

Present: COUNCIL: Mayor Robert W. Culpepper, Mayor Pro tem John Thigpen, Councilmember Daniel Bellavance, Councilmember Jennifer Bennett and Councilmember Gregg Stokes; COUNCIL STAFF: City Manager C. Brett Cook, City Clerk Debra E. Moore and City Attorney Adam Nelson.

The meeting was opened by Mayor Culpepper at 6:30 p.m.

The Invocation was given by City Attorney Nelson.

The Pledge of Allegiance was led by Mayor Culpepper.

UNFINISHED BUSINESS:

**Ordinance:**

- **Ordinance No. 1702 – Annexation of Parcel 031 032 Located on Appling Harlem Road:** This will be the second reading of Ordinance 1702 for the annexation of Map & Parcel 031 032 located on Appling Harlem Road. The property is owned by Frederica R. Clary (Cora V. K. Neal TUW) and LeGrand Van Keuren III and consists of 74.39 acres and is currently zoned R-A Residential (under Columbia County Code). Once the annexation is approved, there is a rezoning request for the property to go to the closest zoning of the City (A-1 Agriculture).
- **Rezoning – Parcel 031-102B Sawdust Road/Fairview Drive:** Councilmember Bennett recused herself due to a conflict of interest. The request for the rezoning to go from R-1B Residential to PUD (Planned Unit Development). There was a request for a reduction in density and it was agreed on by the applicant. The applicant has taken out the 50 and 60 foot lots; all lots at the minimum are 70 feet wide and 130 feet in length. There will be accel/decel lanes with a left turn lane. The developer is obligated to do the left turn lane. Specifications are being discussed with the County. Mayor Pro tem Thigpen reiterated that it was going from a high density to a low density PUD. Concerns about Cat Branch were brought to him as well as run-off. The three retention ponds on the property will catch run off before it ever goes to the properties of complainants. The Flood Maps are being updated; Columbia County's has not come in yet. We have been assured that the drainage problem will be improved. Councilmember Bennett returned to the meeting at this time.

**Other:** There was none at this time.

NEW BUSINESS:

**Rezoning – RZ-2017-02-01: Map & Parcel 031 032 from R-A Residential Agricultural (Columbia County) to A-1 Agricultural (City of Harlem):** This is a companion to the Annexation Ordinance 1702. By State law we have to re-zone the property to compatible City zoning. This went before the Planning & Zoning Commission for a recommendation; they are recommending it for approval.

**Department of Transportation Memorandum of Agreement – Family Dollar Lighting:** The memorandum of agreement is for Pedestrian Lighting on State Route 10, at 250 W. Milledgeville Road. The City will have installed two new Pedestrian Lighting Structures by permit no. 1155436. They will be installed by Georgia Power. The agreement is for a term of 50 years.

NEW BUSINESS (cont'd):

**Ordinance:**

- **Ordinance No. 1703 – To Create a New Temporary Permit and to Modify Requirements for Outdoor Dining:** The Ordinance is for the modification of Code Section 114.053 Open Area and Patio Sales and Code Section 114.054 Outside Consumption Prohibited; Exception. The updates were reviewed by City Manager Cook.

**Resolution No. 2017-6 – A Resolution to Approve the Establishment of a Development Impact Fee Advisory Committee:** The Resolution states the intention of the Harlem City Council to create a Development Impact Fee Advisory Committee to study any imposition of Impact Fees. This tells staff to research the Committee and to bring info back via Resolution on the establishment of the Committee. Mayor Pro tem Thigpen stated he wanted to make sure that growth paid for growth; City Manager Cook responded that Development pays for Growth.

**Other:** There was nothing at this time.

With there being nothing further for discussion, Mayor Pro tem made the motion to adjourn the meeting and to reconvene for the Regular meeting after a ten minute break; 2<sup>nd</sup> by Councilmember Stokes. The meeting adjourned at 6:58 p.m.

Debra E. Moore  
City Clerk

The City Council of the City of Harlem, Georgia met for their Regular meeting on Monday, March 27, 2017 at the Public Safety Building following the Work Session that was held at 6:30 p.m. with Mayor Robert W. Culpepper presiding.

Present: COUNCIL: Mayor Robert W. Culpepper, Mayor Pro tem John Thigpen, Councilmember Daniel Bellavance, Councilmember Jennifer Bennett and Councilmember Gregg Stokes; COUNCIL STAFF: City Manager C. Brett Cook, City Clerk Debra E. Moore and City Attorney Adam Nelson.

The meeting was called to order by Mayor Culpepper at 7:10 p.m.

**Approve the Agenda:** Councilmember Stokes made the motion to approve the Agenda as presented; 2<sup>nd</sup> by Mayor Pro tem Thigpen. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen in the affirmative.

**Approval of the Minutes:** Councilmember Bellavance made the motion to approve the minutes for the month of February 2017 to include the February 3 Called Meeting, February 27 Regular and Execution Session as written; 2<sup>nd</sup> by Councilmember Bennett. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

**Public Comment:** Public Comment was received from the following:

Bill Speer – 663 N. Fairview Drive – Fairview/Sawdust PUD: In support of PUD. His issues include: speed limit reduction, rerouting of Sawdust Road, the connection to the 6” main and the need for a bike path or sidewalk.

Marie Turner – 6629 Green Plantation Road – Fairview/Sawdust Map & Parcel 031-102B: Her issues include: water coming onto her property, entrance/exit on Sawdust Road (states we have no other subdivisions with two ways in/out); is requesting the removal of the entrance on Sawdust Road.

Robin Meads – 6628 Green Plantation Road – Fairview/Sawdust Rezoning: Her issues include the widening of Sawdust Road, safety issues, any contact with CSX about the extra traffic. If assurance of drainage is true is asking for it to be put in writing. This rezoning affects County residents as well as City residents.

Calvin Coolidge – 6624 Green Plantation Road – Fairview/Sawdust Project: His issues include water run-off from the pond at 777 Sawdust Road. He also spoke about State waters and Cat Branch.

Margaret R. (Souers) Boyd – 6714 Green Plantation Road – Prather Rezoning: Ms. Boyd had a brief presentation (PowerPoint) on Cat Branch that she wanted to show; it was denied. She is in opposition to the Sawdust/Fairview project and states that it is a detriment to the area.

UNFINISHED BUSINESS:

**Ordinance – 2<sup>nd</sup> Reading:**

- **Ordinance No. 1702 – Annexation of Parcel 031 032 Located on Appling Harlem Road:** This will be the second reading of Ordinance 1702 for the annexation of Map & Parcel 031 032 located on Appling Harlem Road. The property is owned by Frederica R. Clary (Cora V. K. Neal TUW) and LeGrand Van Keuren III and consists of 74.39 acres and is currently zoned R-A Residential (under Columbia County Code). Mayor Pro tem Thigpen made the motion to approve the 2<sup>nd</sup> Reading

UNFINISHED BUSINESS (cont'd):

**Ordinance – 2<sup>nd</sup> Reading (cont'd):**

- **Ordinance No. 1702 – Annexation of Parcel 031 032 Located on Appling Harlem Road (cont'd):** of Ordinance 1702 for the annexation of Map & Parcel 031 032 located on Appling Harlem Road; 2<sup>nd</sup> by Councilmember Stokes. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen in the affirmative.

Councilmember Bennett recused herself from the meeting at this time.

**Rezoning – Map & Parcel 031-102B – Sawdust/Fairview:** Mayor Pro tem Thigpen made the motion to approve the rezoning of Map & Parcel 031-102B located at the intersection of Sawdust Road and Fairview Drive from R-1B to PUD. Discussion: City Manager Cook recommended getting with the Sheriff's Department about lowering the speed limit and checking with Columbia County for a Community Development Block Grant for sidewalks. He commented on the process that if approved what the Developer does that Council will decide if appropriate. It will then go into an Administrative review. He will not sign any plans if not engineered appropriately. If not approved, no permits will be issued. It will be a joint effort between the City and County. Mayor Pro tem Thigpen commented on the natural flow from Cat Branch; City Manager Cook commented that it will be designed to where no impact other than improvements only. The approval of the PUD classification will have the following development requirements per Planning & Zoning Recommendations:

- That the Preliminary Plat shows specific development for the integration of the Sawdust Road Side Trail, the Georgia Power Multi-Use Trail, and a sidewalk connector to the existing Fairview Drive sidewalk. This integration would include bicycle and pedestrian traffic as outlined on page 3-18 of the City of Harlem Comprehensive Plan. Note that access to the soon-to-be reconstructed Harlem Elementary School by foot or bicycle is a distinct option for this development.
- That the City of Harlem Comprehensive Plan Low Density Residential Development Pattern Recommendation to "Promote variety of architectural styles" and also "Varying house types contained in separate tracts or street" be specifically referenced.
- Developer shall dedicate property to Columbia County necessary, as deemed by Columbia County or its agents, to create a 90-degree intersection at Fairview Drive and Sawdust Road and to coordinate and cooperate with the County to achieve such purpose. This dedication and construction of the new intersection shall be included on the platting of the development.
- Provide documentation during the Preliminary Plat approval process as to why lots 42, 43, and 44 should not be eliminated in order to accommodate any future widening of Sawdust Road.
- Show floodplains on the Preliminary Plat submission.
- As the proposed 5-foot and 7.5 foot side set-back request allows for no or very restricted backyard access for storage, address in the preliminary plat submission process the issue of front yard vehicle storage.
- Given the density of the lots, there should be consideration of visitor parking issues – the installation of periodic street "bump-ins" should be required to allow for emergency access.

UNFINISHED BUSINESS (cont'd):

**Rezoning – Map & Parcel 031-102B – Sawdust/Fairview (cont'd):**

- The installation of accel/decel lanes on Fairview Drive should be included on the Preliminary Plat.
- Developer shall dedicate property to Columbia County necessary, as deemed by Columbia County or its agents, to create an accel/decel lane. This dedication and construction shall be included on all platting of the development.
- A vegetative buffer of 25' shall be established and maintained as to all parcels adjacent to the development.

Additional requirements of the Harlem City Council include:

- Gross density shall be no more than 131 lots.
- The minimum residential lot road frontage shall be 70 feet.
- The minimum residential lot size shall be at least 6,500 square feet.
- The primary residential structure shall be constructed at least 25-feet from the front property line.
- The primary residential structure and accessory structures shall be at least 10-feet from the rear property line.
- The minimum heated area of the primary residential structure shall be 1,600 square feet.
- The maximum building height shall be limited to three stories.
- A 25-foot vegetative buffer around the boundary of the property shall be included in lot design.
- For the two entrances to the development, each shall have a left turn lane serving the entrance along with accelerations/decelerations serving each entrance.

The motion carried with Councilmembers Bellavance, Stokes and Thigpen voting in the affirmative.

Councilmember Bennett returned to the meeting at this time.

**Other:** There was none at this time.

NEW BUSINESS:

**Rezoning – RZ-2017-02-01, Map & Parcel 031 032, from R-A Residential Agricultural (Columbia County) to A-1 Agricultural (City of Harlem):** Mayor Pro tem Thigpen made the motion to approve the rezoning of Map & Parcel 031 032 to A-1 Agricultural the City zoning classification; 2<sup>nd</sup> by Councilmember Bennett. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

**Department of Transportation Memorandum of Agreement – Family Dollar Lighting:** Councilmember Bellavance made the motion to approve the Department of Transportation Memorandum of Agreement as presented; 2<sup>nd</sup> by Mayor Pro tem Thigpen. Discussion: This is for the 2 Pedestrian Lights that will be placed on State Route 10 at Family Dollar located at 250 W. Milledgeville Road. This is a 50 year

NEW BUSINESS (cont'd):

**Department of Transportation Memorandum of Agreement – Family Dollar Lighting (cont'd):** agreement. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

**Ordinance – 1<sup>st</sup> Reading:**

- **Ordinance No. 1703 – To Create a New Temporary Permit and to Modify Requirements for Outdoor Dining:** This will be the 1<sup>st</sup> Reading of Ordinance No. 1703 for the modification of Code Section 114.053 Open Area and Patio Sales, to include the following sections:
  - (G) If the consumption dealer seeks a temporary permit for outdoor use that is not an entitlement consistent with the requirements above, the following rules shall apply. No more than 2 events per year shall be eligible for this temporary permit and each event shall last no longer than 2 consecutive days. The regulations of enclosure and patios can be lifted if the applicant meets with the City Manager and demonstrates other means of regulating ingress/egress. The temporary permit can be authorized by the City Manager.
  - (H) Restaurants located in the Downtown Business District area that have alcohol sales of less than 50% of their total gross sales shall be eligible for an outdoor dining consumption license. The license shall be issued by the City Manager. The applicant shall meet with the City Manager and discuss the application and accommodate any reasonable requirements the City has.

It is also for the modification of Code Section 114.054 Outside Consumption Prohibited; Exception, Section (A) to include the wordage “or has a temporary permit from the City Manager”.

Councilmember Stokes made the motion to approve the 1<sup>st</sup> Reading of Ordinance No. 1703 To Create a Temporary Permit and to Modify Requirements for Outside Dining; 2<sup>nd</sup> by Mayor Pro tem Thigpen. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

**Resolution No. 2017-6 – A Resolution to Approve the Establishment of a Development Impact Fee Advisory Committee:** Councilmember Stokes made the motion to approve Resolution No. 2017-6 A Resolution to Approve the Establishment of a Development Impact Fee Advisory Committee; 2<sup>nd</sup> by Councilmember Bellavance. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

**Reports:**

- **Council Reports:**
  - Councilmember Bennett would like us to look into the lowering of the speed limit from 25 to 15 on N. Louisville Street. There is more foot traffic downtown and expressed concerns with the speed.

**Reports:**

• **Council Reports (cont'd):**

- Councilmember Stokes asked for an update on the Car Wash; permits have been issued for the repairs. He also had received comments on the new shrubbery on the south side of town – positive comments.
- Mayor Pro tem Thigpen expressed concerns with the parking on sidewalks in subdivisions; notices have been sent to those that were recently brought up. He also reported that the Masonic Lodge laid the cornerstone and put in place at the Library.

• **Mayor Report:**

- Mayor Culpepper did not have a report at this time.

• **City Manager Report:**

- City Manager Cook's report included the following:
  - Financial Reports-1<sup>st</sup> Quarter 2017 will be provided at the April meeting.
  - Milledgeville Road Car Wash-Permit has been applied for and picked up today.
  - Code Enforcement-We are preparing to get active; a notice will be put in the newsletter.
  - PUD Rewrite-We are looking at adopting 2 new PUD Zoning Classifications; one will be a Historic Harlem Designation which will blend in with traditional neighborhoods and the other will be more urban and will be applicable for areas outside the city limits. The existing will be repealed.
  - WPCP Expansion-We are waiting on comment back from EPD on the second part of our Waste Load Allocation. We are completing the EID and DDR which need to be finished before a permit can be issued.
  - 2017 Utility Rate-Due to an increase from Columbia County in 2016, we are implementing a new fee effective on the May billing. The increase is 1.9%.
  - 2016 Audit-We have had a preliminary meeting with the audit team and will begin work in May.
  - Harlem City Ordinances-City Manager Cook is recommending we recodify/rewrite all city ordinances for consistency with our Charter and State law. He is proposing to obtain a quote during this fiscal year with funding being provided in the FY 2018 Budget.
  - Harlem Library-The library is near completion and we anticipate an opening in May according to current projections.

**Announcements:**

April 12 Urban Redevelopment Agency Board Meeting; 9:30 a.m.; City Hall  
April 15 Trash for Treasures; 8:00 a.m.-3:00 p.m.; Harlem City Park/Senior Center Parking Lot  
April 15 Easter Egg Extravaganza; 11:00 a.m.- 3:00 p.m.; Harlem City Park  
April 24 Work Session/Council Meeting; 6:30 p.m.; Public Safety Building  
April 27 HPC Meeting; 6:30 p.m.; Public Safety Building

**Executive Session and Items from Executive Session:** There was no Executive Session.

**Other:** Council is considering moving the Work Session back to the Thursday prior to the Regular meeting in order to have more time to discuss and then review Agenda items before making final decisions. At this time Mayor Pro tem Thigpen made a motion to move the Work Session for the month of April from Monday, April 24 to Thursday, April 20 at 7:00 p.m.; the motion was 2<sup>nd</sup> by Councilmember Stokes. The motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative. An Ordinance will be brought to Council at the next meeting for consideration of this change.

With there being no further items for discussion, Mayor Pro tem Thigpen made the motion to adjourn the meeting; 2<sup>nd</sup> by Councilmember Bennett. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative. The meeting adjourned at 7:52 p.m.

Respectfully submitted,

Debra E. Moore  
City Clerk