



TOWN COUNCIL WORKSHOP

Irmo Municipal Building
7300 Woodrow Street, Irmo, SC 29063

September 2, 2025 @ 6:00 PM

AGENDA

- I. Call to Order
- II. Discussion Items
 - A. Discussion on Ordinance 25-11 to annex three properties totaling approximately 18.92 acres along Dreher Shoals Road into the Town of Irmo.
 - B. Discussion of a contract with Watershed Consulting Group to develop and execute an annexation plan in accordance with the Town's Comprehensive and Strategic Plans.
 - C. Discussion on Water Walk concept plan and proposed annexation.
 - D. Discussion on an ordinance to regulate vines and tall bushes, as well as to grant permission to the Code Compliance Officer to write and issue municipal summons.
 - E. Discussion on an Economic Development Incentive Grant ordinance
 - F. Presentation and discussion of a newsletter
 - G. Discussion of a contract with MPA Strategies for public relations, media relations, Public Information Officer services for the IPD, and general communications consulting services.
- III. Open Discussion
- IV. 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: August 11, 2025
Town Council First Reading: August 19, 2025
Town Council Second Reading & Public Hearing: September 16, 2025

TO: Irmo Planning Commission
Irmo Town Council

FROM: Douglas Polen, Deputy Town Administrator

SUBJECT: Annexation Request

SUBJECT 18.92 acres consisting of three lots located at 3532 Dreher Shoals Road, TMS
PROPERTY: R03303-03-03 & -04 and R3302-01-11

ACTION Consider an ordinance to annex real property into the corporate limits of
REQUESTED: 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 the owners of the above-named lots to annex into the Town of Irmo. At this time, the applicants have no defined commercial project in mind. Rather, they seek to rezone the properties to commercial to make them more attractive to future buyers and developers.

Current Zoning

At present, two of the properties are zoned HM, Homestead District (Richland County). This provides "lands for low-intensity agricultural and agricultural-supporting uses, such as hobby farms, along with very low-intensity residential development that preserves the rural and natural character of the district."

The third property, R03302-01-11, is zoned RT, Residential Transition (Richland County). This district provides "lands for low-intensity residential development outside urban and suburban

settings. This district is intended to serve as a transition between very low intensity rural areas and suburban residential areas.”

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	HM, Homestead (Richland Co.)	Residential
East	CG, General Commercial and MD, Mixed Use (Irmo)	Vacant
South	HM, Homestead (Richland Co.)	Dutch Fork Church
West	GC, General Commercial (Richland Co.)	Commercial (Walgreens)

Irmo Comprehensive Plan

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

- Neighborhood Centers are generally located near concentrations of existing or planned neighborhoods, along key roadways or at major intersections.
- These areas have small-scale commercial, service and office uses that are typically less than 25,000 square feet and have a height of 1-2 stories.
- Building and parking design and lighting standards limit impact on existing residential development.

- May include limited areas of residential including a mix of housing types including single family homes, house-scale attached structures (i.e. duplexes), townhomes, live/work units and/or apartments.

Staff Findings

The subject parcels are located in a transitional area between low-density residential south on Dreher Shoals Road and the Ballentine commercial area at the corner of Dreher Shoals and Dutch Fork. As the subject parcel is directly adjacent to Walgreens, Dutch Fork Church, and the businesses of Ballentine Park Road, the requested General Commercial zoning is appropriate for the area.

Likewise, these lots are listed as a Neighborhood Center on the Future Land Use Map. This future land use is described as being located near concentrations of existing or planned neighborhoods, along key roadways, or at major intersections. These parcels meet all of the above, being located in close proximity to Milford Park, Livingston Place, and the Dreher Shoals/Dutch Fork intersection.

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

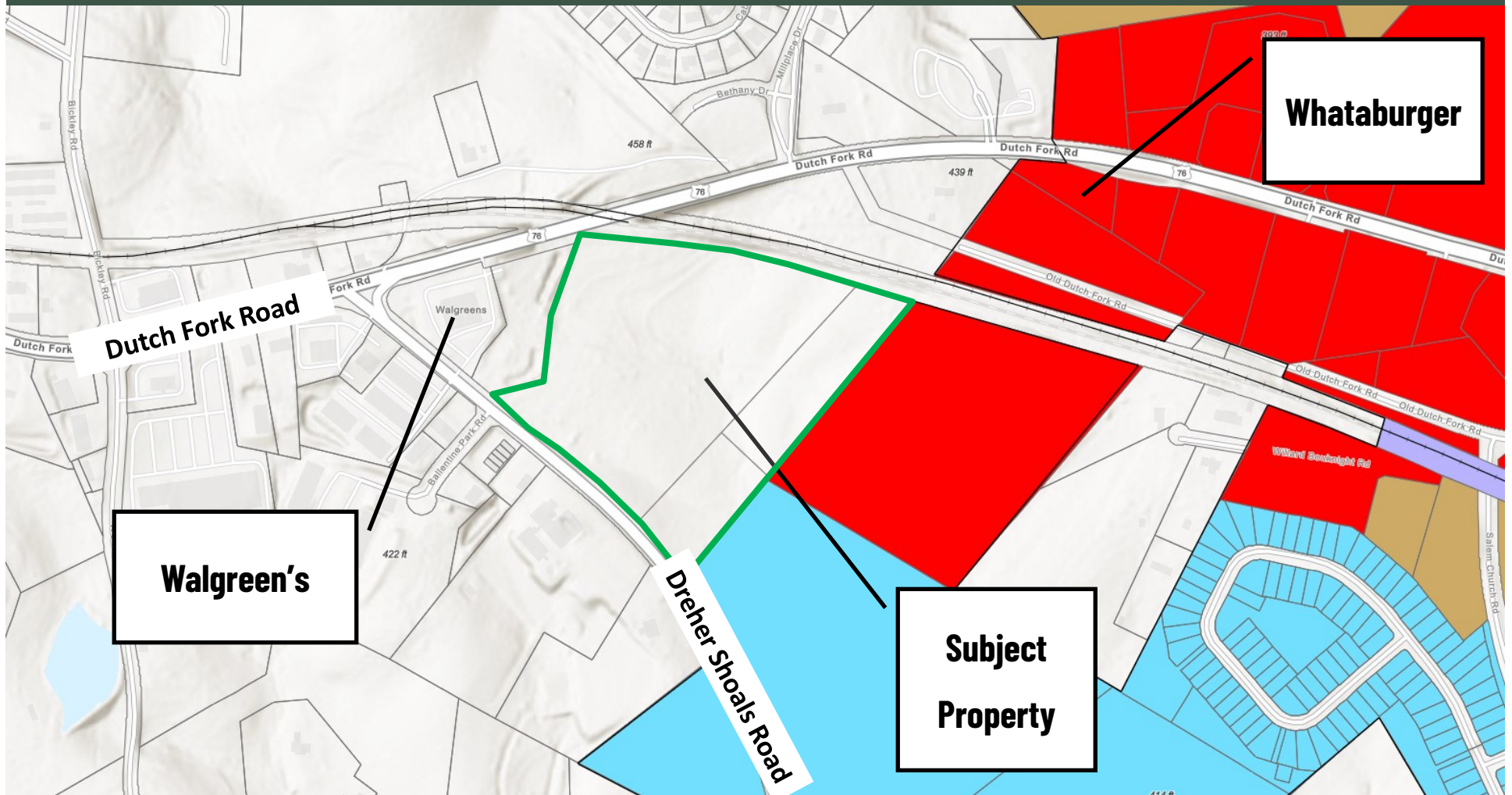
Planning Commission

At their August 11, 2025 meeting, the Planning Commission voted 6-0 to recommend approval of the annexation and rezoning.

3532 Dreher Shoals Road Annexation, Ordinance 25 - 11

Planning Commission | August 11, 2025

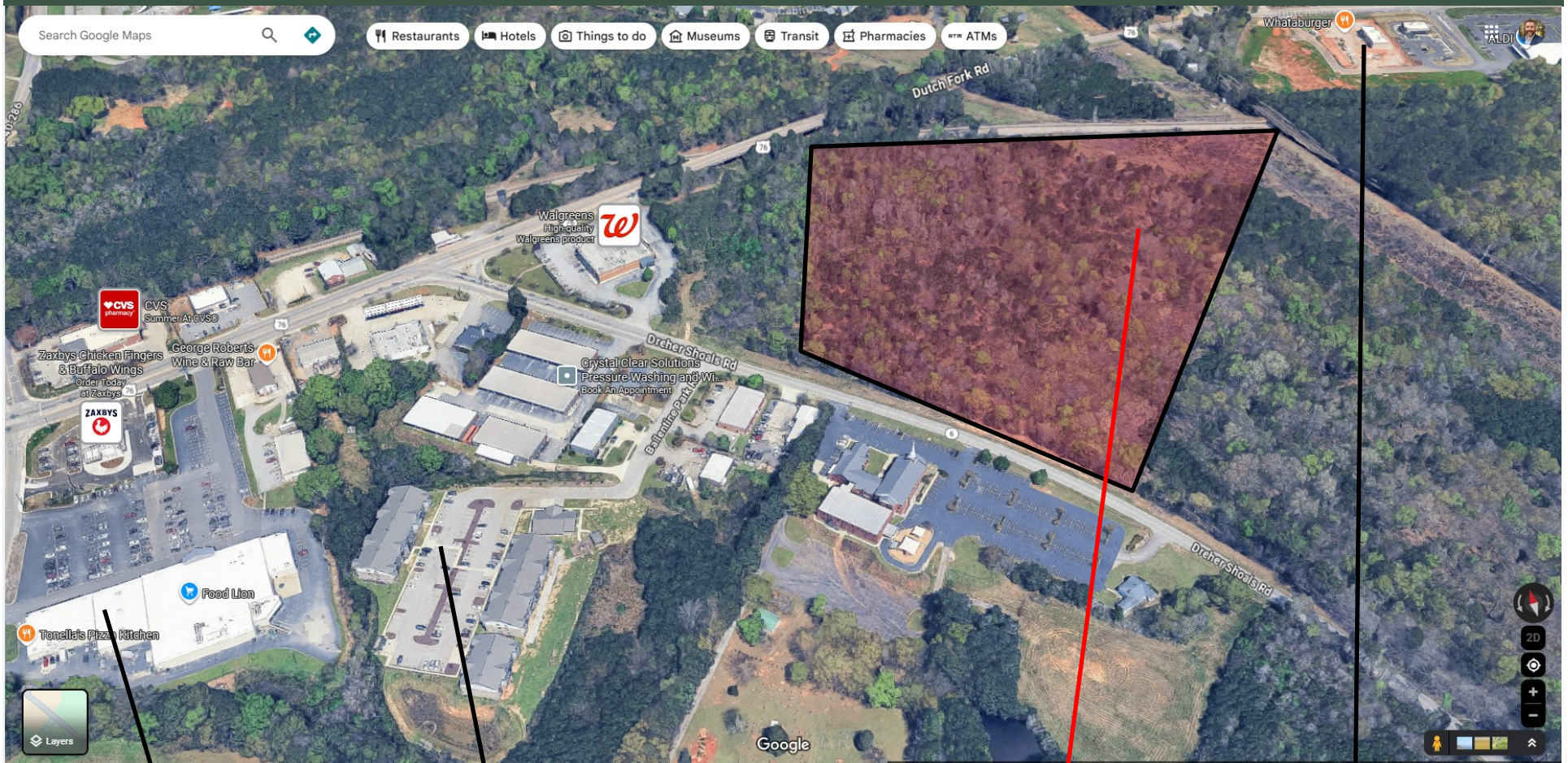
Town Council | August 19, 2025 & September 16, 2025



3532 Dreher Shoals Road Annexation, Ordinance 25 - 11

Planning Commission | August 11, 2025

Town Council | August 19, 2025 & September 16, 2025



**Food Lion Shopping
Center**

**The Pointe at Lake
Murray Apartments**

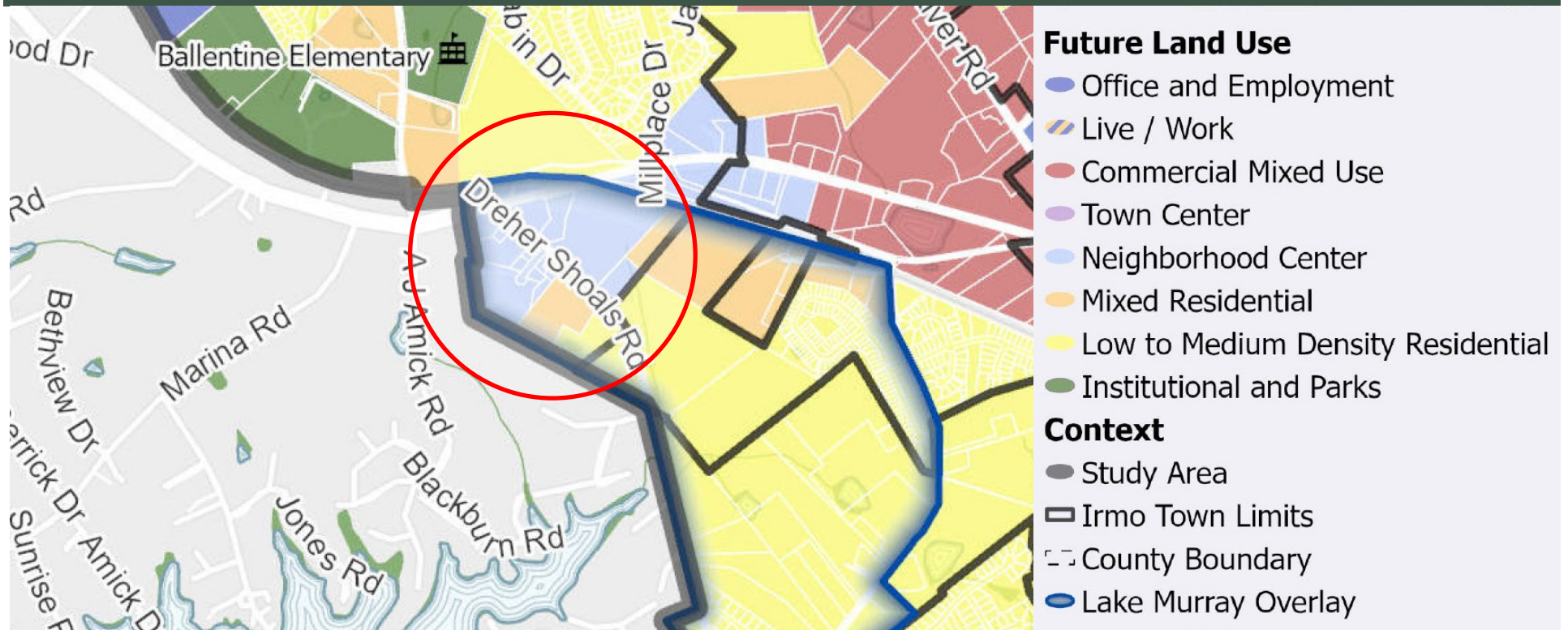
Subject Properties

Whataburger

3532 Dreher Shoals Road Annexation, Ordinance 25 - 11

Planning Commission | August 11, 2025

Town Council | August 19, 2025 & September 16, 2025



FUTURE LAND USE MAP

SCOPE OF WORK

August 26, 2025

Prepared for Town of Irmo

Watershed Consulting Group is pleased to provide the following Statement of Work (SOW) to support implementation of the Town of Irmo's Comprehensive and Strategic Plans.

About Watershed: Over \$200 million in project funding secured since 2022

Watershed is committed to clients and projects that lift communities. We are a Columbia-based regional consulting firm that partners with government, corporate, and not-for-profit clients to leverage and maximize the impact of federal and state investments and incentives.

Our consultants thrive at the junction of policy, relationships, and project development. Our team hails from the Fortune 500, leading associations and nonprofits, and all levels of government, bringing cross-sector experience and expertise in:

- Government programs & incentives
- Grant strategies & project finance
- Strategic planning & market analysis
- Research & evaluation
- Project development & partnerships
- Capacity building & professional development
- Community engagement & coalition building
- Communications & marketing

Scope of Work

Research, Planning, and Implementation: North of Irmo Area

Services will include:

- Developing a Strategic Growth Plan that targets 20 priority parcels to achieve the Town's growth goals;
- Researching ownership of parcels and identifying key stakeholders to inform marketing and communications strategy included within the Strategic Growth Plan;
- Developing a persuasive marketing campaign targeting priority parcel owners, to include development of up to three (3) mail pieces, one (1) rack card that may be used for direct property owner engagement, and one (1) script for staff or paid calls;
- Executing the Strategic Growth Plan to include face-to-face and remote contact with key stakeholders to identify/engage with property owners open to considering the annexation offer, in coordination with mail, phone banking, and/or digital vendors to establish timelines for delivery of assets;
- Developing tracking mechanisms for team and producing monthly progress reports with strategic analysis;
- Creating an anticipatory communications plan to message the Town's goals and objectives on various media platforms as needed and directed; and
- Facilitating a monthly check-in call with Town staff to troubleshoot issues, support ongoing implementation of the Strategic Growth Plan, and provide counsel to the team.

(Includes up to 6 hours monthly for coordination of calls, briefings, updates, and adjustments to the Strategic Growth Plan.)

Best effort will be made to confirm contact with every property owner. Watershed cannot guarantee that owners of priority parcels will be contactable or willing to engage.

Pricing

Watershed Consulting Group will provide delivery of professional services outlined in this proposal (Research, Planning, and Implementation) for a cumulative rate of \$22,500 over a 3-month period. The first month covers Research and Planning for a fee of \$12,500, followed by two months of implementation services billed at a rate of \$5,000/month. After the initial 3-month term, new priority properties can be added for Research and Implementation (up to 20 parcels at a time near the target area) at the \$5,000 monthly rate or a new scope can be developed to address new annexation objectives or adjustments to messaging and tactics.

In addition, Watershed requires an additional expense budget of \$4,900 for the initial Research, Planning, and Implementation scope. Expenses include graphic design services, printing and postage, and the Watershed team's travel to/from Irmo over the three-month engagement. Watershed will request authorization for any expenses that could exceed projections.

Deliverables: Strategic Growth Plan including marketing strategy, research on targeted parcels, marketing material designs, anticipatory communications plan, tracking mechanisms, and monthly reports.

Add-on Priority Areas

Research, Planning, and Implementation: Lake Murray Blvd. Corridor

Services will include:

- Reassessing the Strategic Growth Plan that targets 20 priority parcels to achieve the Town's growth goals along the Lake Murray Blvd. Corridor;
- Researching ownership of parcels and identifying key stakeholders to inform marketing and communications strategy included within the updated Strategic Growth Plan;
- Developing a persuasive marketing campaign targeting priority parcel owners. Campaign includes reassessment and potential development of up to three (3) mail pieces, one (1) rack card that may be used for direct property owner engagement, and one (1) script for staff or paid calls;
- Executing the updated Strategic Growth Plan to include face-to-face and remote contact with key stakeholders to identify/engage with property owners willing to take advantage of the annexation offer. To be coordinated with mail, phone banking, and/or digital vendors to establish timelines for delivery of assets;
- Continuing to utilize tracking mechanisms for team and produce monthly progress reports with strategic analysis;

- Executing the anticipatory communications plan to message the Town's goals and objectives on various media platforms as needed; and
- Facilitating a monthly check in call with Town staff to troubleshoot issues, help Watershed team continue to execute the Strategic Growth Plan, and provide general counsel to the team. (Includes up to 6 hours monthly for coordination of calls, briefings, updates, and adjustments to the Strategic Growth Plan.)

Best effort will be made to confirm contact with every property owner. Watershed cannot guarantee that owners of priority parcels will be contactable or willing to engage.

Pricing

Watershed Consulting Group will provide delivery of professional services outlined in this proposal (Research, Planning, and Implementation: Lake Murray Blvd) for a cumulative rate of \$19,300 over a 3-month period. The first month covers Research, Planning, and Implementation for a fee of \$9,300. Ongoing implementation services will be billed at a rate of \$5,000/month for the following two months. After the initial 3-month term, new priority properties can be added for Research and Implementation (up to 20 parcels at a time near the target area) at the \$5,000 monthly rate or a new scope can be developed to address new annexation objectives or adjustments to messaging and tactics.

In addition, Watershed requires an additional expense budget of \$2,350 for the initial Research, Planning, and Implementation scope. Expenses include graphic design services, printing and postage, and the Watershed team's travel to/from Irmo over the three-month engagement. Watershed will request authorization for any expenses that could exceed projections.

Deliverables: Updated Strategic Growth Plan including marketing strategy, research on targeted parcels, updated marketing material designs, tracking mechanisms, and monthly reports.

Research, Planning, and Implementation: St. Andrews Corridor

Services will include:

- Reassessing the Strategic Growth Plan that targets 20 priority parcels to achieve the Town's growth goals along the St. Andrews Corridor;
- Researching ownership of parcels and identifying key stakeholders to inform marketing and communications strategy included within the updated Strategic Growth Plan;
- Developing a persuasive marketing campaign targeting priority parcel owners. Campaign includes reassessment and potential development of up to three (3) mail pieces, one (1) rack card that may be used for direct property owner engagement, and one (1) script for staff or paid calls;
- Executing the updated Strategic Growth Plan to include face-to-face and remote contact with key stakeholders to identify/engage with property owners willing to take advantage of the annexation offer. To be coordinated with mail, phone banking, and/or digital vendors to establish timelines for delivery of assets;

- Continuing to utilize tracking mechanisms for team and produce monthly progress reports with strategic analysis;
- Executing the anticipatory communications plan to message the Town's goals and objectives on various media platforms as needed; and
- Facilitating a monthly check in call with Town staff to troubleshoot issues, help Watershed team continue to execute the Strategic Growth Plan, and provide general counsel to the team. (Includes up to 6 hours monthly for coordination of calls, briefings, updates, and adjustments to the Strategic Growth Plan.)

Best effort will be made to confirm contact with every property owner. Watershed cannot guarantee that owners of priority parcels will be contactable or willing to engage.

Pricing

Watershed Consulting Group will provide delivery of professional services outlined in this proposal (Research, Planning, and Implementation: St. Andrews Corridor) for a cumulative rate of \$19,300 over a 3-month period. The first month covers Research, Planning, and Implementation for a fee of \$9,300. Ongoing implementation services will be billed at a rate of \$5,000/month for the following two months. After the initial 3-month term, new priority properties can be added for Research and Implementation (up to 20 parcels at a time near the target area) at the \$5,000 monthly rate or a new scope can be developed to address new annexation objectives or adjustments to messaging and tactics.

In addition, Watershed requires an additional expense budget of \$2,350 for the initial Research, Planning, and Implementation scope. Expenses include graphic design services, printing and postage, and the Watershed team's travel to/from Irmo over the three-month engagement. Watershed will request authorization for any expenses that could exceed projections.

Deliverables: Updated Strategic Growth Plan including marketing strategy, research on targeted parcels, updated marketing material designs, tracking mechanisms, and monthly reports.

This is the cost of the services and scope of work summarized above for the Research, Planning, and Implementation phases of work. Pricing is subject to change if project specifications change or costs for outsourced and subcontracted services change before a contract is executed. Pricing is valid for 30 business days from the date of this proposal.



Staff Report

Discussion on Water Walk concept plan and proposed annexation.

DATES: September 2, 2025
TO: Town Council
FROM:
SUBJECT:
ACTION
REQUESTED:

Background

Material Capital Partners, the developer of Water Walk, has provided the first conceptual map of the development. Analysis of the map by Staff is attached.

The developer of Water Walk has the 22 acres across Dreher Shoals Road under contract and intends to amend the Water Walk plan and development agreement to include this property. No details have been provided to staff at this time, such as the possible mix of uses or number of possible residential units. At this time this item is proposed to go to Planning Commission in October.

Analysis

Staff Findings

Attachments

1. 2025.08.26 - Village Master Plan
2. Water Walk Concept Map Review
3. Proposed Water Walk Annexation Map



WATER WALK
IRMO, SOUTH CAROLINA

26 AUGUST 2025

oda.us.com | ODA ARCHITECTURE

Water Walk Concept Map Review – August 26, 2025 version

Total Residential Units

Proposed: 462 Permitted: 500 +/- 10%

APPROVED

Total Commercial Square Footage

Proposed: 90,000 sf Permitted: up to 150,000 sf

APPROVED

RD-1

Proposed:

	Dimensions	Lot Square Footage	Number of Units
Duplex	70 x 72	5,040 sf	42
Townhome	25 x 85	2,125 sf	67
Cottages	40 x 87.5 min.	3,500 sf min.	35

Permitted:

	Lot Avg. Sq. Footage	Number of Units	
Duplex & Townhome	2,000	72	NOT APPROVED
Cottages	4,250	73	APPROVED

- 145 total units permitted, 144 proposed
- No more than 25% of single family and duplex lots may be as small as 3,500 sf
- At least 25% of the lots will be 5,000 sf, single family and duplex
- Staff has spoken with the developer – they were equating duplexes with single family detached, not townhomes. They will adjust the plan accordingly.

RD-2

Proposed: 200 apartments
22 duplexes

Permitted: 220 units +/- 10%

Number of Units: **APPROVED**

The RD-2 allows for 2,000 sf townhome cottages. The plan shows 5,040 sf duplex lots. Substituting townhome lots for duplex lots feels like an upgrade to Staff.

APPROVED

RD-3

Proposed:

	Lot Square Footage	Number of Units
Duplex	6,200 sf (2,600/unit)	80
Cottages	5,000 sf	16

Permitted:

	Lot Avg. Sq. Footage	Number of Units	
Duplex & Townhome	2,000 sf per unit	67	NOT APPROVED
Cottages	4,500 sf average	68	NOT APPROVED

- 135 total units permitted, 96 proposed
- No more than 25% of single family lots may be as small as 4,000 sf
- At least 25% of the lots will be 5,000 sf, single family and duplex
- Staff has spoken with the developer - they were equating duplexes with single family detached, not townhomes. They will adjust the plan accordingly.

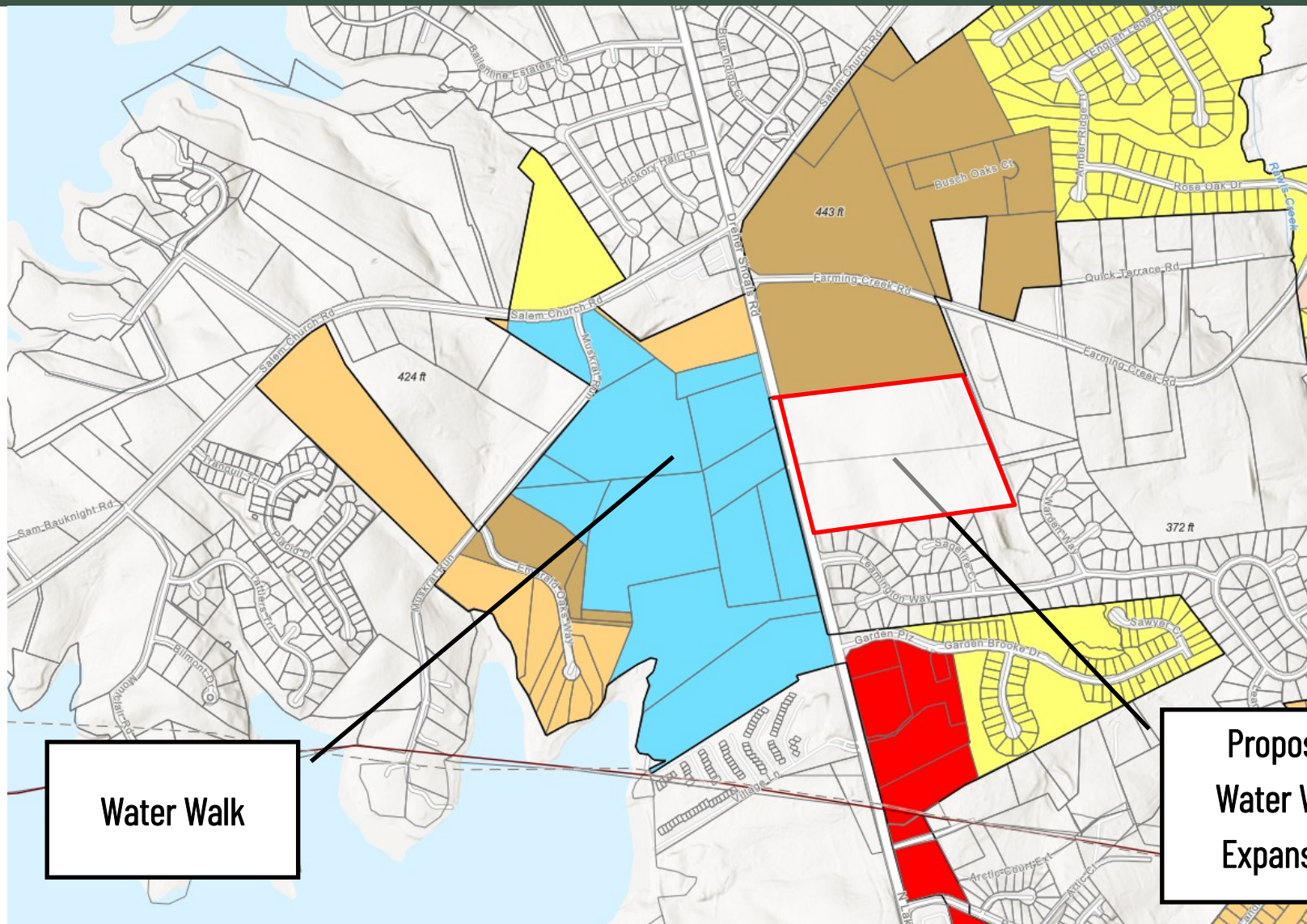
Staff Analysis

Staff feels that the overall design is attractive and in keeping with the approved zoning. The main issue is the number of duplexes vs the number of single family detached residential units. Staff has reached out to the developer and they will adjust accordingly.

Proposed Water Walk Annexation & Expansion

Planning Commission | October 13, 2025

Town Council | October 21, 2025 & November 18, 2025



Water Walk

**Proposed
Water Walk
Expansion**

ARTICLE II. NUISANCES¹

Sec. 14-31. Prohibited acts generally.

It shall be unlawful for any person within the town to do any act which offends or endangers the public order or economy of the town or which annoys, injures, endangers, interferes with or renders insecure the health, safety, good order, economy or property rights of the whole community or of any considerable number of persons, or to omit to do any act or perform any duty which the common good, public decency or morals, or the public right to life, health and the use of property requires. Any violation of this section shall constitute a nuisance.

(Ord. No. 24-10, 6-18-2024)

Sec. 14-32. Definition.

The town has adopted the International Property Maintenance Code (IPMC), which will be used to identify and abate any nuisances found within the town limits. The information in this article is supplemental to the IPMC and only supersedes that ordinance if explicitly stated. All premises within the town whether natural, improved or occupied, shall at all times be kept in a sanitary condition, free from unsightliness or nuisance. For purposes of this article, the term "nuisance" is defined to mean any condition or use of premises or building exteriors within the town which is detrimental to the property of others or which causes, or tends to cause, substantial diminution in the value of other property in the neighborhood in which such premises are located.

This includes, but is not limited to, the presence of any of the following:

- (1) Tall grass, weeds, and undergrowth. For the purpose of this article, the above terms natural, improved and occupied shall be defined [thusly]:
 - a. Natural is defined as any lot effectively in its original state and not ready for development. The land has generally not been graded and large trees often cover the property. On natural lots, tall weeds, grass, and other vegetation do not constitute a nuisance.
 - b. Improved lots are lots that have been prepared to some degree for development, usually through grading and the removal of large trees. Often these lots are flat, grassy fields. Improved lots can be returned to a natural state with the planting of trees as approved by the zoning administrator.

For the purpose of nuisance control, weeds and grass shall be no higher than two feet in height and town staff may require the owner to mow the property regularly to maintain said maximum

¹Editor's note(s)—Ord. No. 24-10, adopted June 18, 2024, repealed art. II, §§ 14-31—14-37, and enacted a new art. II as set out herein and as may later be amended. Former art. II pertained to similar subject matter and derived from 1985 Code §§ 8-201—8-206; Ord. No. 09-02, adopted February 17, 2009; Ord. No. 16-13, adopted August 16, 2016; Ord. No. 16-22, adopted November 15, 2016; Ord. No. 16-25, adopted February 7, 2017; Ord. No. 17-07, adopted March 21, 2017; Ord. No. 17-08, adopted March 21, 2017; Ord. No. 17-09, adopted March 21, 2017; Ord. No. 18-05, adopted April 17, 2018; Ord. No. 18-07, adopted May 1, 2018; Ord. No. 20-02, adopted February 18, 2020; Ord. No. 20-22, adopted October 6, 2020; and Ord. No. 23-05, adopted April 18, 2023.

State law reference(s)—Authority to define and abate nuisances, S.C. Code 1976, § 5-7-30.

height. For improved lots with a residential zoning or adjacent to residentially zoned land, the maximum height of weeds and grass shall be eight inches.

- c. An occupied lot is any lot with manmade structures, such as a house or commercial business. For these, the growth of grass, weeds, or undergrowth other than trees, bushes, cultivated garden, flowers, or other ornamental plants above the height of eight inches constitutes a nuisance. This is an addendum to IPMC 302.4.

(2) Vines, tall shrubbery and bushes, and other obstructive vegetation.

- a. For the purpose of this article, the terms structure, vines, shrubbery/bushes and obstructive vegetation shall be defined [thusly]:

1. Structure – Any building, dwelling, garage, shed, fence, or other constructed improvement located on a parcel of land.
2. Vines – Climbing or trailing plants, including but not limited to ivy, kudzu, wisteria, or similar vegetation that attaches to, climbs, or otherwise adheres to a structure.
3. Shrubby/Bushes – Woody perennial plants smaller than a tree, commonly grown for decorative or screening purposes.
4. Obstructive Vegetation – Vegetation that, by reason of size, location, or manner of growth, conceals a majority of the visible façade of a structure, obstructs windows, doors, or walkways, or poses a risk to structural integrity or public safety.

- b. Property owners shall maintain vines to ensure they do not:

1. Cover or obstruct windows, doors, or ventilation openings;
2. Extend onto roofs or under siding in a manner that may cause damage or deterioration;
3. Obstruct gutters, downspouts, or other drainage systems;
4. Extend onto adjoining properties without consent.

Vines permitted on fences, trellises, or decorative features must be trimmed and maintained in a manner that prevents encroachment onto sidewalks, rights-of-way, or neighboring properties.

- c. Shrubby or bushes located on a property shall be maintained so that they do not:

1. Exceed a height that conceals the majority of the front façade of a dwelling or building;
2. Obstruct windows, porches, entrances, or exits;
3. Extend into or over public sidewalks, rights-of-way, or roadways;
4. Create unsafe conditions by obstructing visibility for pedestrians or motorists.

The maximum allowable height of shrubbery in front yards shall be six (6) feet unless otherwise approved by the Municipality for screening purposes.

- (3) Dilapidated and/or unsecured structures.

- (4) Trash, garbage, litter, rubbish, or septic material.

- (5) Abandoned, discarded or unused objects or equipment such as automobiles, automobile parts, other vehicles and vehicle parts, machinery, implements and/or equipment, appliances, furniture, stoves, refrigerators (with or without doors attached), freezers, cans, containers and/or any other personal property which is no longer safely usable for the purpose for which it was manufactured are hereby defined as rubbish, as used in the IPMC. Such objects or equipment located within a secured structure, walled on all sides and with a roof, shall not be considered a nuisance.

Sec. 14-38. Serving of notice.

The town administrator, or his duly authorized agent (hereinafter "code inspector"), upon identification of the existence of any condition declared by this article to be a nuisance, shall serve written notice upon the person responsible for such condition to clean up said premises and abate such nuisance within ten days. It shall be sufficient notification to hand deliver the written notice or a copy of the notice to the property owner or, if the owner does not occupy the property, hand deliver the notice to the occupant or post a copy on the premises upon which the nuisance exists and deposit a copy of such notice in the United States mail properly stamped and directed to the property owner at his last known address.

In any case where personal service or mail delivery to a last known address cannot reasonably be made, it shall also be sufficient service if written notice is affixed to the front door of any dwelling unit on the property. If the property has no dwelling unit, and if such personal service cannot reasonably be had, service of the notice shall be sufficient if the notice is affixed to the property in a reasonably visible fashion.

Should the serving of such a notice not result in the cleaning of the property and subsequent abatement of the nuisance, the code inspector is authorized to issue a municipal summons to the owner, tenant, lessee, or occupant. This summons shall require the recipient to appear before the Municipal Judge of the Town of Irmo to receive judgment on the status of the abatement and any fines or other penalties deemed appropriate under Sec. 1-8 of this ordinance.

(Ord. No. 24-10, 6-18-2024)

Sec. 14-39. Abatement.

Upon failure of the person to whom the notice is directed to remove and abate the nuisance, as provided for in this section, within ten days after notice, the employees or agents of the town may enter upon the premises of the offending person and cause the nuisance to be removed therefrom, and such person shall be liable for the costs of removal in addition to being subject to prosecution for violating this article. The code inspector may choose to grant an extension beyond the original ten-day period if it is determined that the offender is acting in good faith and working with the town to correct the violation in a timely manner.

Any cost of abatement shall constitute a lien on the real property. The town administrator is hereby authorized to file a statement of property lien with the register of deeds for the county in which the property subject to the lien is located. The lien amount shall draw interest at the standard legal rate prevailing at the time the lien is filed.

(Ord. No. 24-10, 6-18-2024)

Sec. 14-40. Right of entry to abate.

The code inspector, together with any other necessary town staff or designated agents shall have the power to enter upon any premises in the town upon which there is suspected to be a nuisance, as provided for in this article and consistent with legally recognized privacy rights, for the purpose of examining and abating the nuisance. If a code inspector has reasonable cause to believe that a condition exists that poses an imminent or immediate threat of harm to persons or property, or to public health, welfare or safety, the code inspector may enter the affected property or location without prior notification to the owner or occupant, subject to privacy and personal property rights and any other applicable provisions of law, including the state and federal constitutions. In all other cases, a code inspector shall request that the owner and/or occupant, if the same can be located after reasonable effort, consent to allow the code inspector to enter upon the affected property for the purpose of examining and abating the nuisance. If an owner or occupant refuses entry after a request for entry has been

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- (j) If a dwelling is removed or demolished by a code inspector he shall sell the materials of such dwelling and shall credit the proceeds of such sale against the cost of the removal or demolition and any balance remaining shall be deposited in the circuit court by the code inspector, shall be secured in such manner as may be directed by such court and shall be disbursed by such court to the persons found to be entitled thereto by final order or decree of such court.
- (k) As per S.C. Code 1976, § 31-15-100, town council shall adopt an ordinance as soon as possible so as to prepare an estimate of the annual expenses or costs to provide the equipment, personnel and supplies necessary for periodic examinations and investigations of the dwellings in town for the purpose of determining the fitness of such dwellings for human habitation and for the enforcement and administration of its ordinances adopted under this article. The town may make such appropriations from its revenues as it may deem necessary for this purpose and may accept and apply grants or donations to assist it in carrying out the provisions of such ordinances.

(Ord. No. 24-10, 6-18-2024)

Note(s)—This section is derived from S.C. Code 1976, tit. 31, ch. 15.

Secs. 14-44—14-70. Reserved.

Chapter 10 - BUSINESSES

ARTICLE II. - LICENSES

Sec. 10-49. - Violations.

Any person violating any provision of this article shall be deemed guilty of an offense and shall be subject to a fine of up to \$500.00 or imprisonment for not more than 30 days or both, upon conviction. Each day of violation shall be considered a separate offense. Punishment for violation shall not relieve the offender of liability for delinquent taxes, penalties, and costs provided for in this article. The Town Administrator or his or her designee (the "code inspector") has the authority to issue a municipal summons in response to the violation of any provision of this article.

(Ord. No. 12-15, 9-18-2012; Ord. No. 21-11, § 1, 9-21-2021)

Chapter 10 – BUSINESSES

Article II. – LICENSES

Sec. 10-52. – Economic Development Incentive Grant

- (a) In an effort to grow the geographical area of the Town of Irmo, as well as the business community therein both generally and in specific, targeted areas, the Town hereby establishes an economic development incentive grant for new business. The new businesses eligible for this grant are as follows:
- a. Any business annexed into the Town limits of Irmo.
 - b. Any business which is constructed on land annexed into the Town limits of Irmo following the adoption of this ordinance.
 - c. Any new, small business established within the Town limits of Irmo. Small businesses are described as having ten or fewer employees nationwide. Franchised businesses may be eligible for this grant. Designation as a new, small business for the purpose of this ordinance is at the discretion of the Town Administrator or his or her designee.
 - d. Any business established within an economic development target region, as designated by Town Council. The target regions are as follows:
 - i. Saint Andrews Road north of Thames Valley Road
 - ii. Woodrow Street north of Lake Murray Boulevard
- (b) The eligible grant amount is as follows:
- i. 100% of the annual business license fee for years one through three.
 - ii. 50% of the annual business license fee for years four and five.
- (c) Eligibility requirements for the economic development incentive grant are as follows:
- a. The business must pay its required business license by April 30 of each year.
 - b. The business must apply for the economic development incentive grant each year by its due date.
 - c. Businesses must have a physical, “brick and mortar” location with customer access. Home-based businesses are not eligible for the economic development incentive grant.
 - d. While all businesses are welcome in the Town of Irmo, certain business types will not be eligible for the economic development incentive grant, including:
 - i. Liquor Stores
 - ii. Cigarette, Tobacco, and Vape Shops
 - iii. Storage Facilities
 - iv. Car Washes

v. Gas Stations

Note: businesses which engage in the above industries as a portion of a larger, general retail operation are eligible for the economic development incentive grant. For example, a grocery store which sells alcohol, cigarettes, and has an affiliated out-parcel gas station with a car wash would be eligible for this incentive.

- (d) All grants shall be approved by the Town Administrator or Deputy Town Administrator.

Sec. 10-53. – Headquarters Incentive Grant

- (a) In an effort to attract and retain the headquarters of regional and national businesses to the Town of Irmo, the Town hereby establishes a headquarters incentive grant for new and existing headquarters operations located within the Town limits of Irmo. Headquarters are defined as follows:
- a. The physical building or complex which houses the executive leadership of a business is located in the Town of Irmo. Generally, support staff such as finance and human resources will also be based out of this physical location.
 - b. The business shall be officially incorporated or organized in Irmo, South Carolina for tax purposes.
 - c. The business shall have operations in multiple locations throughout the state, region, nation, and/or globe.
 - d. The business shall have an annual revenue exceeding \$75,000,000.
- (b) The eligible grant amount is as follows:
- a. 100% of the annual business license fee for years one through three.
 - b. Following year three, the grant shall be equal to the amount of the business license fee calculated on 90% of the gross income.
- (c) Eligibility requirements for the economic development incentive grant are as follows:
- a. The business must pay its required business license by April 30 of each year.
 - b. The business must serve notice in writing to formally request an extension for the economic development incentive grant each year by its due date.
- (d) All grants shall be approved by the Town Administrator or Deputy Town Administrator.



Staff Report

Presentation and discussion of a newsletter

DATES: September 2, 2025
TO: Town Council
FROM:
SUBJECT:
ACTION
REQUESTED:

Background

Attached is the sample template for the proposed Town newsletter. Additionally, the Town is in talks with the New Irmo News to begin running a monthly one-half page section of upcoming news.

Analysis

Staff Findings

Attachments

1. External Newsletter_Town of Irmo DRAFT 1



THE IRMO INSIDER

TOWN OF IRMO, SC

Quarterly Newsletter

A Message from Mayor Bill Danielson

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Explore our Irmo Charm

A charming town with just over 12,000 residents, boasting 50+ acres of parks and facilities. We're a business-friendly community, blending natural beauty with a vibrant economy. Come discover our unique [Irmo Charm!](#)



TOWN OF IRMO

SOUTH CAROLINA



Dr. Barb Waldman
Mayor Pro Tem

barbwaldman@townofirmosc.com

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Phyllis Coleman
Council Member

phylliscoleman@townofirmosc.com

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Gabriel Penfield
Council Member

gabrielpenfield@townofirmosc.com

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Mike Ward
Council Member

mikeward@townofirmosc.com

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1230 Columbia Ave., Irmo
Station: (803) 781-8088
24/7 Dispatch: (803) 785-2521

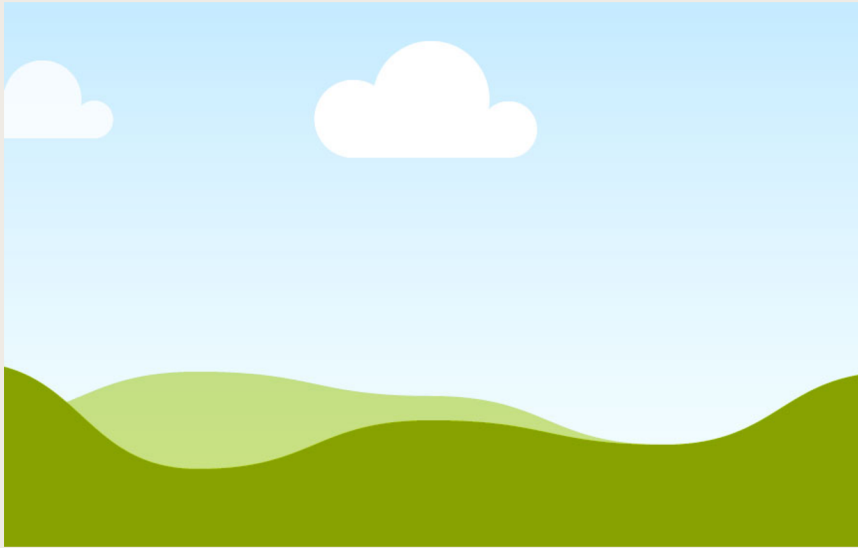
Chief Bobby Dale
Irmo Police Dept.



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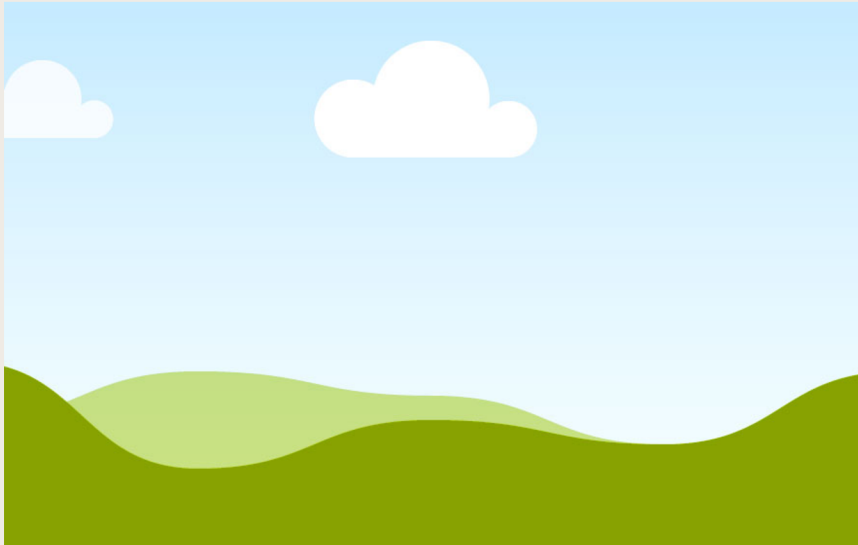
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TOWNOFIRMOSC.COM



Irmo Public Safety

Sanitation, park updates, etc...



Irmo Fire

Fire updates...

Calendar of Events

October

November

December



TOWNOFIRMOSC.COM

Irmo Town Hall | (803) 781-7050 | 7300 Woodrow Street, Irmo





Proposed Agreement for Services

The Town of Irmo

August 1, 2025

This agreement is in consideration of public relations, media relations, the SC Purchasing and Procurement Digest, PIO for IPD, and general communications consulting services to be rendered by MPA Strategies (herein listed as "Consultant"), to the Town of Irmo (herein listed as "Client.") Consultant will also provide Client a copy of the South Carolina Purchasing & Procurement Digest monthly to aide in grant-writing and project funding.

Services: Effective August 1, 2025 – June 30, 2026, Consultant shall provide the above listed services as needed by Client. Consultant will report directly to the Town Administrator.

Compensation: Client agrees to pay Consultant, on invoice, a monthly fee for services listed above in the amount of \$2,500.00 per month. Each invoice shall be provided to the Town Administrator before the end of each month and is to be paid by the 15th of the following month. If there are any other costs to be reimbursed by the Client, Consultant agrees to obtain consent and pre-approval from Client.

Termination: Either party may terminate the agreement early with a 60-day written notice to the other party. If either party terminates the agreement, a 60-day notice and payment must be rendered from Client to Consultant.

Terms: Client and Consultant agrees to automatically renew contract annually at the start of each fiscal year unless termination or other terms supersede this clause.

Nondisclosure of Confidential Information: Consultant agrees that she shall hold and maintain the Confidential Information of Client in strictest confidence. Confidential Information shall include all non-public or proprietary information unless authorized by the Town Administrator.

Independent Contractor: This Agreement shall not render Consultant an employee, agent of or joint venturer with the Client for any purpose. Contractor is and will remain an independent contractor in its relationship to the Client. The Client shall not be responsible for withholding taxes with respect to Contractor's compensation hereunder. Contractor shall have no claim against the Client hereunder or otherwise for vacation pay, sick leave, retirement benefits, social security, workers' compensation, health or disability benefits, unemployment insurance benefits or employee benefits of any kind.

Force Majeure: Per this Agreement, "any event of force majeure" means an event beyond the control of the Parties that may prevent a Party from complying with its obligations under this Agreement including; but not limited to: acts of God (earthquakes, fires, or other natural disasters), war, contamination, riot, or acts of terrorism.

In any event of force majeure (a) neither Party shall be in breach of this Agreement; (b) the affected Party will provide reasonable notice to the unaffected Party of events; (c) and the time for completion of the services to be performed under this Agreement may be extended by a period equal to the period of interruption caused by the event of force majeure.

Entire Agreement: This Agreement constitutes the entire Agreement and understanding between the parties with respect to the subject matters herein, and supersedes and replaces any prior agreements and understandings, whether oral or written between them with respect to such matters. The provisions of this Agreement may be waived, altered, amended, or repealed in whole or in part only upon the written consent of both parties.

Title and Subtitles: The titles of the sections and subsections of this Agreement and any exhibits are for the convenience of reference only and are not to be considered in construing this Agreement.

No Implied Waivers: The failure of either party at any time to require performance by the other party of any provision hereof shall not affect in any way the right to require such performance at any time thereafter, nor shall the waiver by either party of a breach of any provision hereof be taken or held to be a waiver of any subsequent breach of the same provision or any other provision.

Severability: If for any reason any provision of this Agreement shall be determined to be invalid or inoperative, the validity and effect of the other provisions hereof shall not be affected thereby, provided that no such severability shall be effective if it causes a material detriment to any party.

Applicable Law: This Agreement shall be governed by and construed in accordance with the laws of the State of South Carolina, applicable to contracts between South Carolina residents, entered and to be performed entirely within the State of South Carolina.

Notices: All notices, requests, demands, instructions, or other communications required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given upon delivery.

Client: Town of Irmo

Consultant: MPA Strategies

Ashley S. Hunter

DATED: August 1, 2025