

**South Carolina
Association of Counties**

Current Trends for Planning and Zoning Officials

May 18, 2017 • Columbia, SC

"Building Stronger Counties for Tomorrow"

Getting the Most Out of Your 2020 Census Count

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Zoning & Planning Department*

Joanna Pitsikoulis, U.S. Census Bureau



April 01, 2020

- Decennial Census mandated by the U.S. Constitution:
 - Article I, Section 2:
The actual Enumeration shall be made within three years after the first Meeting of the Congress of the United States, and within every subsequent Term of ten Years.

Decennial Census Questions

- Age and Date of Birth
- Gender
- Race/Ethnicity
- Relationship of each person in a household
- Tenure (Owner/Renter)

Uses of Decennial Data

- Apportionment of US House of Representative seats allocated to South Carolina
- Used by Local Governments for redistricting
- Enforcing voting rights and civil rights legislation
- Establishing base line data, trends and geo-spatial relationships

Uses of Decennial Data

- Determines the statistical sampling frames for the American Community Survey (ACS)
 - Appropriating federal funds to local communities
 - Calculating monthly unemployment, crime, and poverty rates
 - Publishing health and education data

Uses of Decennial Data

- Commerce and the Economy
 - Population growth and income levels
 - Measure demand for housing needs
 - Measuring New business investment potential

Subjects Planned for the American Community Survey

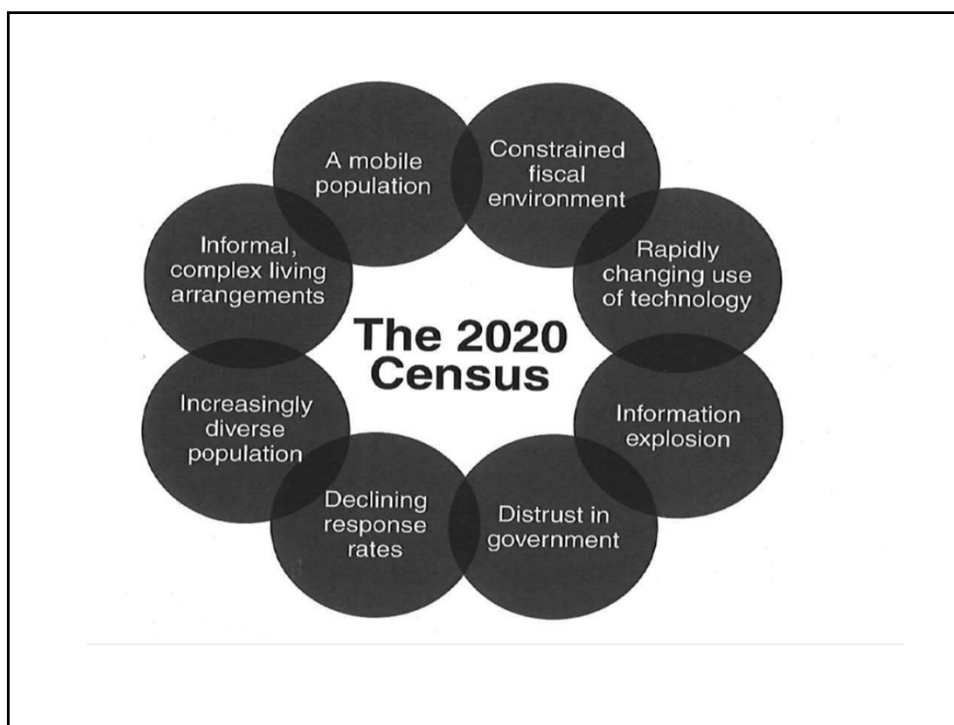
- **Acreage and Agricultural Sales**
- **Ancestry**
- **Commuting (Journey to Work)**
- **Computer and Internet Use**
- **Disability**
- **Fertility**
- **Grandparent Caregivers**

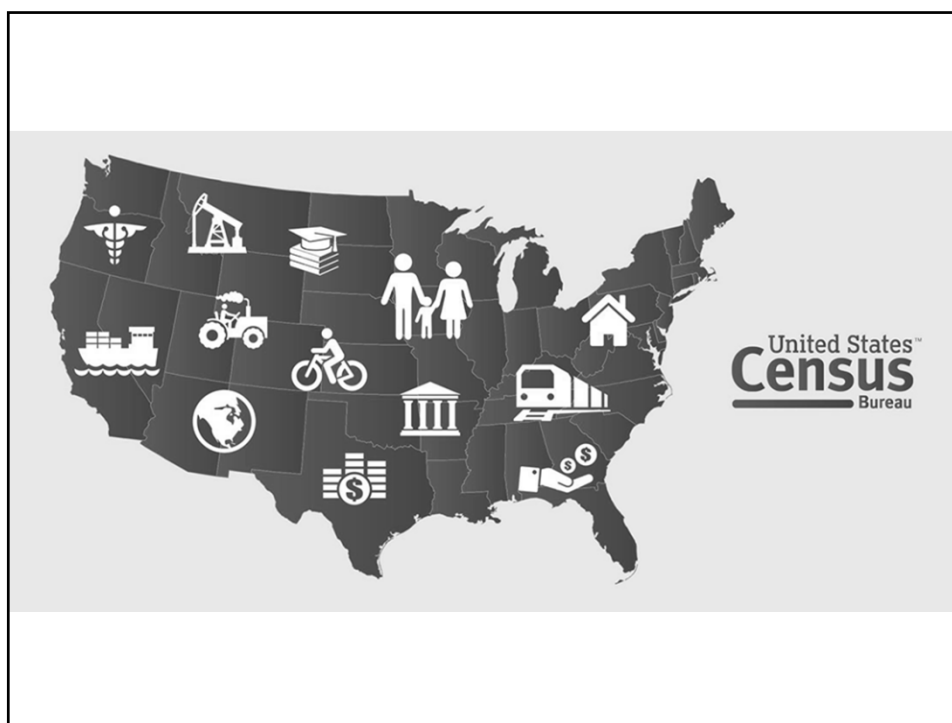
Subjects Planned for the American Community Survey

- **Health Insurance**
- **Home Heating Fuel**
- **Home Value and Rent**
- **Income**
- **Industry, Occupation, and Class of Worker**
- **Labor Force Status**
- **Language Spoken at Home**

- **Marital Status and Marital History**
- **Migration (Previous Residence)/Residence 1 Year Ago**
- **Place of Birth, Citizenship, and Year of Entry**
- **Plumbing Facilities, Kitchen Facilities, and Telephone Service**
- **School Enrollment, Educational Attainment, and Undergraduate Field of Degree**
- **Selected Monthly Owner Costs (Cost of Utilities, Condominium and Mobile Home Fees, Taxes, Insurance, and Mortgages)**

- **Supplemental Nutrition Assistance Program (SNAP)/Food Stamps**
- **Units in Structure, Rooms, and Bedrooms**
- **Vehicles Available**
- **Veteran Status, Period of Service, and Department of Veterans Affairs (VA) Service-Connected Disability Rating**
- **Work Status Last Year**
- **Year Built and Year Moved In**





2020 Census Local Update of Census Addresses Operation (LUCA) Information Guide

Issued December 2016
D-2101

What Is LUCA?

The Local Update of Census Addresses Operation (LUCA) is a voluntary decennial census operation. LUCA is the only opportunity prior to the 2020 Census for tribal, state, and local governments (including the District of Columbia and Puerto Rico) to review and update the U.S. Census Bureau's residential address list for their jurisdiction. The Census Bureau relies on a complete and accurate address list to reach every living quarters and associated population for inclusion in the census. The Census Address List Improvement Act of 1994 (Public Law 103-430) authorizes LUCA.

Active, functioning, legal governments are eligible to participate in LUCA, including:

- Federally recognized tribes with a reservation and/or off reservation trust lands.
- States.
- Counties.
- Cities (incorporated places).
- Townships (minor civil divisions).

If your government lacks the resources to participate in LUCA, you can arrange for a higher level of government, such as a county or an organization, such as a regional planning agency or council of governments, to conduct your address review.

Why Participate in LUCA?

The accuracy and completeness of the address list is critical to the accuracy and completeness of the decennial census. Participating in LUCA can help ensure an accurate census for your community.

Although the primary purpose of the decennial census is to apportion seats in the U.S. House of Representatives, census data are used to:

- Distribute federal funds for over 1,000 programs administered by 26 federal agencies to tribal, state, and local governments.
- Provide statistical support for grant applications that fund community and regional development, education, agriculture, energy, and environmental programs, as well as other needed community improvements and enhancements.
- Help your community plan for future needs.

What Is New for LUCA?

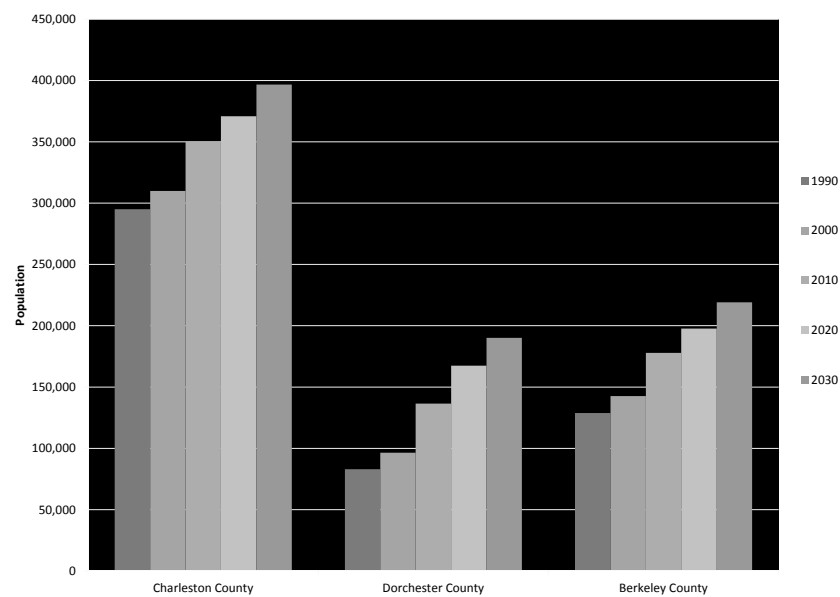
- Pre-LUCA activities, such as the on-going Geographic Support System (GSS) Partnership Program, provide more opportunities to submit address information and receive non-Title 13 feedback.
- New streamlined participation through the full address list review.
- Online viewing availability for the Census Bureau housing unit counts by census block for your jurisdiction starting in January 2017.
- Ease of use with standard data formats for viewing the Census Bureau's digital address list (Excel [.xlsx] and Comma Delimited Text [.csv]).
- Availability of the Census Bureau Geographic Update Partnership Software, a self-contained Geographic Information System (GIS) tool.
- Access to comprehensive data that include residential structure latitude/longitude coordinates and ungeocoded census residential addresses.
- Digital participants may submit residential structure coordinates as part of their address updates.

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Planners and the Census

- Statistics, Projections and Estimates
- Infrastructure Needs
- Emergency and Human Services Needs
- Cultural and Recreational Needs
- Economic markets



Planners and the Census:

Census 2010, ACS, Factfinder, and Understanding Growth

U.S. Census Bureau
American Factfinder

are here: [Main](#) > [Data Sets](#) > [Geography](#) > [Tables](#) > [Results](#) | [Options](#) | [Print](#)

United States
52501. Employment Status
Data Set: 2006 American Community Survey
Survey: 2006 American Community Survey

NOTE: For information on confidentiality protection, sampling error, nonsampling error
Survey Methodology.

Subject	Total	Margin of Error	In labor force	Margin of Error
Population 16 years and over	234,243,983	+/-44,293		
AGE			17,355,603	+/-40,954
16 to 19 years	10,955,538	+/-31,780		
20 to 24 years	8,798,230	+/-41,340		
25 to 44 years				

HOUSEHOLDS AND FAMILIES: In 2006 there were 111.6 million households in United States. The average household size was 2.6 people.

Partners make up 67 percent of the households in United States. This figure includes both married couple families (50 percent) and other families (17 percent). Nonfamily households made up 33 percent of all households in United States. Most of the nonfamily households were people living alone, but some were composed of people living in households in which no one was related to the householder.

The Types of Households in United States in 2006

Household Type	Percentage
Married couple	50%
Other family	17%
People living alone	33%
Other nonfamily	17%

Percent Margin of Error

Subject	Margin of Error
Population 16 years and over	+/-44,293
AGE	+/-40,954
16 to 19 years	+/-31,780
20 to 24 years	+/-41,340
25 to 44 years	+/-41,340

Estimated Characteristics - Above Table

Characteristic	Estimate	Percent Margin of Error
Average household size	2.61	+/-0.01
Population 25 years and over	185,932,424	+/-36,100
High school graduate or higher	23,429,011	+/-10,400
Disability status (population 16 years and over)	41,259,909	+/-15,000
Male, now married, except separated (population 16 years and over)	37,547,760	+/-12,500
Female, now married, except separated (population 16 years and over)	40,955,219	+/-14,000
Spanish or Hispanic other than English at home (population 5 years and over)	59,211,130	+/-12,000
Household population	291,332,841	+/-51,100
Estimated Characteristics - Above Table		
Average household size (16 years and over)	2.61	+/-0.01
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Average household size (16 years and over)	2.61	+/-0.01

Christopher Williamson

APA American Planning Association
Planning Advisory Service
Report Number 553

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Dec 28, 2016
GRASS GIS 7.2.0 released
We are pleased to announce the stable release of GRASS GIS 7.2.0 [More]

Latest stable long term support (LTS) release: GRASS GIS 7.2

Mac OSX Windows Linux

GRASS GIS - Home

various languages
Learn more with the GRASS GIS migration hints

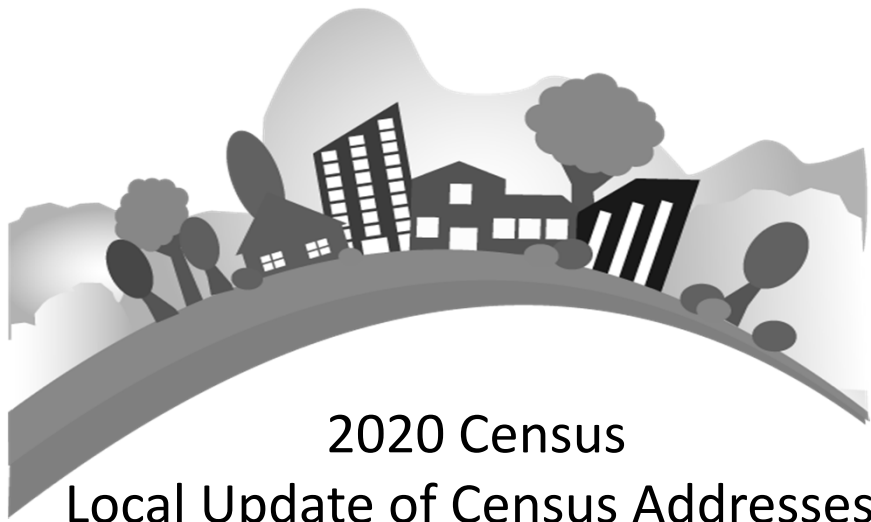
Code quality check: [check](#)

Module of the Day
lmcalc: Raster map calculator.

You are at the official GRASS GIS site (United States) - [mirror sites](#)

Home | Last change: 04-Apr-2017


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2020 Census Local Update of Census Addresses Operation (LUCA)

Atlanta Regional Office
Managing Census Operations in:
AL, FL, GA, LA, MS, NC, SC

Promotion



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Agenda

- 2020 Census Overview
- What is LUCA?
- LUCA Confidentiality and Security
- Statewide LUCA Participation in 2010
- Other Census Geography Programs (BAS, PSAP)
- LUCA Participation Media Options (GUPS, Digital, Paper)
- Preparing For The 120 Day Review Period

Why allocate your limited resources to Census programs?

- **Political Power:**
 - Census is constitutionally mandated for re-apportionment of Congress.
 - Census results are used for Redistricting at national, state, and local levels.
- **Informed Planning:**
 - Federal, tribal, state and local use governments use Census data in their community planning and regional development.
 - Businesses and non-profits use Census statistics in their organizational decisions (e.g., where to locate, size of market, etc.)
- **Money/Economic Impact:**
 - \$400 Billion/year is distributed using Census numbers (\$4 Trillion over the decade).

2020 Census Design

The 2020 Census: A New Design for the 21st Century

Motivate People to Respond

Conduct a nation-wide communications and partnership campaign

- Maximize outreach using traditional and new media
- Target ads to specific audiences
- Work with trusted sources to inspire participation.



Establish Where to Count

Identify all addresses where people could live



- Conduct a 100% review and update of the nation's address list
- Minimize field work with in-office updating
- Use multiple data sources to identify areas with address changes
- Get local government input



Count Everyone Once
In the Right Place

TELEPHONE
AND PAPER SELF-
RESPONSE

NONRESPONSE
FOLLOWUP

INTERNET SELF-RESPONSE

Count the Population

Collect data from all households, including group and unique living arrangements

- Make it easy for people to respond anytime, anywhere
- Encourage people to use the new online response option
- Use the most cost-effective strategy to contact and count nonrespondents
- Knock on doors only when necessary
- Streamline in-field census-taking

Release Census Results

Process and Provide Census Data

- Deliver apportionment counts to the President by December 31, 2020
- Release counts for redistricting by April 1, 2021
- Make it easier for the public to get data



What is the Local Update of Census Addresses Operation (LUCA)?

- Authorized by the Census Address List Improvement Act of 1994 (Public Law 103-430).
- 2020 Decennial Census voluntary geographic partnership operation.
- The one and only opportunity for tribal, state, and local governments to review and update the Census Bureau's Address List for residential addresses and group quarters.

Why LUCA Is A Critical Component For An Accurate 2020 Census

- Before we count people, we need an accurate list of the living quarters where we need to count them.
- LUCA improves the Census Bureau's Address List.
- Local Governments are almost always the best source of address data (GIS, E911, Property Tax Assessors, and/or Utility Services, etc...).
- The accuracy and completeness of the address list is critical to the success of the Census.
- An accurate Address List leads to an accurate Population Count.

The 2020 Census Local Update of Census Addresses (LUCA) Operation

What is LUCA?

LUCA is the only opportunity offered to tribal, state, and local governments to review and comment on the U.S. Census Bureau's residential address list for their jurisdiction prior to the 2020 Census. The Census Bureau relies on a complete and accurate address list to reach every living quarters and associated population for inclusion in the census.

Why participate in LUCA?

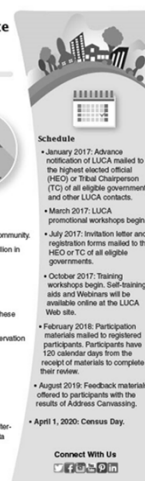
- To help ensure an accurate decennial census count in your community.
- To help the federal government distribute more than \$400 billion in funds annually for infrastructure, programs, and services.
- To help your community plan for future needs.

Who can participate in LUCA?

Active, functioning, legal governments can participate in LUCA. These include:

- Federally recognized tribes with a reservation and/or off-reservation trust lands.
- States.
- Counties.
- Cities (incorporated places).
- Townships (minor civil divisions).

If you are unable to participate in LUCA, you may designate an alternate reviewer for your government, such as your county, state data center, or regional planning agency.



What's New for LUCA 2020

- **Includes** ungeocoded address records for state and county participants.
- **Includes** residential structure coordinates, if available.
- **Allows** participants to submit residential structure coordinates, if available.
- **Allows** participants to submit non-city style addresses with corresponding map spots.
- **Requires** residential multi-unit structure identifiers (Apt 1, Unit A2, Lot 17, #3001, etc.)

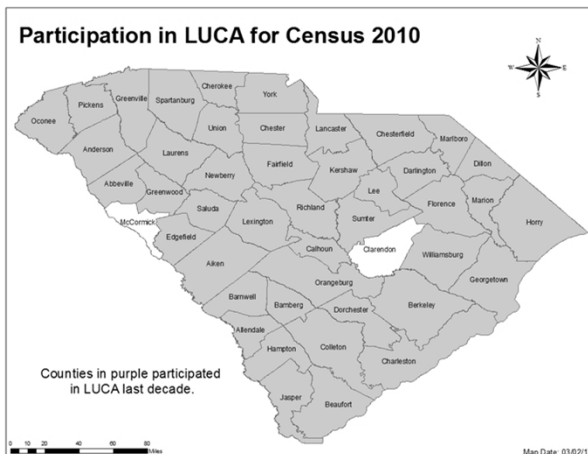
Confidentiality and Security

- The information provided to/from LUCA is covered under Title 13 of the United States Code which:
 - Requires the Census Bureau maintain the confidentiality of all information it collects.
 - Requires the Census Bureau to ensure confidential treatment of census-related information, **including individual addresses and map structure points.**
 - Requires that all LUCA liaisons, LUCA reviewers, and anyone with access to Title 13 materials abide by the Confidentiality and Security Guidelines.
 - Requires **certification of return or destruction of Title 13 data after LUCA ends.**

Counties in SC = 46

in LUCA2010 = 44

**96% of SC counties
participated in LUCA
for 2010.**



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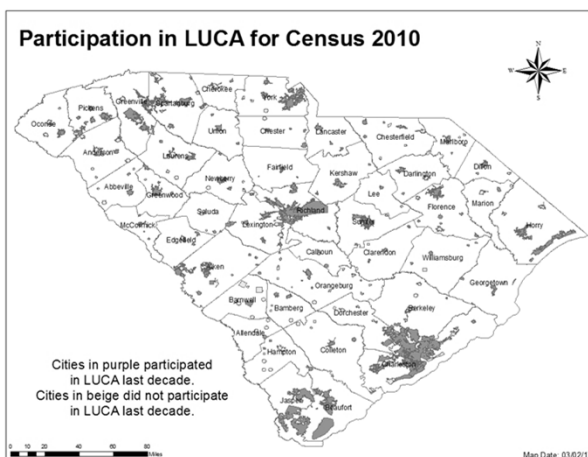
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**Cities in SC = 268
(does not include
CDPs)**

in LUCA2010 = 142

**53% of SC cities
participated in LUCA
for 2010.**



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For all areas in white, there was no local review of the Census address list for the 2010 Census.

Participation in LUCA for Census 2010



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Boundary and Annexation Survey (BAS)



If the Census place boundary (**blue**) is not corrected to aligned with the accurate locally-sourced place boundary (**red**) and parcels (**black**), housing units may be misallocated.



Annual BAS Schedule:

December/January – program information sent to participants

January 1 – Date that Annexations must be legally in effect

March 1 – submission deadline for Population Estimates program and ACS

May 31 – submission deadline for changes to be included in subsequent BAS materials *and in the 2020 LUCA materials.*

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2020 Participant Statistical Areas Program (PSAP)

An opportunity for designated representatives to review and update statistical geographies for 2020 Census data tabulation.

- Coordinating agencies can review, identify, propose changes, and delineate new census tracts, block groups, census designated places (CDPs), and census county divisions (CCDs).
- 2 Phases:
 - Delineation (120-day review)
 - Verification (90-day review)



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2020 Participant Statistical Areas Program (PSAP) *Participation Options & Schedule*

Standard Statistical Geographies:



GUPS
Geographic Update Partnership Software

Tribal Statistical Geographies:



GUPS
or



Paper Maps

Tentative Schedule:

- Program Invitation – July 2017
- Materials Available – December 2018
- PSAP Verification – December 2019



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LUCA Timeline

- January 2017: Advance notification for LUCA mailed.
- April 2017: LUCA promotional trainings begin.
- July 2017: Invitation letter and registration forms mailed. We recommend registering before the end of August.
- October 2017: Technical training workshops begin.
- February 2018: Participation materials mailed to registered participants (**120 day clock begins upon receipt**). This is the time technical staff needs to be available. We recommend that you plan now to ensure adequate budget and resource availability during this time period.
- August 2019: Feedback materials sent to participants and the 30 day appeals process begins.
- April 1, 2020: Census Day.

Preparing For LUCA 120 Day Review Period

- Participate in the 2017 Boundary and Annexation Survey (BAS) to ensure your jurisdiction's boundaries are accurate and up to date prior to LUCA.
- Develop your address review strategy and determine team of reviewers – ***Estimates are between 16 to 672 hours to complete the address review and submit updates.***
- Coordinate your partnership with overlapping and neighboring county, city, and state governments.
- Determine, assemble, and prepare your local address sources.
- Determine the format for your LUCA materials.
- Geocode your local address list using the on-line Census Geocoder.
- **Access the Census Address Block Count List for your jurisdiction** online and compare these counts to your local sources.

Preparation – Address List Formats

- Paper
 - Available to governments with 6,000 or fewer addresses.
 - Legal size (8.5" x 14") – 6 addresses per page.
 - Two sorts:
 - Street Name/House Number.
 - Census Tract number/Block number/Street Name/House Number.
 - Separate 'Add Page'
- Digital
 - Available to all governments.
 - Excel (.xlsx) or Comma Delimited Text (.csv) format.
 - No separate 'Add Page'.



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Paper - Address List

Form D-2007
DOI-XS-XXXX
OMB Control No. 0607-0094

ADDRESS LIST
2020 LOCAL UPDATE OF CENSUS ADDRESSES OPERATION (LUCA)

U.S. DEPARTMENT OF COMMERCE
ECONOMICS AND STATISTICS ADMINISTRATION
U.S. CENSUS BUREAU

Sort: Street Name/House Number
Entity: Winter County CO88009

Page: 5 of 10
Date: 03/04/2018

DISCLOSURE PROHIBITED BY TITLE 13, U.S.C.

1 Line Number	2 MAFID	3 Action Code	4 Census Geographic Location of Address			5 GQ Flag	6 City Style Mail Delivery Address or E-911 Address or Physical Location Description and Road Name			7 Noncity Style Mail Delivery Address (BR Number, PO Box Number)	8 Map Spot Number	9 City Style Address Flag	10 Map Spot ID Coordinates	
			(4a) State County Code	(4b) Census Tract	(4c) Census Block		(6a) Complete Address Number	(6b) Complete Street Name	(6c) City- Style ZIP Code				(6d) Facility Name or Physical Location Description	(7a) Noncity-Style Mailing ZIP Code
25	999999993		88009	0045.00	1055	4007				99997		3	Y	40.361373 -73.543799
26	999999994		88009	0045.00	1055	4009				99997		4	Y	40.361377 -73.543799
27	999999995		88009	0045.00	1058	5001				99997		1	Y	40.361381 -73.543799
28	999999996		88009	0045.00	1058	8003				99997		2	Y	40.361378 -73.543799
29	999999997		88009	0045.00	1065	402	W CAMERON AVE			99997		11	Y	40.3613791 -73.543799
30	999999999		88009	0045.00	1065	404	W CAMERON AVE			99997		12	Y	40.3613796 -73.543799

Action Codes
C – Correction to this address D – Delete this address J – Address is not in this Jurisdiction N – Address is Nonresidential

FICTITIOUS INFORMATION – FOR EXAMPLE ONLY

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United States Census 2020

Address List Layout

LUCA 2010 – 26 Fields

Entity ID
Line #
MAFID
Action
State
County
Tract
Block
GQ Flag
House Number
Street Name Prefix Qualifier
Street Name Prefix Direction
Street Name Prefix Type
Street Name
Street Name Suffix Type
Street Name Suffix Direction
Street Name Suffix Qualifier
Location Description or GQ Name
Apartment/Unit Number
ZIP Code
Noncity-Style Mailing Address
Noncity-Style ZIP Code
Structure Point
Latitude
Longitude
City-Style Flag

LUCA 2020 – 24 Fields

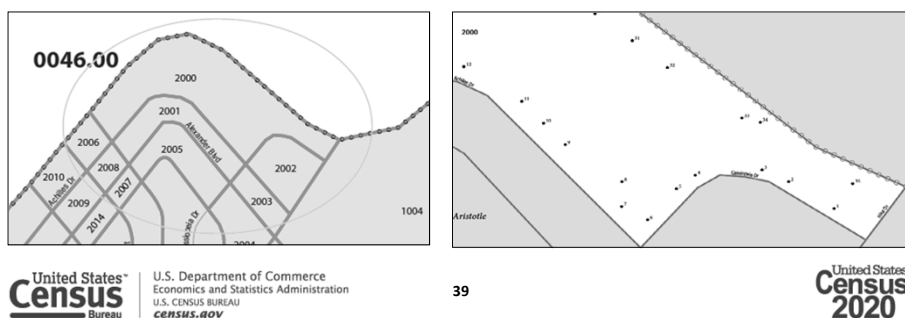
Line #
MAFID
Action
Entity ID
State
County
Tract
Block
GEO ID
GQ Flag
House Number
Street Name
Apartment/Unit #
ZIP Code
GQ Name
Facility Name
Location Description
Noncity-Style Mailing Address
Noncity-Style ZIP Code
Mapspot ID
Address Use
Latitude
Longitude
City-Style Flag

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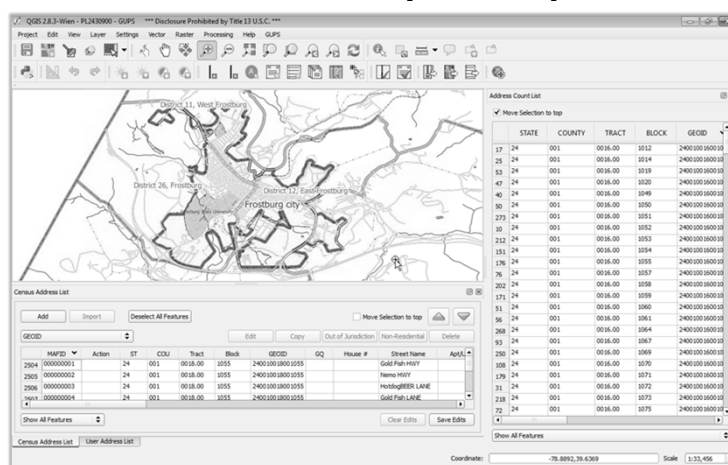
Map Media types

- **Electronic Map Media**
 - Maps are provided as TIGER partnership shapefiles
- **Paper Map Media**
 - Large format paper map(s) (36" X 42") along with a DVD of small format (8.5" X 14") block maps in Adobe PDF format



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Geographic Update Partnership Software (GUPS)



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Geographic Update Partnership Software (GUPS)

GIS 2.8.3-Wien - CO24027 - GUPS *** Disclosure Prohibited by Title 13 U.S.C. *** (Not Responding)

Project Edit View Layer Settings Vector Raster Processing Help GUPS

Indicates required field

☐ This is a Group Quarters Address

STCOU : 24027

Tract : 6069.07

Block : 3000

House Number : 101

Street Name : Any Street Ave

Apartment/Unit # : ?

Zip Code : 20014

Address Use : M - Mailing

Longitude : -76.8427486128 Latitude : 39.1155212927

Add Map Spot Clear Map Spot OK Copy Cancel

MAFID	Action	ST	COU	Tract	Block	GEOD	Q	House #	Street Name
1 A194196.1	A	24	027	6069.06	2003	240276069062003	101	Any Ave	
0 A1974500	A	24	027	6069.07	3000	240276069073000	101	Any Ave	

1 feature(s) selected on layer luca20_CO24027_censusadd.

<http://www.census.gov/geo/partnerships/luca.html>
(check this website for updates)

2020 Census Local Update of Census Addresses Operation (LUCA)

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Who Can Participate?

Active, functioning governments are eligible to participate in LUCA for areas including:

- Federally recognized tribes with a reservation or off-reservation trust lands;
- States;
- Counties;
- Cities (incorporated place); and
- Townships (minor civil divisions).

If your government lacks the resources to participate in LUCA, you can arrange for a higher level of government, such as county, or an organization, such as regional planning agency or council of governments, to conduct your review.

Why Participate?

- Governments that participate in the LUCA operation help ensure an accurate decennial census count for their communities.
- An accurate count helps the federal government annually allocate more than \$400 billion across 25 federal agencies for tribal, state, and local government programs and services.
- To help your community plan for future needs.

What's New!

- Pre-2020 LUCA activities provide more opportunities to submit address information and receive feedback through the continuous Geographic Support System (GSS) Program.
- Streamlined participation through the Full Address List Review.
- The Census Bureau's digital address list is available in a new, comment standard software format.
- Availability of the Census Bureau Geographic Update Partnership Software (GUPS), a self-contained Geographic Information System (GIS) tool.
- Access to comprehensive data that includes residential structure latitude/longitude coordinates and unaggregated census residential addresses, and
- Digital participants may submit residential structure coordinates as part of their address updates.

2020 Census LUCA

Questions?

Toll free LUCA Helpline:

(844) 344-0169

Email: GEO.2020.LUCA@census.gov

Website: <https://www.census.gov/geo/partnerships/luca.html>

Atlanta Regional Office Geography Department:

(404) 331-1339

atlanta.geography@census.gov



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Small Cell Technology - Lessons Learned



*K. Brian Cook
Zoning Administrator
City of Columbia*



- Small cell deployments are complementary to towers, adding much needed coverage and capacity – streetlights, utility poles, slim line poles.
- Antennas connected to nodes receive and transmit wireless signals to and from mobile devices.
- Optical fiber connects to other nodes and carries data to and from communication hubs operated by wireless carriers.
- The cabinet holds equipment that processes wireless signals for multiple wireless carriers.



- *5G simply stands for fifth generation*
- *Significantly faster data speeds*
- *Ultra-low latency (time it takes to send a packet of data to another device)*
- *Capacity for a more connected World (billions of devices)*
- *Much has yet to be finalized*

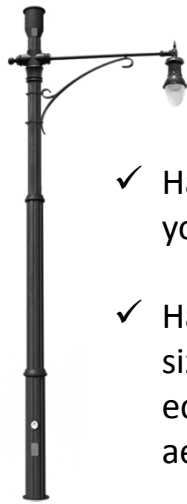
How We Live!



What Do Your Citizens Want?



How About This Instead?



- ✓ Have a say in what goes in your right-of-way!
- ✓ Have a say in pole height, size of antenna, attached equipment, location, aesthetics, color!



Time for Change?

- The goal is an ordinance and a process that ensures infrastructure deployment in a manner that reflects legitimate public policy goals and community needs.
- Streamlining deployment of small cell infrastructure by improving wireless facilities siting policies.
- Proactively accommodating the deployment of infrastructure for next generation wireless communications.
- Amending ordinances to streamline review and put in staff hands. Not a rubber stamp.

Not Only For Fun



City of Columbia
Zoning Ordinance
§17-283

The purpose of this section is to ensure that residents, public safety operations, and businesses in the city have reliable access to wireless telecommunications networks and state-of-the-art communications services while also ensuring that the placement of these facilities preserves the intrinsic character of the community and is accomplished according to the city's zoning, planning, and design standards.

Section 6409(a) of the Middle Class
Tax Relief and Job Creation Act of 2012
(Spectrum Act)

Local governments must approve certain modifications and colocations to “towers” and “base stations”, so long as they don’t present a “substantial change”. A substantial change is one that:



- Increases height of towers outside right-of-ways by more than 10% or 20 feet, whichever is greater; 10% or 10 feet in the right-of-ways.
- Protrudes edge of tower outside right-of-ways by more than 20 feet or width of tower, whichever is greater; 6 feet inside of right-of-ways.
- Calls for excessive number of cabinets (4 max.)
- Has any excavation or deployment outside of current site or tower or base station.
- Would defeat concealment elements of tower or base station.
- Doesn't comply with prior conditions for approval, unless it falls within given increases.

Closing Thoughts

- 6409 applies to changes to **existing** WCF – legally constructed.
- Monitor the fiber work relative to sidewalks and planting areas.
- Federal and State legislation may ultimately preempt local authority.
- ROW management does not have to discourage the inevitable future of wireless deployment – if done right.
- Safe and efficient use of public right-of-ways!





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Overview of Planning and Zoning Officials' Education Requirements

*Phil Lindler, AICP
Planning Director
Greenwood County/City*



Requirements for Appointed Officials and Professional Employees

- New Staff, Board or Commission Members
- Must Receive 6 Hours of Continuing Education within 180 days prior to or 365 days after appointment or employment
- Must Receive 3 Hours of Annual Training each year thereafter
 - § 6-29-1340 SC Code of Laws

Training Opportunities

- SC Association of Counties
- Municipal Association of SC
- SC Chapter of the American Planning Association / American Planning Association
- Regional Councils of Government
- and others...

Exemptions from Training

- Certification by the American Planning Association
- Masters degree in Planning from an accredited college or university
- A license to practice law in South Carolina
 - § 6-29-1350 SC Code of Laws

SC Planning Education Advisory Committee

- Five Members Appointed by the Governor
 - SC Chapter of the American Planning Association
 - Municipal Association of SC
 - SC Association of Counties
 - USC Institute for Public Service & Policy Research
 - Clemson University City & Regional Planning Program
 - § 6-29-1330 SC Code of Laws

SC Planning Education Advisory Committee

- Meet to Review Proposed Training Sessions for Continuing Education
- Meet Quarterly (January, April, July, October)
- Public Meetings & Conference Calls
- Expedited Review – Applications are due no later than 30 days prior to the first scheduled presentation.

For More Information

- Google Search – ‘SCPEAC’
- SC Code of Laws – Title 6, Article 9
- Contact SC Association of Counties

Tips for Successful Meetings

John K. DeLoache, Senior Staff Attorney, SC Association of Counties
Wayne Shuler, AICP, Director of Planning and Zoning, City of West Columbia

Rule of Procedures

- Planning Act requires Boards and Commissions adopt their own rules and order of business
 - County may require adoption of certain rules
 - FOIA and other statutes may effect local rules
- Most common set of rules is Robert's Rules of Order Newly Revised (currently in 11th ed.)
 - Doesn't address statutory rules
- SCAC has published the Model Rules of Parliamentary Procedure (3rd edition soon)
 - Addresses unique rules applicable to S.C. governments
 - Available at www.sccounties.org/publications
- Procedures for different types of meetings

Regular Business Meetings

- Act 70 of 2015 created new procedures for all meetings
 - Agenda & Notice (posting and website)
 - Amendments (before or during a meeting)
- Chair should enforce the rules and be prepared to control those in attendance (members and public)
- Orderly and efficient conduct of business
- Allow for participation by members
- Allows for fair debate of issues without threat of intimidation of others

Motions

- Substantive motions (main/principal)
 - Puts a question before the council
 - Only one motion at a time
- Procedural motions
 - Acts upon a substantive motion
 - Multiple motions at the same time
 - Order of precedence

Debate

- The Chair is responsible for controlling the flow of debate – ensure all members have the opportunity to speak
 - Person who raised the issue should speak first
 - First-in-line v. alternate viewpoint
 - Maintain decorum/courtesy
- Should the Chair participate in debate?
- Ending debate

Voting

- Preferred method is voice
- Majority: (simple-majority) most acts will only require more than half of members present to support
- 2/3 Majority: (super-majority) S.C. Code may require that 2/3 of the members present to support
 - amending agenda; call the question
- Does the Chair vote?

Requests and Inquiries

- Inquiry: directed and answered by the chair only – clarify rule or procedure
- Point of information: directed to or through the chair seeking information relevant to the current issue
- Point of personal privilege: directed to the chair – address council or make a presentation

Postponing/Reviving Matters

- Postpone: (carry-over) time certain (2/3 vote) no-limit (majority vote) debatable, amendable, and can be reconsidered
- Table/lay on the table – postpones until a later time – dies if not taken from the table by the end of the meeting – can't be reconsidered – can't be raised if someone else has the floor
- Reconsider/recall – must be made during the same meeting to revive an issue

Quasi-Judicial Hearings

- Planning related Boards/Commissions often sit in a judicial capacity to hear appeals.
- Rules of procedure must provide an applicant basic due process
 - notice
 - meaningful opportunity to be heard
 - Judicial review
- Provide a written order
 - Findings of facts and conclusions of law separately stated
 - Sent to all parties in interest

Public Hearings

- Public hearing requirement may be delegated to Planning Commission
- Publically announce rules for public input
 - Time limits
 - Speaking order (for/against or sign-in)
 - number of speakers
- Follow the agenda
- Maintain decorum and public safety

Before the Meeting

- Stick to your application deadline
 - Make sure the applicant knows the date/time/location of the meeting
- Notifications
 - Newspaper
 - Property posting
 - Adjacent property owners, include a map
- Make sure you have all of the information you need
 - From the applicant
 - From review agencies

Before the Meeting (cont)

- Write a staff report
 - Give the authority the Board/Commission has for the request
 - Include as much information as possible
 - Have a map
 - Include photographs
 - If you do not include a recommendation, have some guidance for the deliberation
- The packet
 - Agenda
 - Minutes
 - Application
 - Staff report

During the Meeting

- Set up the room
 - Set-up name plates
 - Test technology
 - Test microphones
 - Have a sign-in sheet and copies of the agenda
 - Test recording device
- Summarize staff report
 - Identify the request
 - Authority
 - Ordinance reference
 - Specifics about the property
 - Give details about the request
 - Staff comments

During the meeting (cont)

- During public comments
 - Make sure speakers use the microphone
 - Ask the speakers to give their name and address
 - Make sure comments are between the speaker and the board/commission not to the audience
- Monitor the deliberation of the board/commission
 - Stay focused on the issue
 - Answer questions

After the Meeting

- Turn off recorder and mics
- Have board members record their vote in the application
- Issue findings
- Update attendance log
- Prepare staff report for further action, if needed
- Complete the case file
 - Original application
 - Copy of the packet
 - Any exhibits
 - Copy of notices
 - Sign-in sheet

One More Thing

- Foster communication between Council and Board and Commission
 - Review Jurisdiction's priorities with the Board and Commission
 - Annual Council retreat
 - Comprehensive Plan
 - Be mindful of any conflicts that may occur

STATE AND FEDERAL ISSUES

Land Use Planning Impacts

John K. DeLoache, Senior Staff Attorney, SC Association of Counties

Initial Federal Budget Proposal

- First year administrations generally submit only a “skinny” budget outline
 - Submitted to Congress by the Trump Administration on March 16, 2017
 - “America First – A Budget to Make America Great Again”
 - Sets administration goals
 - Does not contain forecasts for revenue, mandatory spending, or economic growth
 - Administration is expected to release a more comprehensive budget plan by late May

Proposed Budget Program

- Expect continued ongoing disagreement on current federal funding
- Would significantly impact planning programs by local governments
 - Eliminates funding for 19 agencies & 61 programs
 - Reduces funding for EPA, Agriculture & Rural Affairs, Army Corp of Engineers, HUD, and Transportation
 - Reduce number of regulations (2 for 1)

Land Use/Planning Impacts

- Eliminates a number of Planning related agencies/programs
 - Rural Water & Wastewater loan/grant program
 - HUD: CDBG & HOME Investment programs
 - Funding for geographic regional water programs
 - 50+ EPA programs
 - TIGER & New Start Transit funding
- Significant cuts to other programs
 - FEMA support programs, including disaster mitigation
 - 25% non-federal match for preparedness grants (currently 0%)
 - PILT payments and SRS program
 - Near 50% reduction to EPA grants for state/local grants

Pending State Legislation

- H3405: restricts who can apply for changes to zoning of a particular piece of property
- S346/H4162 - Inclusionary Zoning Act: allows counties and municipalities to use inclusionary zoning techniques to increase affordable housing. Maximum of 30% of a single development.
- H3653: where residential development encroaches existing industry - prohibits a zoning ordinance to force the abatement or closure of an industrial facility under nuisance argument. Limits nuisance litigation.

Transportation & Infrastructure

- State Roads Bill finalized
 - Gas tax increase 12 cents over 6 years
- Dominion Carolina Natural Gas Pipeline
 - 55 mile pipeline – Greenwood, Laurens, Newberry, & Spartanburg
 - Use of “Eminent Domain” by utilities
- National Infrastructure bill promised
 - Campaign promise to increase infrastructure spending by \$1 trillion.
 - Streamline process to begin projects sooner
 - Not expected until late fall

US Supreme Court

- *Murr v. Wisconsin*
 - Heard by US Supreme Court March 20, 2017
 - Issue of whether 2 adjoining but separate properties commonly owned by the same persons should be analyzed as a single parcel for takings analysis (Penn Central test)
 - Oral argument took place before the confirmation of Justice Gorsuch – could result in 4/4 split
 - Decision will impact future “takings” analysis



**South Carolina
Association of Counties**

Current Trends for Planning and Zoning Officials

May 18, 2017 • Columbia, SC

"Building Stronger Counties for Tomorrow"