



TOWN COUNCIL MEETING

Irmo Municipal Building
7300 Woodrow Street, Irmo, SC 29063

March 18, 2025 @ 6:30 PM

Live streaming will be available from our YouTube channel at:
<https://www.youtube.com/c/TownofIrmo>

AGENDA

- I. Call to Order
- II. Pledge of Allegiance
- III. Invocation
- IV. Approval of the Agenda
- V. Appointments
 - A. Election of Mayor Pro-Tem
- VI. Reading of the Minutes
 - A. February 25, 2025
 - B. March 4, 2025
- VII. Report of Standing
 - A. Administrative Briefing
 - B. New In-town Businesses:
 - KG Wax Studio/ Express Skin Care & Waxing - 7801 St. Andrews Rd Ste A1
 - Love Lounge Esthetics LLC - 8090 Irmo Drive
 - LC Salon - 8090 Irmo Drive

VIII. Consideration of Communications

A. Recognition of Hotshot Haircuts as the March 2025 Small Business of the Month.

B. Community Connections:

Irmo Cherry Blossom Festival
Spring Arts & Crafts Market
The Boardr Series in Irmo
Mamma Mia!
Columbia Open Studios
Easter Eggstravaganza
Community Eggstravaganza
Peep-a-Palooza
Irmo Town Limits Concert Series
Irmo Community Earth Day Celebration
Irmo International Festival

IX. Presentation by Citizens (Agenda Items Only)

X. Unfinished Business

XI. New Business

A. **First Reading of Ordinance 25-02** to annex four properties totaling approximately 1.93 acres into the Town of Irmo, including 10076 Broad River Road, TMS R04000-02-11; 10100 Broad River Road, R04000-02-10; 410 Mission Court, R04004-01-11; and 420 Mission Court, R04004-01-10; and to rezone said properties from GC, General Commercial (Richland Co.) to CG, General Commercial (Town of Irmo). This ordinance would annex Lake Murray Floor Coverings and other businesses into the Town Irmo, along with two vacant lots.

B. **First Reading of Ordinance 25-03** to amend the Irmo Municipal Ordinance, Chapter 22 - Offenses and Miscellaneous Provisions; as well as Appendix A of the Irmo Municipal Ordinance; Zoning and Land Development Regulation; Article 2 - Conditional Uses for Accessory Apartments; Article 3 - Setbacks on Corner Lots and Architectural Standards; Article 5 - Prohibited Signs and Sign Regulations by Type; and Article 13 - Definitions

C. **First Reading of Ordinance 25-04** Authorizing the Budget for Design, Construction, and Related Expenditures for the New Town Hall Project (Staff). This will approve the \$5,898,939 budget to construct the New Town Hall.

D. Approval to submit for a Justice Assistance Grant in the amount of \$68,328 for police training equipment (Police Department). This is a 10% grant that, if awarded would require a \$6,833 match from the Town of Irmo.

- E. Approval of a Road Closure Request to close a portion of Carlisle Street on May 17th, 2025 for Young's Chapel's Community Yard Sale (Staff).

XII. Presentation by Citizens

XIII. Discussion

XIV. Executive Session

Town Council may act on items discussed in the executive session after returning from the executive session.

XV. Adjournment

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the Town of Irmo will not discriminate against qualified individuals with disabilities based on disability in its services, programs, or activities. If you need accommodation to attend the meeting, please contact the Town Administrator or Municipal Clerk for assistance at (803)781-7050, M-F between the hours of 8:30 – 5:00 (closed most Federal and State Holidays).

Staff Report

Amendment to the Official Zoning Map

DATES: Planning Commission & Public Hearing: March 10, 2025
Town Council First Reading: March 18, 2025
Town Council Second Reading & Public Hearing: April 15, 2025

TO: Irmo Planning Commission
Irmo Town Council

FROM: Douglas Polen, Assistant Town Administrator

SUBJECT: Annexation Request

SUBJECT PROPERTY: 1.93 acres consisting of four lots located at 10076 Broad River Road, TMS R04000-02-11; 10100 Broad River Road, R04000-02-10; 410 Mission Court, R04004-01-11; and 420 Mission Court, R04004-01-10

ACTION REQUESTED: Consider an ordinance to annex real property into the corporate limits of the Town of Irmo, to zone said property CG, and to amend the official zoning map of the Town to so reflect.

Background

The Town has received an application from William Greene, owner of Lake Murray Floor Covering and the adjacent subject lots, to annex the four lots referenced above.

Current Zoning

The subject property is zoned GC, General Commercial, which allows a number of typical commercial uses, including retail sales, personal & business services, recreation/entertainment, eating & drinking establishments, lodging, vehicles sales & service, and multi-family residential development.

Proposed Zoning

The proposed zoning district, CG, General Commercial, is defined as follows: The CG district is intended to provide for the development and maintenance of commercial and business uses

strategically located to serve the community and the larger region of which it is a part. Toward this end, a wide range of business and commercial uses are permitted herein.

Summary of Adjacent Zoning & Uses

Zone		Present Use
North	GC General Commercial (County)	Commercial (MADD HQ)
East	CG, General Commercial (Irmo)	Commercial (Ziebart)
South	CG, General Commercial (Irmo)	Commercial (Irmo Business Park)
West	GC General Commercial (County)	Commercial (Office Building)

Irmo Comprehensive Plan

The new 2024 Comprehensive Plan has a future land use of Office & Employment for these lots. As such, the Irmo Comprehensive Plan supports this annexation and rezoning. The Office & Employment area is defined as follows:

- Mostly located along the I-26 corridor or in areas with a mix of business parks and light industrial uses.
- These areas are appropriate for offices, light manufacturing, warehousing, research and development, and flex space.
- These areas may also include a limited amount of supporting commercial uses, such as restaurants and convenience retailers to serve employees.
- Large-scale residential developments are discouraged in locations that are prime for businesses and non-residential uses.

Staff Findings

Staff recommends **APPROVAL** of the annexation and rezoning.

Planning Commission Findings

At their March 10, 2025 meeting, the Planning Commission voted 7-0 to recommend **APPROVAL** of this annexation and rezoning.

10076 Broad River Road Annexation, Ordinance 25 - 02

Planning Commission | March 10, 2025

Town Council | March 18, 2025 & April 15, 2025



10076 Broad River Road Annexation, Ordinance 25 - 02

Planning Commission | March 10, 2025

Town Council | March 18, 2025 & April 15, 2025



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TOWN OF IRMO)

AN ORDINANCE TO ANNEX 1.93 ACRES OF REAL PROPERTY CONSISTING OF FOUR LOTS LOCATED AT 10076 BROAD RIVER ROAD, TMS R04000-02-11; 10100 BROAD RIVER ROAD, TMS R04000-02-10; 410 MISSION COURT, TMS R04004-01-11; AND 420 MISSION COURT, TMS R04004-01-10 INTO TO THE LIMITS OF THE TOWN OF IRMO; TO ZONE SAID PROPERTY CG, GENERAL COMMERCIAL; AND TO AMEND THE OFFICIAL ZONING MAP OF THE TOWN OF IRMO TO SO REFLECT

WHEREAS, a request has been presented to the Irmo Town Council by the current record titleholder of properties located at 10076 Broad River Road, TMS R04000-02-11; 10100 Broad River Road, TMS R04000-02-10; 410 Mission Court, TMS R04004-01-11; and 420 Mission Court, TMS R04004-01-10, to annex 1.93 acres of real property into Town and to classify the property as CG, General Commercial; and

WHEREAS, the Town and its Planning Commission, per SC Code § 6-29-760 *Procedure for enactment or amendment of zoning regulation or map; notice and rights of landowners; time limit on challenges* met the State's zoning procedural standards. Simply, notice was advertised in The New Irmo News at least fifteen days prior to the public hearing, notice was conspicuously posted on or adjacent to the property, and a public hearing was held; and

WHEREAS, the Irmo Planning Commission, during a meeting held on March 10, 2025, recommended to the Irmo Town Council to annex said property and to classify said property to the appropriate zoning classification of CG, General Commercial.

NOW, THEREFORE, BE IT ORDAINED and ordered by the Mayor and Town Council of the Town of Irmo, South Carolina, in Council duly assembled, that the subject parcel be annexed into the Town of Irmo; and

BE IT FURTHER ORDAINED that the Zoning Classification pertaining to the subject parcel be hereby classified as CG, General Commercial; and

BE IT FURTHER ORDAINED that the official zoning map of the Town of Irmo be, and the same hereby is, amended to so reflect.

PASSED AND ADOPTED this 15th day of April, 2025

William O. Danielson, *Mayor*

ATTEST:

Lisa Hancock, *Municipal Clerk*

1st Reading: March 18, 2025

2nd Reading: April 15, 2025

Public Hearing: April 15, 2025



100% ANNEXATION PETITION

Applicant Information

Name: WEG-3, LLC Address: 10100 BROAD RIVER
Phone: 803-600-5030 E-Mail: bill@lakemfc.com

Property Owner Information (If Different)

Name: William E. Greene, Jr. Address: 1011 Willow Cove Ct
Phone: 803-600-5030 E-Mail: Chapin, SC 29036

TO THE MAYOR AND COUNCIL OF THE TOWN OF IRMO:

The undersigned, being 100 percent of the freeholders owning 100 percent of the assessed value of the property in the contiguous territory described below and shown on the attached plat or map, hereby petition for annexation of said territory to the Town by ordinance effective as soon hereafter as possible, pursuant to South Carolina Code Section 5-3-150(3).

The territory to be annexed is described as follows. Description may be attached:

Insert description of territory. The description may be taken from deeds or may be drawn to cover multiple parcels using known landmarks. It should be definitive enough to accurately fix the location.

The property is designated as follows on the County tax maps: R04000-02-10, R04000-02-11, R04004-01-10, R04004-01-11

*** A plat or map of the area should be attached. A tax map may be adequate ***

It is requested that the property be zoned as follows: CG, General Commercial

I (we) certify that I (we) are the free holder(s) of the property(s) involved in this application and further that I (we) designate the person signing as applicant to represent me (us) in this rezoning.

Owner's Signature: [Signature] Date: 2/27/25
Applicant's Signature: [Signature] Date: 2/27/25

For Official Use Only

Received: _____ Property Posted: _____
Receipt #: _____ Hearing: _____
Advertised: _____ Approved: _____



100% ANNEXATION PETITION

Applicant Information

Name: WILLIAM E. GREENE JR. Address: 10076 BROAD RIVER RD.
Phone: 803-781-1701 E-Mail: bill@LAKESMFC.com

Property Owner Information (If Different)

Name: WILLIAM E. GREENE JR. Address: 1011 WILLOW CREEK CT.
Phone: 803-600-5030 E-Mail: CHAPIN S.C. 29036

TO THE MAYOR AND COUNCIL OF THE TOWN OF IRMO:

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Owner's Signature: _____

Date: 2-17-25

Applicant's Signature: _____

Date: 2-17-25

For Official Use Only

Received: _____

Property Posted: _____

Receipt #: _____

Hearing: _____

Advertised: _____

Approved: _____



100% ANNEXATION PETITION

Applicant Information

Name: WEG-3, LLC Address: _____
Phone: 803-600-5030 E-Mail: bill@lakemfa.com

Property Owner Information (If Different)

Name: William E. Greene, Jr. Address: 1011 Willow Cove Ct.
Phone: 803-600-5030 E-Mail: Chapin, SC 29036

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For Official Use Only

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Receipt #: _____ Hearing: _____

Advertised: _____ Approved: _____



100% ANNEXATION PETITION

Applicant Information

Name: WEG-3, LLC Address: _____
Phone: 803-600-5030 E-Mail: bill@lakemfo.com

Property Owner Information (If Different)

Name: William E. Greene, Jr. Address: 1011 Willow Cove Ct.
Phone: 803-600-5030 E-Mail: Chapin, SC 29036

TO THE MAYOR AND COUNCIL OF THE TOWN OF IRMO:

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Owner's Signature: _____

Date: 2/27/25

Applicant's Signature: _____

Date: 2/27/25

For Official Use Only

Received: _____

Property Posted: _____

Receipt #: _____

Hearing: _____

Advertised: _____

Approved: _____

Staff Report

Amendment to the Zoning Ordinance

DATES: Planning Commission: March 10, 2025
Town Council First Reading: March 18, 2025
Town Council Second Reading: April 15, 2025

TO: Irmo Planning Commission
Irmo Town Council

FROM: Douglas Polen, Assistant Town Administrator

SUBJECT: Zoning Ordinance Amendment

ACTION REQUESTED: Consideration of an ordinance to amend the following Articles of the Zoning Ordinance: Art. 2 - Conditional Uses for Accessory Apartments; Art. 3 - Setbacks on Corner Lots and Architectural Standards; Article 5 - Prohibited Signs and Sign Regulations by Type; Article 13 - Definitions; as well as the following section of the Code of Ordinance: Sec. 22-108.-Noise

Background

Staff has been working on a number of edits to the Zoning Ordinance and Code of Ordinance, with all items discussed at Town Council workshop in February, 2025. Planning Commission heard these amendments on March 10, 2025 and opted to table any consideration of the residential parking ordinance. Also the \$1,000 land conservation ordinance was still being researched by the Town Attorney.

Other than the above, the only recommended change from the Commission was to bar noisy construction work on Sunday. All changes are reflected in the summary and the ordinance.

Text Amendment

See Attachment

Staff Findings

Staff recommends **APPROVAL** of this zoning ordinance change.

Planning Commission Findings

The Planning Commission voted 7-0 to recommend **APPROVAL** of this zoning ordinance change.

1. Corner Lots

Why change the ordinance?

At present, the corner lot ordinance is vague and only covers the setback, not placement of objects in the setback. Many houses have fences, accessory structures, and parked vehicles in the front setback area. Also, most jurisdictions allow for a half-setback on the secondary front setback.

3-4.1 Setbacks on Corner lots

Current

Where a side yard abuts a street, the minimum side yard requirements along the street shall be not less than the minimum front yard setback prescribed by Table 2 for the district in which the lot is located.

Proposed

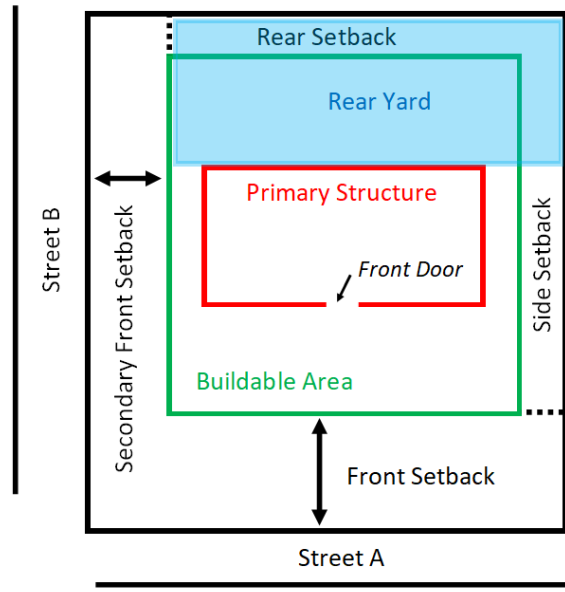
For lots located on a street corner, all property lines abutting a street shall be considered a front yard. The side and rear yard shall be determined by the Zoning Administrator in consultation with the property owner.

Accessory structures permitted only in the rear yard must be placed behind the rear building line and outside of the front setback. Automobiles, boats, trailers, campers, and other vehicles not parked in an approved space in the front or side yard must be parked in the rear yard outside of the front setback.

Fences taller than 4' are permitted in the rear yard and side yard. Any fence in the front setback may be no taller than 4'.

On residential lots, the yard in front of the front door is considered the primary front yard and has a front setback as shown in Table 2. The front yard not in front of the front door is considered the secondary front yard and has a setback equal to one half the front yard setback as shown in Table 2. Where the primary structure sits diagonally on the lot, both front yards will be considered primary and will have the front setback described in Table 2.

On non-residential lots, all front yard setbacks are equal to the setback laid out in Table 2.



2. Accessory Dwelling Units

Why change the ordinance?

The current ordinance does not allow for prefabricated buildings to be used as accessory apartments. With the prevalence of accessory apartments and modern prefabricated buildings designed for this purpose, allowing such structures may spur accessory apartment growth and create new housing options.

2-3.6 Conditional Uses for Accessory Apartments

Current

- H. Neither the primary residence nor the accessory apartment shall be a manufactured home or mobile home.

Proposed

- H. Neither the primary residence nor the accessory apartment shall be a mobile home. The accessory apartment may be prefabricated but must meet all applicable building codes.

3. Architectural Standards

Why change the ordinance?

Currently the town has no rules for commercial or attached residential architecture outside of the negotiated zoning district. As we have begun pushing for a higher standard of architecture within the negotiated zoning district, this ordinance would create some baseline requirements in the other zones. No architectural rules for single family detached residential are proposed.

The following comes verbatim from an ordinance written for Moncks Corner. It is not prescriptive, but provides a basis for the Zoning Administrator to influence architecture, materials, and colors.

3-12 Architectural Standards

Proposed

Purpose

The Town of Irmo seeks to promote architectural design which is harmonious with adjacent structures and sensitive to the natural environment. No single architectural style will be mandated within Irmo. However, the reliance on or use of a standardized “corporate or franchise” style is strongly discouraged, unless it can be shown to the Town administrations’ satisfaction that such style meets the objectives noted below. Strongly thematic architectural styles associated with some chain restaurants, gas stations, big box, and service stores are discouraged and, if utilized, will be recommended to be modified to be compatible with the Town’s design objectives.

The primary purpose of this policy statement is to achieve the following goals: enhance and protect the Irmo quality of life and community image through agreed upon architectural design objectives and protect and promote long-term economic vitality through architectural design objectives which encourage high quality development, while discouraging less attractive and less enduring alternatives.

Design Objectives

The following architectural design objectives are intended to apply to all nonresidential, attached and multi-family residential development within the Town. New building construction shall provide a sense of permanence and timelessness. High quality construction and materials should be used to ensure that buildings will not look dated or worn down over time, nor require excessive maintenance.

Exterior building materials should be aesthetically pleasing and compatible with materials and colors of nearby structures. Predominant exterior building facade materials shall consist of high quality, durable products, including but not limited to cementitious siding (i.e. HardiePlank), brick, sandstone, fieldstone, decorative concrete masonry units, wood, and glass. Metal

□

exteriors are not permitted unless used as an architectural style, such as modern steel and glass architecture, and approved by the Zoning Administrator. Metal warehouse-type architecture shall not be permitted except in the Light Manufacturing Zone. External Insulation Finished Systems (E.I.F.S.) material shall be utilized only on the building trim and accent areas.

Building colors should accent, blend with, or complement surroundings. Façade colors are recommended to be earth tone colors which are low reflectance, subtle, and neutral (e.g., grays, greens, burgundies, browns, and tans). The coloring of all materials should be integral to the product and not painted on the surface of said product. The use of high intensity colors, metallic colors, black or fluorescent colors is discouraged. Primary colors are requested to be reserved for trim and accent areas.

Exposed neon tubing, LEDs, marquee lights or other bright lighting used for the purpose of attracting attention is not an acceptable feature on buildings or windows facing the exterior. This does not prevent the use of lighting as an accent (such as goose neck lamps with white lights lighting the roofline) or the use of interior-lit signage. Pitched roof designs are highly recommended for lowrise retail, office, and multi-family residential buildings utilizing architectural asphalt shingles or standing-seam metal panels. Flat roofs are not encouraged.

In the case of strip malls, big box stores, and shopping centers; such buildings shall provide elevations which reflect this objective through variations in facade setback and parapet wall presentations. Roof colors are requested to be muted and compatible with the dominant building color; long blank walls on retail buildings are to be avoided through the use of foundation landscaping, architectural details and features, or murals.

Large scale retail buildings are encouraged to have height variations to reduce scale and give the appearance of distinct elements; and lastly, roof top mechanical installations shall be appropriately screened so as to block the view from adjacent public and private streets and properties. Such screening shall match or compliment the overall theme of the building.

Signs. Signs provide important functions of both advertising and navigation by motorists and pedestrians. However, signs often dominate a site and can be counterproductive to the primary function of directing patrons. Through careful and well-planned site design, signs should be designed with the following elements in mind:

1. Compatible with their surroundings in terms of size, shape, color, texture, and lighting and not promote visual competition with other signs along the corridor.
2. Architecturally integrated with the site's primary building(s).
3. Located such that they do not restrict sight distances of pedestrians or motorists, especially at driveways and intersections.
4. Limit the number necessary to direct patrons throughout the site. Discourage the use of pole, pylon, and temporary signs.
5. Limited to necessary information, regardless of the size permitted by the sign ordinance. Repetitive information shall not be permitted, such as dual signs on corner building when one sign is highly visible from the intersection.

□

It shall be the duty of Zoning Administrator, Building Official, and Town Administrator to determine whether any specific request shall be considered in accordance with the Architectural Standards.

Any party who disagrees with the decision regarding the Architectural Standards may appeal the decision to the Board of Zoning Appeals.

4. Billboard Repair

Why change the ordinance?

The Town has been approached by the local billboard industry to explore a billboard repair ordinance. Currently, new billboards are prohibited, and nonconforming structures cannot be repaired at more than 50% of their current value. As such, an old, dilapidated billboard cannot be repaired. Historically, this has forced billboard owners to maintain their billboards lest they face removal.

An unintended consequence of this is that property owners can be forced into a continued relationship with a billboard company. For example, John Doe owns the land upon which a billboard owned by Brand X is located. Brand X can refuse to pay market rate for land rental for their billboard, knowing that if the billboard falls into disrepair or is removed the land owner cannot repair or replace the billboard and rent it to another advertising company.

The purpose of this ordinance is to allow a property owner to repair a billboard, including converting the billboard from a standard poster style to a digital billboard. No new billboards would be allowed in town limits, nor would signs be permitted to be enlarged or have a higher maximum height.

This ordinance would also allow a negotiation between the billboard owner and Town administration should larger billboards be desired. The town could allow a larger billboard or even a new billboard in Town – along I-26, for example – in exchange for the removal of a billboard elsewhere within Town, if deemed appropriate.

5-4 Prohibited Signs

Current

A. Prohibited signs shall be defined by example as follows

10. Signs that identify or advertise a product or business not located at the premises. Off-premises signs are defined as any sign, including digital and changeable copy signs, that identifies or communicates a message related to an activity conducted, a service rendered, or a commodity sold that is not the primary activity, service, or commodity provided on the site where the sign is located. Except as allowed under Temporary Signs, any sign which relates in its subject matter to products, accommodations, services, or activities that are sold or offered elsewhere than upon the premises on which such sign is located is not allowed. Off-premises advertising signs include, but are not limited to, those signs commonly referred to as outdoor advertising signs, billboards, or poster boards.

A. Nonconforming Signs

□

1. Any sign that does not meet the regulations herein in terms of size, height, construction, quantity, or type; as of the date of passage of this Ordinance shall hereby be declared nonconforming. To avoid undue hardship, any nonconforming signs associated with single tenant uses, and wall signs in multiple-tenant developments may remain in use until such time as they are voluntarily removed by the owner; damaged in excess of fifty percent (50%) of their current replacement cost by fire, storm, or other act of God; or if the business being advertised by the sign ceases operation. Any of the above conditions shall cause the sign to lose its grandfathered status, and the sign owner shall be required to remove the sign within thirty (30) days. Failure to do so shall constitute authorization for the Town to remove it and assess the full cost to the sign owner; in addition to any other penalties prescribed for violation of this Ordinance. Such signs shall not be expanded, even if the tenant does not change. For multiple-tenant developments, existing, nonconforming directory signs (regardless of construction) may remain in use until such time as fifty percent (50%) of the original tenants at the time of passage of this Ordinance change. At such time, the nonconforming directory signs shall be removed by the landowner, and may be replaced with a conforming directory sign. Failure to do so shall constitute authorization for the Town to remove it and assess the full cost to the sign owner; in addition to any other penalties prescribed for violation of this Ordinance. Such signs shall not be expanded, even if the tenant(s) does (do) not change.

Proposed

- B.2. Large format outdoor advertising, commonly known as billboards, may be repaired or upgraded from standard, poster-style billboards, to digital billboards even if such repair or upgrade is worth more than 50% of the existing billboard. A billboard may be fully removed during the repair/upgrade process. Construction of the replacement billboard must commence within six months of removal. If construction of the replacement billboard does not commence within six months of removal, the replacement will be prohibited. Repaired, replaced, or upgraded billboards shall not be taller or larger in area than the existing billboard.

Should the owner of the billboard seek a larger or taller billboard, Town Administration may enter into a negotiation to remove existing billboards from Town in exchange for larger and taller billboards elsewhere in Town. The primary goal of this ordinance is to move billboards to the I-26 corridor and out of the lower density portions of Town, although that need not be the only consideration of Town Administration.

5. Coming Soon Signage

Why change the ordinance?

Currently the town does not have any language concerning construction signs – the large signs at construction sites stating who is doing the work. I want to put some rules in place for these signs, with the most important being that if such a sign is to be erected, it should prominently tell the public what is being constructed on site.

5-3 Sign Regulation by Type

Proposed

B. Construction Signs

1. Definition: Any temporary sign located at a construction site, generally to inform the public of the construction company, finance source, etc.
2. Permitted Zones: All Zones
3. Requirements:
 - A. Height: Eight (8) feet
 - B. Area: In the RS, RG, CO, CN districts: Twenty (20) square feet per exposed side; forty (40) square feet aggregate. In the CN and LM Districts, forty (40) square feet per exposed side, eighty (80) square feet aggregate.
 - C. Location: At least ten (10) feet from any street right-of-way.
 - D. One sign per street frontage
 - E. At least 50% of the surface area shall directly reference the specific project under construction, including the name of the development, any specific business(es), and a picture or rendering of the project. An expected completion date is encouraged.

6. Construction Timing

Why change the ordinance?

Currently the town does not have any language concerning when construction work may occur, leading to noise-related nuisances in residential areas. This ordinance seeks to set common sense times when outdoor construction work can occur without concern of creating a legal nuisance. The proposed times are 7 am - Sundown, Monday - Friday, and 8 am - Sundown on the weekend.

These times were run by CC&I and were confirmed as common schedules.

Sec. 22-108.-Noise (Town Code of Ordinance)

Proposed

- c) Noise created in conjunction with a valid building permit shall not be governed by this ordinance if generated during acceptable construction hours. During the hours of 7 a.m. to 7 p.m., Monday - Friday; and 8 a.m. to 5:00 p.m., Saturday. Any construction work generating noise perceptible from an adjacent lot performed outside of these hours under a building permit will be subject to this noise ordinance unless expressly permitted by the Zoning Administrator.

7. Planning Official and Zoning Administrator

Why change the ordinance?

The Code regularly uses the terms Planning Official and Zoning Administrator interchangeably.

Planning Official: Per the Zoning Ordinance, 12-1, "Planning Official means Irmo Town Administrator or other Town of Irmo employee, consultant, or contractor designated by the Irmo Town Administrator to administer assigned duties in the administration of this Ordinance."

Zoning Administrator: Per the Job Description, the Town Administrator is designated the Zoning Administrator. This is not stated in the Code of Ordinance or Zoning Ordinance.

Sec. 13-1. - General definition rules.

Proposed

(15) The term "Zoning Administrator" officially refers to the Town Administrator, who has been designated the Zoning Administrator in the Town Administrator job description. However, for the purposes of Town of Irmo Code of Ordinance and this appendix, the term Zoning Administrator is interchangeable with the term Planning Official and is defined as the Town Administrator or other town employee, consultant, or contractor designated by the Town Administrator assigned duties in the administration of this appendix.

STATE OF SOUTH CAROLINA)
)
TOWN OF IRMO)

ORDINANCE 25 – 03

AN ORDINANCE TO AMEND THE IRMO MUNICIPAL ORDINANCE, CHAPTER 22 - OFFENSES AND MISCELLANEOUS PROVISIONS; AS WELL AS APPENDIX A OF THE IRMO MUNICIPAL ORDINANCE; ZONING AND LAND DEVELOPMENT REGULATION, ARTICLE 2 - CONDITIONAL USES FOR ACCESSORY APARTMENTS, ARTICLE 3 - SETBACKS ON CORNER LOTS AND ARCHITECTURAL STANDARDS, ARTICLE 5 - PROHIBITED SIGNS AND SIGN REGULATIONS BY TYPE, AND ARTICLE 13 - DEFINITIONS

WHEREAS, the Town of Irmo desires to strengthen its Municipal Ordinance and its Code of Zoning and Land Development Regulations, amending said Code to address noted errors, omissions, vague language, and add appropriate standards; and

WHEREAS, the following text amendment to the Irmo Municipal Ordinance and Code of Zoning and Land Development Regulations has been proposed through collaboration with the Planning Commission; and

WHEREAS, the Planning Commission, at their March 10, 2025, meeting, voted to recommend approval of this amendment, as attached; and

WHEREAS, Council wishes to amend the Code of Municipal Ordinance as attached;

NOW, THEREFORE, BE IT ORDAINED and ordered by the Mayor and Town Council of the Town of Irmo, South Carolina, in Council duly assembled on this 15th day of April, 2025, that the Town of Irmo Code of Municipal Ordinance is hereby amended.

PASSED AND ADOPTED this 15th day of April, 2025.

William O. Danielson, *Mayor*

ATTEST:

Lisa Hancock, *Municipal Clerk*

1st Reading: March 18, 2025

2nd Reading: April 15, 2025

Public Hearing: April 15, 2025

ORDINANCE 25 – 03

Changes to the Municipal Code of Ordinance

Sec. 22-108.-Noise

Add new subsection (c)

- c) Noise created in conjunction with a valid building permit shall not be governed by this ordinance if generated during acceptable construction hours. During the hours of 7 a.m. to 7 p.m., Monday - Friday; and 8 a.m. to 5:00 p.m., Saturday. Any construction work generating noise perceptible from an adjacent lot performed outside of these hours under a building permit will be subject to this noise ordinance unless expressly permitted by the Zoning Administrator.

Changes to Appendix A of the Municipal Code of Ordinance

Section 2-3 Conditional Uses and Special Exceptions

2-3.6 Conditional Uses for Accessory Apartments

Remove current Condition H

- ~~H. Neither the primary residence nor the accessory apartment shall be a manufactured home or mobile home.~~

Replace with the following:

- H. Neither the primary residence nor the accessory apartment shall be a mobile home. The accessory apartment may be prefabricated but must meet all applicable building codes.

Section 3-4 Yard and set-back modifications.

3-4.1. Setbacks on corner lots.

Remove current 3-4.1 text

~~Where a side yard abuts a street, the minimum side yard requirements along the street shall be not less than the minimum front yard setback prescribed by Table 2 for the district in which the lot is located.~~

Replace with the following:

For lots located on a street corner, all property lines abutting a street shall be considered a front yard. The side and rear yard shall be determined by the Zoning Administrator in consultation with the property owner.

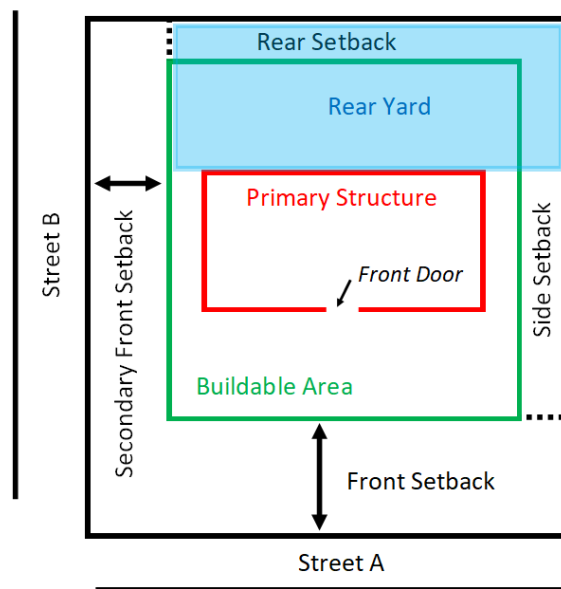
ORDINANCE 25 – 03

Accessory structures permitted only in the rear yard must be placed behind the rear building line and outside of the front setback. Automobiles, boats, trailers, campers, and other vehicles not parked in an approved space in the front or side yard must be parked in the rear yard outside of the front setback.

Fences taller than 4' are permitted in the rear yard and side yard. Any fence in the front setback may be no taller than 4'.

On residential lots, the yard in front of the front door is considered the primary front yard and has a front setback as shown in Table 2. The front yard not in front of the front door is considered the secondary front yard and has a setback equal to one half the front yard setback as shown in Table 2. Where the primary structure sits diagonally on the lot, both front yards will be considered primary and will have the front setback described in Table 2.

On non-residential lots, all front yard setbacks are equal to the setback laid out in Table 2.



Section 3-12 Architectural Standards

Add new Section 3-12

Purpose

The Town of Irmo seeks to promote architectural design which is harmonious with adjacent structures and sensitive to the natural environment. No single architectural style will be mandated within Irmo. However, the reliance on or use of a standardized “corporate or franchise” style is strongly discouraged, unless it can be shown to the Town administrations’ satisfaction that such

ORDINANCE 25 – 03

style meets the objectives noted below. Strongly thematic architectural styles associated with some chain restaurants, gas stations, big box, and service stores are discouraged and, if utilized, will be recommended to be modified to be compatible with the Town's design objectives.

The primary purpose of this policy statement is to achieve the following goals: enhance and protect the Irmo quality of life and community image through agreed upon architectural design objectives and protect and promote long-term economic vitality through architectural design objectives which encourage high quality development, while discouraging less attractive and less enduring alternatives.

Design Objectives

The following architectural design objectives are intended to apply to all nonresidential, attached and multi-family residential development within the Town. New building construction shall provide a sense of permanence and timelessness. High quality construction and materials should be used to ensure that buildings will not look dated or worn down over time, nor require excessive maintenance.

Exterior building materials should be aesthetically pleasing and compatible with materials and colors of nearby structures. Predominant exterior building facade materials shall consist of high quality, durable products, including but not limited to cementitious siding (i.e. HardiePlank), brick, sandstone, fieldstone, decorative concrete masonry units, wood, and glass. Metal exteriors are not permitted unless used as an architectural style, such as modern steel and glass architecture, and approved by the Zoning Administrator. Metal warehouse-type architecture shall not be permitted except in the Light Manufacturing Zone. External Insulation Finished Systems (E.I.F.S.) material shall be utilized only on the building trim and accent areas.

Building colors should accent, blend with, or complement surroundings. Façade colors are recommended to be earth tone colors which are low reflectance, subtle, and neutral (e.g., grays, greens, burgundies, browns, and tans). The coloring of all materials should be integral to the product and not painted on the surface of said product. The use of high intensity colors, metallic colors, black or fluorescent colors is discouraged. Primary colors are requested to be reserved for trim and accent areas.

Exposed neon tubing, LEDs, marquee lights or other bright lighting used for the purpose of attracting attention is not an acceptable feature on buildings or windows facing the exterior. This does not prevent the use of lighting as an accent (such as goose neck lamps with white lights lighting the roofline) or the use of interior-lit signage. Pitched roof designs are highly recommended for lowrise retail, office, and multi-family residential buildings utilizing architectural asphalt shingles or standing-seam metal panels. Flat roofs are not encouraged.

In the case of strip malls, big box stores, and shopping centers; such buildings shall provide elevations which reflect this objective through variations in facade setback and parapet wall presentations. Roof colors are requested to be muted and compatible with the dominant building color; long blank walls on retail buildings are to be avoided through the use of foundation landscaping, architectural details and features, or murals.

ORDINANCE 25 – 03

Large scale retail buildings are encouraged to have height variations to reduce scale and give the appearance of distinct elements; and lastly, roof top mechanical installations shall be appropriately screened so as to block the view from adjacent public and private streets and properties. Such screening shall match or compliment the overall theme of the building.

Signs

Signs provide important functions of both advertising and navigation by motorists and pedestrians. However, signs often dominate a site and can be counterproductive to the primary function of directing patrons. Through careful and well-planned site design, signs should be designed with the following elements in mind:

1. Compatible with their surroundings in terms of size, shape, color, texture, and lighting and not promote visual competition with other signs along the corridor.
2. Architecturally integrated with the site's primary building(s).
3. Located such that they do not restrict sight distances of pedestrians or motorists, especially at driveways and intersections.
4. Limit the number necessary to direct patrons throughout the site. Discourage the use of pole, pylon, and temporary signs.
5. Limited to necessary information, regardless of the size permitted by the sign ordinance. Repetitive information shall not be permitted, such as dual signs on corner building when one sign is highly visible from the intersection.

It shall be the duty of Zoning Administrator, Building Official, and Town Administrator to determine whether any specific request shall be considered in accordance with the Architectural Standards.

Any party who disagrees with the decision regarding the Architectural Standards may appeal the decision to the Board of Zoning Appeals.

Section 5-3 Sign Regulations by Type

Add new Subsection B. Construction Signs

B. Construction Signs

1. Definition: Any temporary sign located at a construction site, generally to inform the public of the construction company, finance source, etc.
2. Permitted Zones: All Zones
3. Requirements:
 - a. Height: Eight (8) feet
 - b. Area: In the RS, RG, CO, CN districts: Twenty (20) square feet per exposed side; forty (40) square feet aggregate. In the CN and LM Districts, forty (40) square feet per exposed side, eighty (80) square feet aggregate.
 - c. Location: At least ten (10) feet from any street right-of-way.
 - d. One sign per street frontage

ORDINANCE 25 – 03

- e. At least 50% of the surface area shall directly reference the specific project under construction, including the name of the development, any specific business(es), and a picture or rendering of the project. An expected completion date is encouraged.

Section 5-4 Prohibited Signs

Add new Subsection 2 under 5-4.B. Nonconforming Signs, and renumber all other subsections

2. Large format outdoor advertising, commonly known as billboards, may be repaired or upgraded from standard, poster-style billboards, to digital billboards even if such repair or upgrade is worth more than 50% of the existing billboard. A billboard may be fully removed during the repair/upgrade process. Construction of the replacement billboard must commence within six months of removal. If construction of the replacement billboard does not commence within six months of removal, the replacement will be prohibited. Repaired, replaced, or upgraded billboards shall not be taller or larger in area than the existing billboard.

Should the owner of the billboard seek a larger or taller billboard, Town Administration may enter into a negotiation to remove existing billboards from Town in exchange for larger and taller billboards elsewhere in Town. The primary goal of this ordinance is to move billboards to the I-26 corridor and out of the lower density portions of Town, although that need not be the only consideration of Town Administration.

Section 13-1 General Definition Rules

Add new bullet point below the bullet point for Planning Official in order to define Zoning Administrator

- The term *Zoning Administrator* officially refers to the Town Administrator, who has been designated the Zoning Administrator in the Town Administrator job description. However, for the purposes of Town of Irmo Code of Ordinance and this appendix, the term Zoning Administrator is interchangeable with the term Planning Official and is defined as the Town Administrator or other town employee, consultant, or contractor designated by the Town Administrator assigned duties in the administration of this appendix.



Staff Report

First Reading of Ordinance 25-04 Authorizing the Budget for Design, Construction, and Related Expenditures for the New Town Hall Project (Staff). This will approve the \$5,898,939 budget to construct the New Town Hall.

DATES: March 18, 2025
TO: Town Council
FROM:
SUBJECT:
ACTION
REQUESTED:

Background

Analysis

Staff Findings

Attachments

1. Ordinance 25-04 - Budget for the New Town Hall Project

STATE OF SOUTH CAROLINA)

)

ORDINANCE 25-04

TOWN OF IRMO)

AN ORDINANCE AUTHORIZING THE BUDGET FOR THE DESIGN, CONSTRUCTION, AND RELATED EXPENDITURES FOR A NEW TOWN HALL; AND OTHER MATTERS RELATED THERETO.

WHEREAS, the Town of Irmo recognizes the need for a new Town Hall to better serve its residents, improve municipal operations, and accommodate future growth;

WHEREAS, the current municipal facilities are insufficient to meet the town's operational and community needs;

WHEREAS, the Town Council has reviewed cost estimates, funding sources, and the feasibility of constructing a new Town Hall to serve as the central administrative facility for town operations;

WHEREAS, the Town desires to allocate funds and establish a budget for the design, construction, and furnishing of the new Town Hall;

WHEREAS, the Town desires to locate this new facility on town-owned property at the corner of Church Street and Moseley Avenue;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF IRMO, SOUTH CAROLINA, IN COUNCIL DULY ASSEMBLED, AS FOLLOWS:

Section 1: Authorization of Budget

The Town Council hereby authorizes and establishes a budget not to exceed \$5,898,939 for the design, construction, and related costs of a new Town Hall.

Section 2: Funding Sources

The budget for the project shall be funded through the following sources:

1. General Fund Allocations
2. Capital Improvement Funds
3. Grants and State/Federal Funding
4. Bond Issuance or Other Financing Mechanisms (if necessary)
5. Any Other Lawful Funding Sources as Identified by the Town Council

Section 3: Project Management and Oversight

- A. The Town Administrator, or their designee, shall oversee the project and ensure that expenditures remain within the authorized budget.
- B. Competitive bidding and procurement processes shall be followed in accordance with town policies, state laws, and grant requirements.
- C. Progress reports shall be provided to the Town Council at regular intervals to ensure transparency and fiscal responsibility.

Section 4: Authorization to Enter into Contracts

The Town Administrator is hereby authorized to execute contracts, agreements, and other necessary documents to implement the project in accordance with the approved budget and procurement procedures.

Section 5: Effective Date

This Ordinance shall take effect upon its adoption by the Town Council and shall remain in force until the completion of the new Town Hall project unless otherwise amended by the Council.

DONE AND RATIFIED in a duly assembled meeting of the Town Council of the Town of Irmo, South Carolina, this 15th day of April 2025.

William O. Danielson - Mayor

ATTEST:

Lisa Hancock, Municipal Clerk

First Reading: March 18, 2025
Second Reading: April 15, 2025
Public Hearing: April 15, 2025



Staff Report

Approval to submit for a Justice Assistance Grant in the amount of \$68,328 for police training equipment (Police Department). This is a 10% grant that, if awarded would require a \$6,833 match from the Town of Irmo.

DATES: March 18, 2025
TO: Town Council
FROM: Courtney Dennis, Town Administrator
SUBJECT: Approval to submit a Justice Assistance Grant Application
ACTION REQUESTED: Approval to submit a Justice Assistance Grant Application

Background

The purpose of the Justice Assistance Grant (JAG) Program is to assist local governments in carrying out specific programs, which offer a high probability of improving the functioning of the criminal justice system. JAG funds may be used to provide additional personnel, equipment, supplies, contractual support, training, technical assistance, and information systems for criminal justice purposes. Sub-grantees must provide 10 percent program cost in the form of a cash match, with the other 90 percent of the amount covered by federal funds administered through the South Carolina Department of Public Safety (SCDPS).

Analysis

The Irmo Police Department has drafted a JAG Grant Application to purchase training equipment in the form of a MILO Range Pro Training System. This system enhances officer knowledge, skills, and confidence in a safe, challenging training environment that is highly interactive and engaging. The MILO Range Pro Training System will allow instructors the ability to give presentations, classes, and conduct interactive testing and assessment of the department's use of force and firearms policies. This system will allow police officers, other staff, and civilians a chance to participate in realistic scenario-based exercises with detailed debriefing and after-action review. Utilizing these scenarios will help officers with training opportunities that will enhance the overall understanding of shoot/don't shoot situations, non-lethal options, de-escalation techniques and the corresponding decision making process related to law enforcement use of force.

Staff Findings

The cost of the project to purchase the virtual training system and accessories is

\$68,328. If awarded, the Town of Irmo would be required to provide a 10% cash match in the amount of \$6,833.

Staff recommends approval to submit the grant application.

Attachments

1. JAG - MILO Range Pro Training System
2. MILO Pro Quote

Project Details

Project Title:*Imo Police Department MILO Range Pro training System ****Project Summary:***This grant would fund the purchase of a new MILO Range Pro Training System and accessories for the Imo Police Department to help provide continuous and progressive training for police officers that ensures the safety of our citizens as well as our officers.***Type of Application:***New ****Year of Funds:***1 ****Appropriation of Non-Grantor Matching Funds:***City ****Program Area:***Law Enforcement Programs ****County(ies) this project will serve:***Lexington County,Richland County **

Agency Details

Agency Specific Information

Agency Name:

*Town of Imo Police Department **

Address: *1230 Columbia Avenue **

City: *Imo **

State: *South Carolina **

Zip: *29063 **

County: *Lexington County **

Telephone Number: *(803) 781-8088*

Fax Number: *(803) 781-1884*

Organization Type: *Municipality **

US Congressional District: *2 **

Has your agency registered in the [System for Award Management \(SAM\)](#)? *Yes*

*

Has your agency completed its annual Risk Assessment in the Organization Profile? *No*

*

Please be advised, your agency must be current in its annual Risk Assessment information before an award can be made to your organization.

Contact Information

*NOTE: THE PROJECT DIRECTOR, FINANCIAL OFFICER AND OFFICIAL AUTHORIZED TO SIGN CANNOT BE THE SAME PERSON. STAFF BEING FUNDED UNDER THIS GRANT MAY NOT BE ANY OF THE BELOW OFFICIALS WITHOUT OHSJP APPROVAL.

Project Director (Required)	Prefix: <i>Corporal*</i>	First Name: <i>Kenneth*</i>	Last name: <i>Neivel*</i>	Suffix:
	Title: <i>Administrative Corporal*</i>	Organization Name: <i>Imo Police Department*</i>		
	Street Address Line 1: <i>1230 Columbia Ave P.O. Box 406*</i>			
	City: <i>Imo*</i>	State: <i>South Carolina*</i>	Zip: <i>29063*</i>	Street Address Line 2:
	Phone: <i>(803) 781-8088*</i>	Ext: <i>241</i>	Email: <i>kneivel@townofirmosc.com*</i>	

Financial Officer (Required)	Prefix: <i>Mr.*</i>	First Name: <i>Courtney*</i>	Last name: <i>Dennis*</i>	Suffix:
	Title: <i>Town Administrator*</i>	Organization Name: <i>Town of Imo*</i>		
	Street Address Line 1: <i>7300 Woodrow St. P.O. Box 406*</i>			
	City: <i>Imo*</i>	State: <i>South Carolina*</i>	Zip: <i>29063*</i>	Street Address Line 2:
	Phone: <i>(803) 781-7050*</i>	Ext: <i>100</i>	Email: <i>cdennis@townofirmosc.com*</i>	

Official Authorized to Sign (Required)	Prefix: <i>Mayor*</i>	First Name: <i>William*</i>	Last name: <i>Danielson*</i>	Suffix:
	Title: <i>Mayor*</i>	Organization Name: <i>Town of Imo*</i>		
	Street Address Line 1: <i>7300 Woodrow St. P.O. Box 406*</i>			
	City: <i>Imo*</i>	State: <i>South Carolina*</i>	Zip: <i>29063*</i>	Street Address Line 2:
	Phone: <i>(803) 606-4991*</i>	Ext:	Email: <i>billdanielson@townofirmosc.com*</i>	

Programmatic Point of Contact (Required)	<i>[X]Same as Project Director</i>			
	Organization Name: <i>*</i>			
	Prefix: <i>*</i>	First Name: <i>*</i>	Last name: <i>*</i>	Suffix:
	Phone: <i>*</i>	Ext:	Email: <i>*</i>	

Financial Point of Contact (Required)	Same as Financial Officer	Organization Name: <i>Town of Imo*</i>		
	Prefix: <i>Ms.*</i>	First Name: <i>Lisa*</i>	Last name: <i>Hancock*</i>	Suffix:
	Phone: <i>(803) 781-7050*</i>	Ext: <i>101</i>	Email: <i>lhancock@townofirmosc.com*</i>	

Program Narrative

PROBLEM STATEMENT:

First, define the problem exactly as it exists in your particular community. Describe the nature and magnitude of the problem using valid, updated statistical data, and cite the source and date of your information. Prior data may be used to show changes in the magnitude or severity of the problem. Remember to document the problem and not the symptoms or solutions of the problem. Second, identify your existing efforts, current resources and programs being utilized to deal with the problem.

*Training police officers presents challenges including the need to balance complex legal knowledge, high-stress situations, ethical decision-making, diverse community interactions, and ensuring proper de-escalation techniques are mastered, all while navigating the complexities of a constantly evolving legal landscape and public perception of policing. Current training involves firearms, driving, defensive tactics and taser training. Most of this training is on a range or in a classroom. The style of training for these classes make it difficult to create realistic scenarios that require rapid reactions that may be required by a police officer on the street.**

PROJECT PURPOSE:

First, describe the broad goals of your project. Then describe a specific plan for conducting the project and a rationale for the tasks and activities to be employed to address the problem outlined above.

*This project would provide the Imo Police department with the MILO Range Pro Training system. This system enhances officer knowledge, skills, and confidence in a safe, challenging training environment that is highly interactive and engaging. The MILO Range Pro Training System will allow instructors the ability to give presentations, classes, and conduct interactive testing and assessment in the department's use of force and firearms policies. This system will allow police officers, other staff, and civilians a chance to participate in realistic scenario-based exercises with detailed debriefing and after action review. Utilizing these scenarios will help officers with training opportunities that will enhance the overall understanding of shoot/don't shoot situations, non-lethal options, de-escalation techniques and the corresponding decision making process related to law enforcement use of force.**

PROJECT OBJECTIVE(S):

Objectives are specific, quantified statements of expected results of the project. The objectives must be described in terms of measurable events that can be realistically expected under time constraints and resources. Objectives must be related to the Problem Statement and Project Purpose outlined above.

1. Install the MILO Pro Training system and have instructors attend the train the trainer class.

2. Start adding the training system to the training cycle to include new hire and in-service training.*

PERFORMANCE INDICATOR(S):

State exactly how each objective will be measured. Performance indicators must be matched to each program objective listed above (i.e., if there are 5 objectives then there must be 5 corresponding performance indicators). Performance indicators are based on quantitative (numbers) and qualitative (opinions organized in meaningful ways) data gathering procedures which evaluate and document your project.

1. Documentation for the instructors will be added to their files.

2. New and in-service training will be added to the training schedule.*

PROJECT EVALUATION:

This requirement is to: (1) establish an evaluation plan or process to assess the impact of your project on the problem in your jurisdiction, (2) conduct the evaluation during the grant funded period, and (3) submit a formal written evaluation report at the close of the grant period. The purpose of evaluating each project is to assess how well it has been implemented in your jurisdiction and to assess the extent to which the activities funded have achieved the project's goals. The plan or process must describe how the evaluation will be accomplished and must describe the range of activities that will serve as vehicles for obtaining general qualitative and specific quantitative information. The plan or process must be completed and submitted on this page.

*The Project Director will evaluate the project based on the objectives and performance indicators. The Project Director will submit this evaluation as the last page of the final progress report.**

GRANT-FUNDED PERSONNEL TRAINING:

A formal training plan should be prepared for grant-funded personnel to provide qualification training necessary to adequately implement the first year of the grant project. For continuation grant projects, sustainment-training needs are encouraged and expected. Cite the training plan and training courses below.

Training is included with the purchase of the MILO Pro training System. The vendor will install the system and provide training to our instructors. The instructors will then be able to maintain and operate the system for all future in-service training.

PROJECT CONTINUATION POTENTIAL:

Explain how the project activity will be continued after federal assistance is no longer available.

*The grant funding for the Milo Pro Training System will be permanent after the purchase. The Town of Irmo will account for the maintenance of the new system in the annual budget.**

Total Population for county(ies) or City/Town: 12,033

Cite source of information: <https://www.census.gov/quickfacts/irmotownsouthcarolina>

AGENCY INFORMATION: (For Law Enforcement Agencies ONLY)

Number of regular full-time officers in implementing agency: 27

Number of regular part-time officers in implementing agency:

Number of reserve officers in implementing agency: 2

Total number of personnel in implementing agency: 33

Implementation Schedule

The Implementation Schedule is intended to give our office a proposed list of activities planned, when they are to be implemented, and the person responsible. Exact dates are not necessary in the "Implementation Proposed Time Frame" section.

Implementation Tasks	Person Responsible	Implementation Proposed (Proposed Quarters)
<i>Purchase MILO Pro</i>	<i>Project Director</i>	<i>1st Quarter</i>
<i>Install MILO Pro</i>	<i>Project Director / Vendor</i>	<i>3rd Quarter</i>
<i>Train Instructors</i>	<i>Project Director / Vendor</i>	<i>3rd Quarter</i>
<i>Add Classes to in-service training</i>	<i>Project Director</i>	<i>4th Quarter</i>

Personnel

☒ Check here if this form is not applicable.

Position Title:

If multiple grant-funded positions are being requested, you must select the **ADD** button to create an additional page for each position.

Rate	Salary	Time Worked (# of hours, days, months, years)	Percentage of Time	Total	Cash Matching Funds	Grantor Costs
	\$			\$0	\$0	\$0
Salaries - Total(s):				\$0	\$0	\$0

Type of Benefit	Base	Rate	Total	Cash Matching Funds	Grantor Costs
	\$		\$0	\$0	\$0
Other Employer Contributions (Itemize)	\$		\$0	\$0	\$0
Employer Contributions - Total(s):			\$0	\$0	\$0

Personnel Grant Total Costs:	Grant Total	Total Cash Matching Funds	Total Grantor Cost
	\$0	\$0	\$0

Narrative

Please include a description of the responsibilities and duties of each requested position in relationship to fulfilling the project goals and objectives. If this is an existing grant-funded position, provide justification for any salary increases. Applicants may provide any other explanation or comments in this section.

*

Contractual Services

☒ Check here if this form is not applicable.

Itemize - DO NOT include professional fees for doctors, psychologists, etc.

Service Description	Cost	Quantity	Total	Cash Matching Funds	Grantor Cost
	\$		\$0	\$0	\$0
Contractual Services - Total(s):			\$0	\$0	\$0

Narrative

Explain exactly how each item listed in your budget will be utilized. It is important that the necessity of these items, as they relate to the operation of the project, be established. Dollar amounts DO NOT have to be provided.

*

Travel

☒ Check here if this form is not applicable.

Purpose of Travel Indicate the purpose/type of trip including location if available (i.e. training, advisory group meeting, etc.)	Type of Expense Loading, meals, etc.	Basis Per Day, mile, trip, etc.	Cost	Quantity	# of Staff	# of Trips	Total	Cash Matching Funds	Grantor Cost
			\$				\$0	\$0	\$0
Travel - Total(s):							\$0	\$0	\$0

Narrative

Explain exactly how each item listed in your budget will be utilized. It is important that the necessity of these items, as they relate to the operation of the project, be established. Dollar amounts DO NOT have to be provided.

*

Equipment

Check here if this form is not applicable.

\$2,500 or more per Unit or a sensitive item as determined by your program.

Itemize - DO NOT USE BRAND NAME. Also, DO NOT include leased, rented items, or software.

Type of Equipment	Cost	Quantity	Total	Cash Matching Funds	Grantor Costs
	\$		\$0	\$0	\$0
Other Equipment <i>Virtual Training System and Accessories</i>	\$68,328	1	\$68,328	\$6,833	\$61,495
Equipment - Total(s):			\$68,328	\$6,833	\$61,495

Narrative

Explain exactly how each item listed in your budget will be utilized. It is important that the necessity of these items, as they relate to the operation of the project, be established. Dollar amounts DO NOT have to be provided.

*The above listed line item consists of the Virtual Training System and accessories used by our officers on the street. This will allow the system to be used in conjunction with all of the officer's issued equipment to ensure the scenarios are as realistic as possible.**

Other

☒ Check here if this form is not applicable.

Type of Cost	Cost	Quantity	Total	Cash Matching Funds	Grantor Cost
	\$		\$0	\$0	\$0
Other Costs	\$		\$0	\$0	\$0
Other - Total(s):			\$0	\$0	\$0

Narrative

Explain exactly how each item listed in your budget will be utilized. It is important that the necessity of these items, as they relate to the operation of the project, be established. Dollar amounts DO NOT have to be provided.

*

Budget Summary

Budget Category	Total	Cash Matching Funds	Grantor Cost
Personnel	\$0	\$0	\$0
Contractual Services	\$0	\$0	\$0
Travel	\$0	\$0	\$0
Equipment	\$68,328	\$6,833	\$61,495
Other	\$0	\$0	\$0
Total Project Costs	\$68,328	\$6,833	\$61,495

Audit Requirement

Attachments



MILO

MILO Range Pro

Interactive Force Options Simulator

GSA proposal prepared for:

**Cpl. Kenneth Neivel
Irmo Police Department
1230 Columbia Ave.
Irmo, SC 29063**

MILO RANGE PRO TRAINING SIMULATOR SUITE

Item	Description	Qty	Unit Price	Extended Price
1	MILO Range PRO HD system with 5.1 Audio System Includes: ▪ MILO v7 Software– Based on MS Windows 11 OS ▪ Desktop Computer ▪ HD Projector (1920 x 1080) ▪ HD (12' x7') fast-fold projection screen with transport case ▪ 16-device Hit Detection Box with Flashlight option ▪ All Power and Video Cables, Power Strip ▪ Touch-screen LCD Flat Panel Monitor ▪ Keyboard and Optical Mouse ▪ Speakers/Digital Audio Sound System ▪ Transport Cases (2) for System and Peripheral Items ▪ 925+ Multi-Branching Interactive Law Enforcement Scenarios are pre-loaded as well as 40+ Skill Builder exercises	1	\$41,890.00 GSA PN: MILO-RNG-P	\$41,890.00
	Course Designer Program: The Course Designer Program is an editing software program that can be used to create lessons, tests and presentations for classrooms, auditoriums and training rooms or for one on one instruction. Allows the user to utilize both digital video and computer graphics capabilities to create fully interactive training videos and/or graphics based training environments. Includes HD Camera for scenario filming	Inc		
	Dry-Fire Laser Training: Two weapon lasers of your choice or SIRT replicas. ▪ Pistol or Rifle lasers in 9mm, .40 or .45 ▪ SIRT replicas available in Glock, Sig Sauer or S&W models	2		
	OC Spray Training Devices: Laser modified OC spray training devices for non-lethal applications. Thumb or trigger activation. Includes 2 devices standard	2		
	Low Light Training Program: Allows the trainee to use a real flashlight in-conjunction with their weapon for low light training. This system is non-lane based which allows for multiple users. Includes 2 MILO Supplied Flashlights with IR lens	Inc		
	MILO Trainee Action Capture (TAC) with Picture in Picture Video/Audio debrief: Audio and color video capture of trainee's actions in a scenario for immediate or later debriefing and review.	Inc		

	Graph-X Targets: Allows the user to utilize any of the Graph-X modules for Marksmanship, Shoot-house, Basic Targets and Range Practice. Includes 75+ interactive CGI skill-builder exercises	Inc		
	Statistics and Management: Allows user to manipulate the database information as to create individual and/or group statistics using relevant filtering criteria.	Inc		
	Baton/Punch/Strike Branching and Scoring: Allows the trainer to manually branch the scenario while the trainee uses their actual baton or makes a strike/kick.	Inc		
	CONUS Delivery, Insurance and Standard 2-year Warranty	Inc		
	FREE Access to Software Updates and MILO Digital Scenario Library: Software updates and new HD Scenarios available, approximately 15 scenarios created at a minimum each quarter.	Inc		
	MILO Training with Setup (3 Days): 3-day Instructor/Operator Master course covering the MILO system, software and hardware at the end-users designated location for up to 6 students. Training at customer location TBD by the MILO instructor availability.	Inc		
(A)	MILO RANGE PRO TRAINING SYSTEM		\$41,890.00	
	TOTAL (Qty.1):			

Optional Training Items				
Item	Description	Qty	Unit Price	Total Price
2	WRK Drop-In Recoil Kit for Handgun (Glock-Need model): *Does NOT include the Weapon "Tether Less Model" training weapon with two (2) CO2 magazines and laser. Uses 12 Gm Co2 canisters. No permanent modifications to weapon required.	2	\$2,655.25 GSA PN: MILO-Recoil-Handgun	\$5,310.50
3	WRK Drop-in recoil kit for Rifle (AR-15): *Does NOT include the weapon. "Tether Less Model" training weapon with two (2) CO2 magazines and laser. Uses 12 Gm Co2 canisters. No permanent modifications to weapon required.	2	\$2,655.25 GSA PN: MILO-Recoil-Rifle	\$5,310.50
4	WRK Maintenance Kit: For use with MILO pistol, rifle and shotgun recoil kits.	1	\$445.00 US Gov't Discount Price	\$445.00
5	WRK Tabletop Refill Nozzle w/ Tank: Standalone refill tank with nozzle. (Only compatible with WRK recoil kits)	1	\$992.75 GSA PN: MILO-Recoil-Nozzle	\$992.75

6	TASER 7 Sim Weapon w/2 cartridges: Includes TASER weapon modified for use on the MILO Range system and two (2) dual-laser cartridges with model specific degree separation for reloading drills. (T7 Backordered Item-Delivery TBD)	2	\$2,245.00 US Gov't Discount Price	\$4,490.00
7	MILO Range React!: Allows instructor to simulate external distractions through vibration/light to reinforce tactical concepts like cover, etc. during scenarios.	1	\$895.00 US Gov't Discount Price	\$895.00
8	Tracking Return Fire-Cannon: Allows instructor tracking of trainees and electronic fire of 6mm pellets to simulate hostile fire to reinforce tactical concepts like cover, etc. during scenarios.	1	\$6,500.00 US Gov't Discount Price	\$6,500.00
9	MILO Range Ceiling Mount Kit: Needed if you want to have your system projector, speakers, cables and hit-detection system off the floor and mounted on the ceiling to open the training area up for enhanced tactical movement. Drop ceiling required or 6" x 6" mounting surface on ceiling needed for installation of projector and camera system-reference installed system diagram. Includes installation when purchased with system/training package.	1	\$2,495.00 US Gov't Discount Price	\$2,495.00
(B) Optional Training Items Total:			\$26,438.75	

MILO Range Pro System and Optional Items Cost (A + B):	\$68,328.75
Total Proposal Offer =	\$68,328.75

-See Important Terms and Conditions Next Page-

Standard Domestic Terms of Sale		
Quote Validity:	90 DAYS	All prices quoted in US Dollars (\$USD)
Payment Schedule:	50% At the time order is placed, 40% after shipment of equipment, 10% after completion of training (or 60 days after shipment if training is delayed beyond that point at request of customer)	
Payment Terms:	NET 30 from date of invoice	
Accepted Payment Options:	Check, Wire/ACH, Credit Card 3% surcharge will be added (MC/VISA, AMEX Only)	
Termination for Convenience:	If Buyer's order is canceled for any reason other than for Seller's default, Buyer is liable for all costs incurred at the time of cancellation to include order termination processing costs and restocking fees (20%) for any reusable components credited to Buyer's account	
US Delivery Lead Time:	Standard Production System:	45 Days ARO
US Delivery Location:	FOB Destination, unless otherwise stated; Partial Shipment and Partial Invoice may occur	
Taxes (Domestic):	a) Prices quoted do not include local, state or federal taxes unless indicated otherwise b) If this sale is subject to Use Tax, Buyer is liable for the tax and should make payment directly to its taxing authority. However, FAAC will collect Sales Tax for the following states: CA, FL, HI, IA, KY, MA, MI, NV, NY, TN, UT, WA and WV. c) If applicable, please include a copy of your tax exemption certificate or direct pay permit with your purchase order. d) FOB Factory will be subject to 6% MI Sales Tax.	
Warranty:	24 Months	from date of installation unless otherwise stated in the written proposal.
GSA Pricing:	If eligible, this proposal may contain both GSA and Open Market items. GSA items are identified with a GSA part number and are designated "GSA Item" in the Unit Price column. All other items are to be considered Open Market. Open Market items are allowed under circumstances set forth in FAR 8.402(f).	
Orders:	FAAC requires buying agencies to submit a Purchase Order as a binding agreement for the items proposed herein. Purchase Orders must reference FAAC's proposal. Please address all orders to: FAAC Incorporated c/o Contracts Department 1229 Oak Valley Drive Ann Arbor, MI 48108 (877) 322-2387 / Fax: (734) 761-5368 Email: orders@faac.com	
Cage Code:	3J401	Country of Origin: 100% USA Sourced
Tax ID:	38-2690218	Berry Compliant: Yes
DUNS:	175204163	
UEI:	UY43FBN7N HK8	
GSA Schedule:	PSS/00CORP; Contract # GS-00F-332CA	
Sales Representative:	Neil Gikas * neil.gikas@milorange.com * 734.358.8292	

*Purchases under the GSA Disaster Recovery Program are at the determination of the agency/school. GSA requires that a Purchase Order or contract issued under this Program include an identification statement (see below):

"This order is placed under GSA Schedule number GS-00F-332CA under the authority of the GSA Disaster Purchasing program. The products and services purchased will be used in preparation or response to disasters or recovery from major disaster declared by the President, or recovery from terrorism or nuclear, biological, chemical, or radiological attack."



Staff Report

Approval of a Road Closure Request to close a portion of Carlisle Street on May 17th, 2025 for Young's Chapel's Community Yard Sale (Staff).

DATES: March 18, 2025
TO: Town Council
FROM:
SUBJECT:
ACTION
REQUESTED:

Background

Analysis

Staff Findings

Attachments

1. Special Events Permit with Road Closure Map



Special Events Policy

A Special Event (SE) is defined as any event held within the Town of Irmo that is opened to the public, and could impact a Town right-of-way, or could affect public safety. The event must be approved by the Town Administrator and the permit fees are separate from any applicable rental fees obtained for the use of any Town facilities. The SE will not exceed two (2) consecutive days. Potential events include but are not limited to:

- Carnivals
- Concerts
- Displays
- Fairs
- Festivals
- Grand Openings
- Markets
- Parades
- Tent Sales
- Family Reunions
- Group Parties

A detailed, labeled site plan needs to be submitted with the application. It must include an approximate scale rendering of the location of tents, rides, tables, seating, location of food trucks/trailers, etc. being setup or brought in for the SE. A vendor list of what they are selling must be submitted and pre-approved by the Town Administrator.

- **TENTS** – can be no larger than 10X10 and must be free standing. Larger tents and/or those needing to be tied down will be subject to current temporary building code regulations.
- **BOUNCE HOUSES / CARNIVAL RIDES** – must be set up and run by certified personnel holding the appropriate liability insurance.
- **PARKING** – food trucks and/or trailers cannot use more than 3 parking spaces each while set-up
- **FOOD TRUCKS/TRAILERS** – must submit copies of SCDHEC Food Service Permits with application (DHEC does have a no cost Food Service SE permit). Only three (3) Food Trucks and/or trailers will be allowed at each SE and must be invited by the event host and included on the event permit. There is a separate \$35 permit fee charged to each food truck and/or trailer.
- **ALCOHOL SALES** – will require copies of the appropriate state permits and proof of insurance.
- **BARRICADES** – if needed can be requested through Public Services at (803) 781-7050.



SPECIAL EVENTS PERMIT APPLICATION

Location of Event: 7338 Carlisle Street, Irmo, SC _____

Type of Event: Community Yard Sale _____

Date(s): May 17, 2025 _____ Time(s): 6am to 3pm _____

Organization or Business Applying for the Permit: Youngs Chapel AME Church _____

Point of Contact: Maxine Sumpter _____

Phone: 803-237-0925 _____

Tents: Yes ☒ No _____ Size(s) 10X10 _____

Bounce Houses / Carnival Rides: Yes _____ No ☒ Liability insurance? Yes _____ No ☒ N/A _____

Food Trucks: Yes _____ No ☒ (must have their own business license)

Alcohol Sales: Yes _____ No ☒ (Check with DOR for Special Event Permit)

NOTE: Issuance of a Town of Irmo Special Event Permit does not relieve the applicant of any other requirements from other regulatory agencies that may regulate specific activities associated with the event.

Signature of Applicant:

Print name of Applicant: Maxine Sumpter _____

OFFICE USE:

Reviewed by: _____ / Date: _____

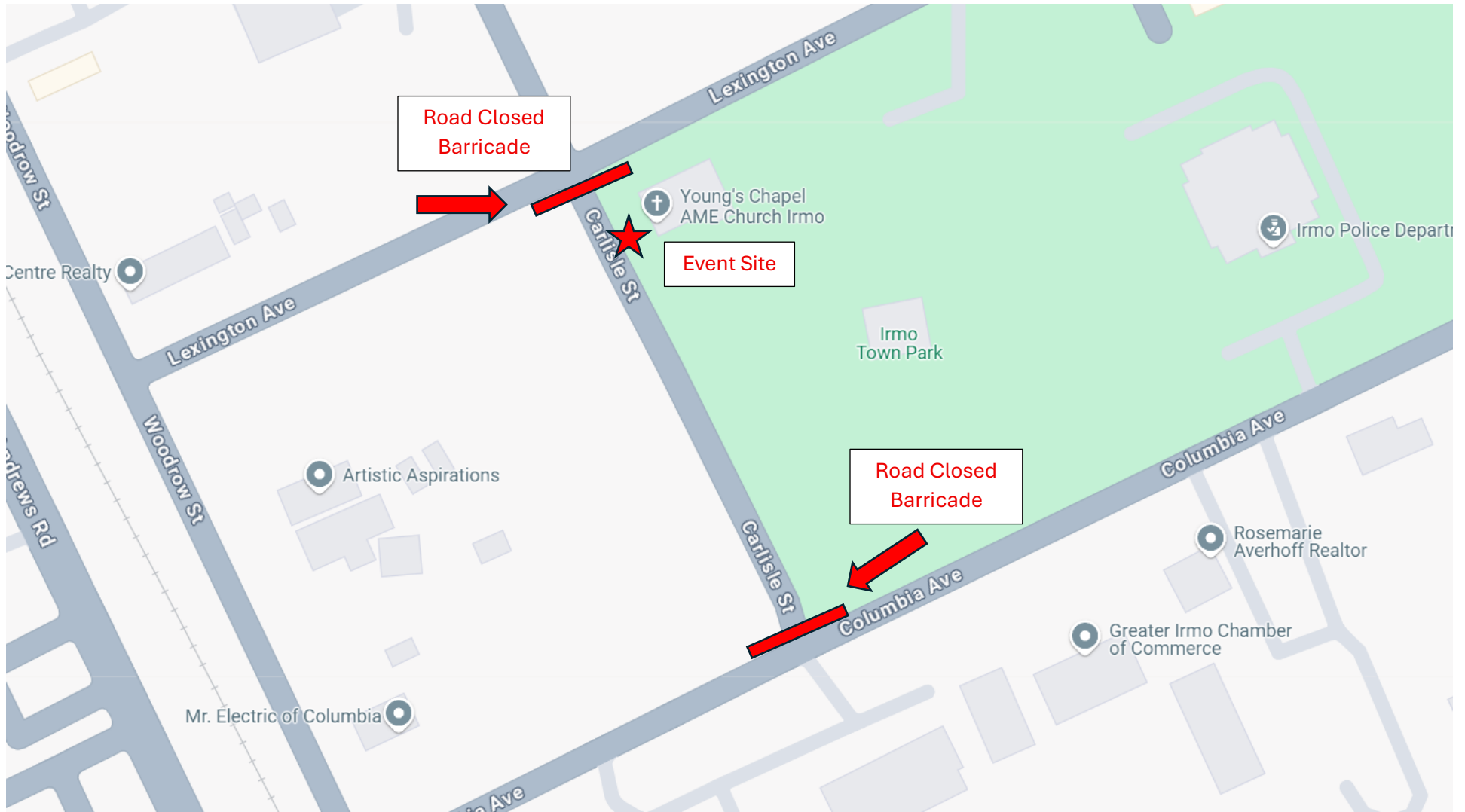
Town Administrator: _____ / Date: _____

☐ APPROVED ☐ DENIED
Revised 04-08-2022

PERMIT# _____

☐ Reviewed by IPD

☐ Reviewed by Fire Dept.



Road Closure for Carlisle Street (Town Owned Road) – May 17th, 2025, 6 am-3 pm (9 hours)

Two Police Officers will need to be hired for this event.