

Granting an encroachment to Lee and Maple, LLC, for the use of the right of way area of the 2700 block of Lee Street for the installation and maintenance of four on-street parking spaces, two brick columns, and sidewalks connecting to the public sidewalk adjacent to 803 Maple Street, Richland County TMS#11316-03-04

WHEREAS, Lee and Maple, LLC, (hereinafter "Grantee") desires to utilize a portion of the right of way area of the 2700 block of Lee Street for the installation and maintenance of four on-street parking spaces, two brick columns and sidewalks adjacent to 803 Maple Street, as shown on the attached drawings; and,

WHEREAS, it appears that the encroachment will not interfere with the use of the medians or street for traffic, utility locations or other uses within the foreseeable future; NOW, THEREFORE,

BE IT ORDAINED by the Mayor and City Council of the City of Columbia, South Carolina, this 17th day of May, 2022, that Grantee is hereby granted the right to use the right of way areas of the 2700 block of Lee Street adjacent to 803 Maple Street, Richland County TMS#11316-03-04, for the installation and maintenance of four (4) on-street parking spaces measuring approximately nine (9') feet in width twenty four (24') feet in length, two (2) brick columns measuring approximately twelve (12") inches in width and length and four (4') feet in height, and sidewalks measuring approximately five (5') in width connecting to the public sidewalk, as shown on the attached drawings.

PROVIDED FURTHER that all work shall comply with the requirements of The City of Columbia, South Carolina Department of Transportation (SCDOT) and Federal Emergency Management Agency (FEMA) now in existence or hereafter enacted. The materials and type of finish to be used are to be approved by the City Engineer prior to installation. Any damage to the street or sidewalk caused by Grantee's construction shall be repaired to the satisfaction of the City Manager. Improvements within the encroachment shall be maintained by the grantee at no cost to the City in a manner approved by the City Manager; and,

PROVIDED further that in the event the City has to make repairs or maintain utility lines located within the encroachment area the City will replace any items removed for the utility repair or maintenance with like items to those removed; and,

PROVIDED FURTHER that the privilege granted hereby may be modified or terminated by Columbia City Council at any time without notice to the Grantee, its successors and assigns; and,

PROVIDED FURTHER that a certificate of insurance be issued as evidence of general liability insurance with at least the minimum amount of \$600,000.00 for personal injury and property damage and naming the City as an insured, be provided to and filed annually with the City Clerk by Grantee, his successors and assigns, as required by Chapter 11, Licenses, Permits, Business Regulations, Article III, Contractors, Sec. 11-71, 1998 Code of Ordinances of the City of Columbia, South Carolina.

PROVIDED FURTHER that the privilege granted hereby is subject to the Grantee complying with the following conditions, restrictions or limitations:

1. No item, including landscaping, shall be placed, planted or allowed to grow such that it creates a visual impediment to persons safely entering or exiting the driveway or to persons safely walking along the sidewalk. The City reserves the right to remove or cut any item located within the right of way which it deems to be a safety hazard.

2. Grantee is responsible for all maintenance and assuring that all accessibility and ADA requirements are met and maintained.

3. Grantee is responsible for maintaining landscaping and improvements.

4. Irrigation must be designed to avoid spraying walkways, sidewalks and streets and/or creating hazardous conditions upon the walkways, sidewalks and streets.

5. Obstructions of more than be four (4') feet in height are prohibited within the sight-visibility triangle.

6. Forestry and Beautification shall be provided access to trees within the right of way for maintenance purposes.

7. All trees shall be protected and no large tree roots shall be removed from any existing trees.

8. The four (4) parking spaces located in the public right-of-way of Lee Street are not solely for the proposed development located at 803 Maple Street, TMS #11316-03-04.

BE IT FURTHER ORDAINED that Grantee, in consideration of the above privilege, shall at its expense provide for protection and relocation of all utilities that might be within this area to the satisfaction of the City Manager.

Requested by:

Assistant City Manager Gentry



Mayor

Approved by:




City Manager

Approved as to form:



City Attorney

ATTEST:



City Clerk

Introduced: 5/3/2022

Final Reading: 5/17/2022

**CITY COUNCIL
ENCROACHMENT SUMMARY
2022-036**



**2700 BLOCK OF LEE STREET
ADJACENT TO 803 MAPLE STREET
ON-STREET PARKING SPACES, BRICK COLUMNS AND SIDEWALKS**

Subject Property:	Right-of-way adjacent to 803 Maple Street
Council District:	3
Proposal:	The applicant is requesting an encroachment for installation and maintenance of four on-street parking spaces, two brick columns and sidewalks
Applicant:	Lee and Maple, LLC
Staff Recommendation:	Approval.

Detail:	<p>The applicant is requesting an encroachment for installation and maintenance of four (4) on-street parking spaces measuring approximately nine (9') feet in width twenty four (24') feet in length, two (2) brick columns measuring approximately twelve (12") inches in width and length and four (4') feet in height, and sidewalks measuring approximately five (5') in width connecting to the public sidewalk, as shown on the attached drawings; and,</p> <p>Conditions of the proposed encroachment are as follows:</p> <ol style="list-style-type: none">1. No item, including landscaping, shall be placed, planted or allowed to grow such that it creates a visual impediment to persons safely entering or exiting the driveway or to persons safely walking along the sidewalk. The City reserves the right to remove or cut any item located within the right of way which it deems to be a safety hazard.2. Grantee is responsible for all maintenance and assuring that all accessibility and ADA requirements are met and maintained.3. Grantee is responsible for maintaining landscaping and improvements.4. Irrigation must be designed to avoid spraying walkways, sidewalks and streets and/or creating hazardous conditions upon the walkways, sidewalks and streets.5. Obstructions of more than be four (4') feet in height are prohibited within the sight-visibility triangle.6. Forestry and Beautification shall be provided access to trees within the right of way for maintenance purposes.7. All trees shall be protected and no large tree roots shall be removed from any existing trees.8. The four (4) parking spaces located in the public right-of-way of Lee Street are not solely for the proposed development located at 803 Maple Street, TMS #11316-03-04.
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CITY AGENCY COMMENTS FOR ENCROACHMENT

Lucinda Statler, Planning Department	Recommend approval.
Robert Anderson, Street Division	Recommend approval.

Denny Daniels, Columbia Water Engineering	Recommend approval.
Traffic Engineering	Recommend approval.
Caleb King, Forestry Division	Recommend approval.
Johnathan Chambers, Land Development	Recommend approval.
Kris Scott, Fire Department	Recommend approval.
Tori Salvant, Parking Services	Recommend approval.



City of Columbia
City of Columbia



This map was prepared using
the City GIS Viewer:

City of Columbia - GIS Division
Thursday, April 14, 2022

Address Point

- Active
- Vacant
- Tax Parcel

Street & Ownership

- Interstate
- City Maintained
- State Maintained
- Private
- Others
- Columbia City Limits

✕ Outside Of City

0 0.01 0.02 0.04
mi

**CITY OF COLUMBIA
GIS DATA DISCLAIMER:**
The City of Columbia GIS data represented
on this map or plan is the product of the
compilation of data produced by others.
It is provided for informational purposes only
and the City of Columbia makes no representation
as to its accuracy. Its use without field verification
is at the sole risk of the user.



Permanent Encroachment

Application and Checklist

Checklist for All Applications

A complete site plan application shall include the following information. Refer to the Procedures Manual for additional information about these requirements. Please initial to signify that the requested information has been provided.

	Applicant Initials	Staff Initials
A copy of this Application Checklist , completed by the applicant.	<input type="checkbox"/>	<input type="checkbox"/>
A completed and signed Application Form	<input type="checkbox"/>	<input type="checkbox"/>
Letters of Agency for all applications where the applicant is not the owner of the subject property	<input type="checkbox"/>	<input type="checkbox"/>
Pictures or specification sheet of the items to permanently encroach the Right-of-way	<input type="checkbox"/>	<input type="checkbox"/>
Existing Site Plan Please see page 4 below for required content.	<input type="checkbox"/>	<input type="checkbox"/>
Proposed Site Plan Please see page 4 below for required content.	<input type="checkbox"/>	<input type="checkbox"/>

1 copy: min. 18 x 24 inches
or 1 digital copy (pdf
format) – may be 8 ½ inches
x 11 inches if legible

1 copy: min. 18 x 24 inches
or 1 digital copy (pdf
format) – may be 8 ½ inches
x 11 inches if legible



Permanent Encroachment

Application and Checklist

1. Applicant Information

Name	
Contact: Teresa Hodge	
Company (if applicable)	
Lee and Maple, LLC	
Address (street, city, state, zip)	
2801 Devine Street Columbia, SC 29205	
Phone	Email
803-309-1304	thodge@estatesinc.com

2. Property Information

Address	
803 Maple Street	
Tax Map Reference Number(s)	
R11316-03-04	
Current use	Proposed use
Asphalt parking lot	Residential townhome

3. Property Ownership

Does the applicant own the adjacent property? ☒ Yes ☐ No

If the applicant does not own the adjacent property, complete the **Letter of Agency** for each property owner that authorizes the applicant to submit this application on the property owner's behalf.



Permanent Encroachment

Application and Checklist

4. Project Description

Provide a brief description of the project and list all items that will be placed in the right-of-way (walls, fences, columns, steps, irrigation systems, landscaping, driveways, pavers, sidewalks/walkways, planters, awnings, etc.)

This project includes the removal of an existing asphalt parking lot and the construction of a single townhome with four dwelling units. In the right-of-way are four (4) 90 degree parking spaces (6" thick 3,000 PSI fiber reinforced concrete and 81LF curb and gutter per City of Columbia/SCDOT standards) that will be paved up to the existing sidewalk. The two existing large oaks in the right-of-way are to remain. The disturbed area of the net critical root zone are less than 20% for each tree.

For staff use only

Date received (M/D/Y): ____/____/____

By: _____



Permanent Encroachment Application and Checklist

5. Additional Submission Requirements

Existing Site Plan

This shall be a site plan of the existing conditions or a plat of survey, to scale and fully dimensioned.

Proposed Site Plan

The proposed site plan shall be prepared to scale and fully dimensioned, and include the following:

	Applicant	Staff
Total acreage	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Location of lots and outlets (numbered and area in square feet)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Location of buildings (including setbacks from property lines and distances between buildings)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Location of parking and access/driveways	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Location of rights-of-way and/or easements for streets, railroads, and utility	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lines upon and abutting subject property	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Location of streets, alleys, railroads, and utility lines upon and abutting subject property	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Section of sidewalk or right-of-way to be used for the encroachment	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Proposed placement of permanent items and furnishings on the sidewalk	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Proposed placement of permanent items and furnishings in the right-of-way	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Location and height of all fences, walls, and exterior lighting in the right-of-way	<input checked="" type="checkbox"/>	<input type="checkbox"/>
North arrow	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Scale	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Vicinity map (at 1 inch equals 1,000 feet)	<input checked="" type="checkbox"/>	<input type="checkbox"/>

6. Acknowledgement

For a continuing encroachment on any type of property in which the City has an interest (i.e., rights of way, tree zone, sidewalk, streets), the person or entity is required to have an encroachment ordinance enacted by City Council permitting the encroachment. Encroachment ordinances are required for but not limited to: irrigation systems; landscaping; fencing; walls; pavers; walkways; outdoor dining items (chairs, tables, umbrellas, etc.); awnings; bollards and directional signs (i.e., churches) Business signs are NOT permitted via an encroachment.

Encroachments must comply with all existing City codes, rules and regulations, the Americans with Disabilities Act, if applicable, and are subject to review and approval by City staff. Enactment of the encroachment ordinance by a majority vote of City Council, which is a discretionary legislative act, is also required.

In order to obtain an encroachment ordinance from the City of Columbia, it will be necessary for the City of Columbia to be named as an additional insured on your insurance policy with limits being increased to \$600,000 as required by Sec. 11-71. It is recommended that you contact your insurance provider to determine if it will name the City of Columbia as an additional insured prior to submitting your request for an encroachment ordinance. If you have any questions concerning these requirements, please contact Chip Timmons with Risk Management, (803) 733-8306 or catimmons@columbiasc.net.

All work shall comply with the requirements of the City of Columbia and South Carolina Department of Transportation now in existence or hereafter enacted. The materials and type of finish to be used are to be approved by the City Engineer prior to installation.



Permanent Encroachment

Application and Checklist

Any damage to the street or sidewalk caused by construction shall be repaired to the satisfaction of the City Manager. Improvements within the encroachment shall be maintained by the grantee at no cost to the City in a manner approved by the City Manager.


Property owned, operated and maintained by SCDOT shall comply with SCDOT encroachment requirements.

Permittee understands and agrees that the privilege granted may be modified or terminated by the City of Columbia at any time without notice and that the privilege granted hereby is subject to applicant's compliance with the following conditions, restrictions or limitations:

Permittee must comply with all existing City of Columbia and any other state or federal codes, rules and regulations, as applicable including the Americans with Disabilities Act, now in existence or hereafter enacted.

7. Signature

Signature of Applicant

 Theresa Hody

Print Name

Date

3/29/22

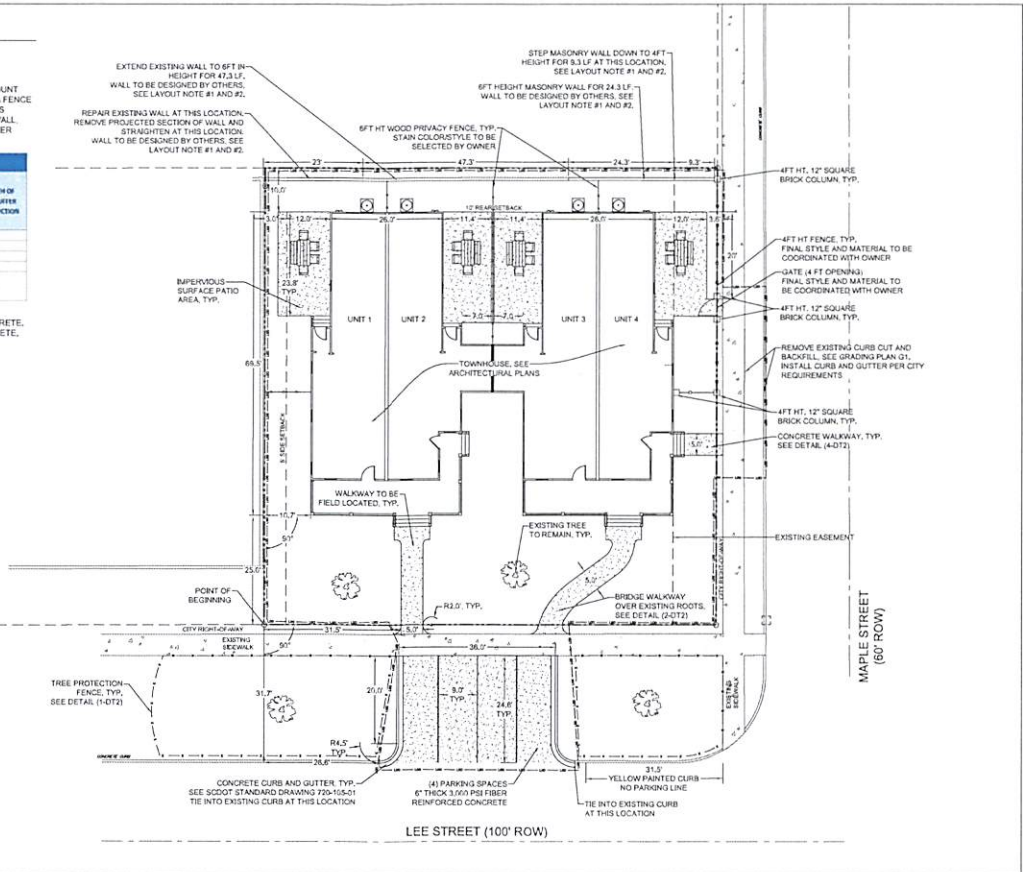
LAYOUT NOTES

- ALL WALLS/BRICK COLUMNS ARE SHOWN FOR LAYOUT PURPOSES ONLY. STRUCTURAL DESIGN BY OTHERS.
- WALL FINISH TO BE SELECTED BY OWNER, PER CITY ORDINANCE, SECTION 17-5.3.C. "THE WIDTH OF A TRANSITIONAL BUFFER YARD MAY BE REDUCED BY THE AMOUNT SHOWN IN TABLE 17-5.3.D(3)(C). WIDTH REDUCTION FROM FENCE OR WALL, IF A FENCE OR WALL THAT COMPLIES WITH THE CORRESPONDING HEIGHT AND MATERIALS REQUIREMENTS IN TABLE 17-5.3.D(3)(C). WIDTH REDUCTION FROM FENCE OR WALL AND SEC. 17-5.8. FENCES AND WALLS, IS LOCATED IN THE TRANSITIONAL BUFFER YARD ALONG THE LENGTH OF THE TRANSITIONAL BUFFER YARD."

FENCE OR WALL MATERIALS	ZONING DISTRICT	MINIMUM FENCE OR WALL HEIGHT [1]	TRANSITIONAL BUFFER YARD WIDTH REDUCTION ALLOWED (AS A PERCENTAGE OF THE REQUIRED WIDTH)	MINIMUM WIDTH OF TRANSITIONAL BUFFER YARD AFTER REDUCTION
Wood	Area District	4 feet	25	15 feet
Brick, Stone, or Stone	Area District	4 feet	25	25 feet
Brick, Stone, or Stone	Area District	6 feet	50	50 feet
Stone	Area District	6 feet	50	50 feet

NOTES:
(1) Fence or wall height shall be measured from the side of the fence facing away from the property being screened.

- ALL PATIO/WALKWAYS SHALL BE 4" THICK, 3,000 PSI FIBER REINFORCED CONCRETE.
- ALL VEHICULAR AREA SHALL BE 6" THICK, 3,000 PSI FIBER REINFORCED CONCRETE.

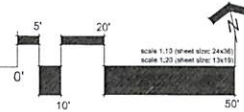


LEGEND:

- LDD — LDD — LIMIT OF DISTURBANCE
- — — — — PROPERTY LINE

DEVINE COTTAGES

COLUMBIA, SC



K&S
Kendall & Son, Inc.
Architectural & Planning
2700 Highway 101, Suite 210
Columbia, South Carolina 29211
(803) 244-2700
www.kands.com



OVERALL LAYOUT PLAN DEVINE COTTAGES

SHEET NO.
L1
OF 01