area of the transportation system, especially on arterial roads and corridors, has consequences in jurisdictions further along the system. Discussion will be encouraged on how to best implement technical improvements and coordinate communication between jurisdictions.

PRESENTER'S BIOS

July 30, 2019 Continuing Education Session

Victor Edwards (SCDOT)

Victor Edwards is the District Traffic Engineer for SCDOT in District 4 which includes York County. During his 22 years at the SCDOT Vic has overseen many projects from differing perspectives - from before they start, to finish as well as maintaining them after completion. Before moving to York County in 1998, Vic worked with JA Jones Construction, and the Federal Aviation Administration.

Vic has attended The Citadel, University of South Carolina and Clemson University. He obtained both his Bachelors' and Masters' Degrees from Clemson University.

In his spare time Vic enjoys Boardgaming with his wife and 2 daughters.

David F. Hooper (RFATS)

David is the MPO Administrator for the Rock Hill-Fort Mill Area Transportation Study – which is an intergovernmental transportation planning organization responsible for coordinating the development of transportation plans and programs for the eastern urbanized portion of York County and the northern portion of Lancaster County, South Carolina. The RFATS Study Area covers approximately 350 square miles, serves a planning area population of roughly 255,000, and is one of the fastest growing regions within the State of South Carolina.

As a federally mandated planning process, David is responsible for coordinating work in a range of areas that includes project planning and budgeting, social and environmental screening, congestion management, freight movement, public transit and air quality compliance, among many others. This process also requires active coordination with a number of federal and state agencies that includes the South Carolina Department of Transportation, the Federal Highway Administration, the Federal Transit Administration, the South Carolina Department of Health & Environmental Control, EPA as well as a host of other supporting organizations and interested parties within the greater Charlotte region.

David holds a bachelor's degree in political science and communication as well as a master's degree in public administration. David has experience in departments of finance, public works and planning.