SPECIAL MEETING/WORKSHOP OF CITY COUNCIL
OCTOBER 28, 2021 – 4:00 PM
MUNICIPAL COURTROOM
2222 HIGHMARKET
GEORGETOWN, SOUTH CAROLINA
AND LIVESTREAM:
https://www.facebook.com/cityofgtown/

Notice of this meeting has been made in accordance with the South Carolina Code of Laws as amended.

1. CALL TO ORDER

2. ANNOUNCEMENT CONCERNING ELECTRONIC DEVICES

3. POLICE

A. Motion to approve service agreement and payment to Saint Frances Animal Center in the amount of $75,000 for fiscal year 2021 - 2022.

Attachments:

1 Saint Frances Animal Center Agreement (PDF)

4. FINANCE

A. American Rescue Plan Act 2021 Proposed Spending Plan (Revised).

Attachments:

1 ARPA Spending Plan Revised (PDF)

5. PLANNING AND COMMUNITY DEVELOPMENT

A. Discussion concerning R5 for the West End Community.

Attachments:

1 Whole Packet community zoning informational meeting 10.22.2021 (PDF)

B. Draft of proposed Urban Core Overlay District (UCOD) zoning text amendment.

Attachments:

1 Urban Core Overlay District - CC workshop 9.28.2021 (PDF)

2 Urban Core Overlay District 9.28.2021 redline tracked changes (PDF)

6. ADJOURNMENT

A. Motion to adjourn the Special Meeting of City Council.

120 North Fraser Street · Georgetown, SC 29440 · (843) 545-4000

ACTION ITEM

DOC ID: 3431

Council Meeting Date:	28 October 2021
Department:	Police Department
Issue Under Consideration:	Motion to approve service agreement and payment to Saint Frances Animal Center in the amount of $75,000 for fiscal year 2021 - 2022.
Amount Requested:	$75,000
Is Item in Current Budget?	Yes (Account #0010.05.05.686.194)
If no, please explain:	N/A
Financial Impact:	Payment to Saint Frances Animal Center is a budgeted item.
Points to Consider:	The City is obligated to have animal shelter service to board stray and dangerous animals.
Options:	• Approve the service agreement. • Do not approve the service agreement.
Staff Recommendation:	Approve the service agreement.

Reviews:

William Pierce Completed 10/27/2021 12:16 PM
Finance Completed 10/27/2021 12:37 PM
City Attorney Skipped 10/27/2021 12:46 PM
per Sandra, Elise has already reviewed.
Sandra E. Yudice Ph.D. Completed 10/27/2021 12:48 PM
Stephanie Buccione Completed 10/27/2021 12:49 PM
Georgetown City Council Pending 10/28/2021 4:00 PM

Attachments:

1. 1 Saint Frances Animal Center Agreement (PDF)

STATE OF SOUTH CAROLINA)
) SERVICE AGREEMENT
CITY OF GEORGETOWN)

This service and funding agreement (the "Agreement") is entered into by and between the City of Georgetown. South Carolina (the "City") and Saint Frances Animal Center, a 501(c)3 organization (the "Animal Center") to provide for the care and disposition of dogs and cats transported to the Animal Center by the City of Georgetown Police Department, here in after the "Animals." The City and Animal Center s hall collectively be referred to herein as "the Parties."

WITNESSETH

WHEREAS, the City is desirous that the Animal Center provide the services described here in in order to ensure a safe environment for animals transported to the Center, pursuant to response calls and concerned citizens; and

WHEREAS, it is the goal of the City to provide residents and visitors with an environment free from roaming animals that may be considered a nuisance or danger to the general public health and welfare; and

WHEREAS, the Animal Center is desirous of promoting its goal of providing a safe environment for such animals within the city and agrees to provide the services as described here in; and

WHEREAS, it is acknowledged by both parties that this is a mutual agreement among the parties whereby the Center is compensated for services it provides to the City and the City compensates the Center, according to the terms of this agreement, for the animals it transports to the Center and for which the Center continuously cares for said animals.

NOW, THEREFORE, in consideration of the above recitals and the clauses contained herein, the City and Animal Center expressly agree as follows:

1. The Animal Center expressly agrees it shall provide housing and care for all Animals, as defined above, delivered to the Animal Center by the City of Georgetown Police Department. The Animal Center will be solely responsible for the shelter, board, medical care, and disposition of such animals subject, however, to paragraph 3 hereof. The Animal Center will endeavor to arrange for adoption of Animals which it deems to be candidates for adoption.

2. It is acknowledged by both parties that the City does not respond to all calls about free- roaming cats or kittens. The city does agree to respond to any call where a cat or kitten is identified as being ill, injured, or in peril; or if the cat poses a threat to a person, and will transfer those cats to the Animal Center. The City will refer calls about cats or kittens to the Animal Center as appropriate. with the express notice to the concerned caller that the Animal Center does not provide animal control service s, including transport of anima ls to the Animal Center.

Attachment: Saint Frances Animal Center Agreement (3431 : GPD - 21-22 - SFAC Service Agreement)

3. Animals that are the specific subject of legal proceedings will be housed and cared for by the Animal Center until such time as all legal matters are finally resolved and the Animals are legally released to the Animal Center. The City cannot guarantee speedy disposition of such cases; however, the City agrees to use its best efforts to expedite all such cases. Animals involved in legal proceedings may or may not be vicious or present some degree of danger to other animals and employees of the Animal Center. The Animal Center expressly recognizes that these animals may or may not be a danger and agrees it has the professional capability to house and handle such animals. Consequently, it may be necessary that the Animal Center keep such Animals individually segregated and. if such is the case, the City and Animal Center agree to negotiate terms for in-kind services, as described in Paragraph 10(b). which may include the construction of a segregated dog run for those animals described in this paragraph. Any such in-kind service shall be agreed upon in a separate document that memorializes the intentions of both parties outside the scope of this Agreement.

4. Animals that have been involved in a bite case, and are subject to quarantine under the South Carolina Department of Health and Environmental Control (DHEC) will not be housed at the Animal Center for the quarantine period. The animal's owner will be responsible for arranging for housing during the quarantine of the animal. and for communicating with DHEC directly. The Animal Center will only quarantine Animals involved in bite cases if the Animal is a stray and no owner can be determined.

5. Upon request of the City of Georgetown Police Department, Animal Center personnel will assist in the investigation of animal cruelty reports and discoveries within the City.

6. All Animals legally released to the Animal Center will become the sole responsibility and property of the Animal Center. The Animal Center will be responsible for making all decisions and carrying out the decisions made regarding the care, treatment, and disposition of all Animals delivered to the Animal Center pursuant to this Agreement and for setting reasonable fees for its services. With respect to an animal the Animal Center has in its possession for any reason that may be a pet, the Animal Center agrees to abide by the provisions of Chapter 3, Article 47, S.C. Code of Laws, to include but not be limited to making a good faith effort to identify a rightful owner. The parties acknowledge the Animal Center may collect fees associated with room and board, inoculation, and chipping from a private owner claiming a pet or presenting evidence that the animal is his or her property. The Animal Center will not provide spay and neuter services to any animal until such animal is unclaimed after five days under the provisions of state law, and will not provide sterilization services to any animal in the Animal Center's possession for any reason under this Agreement with the City if the owner of the animal timely claims or presents evidence that the animal is his or her property, under the provisions of Section 473-480(B), S.C. Code. The Animal Shelter may charge pet owners daily room and board charges for animals that are not spayed or neutered requiring separate shelter from spayed or neutered animals. The Animal Shelter shall make available to those owners a schedule of charges, as amended from time to time. If the pets were actually housed separately because they are not spayed or neutered, the bill shall include verification of a separate housing arrangement, as required by the Animal Shelter.

Attachment: Saint Frances Animal Center Agreement (3431 : GPD - 21-22 - SFAC Service Agreement)

7. The Animal Center will maintain records of all animal admissions and dispositions with respect to all Animals delivered to the Animal Center by the City, which records shall be maintained for the duration of this Agreement or as otherwise legally required.

8. The Animal Center shall interact with the public utilizing the Animal Center's services in a polite, respectful manner in order to foster positive public relations.

9. The Animal Center shall carry and maintain, in full force and effect, at all times during the term of this Agreement, the following insurance coverage:

   (a) Comprehensive General Liability in the minimum amount of Three Hundred Thousand Dollars and No/100 ($300.000) per occurrence for Bodily Injury and Property Damage and Six Hundred Thousand and No/100 ($600.000) for combination or multiple injury accident. The Animal Center shall maintain and provide proof of the required insurance coverage by furnishing a certificate of insurance to the City of Georgetown upon request.

   (b) Workers' Compensation and Employer's Liability Insurance that meets the statutory requirements maintained by the State of South Carolina. The Animal Center shall maintain and provide proof of the required insurance coverage by furnishing a certificate of insurance to the City upon request.

   With respect to any animal in which the Animal Center assumes responsibility pursuant to this Agreement, the Animal Center will indemnify and hold harmless the City and their agents and employees from and against all claims, whether it be in tort or contract, damages, losses, and expenses, including attorney's fees, arising out of or resulting from acts or omissions in performance of the work by the Animal Center, and anyone directly or indirectly employed by the Animal Center or anyone for whose acts the Animal Center may be liable.

   (c) The Animal Center warrants that it will perform all the tasks required of them under this Agreement with the same degree of skill and care other reputable members of the animal center profession do in the State of South Carolina. The Animal Center also warrants that it will comply with all Federal and State employment law s and will withhold all wages, commissions, salaries, and fees paid by the Animal Center to third parties, employees, agents, or sub-contractors of the Animal Center, said amounts shall include but not limited to all amounts required to be withheld on account of taxes, social security payments, or other withholdings mandated by la w or regulation. The Animal Center shall comply with employment discrimination laws and immigration laws as required by Federal and State statutes. Also, the Animal Center recognize s and agrees that by its acceptance of public monies, that some records may be subject to the South Carolina Freedom of Information Act, §30-4-10, et seq., and the Animal Center agrees that it shall comply with all lawful demands to the best of its ability. The City agrees to consult with the Animal Center if such requests are made.

Attachment: Saint Frances Animal Center Agreement (3431 : GPD - 21-22 - SFAC Service Agreement)

10. The Animal Center shall be compensated as follows:

    (a) The City agrees to compensate the Animal Center the sum of Seventy-Five Thousand and No/100 ($75,000) Dollars for the Fiscal Year 2021/2022 agreement, said amount shall be divided into four equal parts to be paid in installments, in July, October, January, and April. Said payments shall be made no later than the thirtieth (30th) day of the month in which they are due. Time is of the essence with regard to such payments and a failure to pay on time may interrupt services. It is acknowledged by both parties that said payment as enumerated above is equal to Two Hundred Five and 48/100 ($205.48) Dollars per day for 365 days, being the entire duration of this agreement. It is expressly acknowledged by both parties that the City utilizes the Animal Control Center for the care and disposition of animals the City collects. It is also expressly acknowledged that the City relies on the Animal Center to harbor all animals collected regardless of the animals' involvement in legal proceedings, and compensates the Center daily for these services at the amount stated above.

    (b) The City will, in addition, provide in-kind support to the Animal Center, to wit: the City will provide public waste management service to the Animal Center (i.e. trash pick-up) for the term of this Agreement.

11. This agreement shall be for a period of one year beginning July 1, 2021, and ending on June 30, 2022, unless terminated sooner pursuant to the terms of this Agreement.

12. Either party may terminate this Agreement at any time by providing six (6) months advance notice of termination. Compensation shall be prorated up to the actual date the agreement is terminated.

13. It is understood and expressly agreed by both Parties that in the event funds are not appropriated or become non-appropriated in the current fiscal year by the local governing body, this Agreement will become null and void and the City will be under no obligation to provide funding excepting payment for those services already rendered by the Animal Center up to the date of non-appropriation.

14. The Animal Center shall not, by entering into this Agreement, become a servant, agent or employee of the City, but shall remain at all times independent of the City. This Agreement shall not be deemed to create any joint venture, partnership, or common enterprise between the Animal Center and the City, and the rights and obligations of the Parties shall not be other than as expressly set forth herein.

15. This Agreement contains the complete understanding that the Parties and any representations, promises, discussions, comments, or negotiations not expressly contained herein are deemed abandoned by each Party. This agreement shall not be altered, amended, or modified by the Parties except in writing which shall be executed by both Parties.

16. Nothing herein is intended to be in conflict with State law or City ordinances and to the extent any part of this Agreement is deemed incompatible with same, State and City ordinances are controlling.

Attachment: Saint Frances Animal Center Agreement (3431 : GPD - 21-22 - SFAC Service Agreement)

IN WITNESS THEREOF, the Parties do hereto their hands and seals this _____ day of _____ 2021, binding themselves, their successors, heirs and assigns forever.

WITNESSES

_____

_____

CITY OF GEORGETOWN

_____
Mayor

_____
City Administrator

SAINT FRANCES ANIMAL CENTER

Kimberly K. Owens

_____
Executive Director

Attachment: Saint Frances Animal Center Agreement (3431 : GPD - 21-22 - SFAC Service Agreement)

120 North Fraser Street · Georgetown, SC 29440 · (843) 545-4000

INFORMATION ITEM

DOC ID: 3429

Council Meeting Date: 28 October 2021
Department: Administration
Issue Under Consideration: American Rescue Plan Act 2021 Proposed Spending Plan (Revised).

Based on feedback from City Council at the September 23, 2021 workshop, staff revised the ARPA Proposed Spending Plan.

American Rescue Plan Act 2021

REVISED PROPOSED SPENDING PLAN

CITY COUNCIL WORKSHOP

OCTOBER 28, 2021

SANDRA E. YÚDICE, PH.D.

CITY ADMINISTRATOR

City of Georgetown SOUTH CAROLINA

Attachment: ARPA Spending Plan Revised (3429 : ARPA Proposed Spending Plan

ARPA 2021: Congressional Appropriation

- March 11, 2021
  - Congress allocated Coronavirus State and Local Fiscal Recovery Funds to state, local, territorial, and tribal governments to respond to the COVID-19 public health emergency
    - $65.1 billion for municipal governments
      - Metropolitan cities, classified as having populations of at least 50,000
        - $45.57 billion
      - Non-entitlement Units (NEUs) of Local Government, classified as having populations of fewer than 50,000
        - $19.53 billion

Funds spent that are not in compliance with the ARPA requirements MUST BE RETURNED to the US Treasury

Attachment: ARPA Spending Plan Revised (3429 : ARPA Proposed Spending Plan

ARPA 2021: Congressional Appropriation

- Non-entitlement Units (NEUs) of Local Government
  - Municipalities with less than 50,000 people
  - $435,128,080 to be distributed by the State of South Carolina
  - City of Georgetown is a NEU
    - $4,352,151.90
    - Two equal disbursements of $2,176,075.95 in FY 2022 and FY 2023
- Funds must be obligated by December 31, 2024 and spent by December 31, 2026

Attachment: ARPA Spending Plan Revised (3429 : ARPA Proposed Spending Plan

Eligible Uses

- Public Health and Economic Impacts
- Premium Pay
- Revenue Loss
  - For the provision of government services
- Investment in infrastructure
  - Water, sewer, and broadband
  - The federal government later clarified that funds may be used for stormwater infrastructure also

Funds spent that are not in compliance with the ARPA requirements MUST BE RETURNED to the US Treasury

Attachment: ARPA Spending Plan Revised (3429 : ARPA Proposed Spending Plan

City provides only essential services

Police

Fire

Municipal Court

Finance

Public Works

Electric Utility

Water Utilities

Planning and Development

Attachment: ARPA Spending Plan Revised (3429 : ARPA Proposed Spending Plan

Following direction from the September 23, 2021 Council workshop

Total ARPA Award	$4,352,151.90
Less:	
Premium Pay	$350,000.00
Administration Fee	$100,000.00
Balance	$3,902,151.90
Balance divided by 4 geographic areas:	
Amount Allocated to Each Geographic Area	$975,537.98

Attachment: ARPA Spending Plan Revised (3429 : ARPA Proposed Spending Plan

Revised ARPA Spending Plan

PROJECT COST ESTIMATES	HISTORIC DISTRICT		MARYVILLE DISTRICT		NORTH END DISTRICT		WEST END DISTRICT		FY 2022	FY 2023
	Year 1	Year 2	Year 1	Year 2	Year 1	Year 2	Year 1	Year 2		
WATER										
Maryville Water Distribution Improvements-Phase I			$ 75,000	$ 510,500					$ 75,000	$ 510,500
Willowbank Water Main Improvements					$ 40,000	$ 150,000			$ 40,000	$ 150,000
West End Water Main Improvements							$ 100,000	$ 750,000	$ 100,000	$ 750,000
WASTEWATER										
Lift Station Portable Diesel Pumps					$ 125,000		$ 125,581		$ 250,581	
Sanitary Sewer and MH Survey, Pipe Lining and Repairs	$ 75,581	$ 700,000			$ 60,581	$ 600,000			$ 136,162	$ 1,300,000
Maryville Lift Station Supplement			$ 389,908						$ 389,908	
Front Street Sewer Line between Wood and Cleland	$ 200,000								$ 200,000	
TOTALS	$ 275,581	$ 700,000	$ 464,908	$ 510,500	$ 225,581	$ 750,000	$ 225,581	$ 750,000	$ 1,191,652	$ 2,710,500

- Revised plan addresses water and wastewater infrastructure needs, premium pay, and administration fee
- First year will fund engineering services and second year will fund construction costs

Attachment: ARPA Spending Plan Revised (3429 : ARPA Proposed Spending Plan

Proposed Projects

- Premium Pay for City Employees: $350,000 (FY 2022)
  - Based on definitions of essential work, premium pay, eligible workers included in the ARPA 2021 and the Interim Final Rule
  - The City provides only essential services through the following departments:
    - Police, Fire Municipal Court, Finance, Public Works, Electric Utility, Water Utilities, Administration, Planning
  - Do not include elected officials, city attorney, and city administrator
  - Time frame: March 16, 2020 to June 30, 2021 (include active and inactive)
  - Employees hired on July 1, 2021 and thereafter are not eligible
  - Determined that the City had no employees that telecommuted 100% during the eligible time frame for premium pay
  - Three tiers
    - Established tiers to set apart employees with greatest health risks and exposure to COVID-19 from other personnel with less exposure risks and worked under controlled environments

Attachment: ARPA Spending Plan Revised (3429 : ARPA Proposed Spending Plan

Proposed Projects

- Premium Pay for City Employees: $350,000 (FY 2022) (cont.)
  - Tier 1: employees are considered to be those who are critical to protecting the safety, health, and wellbeing of the communities.
    - Employees faced the greatest health risks and exposure to COVID-19 when dealing with the public on a daily basis while responding to emergency situations and unpredictable scenarios
    - Police Department, Fire Department, Public Works (Waste Management only), and Municipal Court

Attachment: ARPA Spending Plan Revised (3429 : ARPA Proposed Spending Plan

Proposed Projects

- Premium Pay for City Employees: $350,000 (FY 2022) (cont.)
  - Tier 2: employees are considered to be those who are relied on to maintain continuity of operations of essential, critical utilities infrastructure
    - Faced a lesser degree of health risks and exposure to COVID-19 as their interaction with the public was in the open field and had the ability to wear masks as required and/or keep social distance while interacting with the public
    - Public Works (not including Waste Management), Fleet Services, and Electric and Water Utilities field personnel

Attachment: ARPA Spending Plan Revised (3429 : ARPA Proposed Spending Plan

Proposed Projects

- Premium Pay for City Employees: $350,000 (FY 2022) (cont.)
  - Tier 3: employees are considered to be those who are relied on to maintain continuity of essential services in an administrative capacity and interacted with the public and physically handled items that others handled
    - Worked in the office of various departments because they were unable to telecommute
    - Employees that worked with rotating schedules and telecommuted will be prorated based on estimates of telecommuting time so as to not pay for the time they telecommuted to be in compliance with the ARPA 2021 requirements

Attachment: ARPA Spending Plan Revised (3429 : ARPA Proposed Spending Plan

Proposed Projects

- Premium Pay Suggested Alternative
  - Pay same amount to all city employees
- Equity issues
  - Employees that were unable to telecommute (front line)
  - Employees that telecommuted part of the time
  - Employees that worked in a controlled environment
  - Treatment of recently hired employees
    - Get same amount or prorate?
  - Perception of unfair treatment
    - Decrease morale

Attachment: ARPA Spending Plan Revised (3429 : ARPA Proposed Spending Plan

Proposed Projects

- American Rescue Plan Act Administration: $100,000
  - The City does not have the resources or expertise to administer the local ARPA funds
  - Contract with the Waccamaw Regional Council of Governments to administer the local ARPA funds
  - Ensure compliance with federal laws, required reports and documentation are filed on time, etc.

Attachment: ARPA Spending Plan Revised (3429 : ARPA Proposed Spending Plan

Water Infrastructure Projects

- Maryville water distribution – Phase 1
  - Replace 3,214 lineal feet of the existing 2-inch galvanized steel water line with a new 6-inch PVC water line
  - Add new 6-inch gate valves, fire hydrants, and street and driveway asphalt restoration
- Willowbank water main improvements
- West End water main improvements

Attachment: ARPA Spending Plan Revised (3429 : ARPA Proposed Spending Plan

Wastewater Infrastructure Projects

- Lift Station Portable Diesel Pumps
  - Add five portable standby pumps to the critical lift stations throughout the city
- Sanitary Sewer and Manhole Survey, Pipe Lining and Repairs
  - Identify the condition of the existing sewer lines in some locations throughout the city, identify the sewer lines in need of repairs, and determine the type of work needed such as lining in-place, point repairs, or complete sewer line replacement
- Maryville Lift Station Supplement
  - Additional funds for this RIA grant funded project since only one bid received and was higher than budget
- Front Street Sewer Line between Wood and Cleland

Attachment: ARPA Spending Plan Revised (3429 : ARPA Proposed Spending Plan

Earned Interest

- Earned Interest of the local ARPA Funds
  - The US Treasury does not limit “using that interest for eligible uses under the SLFRF [State and Local Fiscal Recovery Funds] award.”
  - Highly recommended that City Council allocates the interest earned on the local ARPA funds to
    - Infrastructure projects included in the final approved spending plan to complement budgeted funds should funds not be enough
    - Additional water, wastewater, or stormwater projects not included in the spending plan, and/or
    - Use as local match for federal or state grants
  - Federal funds received from the ARPA 2021 through the state cannot be used as local match for grants

Attachment: ARPA Spending Plan Revised (3429 : ARPA Proposed Spending Plan

Council Authority

- As the governing body of the City of Georgetown, City Council has the authority to modify the proposed plan as long as the spending complies with the requirements of the ARPA 2021

Can’t emphasize enough that…

Funds spent that are not in compliance with the ARPA requirements MUST BE RETURNED to the US Treasury

Attachment: ARPA Spending Plan Revised (3429 : ARPA Proposed Spending Plan

Questions & Answers

Attachment: ARPA Spending Plan Revised (3429 : ARPA Proposed Spending Plan

120 North Fraser Street · Georgetown, SC 29440 · (843) 545-4000

INFORMATION ITEM

DOC ID: 3428

Council Meeting Date: 28 October 2021
Department: Economic Development
Issue Under Consideration: Discussion concerning R5 for the West End Community.

See briefing document.

MAYOR
BRENDON M. BARBER, SR.

CTIY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE

City of Georgetown
SOUTH CAROLINA

COUNCIL MEMBERS
MAYOR PRO TEMPORE
CLARENCE C. SMALLS

JONATHAN ANGNER
TUPELO HUMES
CAROL JAYROE
AL JOSEPH
HOBSON H. MILTON

Executive Offices
(843) 545-4001

To:	Mayor Barber and City Council
Prepared by:	Christopher Inglese
Department:	Planning & Community Development
Date Prepared:	October 22, 2021
Subject:	Community Zoning Informational meeting for the West End community

Issue Background

There have been a number of private and public comments about the R5 zoning for the majority of the West End neighborhood. In response to the comments heard, the P&CD Department intends to hold a public meeting to answer questions about the R5, R4 and other zoning questions. The P&CD Department staff planned to hold the community meeting at the Howard Center on October 27th. We were asked to reschedule and discuss the proposal to have a community meeting about Zoning at a City Council meeting.

Discussion

Staff plans to have a community meeting about zoning. The meeting will be an open, public forum. Staff will setup five round tables. There will be exhibits including large zoning maps, and informational flyers about allowed uses and other zoning regulations. All Department staff will be trained and available to answer questions. Citizens will be welcome to gather around the small group tables to ask questions and obtain information. There will also be a comment box at each table. The small groups will help facilitate genuine conversations about zoning.

Additionally, staff wants to take the opportunity to present the Urban Core Overlay District (UCOD) proposal to citizens in the West End neighborhood. The UCOD does not impact the residential areas of the West End but we value everyone's input as we bring forward the UCOD proposal. Staff can use the Community Zoning Informational Meeting as an opportunity to present the proposed UCOD to citizens. After the participants spend thirty minutes at the information tables, there will be a presentation on the proposed UCOD.

Alternatives

Do not have a community zoning informational meeting.

Recommended Course of Action

Have a community zoning informational meeting.

Timeline for Recommendation

It will depend on schedules. December or possibly after the New Year is most probable. Staff planned for October 27, 2021 because we wanted to provide the community with zoning information as soon as possible, because we are making several presentations about the UCOD and moving it forward to Planning Commission, and because staff does not have any dates available in November. We are unsure at this time if there is a date in December that we will be able to facilitate a community meeting.

Drawer 939
Georgetown, SC 29442

Attachment: Whole Packet community zoning informational meeting 10.22.2021 (3428 : Discussion of R5 for West End)

Fiscal Impact
n/a

Social Impact
The Community meeting will have a positive social impact. The community and staff will have an opportunity to meet and discuss zoning information. This is an opportunity to dispel any myths or misinformation about zoning. Zoning can be intimidating and we want to get staff out into the community and build relationships with everyone. Citizens will know they can contact us with questions and trust the information we provide is accurate.

Environmental Impact
n/a

Attachments
1. R4 v. R5 comparison.

Attachment: Whole Packet community zoning informational meeting 10.22.2021 (3428 : Discussion of R5 for West End)

Compare and Contrast Residential R4 & R5 Zoning Districts

	RESIDENTIAL (R4)	RESIDENTIAL (R5)
Lot Area* (900)	6,000 sq. ft.	5,000 sq. ft.
Setbacks: Front	25'	20'
Sides	8'	7'
Rear	10'	10'
Uses: Permitted	Accessory Dwelling	Accessory Dwelling
	Customary General Farming	Customary General Farming
	Garage Apartment	Garage Apartment
	Group Dwelling	
	Home Occupation	Home Occupation
		Multi-family
	Single-family Home	Single-family Home
	Two-family Dwelling	Two-family Dwelling
Conditional	Adult Mini-Day Care	Adult Mini-Day Care
		Barber/Beauty Shop
	Bed & Breakfast Inn	Bed & Breakfast Inn
	Church	Church
	Courthouse	Courthouse
	Duplex	Duplex
		Eleemosynary Club (charity)
	Fraternal Organization	Fraternal Organization
	Funeral Home	
	Library	Library
		Lodges
	Mini-Day Care	Mini-Day Care
		Manufactured Home
	Multi-family	
	Museum	
	Not for Profit Clubs	
	Nursing Homes	Nursing Homes
	Offices** (421)	
	Parks	Parks
	Post Office	
	Public Assembly Hall	
	School for General Education	School for General Education
	Solar Energy Systems	Solar Energy Systems
	Substations	Substations
	Taxi Stand	
	Water Tower	Water Tower

*Section 900 – Lot of Record: Where the owner of a lot does not own sufficient land to enable him to conform to the minimum lot area, width and street frontage requirements of this Ordinance, such lot may nonetheless be used as a building site, provided that said lot dimensions and frontage are not more than forty-five (45) per cent below the minimum specified in this Ordinance.

**421 Funeral Homes; Fraternal Organizations; Clubs not operated for profit; and, Offices (doctors, lawyers, dentists, architects, engineers, surveyors, real estate agencies, insurance agencies, and offices for pharmaceutical consulting services)
The above listed uses are subject to the following requirements:
421.1 Existing buildings may be utilized provided that the provisions of this Ordinance are met as closely as possible and that:
421.2 A site plan is reviewed and approved by the Zoning Administrator.

908 Existing Mobile Homes in the R5 Zoning District Any mobile home or manufactured home that is located within any R5 District may be subsequently replaced with a new manufactured home provided the replacement is permitted within six months from the date of removal of the existing unit. A new manufactured home is defined as one that is purchased from a dealer and has never been titled before.

Attachment: Whole Packet community zoning informational meeting 10.22.2021 (3428 : Discussion of R5 for West End)

120 North Fraser Street · Georgetown, SC 29440 · (843) 545-4000

INFORMATION ITEM

DOC ID: 3401 B

Council Meeting Date: 28 October 2021
Department: Planning and Community Development
Issue Under Consideration: Draft of proposed Urban Core Overlay District (UCOD) zoning text amendment.

Staff is proposing a new overlay district that establishes zoning and design guidelines for the area in the City's downtown urban core along S. Fraser and Church streets. With the TIF and its redevelopment plan in place, the next step is to get the zoning ordinance updated to facilitate development within and around the redevelopment area of the TIF. The current zoning standards are prohibitive of new development because of a 35 feet height limit, a 50 feet setback, burdensome parking requirements, prohibition of multi-family use, and the lack of contemporary urban design standards with board level oversight. The proposed ordinance eliminates the restrictive elements of the current zoning standards while at the same time providing for board level design approval to ensure quality redevelopment in this highly visible corridor.

City of Georgetown SOUTH CAROLINA

Introduction

The City currently has in place a T.I.F. District which will provide a future funding source to implement roadway and infrastructure improvements. **An additional tool to help transform this vital, central commercial corridor is the zoning ordinance**.

Attachment: Urban Core Overlay District - CC workshop 9.28.2021 (3401 : Proposed Urban

City of Georgetown SOUTH CAROLINA

Introduction, cont'd

An overhaul of the City's Zoning Ordinance is needed. Reviewing and updating the whole zoning ordinance is a monumental task, will take two years, and require assistance from a consultant or an additional staff member.

In the meantime, it is staff's intention to introduce intermediate measures in the form of text amendments that will provide for the thoughtful, and harmonious redevelopment of the City's urban core.

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City of Georgetown
SOUTH CAROLINA

URBAN CORE OVERLAY DISTRICT

PURPOSE:

1. **Provide a zoning tool that facilitates successful implementation of the redevelopment plan adopted by the TIF ordinance.**
2. Provide for the uniform and harmonious development and re-development of the central urban core of the City of Georgetown
3. Provide design standards that will create a safe, and enjoyable pedestrian experience
4. Provide a predictable set of design standards to facilitate private investment and improvement in the central commercial areas
5. Encourage original, flexible, and innovative design in architecture and landscape design.
6. Prevent unattractive, inappropriate or monotonous, unsightly design.

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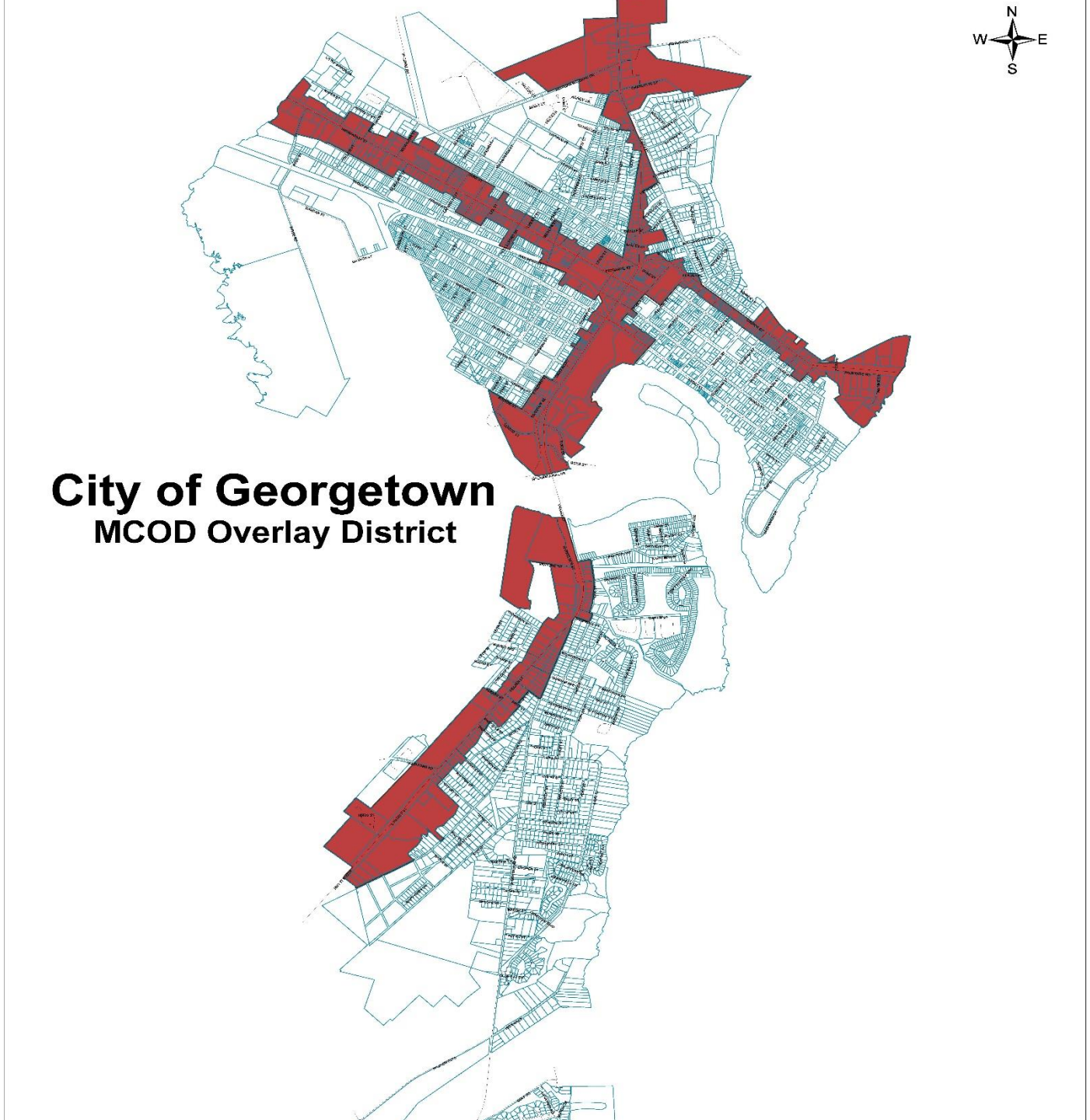

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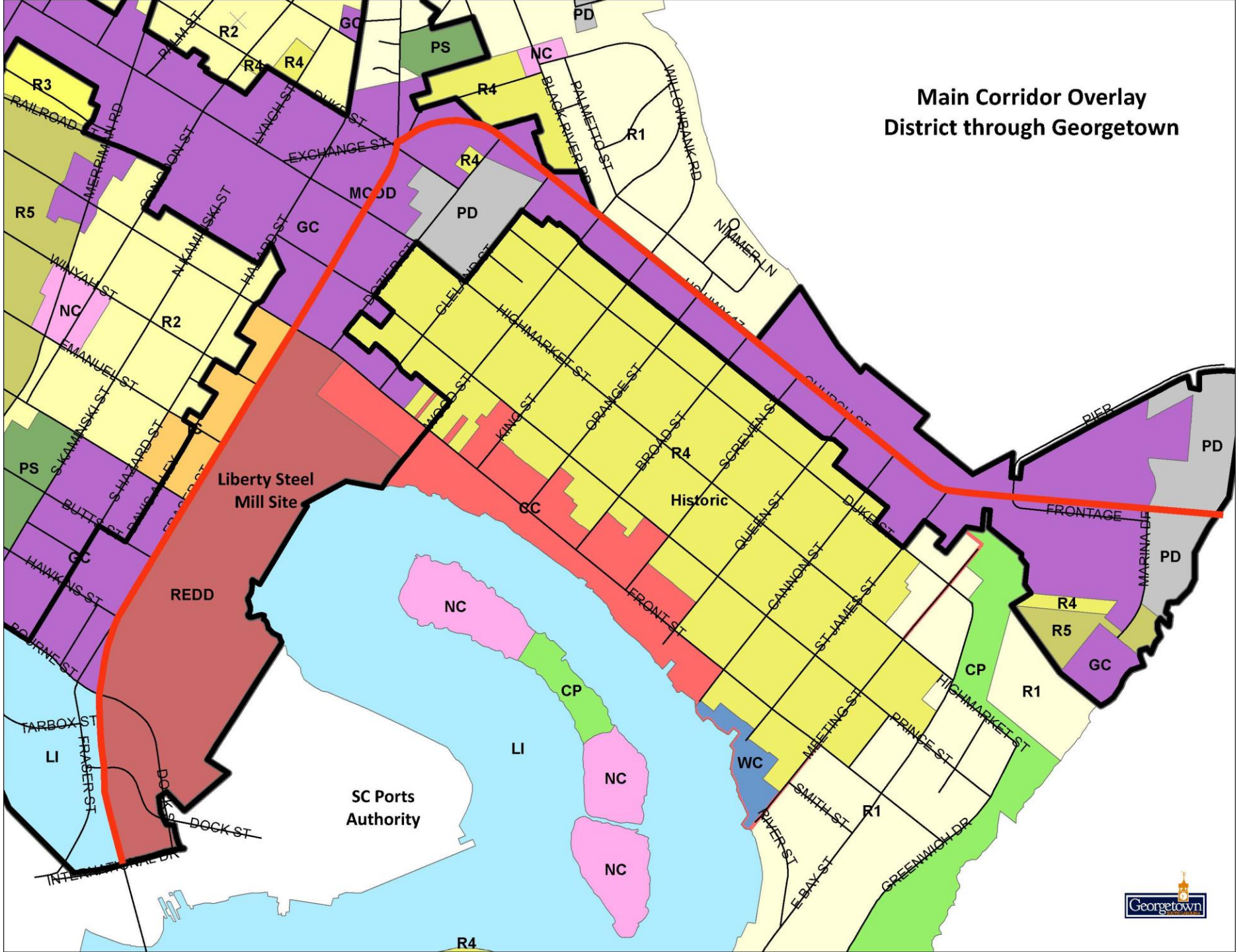

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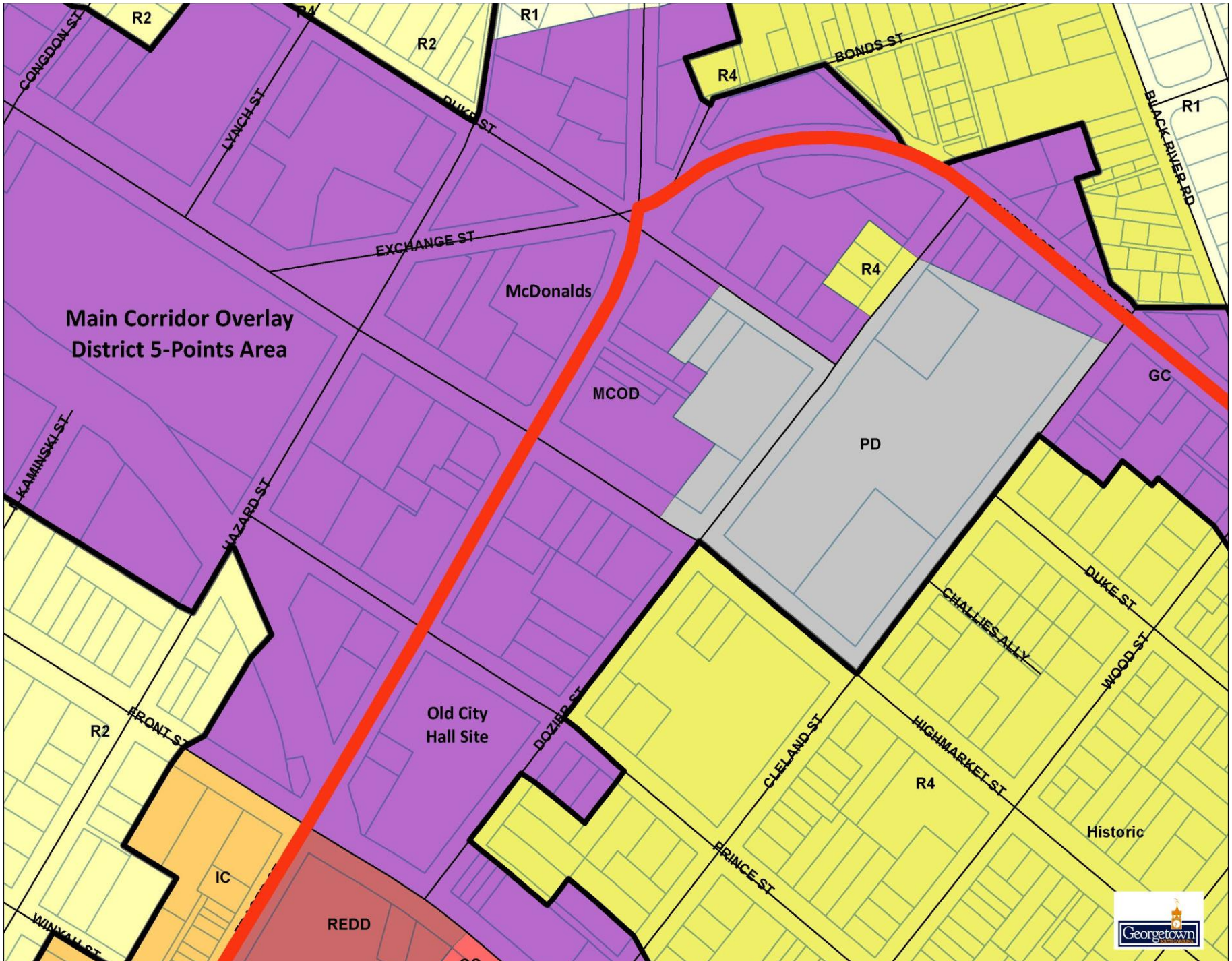
Main Corridor Overlay through Georgetown
Liberty Steel Mill Site
SC Ports Authority
Georgetown



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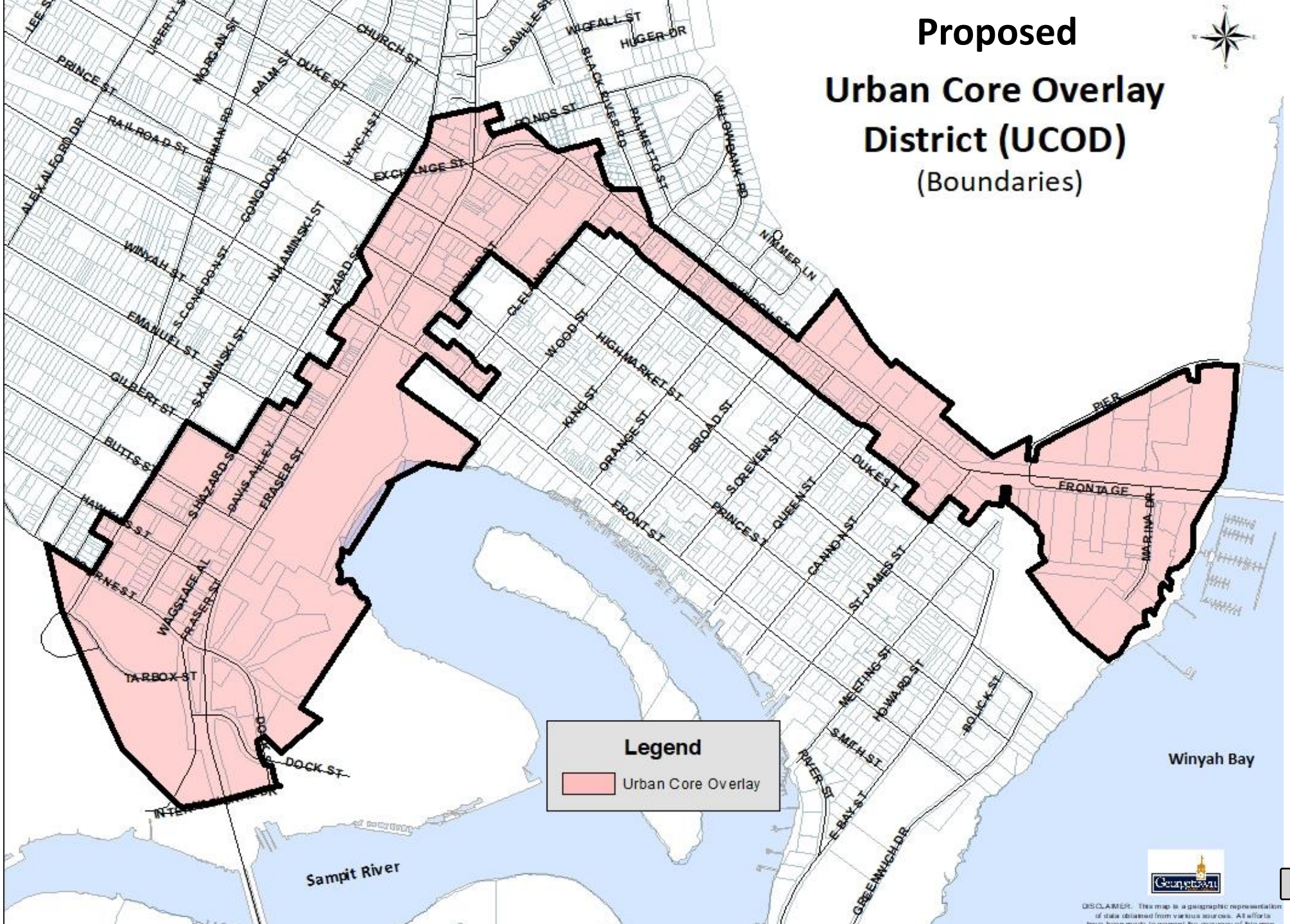
Proposed

Urban Core Overlay District (UCOD)

(Boundaries)



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City of Georgetown SOUTH CAROLINA

MCOD standards not conducive to Urban development

- There is a 50'setback for GC properties and a 0'setback for IC properties (setbacks determined by underlying zone district)
- Multi-family use is prohibited in GC zone district
- Parking standards are inflexible and prohibitive in the urban context (e.g. 1 per 75 gross sq. ft. for drive thru restaurant)
- The same standards apply to downtown commercial core as does to suburban commercial areas.
- There is a 35'height limit in GC
- Need more flexibility in roof lines to provide for interesting architectural design opportunities- views of tree canopy, rivers, etc.

Attachment: Urban Core Overlay District - CC workshop 9.28.2021 (3401 : Proposed Urban

ARTICLE VIII: AREA, YARD AND HEIGHT REQUIREMENTS

	Minimum Lot Size			Minimum Setback from Property Line				
District	Area in Square Feet	Area in Acres	Lot Width at Building Line	Front	Side	Rear	Principal Street Side on Corner Lot [16]	Maximum Height of Structure
R1 Residential	10,000	--	70	30 [11]	10	20	15	35
R2 Residential	8,000 [1]	--	60 [2]	30 [11]	10	20	15	35
R3 Residential	8,000 [3,12] 12000 [2,14] (MF)	--	60 [4]	30 [11] 35 [11]	8 30	10 30	12 45	35
R4 Residential	6,000 [3,15] 10000 [3,15] (MF)	--	60 [5]	25 [11] 25 [11]	8 10	10 15	12 15	35
R5 Residential [10]	5,000 [3]	--	50	20 [11]	7 [17]	10	10.5	35
MR Residential [13]	10,000	--	70	30 [11]	10	20	15	35
IC Commercial	2,500	--	25	0 [6]	0 6	25	0 6	35
CC Commercial	--	--	N/A	N/A	N/A [7]	N/A [7]	N/A [7]	45
WC Commercial	15,000	--	70	30	10	20	15	35
GC Commercial	10,000	--	60	50 [8]	10	10	15	35
NC Commercial	6,000	--	60	25	8	10	12	35
PS Public Service	10,000	--	60	50 [8]	10	10	15	35
LI Industrial	--	1	100	40	20	20	30	35 [9]
HI Industrial	--	5	300	40	20	25	30	35 [9]
CP Conservation	--	--	N/A	30	N/A	N/A	N/A	25

35’ city wide height limit except in the historic commercial core = 45’ & see footnote #9

Unlimited height allowed

50’ front setback in GC and 0’ front setback in IC

1 Additional dwelling units require 4,000 square feet of lot area per unit.

2 Minimum lot width for a duplex is 70 feet.

3 Additional dwelling units require 4000 square feet of lot area per unit. Buildings shall not cover more than 35% of the lot area (including overhangs).

4 Minimum lot width for a duplex and multi-family unit is 75 feet.

5 Minimum lot width for a duplex and multi-family unit is 70 feet.

6 These yard requirements do not apply to corner lots. On a corner lot, a 15 foot setback shall be established for the front yard and the side yard adjacent to the street.

7 When contiguous to either R1, R2, R3 or R4 districts, the side and rear yard requirements for said residential district shall apply, except where the commercial structure is located on a corner lot, then no side yard shall be required.

8 The minimum front yard setback only applies to those lots fronting on U.S. 17, U.S. 521 and U.S. 701. For lots fronting other streets in this District, the minimum front yard shall be 25 feet.

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9 The maximum height requirements may be waived if a permitted use can provide its own fire protection.

10 Yard requirements from property line measured from face of wall.

11 Open air or screened-in front porches to encroach up to 8 feet into the front setback.

12 Lots of record that are less than fifty (50) feet in width shall have the following minimum side yard setbacks:

TABLE INSET: Width of Lot	Minimum Side Yard Setback (in feet)	Minimum Building Width
45 feet to 49	6	35
40 to 44	5	30

(*amended 2-18-21*)

13 The maximum height requirement may be waived up to 70 feet for the present hospital building, appurtenances and attachments with the approval of the Georgetown Fire Department. Where the district abuts any residential zoning district, the setback shall be increased two feet for each additional one foot of height above 35 feet. (*amended 4-21-05*)

14 Multi-Family and/or duplex dwelling units shall have a density of no more than 6 dwelling units per net acre. The net density is calculated by the dwelling units per acre excluding the streets, rights of ways, dedicated easements, wetlands, and ponds. (*amended 11-15-07*)

15 Multi-family and/or duplex dwelling units shall have a density of no more than 14 units per net acre. The net density is calculated by the dwelling units per acre excluding the streets, rights of ways, dedicated easements, wetlands, and ponds. (*amended 11-15-07, 2/21/19*)

16 Reference from Article V, Section 502, Corner Lots.

Editor's note (Ord. of 2-19-04; Ord. of 4-21-05(2)); (amended Ord. of 4-21-11); (amended Ord. CC Height of 3-19-15); (amended Ord Sec. 415.302 of 2/21/19); (amended #12 Ord. of 2-18-21)

Attachment: Urban Core Overlay District - CC workshop 9.28.2021 (3401 : Proposed Urban

GEORGETOWN CITY FIRE DEPARTMENT

NAPA
999.9999

US Census	Quick Facts	Georgetown, City, SC
Population	Census April 1, 2010	9,163
	Population Estimates July 1, 2019	8,742
	Census April 1, 2020	**8,403**
Age and Sex	Persons under 5 years	5.9%
	Persons under 18 years	24.8%
	Persons 65 years and over	19.9%
	Females	54.8%
Race/Hispanic Origin	White alone	46.8%
	Black or African American alone	46.5%
	Two or More Races	5.7%
	Hispanic or Latino	1.4%
	Other	.01%
Pop Characteristics	Veterans (2015-2019)	484
	Foreign Born persons (2015-2019)	2.3%

Pop. Loss of 760 people or 8.3% over 10 years

Attachment: Urban Core Overlay District - CC workshop 9.28.2021 (3401 : Proposed Urban

City of Georgetown
SOUTH CAROLINA

IMAGINE

Attachment: Urban Core Overlay District - CC workshop 9.28.2021 (3401 : Proposed Urban

Comprehensive Plan Guidance

Economic Development Element:

- **Goal #3 Promote the growth of new business in the city**
- **Goal #4 Ensure that the downtown and historic district are a major component of long-term economic development efforts**
- **Goal #5 Maintain a regional and global perspective when analyzing trends in the local economy. (contemporary urban planning principals support mixed uses and high density in urban cores)**

Land Use Element:

- **Goal #2 Promote the efficient use of land**
- **Goal #6 Provide ample areas for commercial, professional, public, and semi-public land uses**
- **Goal #8 Provide for the harmonious redevelopment of existing industrial districts and uses located in the city's core**

Transportation Element:

- **Goal #1 Establish Georgetown as a premier pedestrian friendly community**
- **Goal #4 Improve the appearance, safety, and function of Georgetown's major corridors and intersections**

Housing Element:

- **Goal #6 Encourage innovation in housing design and development**

Attachment: Urban Core Overlay District - CC workshop 9.28.2021 (3401 : Proposed Urban

Summary of Proposed Amendments

The proposed text amendments establish an Urban Core Overlay District with the following major components:

1. A 15’ Build-to line instead of a 50’ setback line
2. Options for reducing the current parking standards by incorporating bicycle parking, pervious parking surfaces, and demonstrating business practices that reduce the need for parking spaces.
3. Use of the CAB as a design review board to oversee site design, architectural design, lighting, signage and landscaping.
4. 5 Story height limit or up to 10 stories when not adjacent to Residential zone district.
5. No density limit

Attachment: Urban Core Overlay District - CC workshop 9.28.2021 (3401 : Proposed Urban

Attachment: Urban Core Overlay District - CC workshop 9.28.2021 (3401 : Proposed Urban

Attachment: Urban Core Overlay District - CC workshop 9.28.2021 (3401 : Proposed Urban

CIGARS

STARBUCKS COFFEE

vacasa
Vacation Rentals
Management
Real Estate
36

CRAFT KITCHEN

ARTICLE XIII: DESIGN OVERLAY DISTRICTS ~~FOR MAIN CORRIDORS~~

INTRODUCTION

This Article XIII establishes two separate and distinct overlay zone districts. One overlay district is established as the Main Corridor Overlay District and generally applies to areas outside of the central downtown area of the City of Georgetown, including the main corridors of Highway 17 through the southern portions of the City Highmarket Street in the western portion of the City and along North Fraser in the northern portion of the City. The second overlay district is the Urban Core Overlay District and it generally applies to the downtown, central portion of the city, outside of the Historic District along South Fraser Street and Church Street. The zoning map shall be adjusted and attached to clearly distinguish the separate boundaries of these overlay districts. Pursuant to South Carolina Code of Law Title 6 Chapter 29 South Carolina Local Government Comprehensive Planning Enabling Act of 1994, an "overlay zone" may be established within the municipal boundaries which imposes a set of requirements or relaxes a set of requirements imposed by the underlying zoning districts when there is a special public interest in a particular geographic area that does not conduce with the underlying zone boundaries. The City of Georgetown recognizes the special public interest in establishing appropriate zoning and architectural standards of the commercial corridors and desires to ensure the harmonious and attractive development along these highly visible corridors. The City recognizes that there is a special public interest in providing zoning standards that apply within the context of urban development and a separate special public interest in providing zoning standards that apply in the context of suburban development.

I. MAIN CORRIDOR OVERLAY DISTRICT (MCOD)

1300 Intent

It is the intent of this section to ~~and~~ delineate~~s a~~ the Main ~~Design Overlay~~ Corridor Overlay District (MCOD). The purpose of establishing this overlay is to:

- Identify areas of the City outside of the urban core which reflect the culture of the City of Georgetown;
- Protect and enhance the aesthetic and visual character of all commercial and residential development within the overlay district;
- Promote the cultural, economic and general welfare of the people of Georgetown;
- Foster civic pride;
- Encourage harmonious, orderly and efficient growth and development of the City of Georgetown; and
- Improve property values.

The design review is intended to assure respect to surrounding uses and reduce incompatible and adverse impacts on the aesthetic appearance as well as the economic vitality of the area. The standards established herein address site plan and design-related issues encountered in the development or redevelopment of property within the ~~Overlay Zone~~MCOD.

1301 Delineation of District Boundaries

The boundaries of the ~~Design Overlay District~~MCOD shall include all parcels partially or completely within the outlined ~~Design Overlay District~~MCOD boundaries as illustrated on the Official Zoning Map and the map attached as approved by the Mayor and City Council and includes the following zoning districts within the district. (All properties annexed into the City of Georgetown after the adoption of said guidelines, partially or completely contiguous with Church Street, Highmarket Street, Fraser Street, access roads parallel to these said streets where visible from the main road, and or any street designated to be within the adopted ~~Overlay district~~MCOD shall be required to comply with the adopted guidelines as set forth):

Attachment: Urban Core Overlay District 9.28.2021 redline tracked changes (3401 : Proposed Urban Core Overlay District zoning text

General Commercial (GC)
~~Intermediate Commercial (IC)~~
Planned Development District(s) (PD)
Conservation Preservation (CP)
High Density Residential (R-4)
~~Heavy Industrial (HI)~~
Low Density Residential (R-1)
Public Service District (PS)
~~Base Redevelopment District (REDD-B)~~
~~Redevelopment District Floating Zone 1 (REDD-F1)~~

Specific zoning-related standards are established within the zoning ordinance and must be met prior to beginning development or redevelopment activities of the overlay zone. In addition to the requirements set forth in the Design Overlay Corridor District, all commercial, industrial, or office development in the Design Overlay District shall meet all applicable zoning requirements set forth in the underlying zoning district.

~~Non-contributing commercial buildings located in the Designs Overlay District~~MCOD ~~that are also located in the Historic District shall be exempt from ARB review.~~

1302 District Requirements

The ~~Overlay~~ MCOD standards that follow shall be applicable to any renovated or newly constructed, commercial, industrial, multi-family residential or office developments, businesses that have been closed for over 180 days, new or redeveloped parking lots, removal of trees and/or natural vegetation that are located partially or completely within the boundaries established for ~~each overlay district~~the MCOD. Any dwelling being converted into a commercial business shall be required to meet established guidelines. Accessory structures used in conjunction with commercial businesses shall also meet the requirements set forth herein. *Single family detached dwellings located within the ~~Design overlay district~~MCOD shall be exempt from the design review procedure and requirements set forth herein.*

No zoning or building permit shall be issued for any alteration of existing conditions to the lands, use, or structures within the ~~Design Overlay Corridor District~~MCOD except in accordance with the requirements stated herein.

1303 Design Review Administrative Procedure

Applicants shall complete the ~~Design Overlay District for Main Corridors~~MCOD Approval application and submit it to the ~~Building and Planning Department~~Planning & Community Development Department for review and approval or disapproval. The applicant shall submit two copies of all required information established in this Ordinance

1303.1 Conceptual Review: Applicants are encouraged to meet with the Zoning Administrator prior to the preparation of working drawings and specifications. The purpose of the meeting shall be to familiarize applicants with the City of Georgetown design review standards and receive pertinent information regarding City of Georgetown Design Review Standards.

1303.2 Preliminary/Final Review: The Zoning Administrator shall review each application to determine if it adheres to the design review criteria. If the design and materials are consistent with the design guidelines, the Zoning Administrator may issue a zoning permit. If revisions are required, the applicant shall make the necessary revisions and submit them for final review. Once all requirements have been satisfied, the Zoning Administrator shall issue a zoning permit.

Attachment: Urban Core Overlay District 9.28.2021 redline tracked changes (3401 : Proposed Urban Core Overlay District zoning text

1303.3 The Zoning Administrator shall approve only those applications for a zoning permit that conform to all requirements set forth in the City of Georgetown Zoning Ordinance, to include the overlay guidelines as required by this ordinance.

1303.4 The following guidelines shall be used when ~~in~~ reviewing proposed structures, site improvements, signs, and landscaping in addition to those standards pertained to the particular base zoning district in which the development occurs.

1304 Site Design Standards

Site plans shall meet all applicable zoning requirements in addition to the following requirements set forth within the ~~Design Overlay Corridor District~~MCOD.

Landscaping and Site Development

1304.1 Proposed development shall avoid excessive or unsightly grading, indiscriminate earth moving or clearing, and removal of trees and vegetation which could cause disruption of natural water courses, or disfigure natural land forms. All requirements set forth in the Army Corp. of Engineers and/or OCRM will be addressed at this time.

~~**1304.2** Where it is reasonable and practical, proposed structures shall not impede scenic views from the main road, from existing structures, or from natural settings.~~

1304.2 ~~**1304.10**~~ Proposed developments shall be located and configured in a visually harmonious manner with the terrain and vegetation of the subject parcel and with that of surrounding parcels.

1304.3 The landscape plan for proposed developments shall provide visually harmonious and compatible settings for structures on the same lot and on adjoining lots and shall blend with the surrounding natural landscape. Extreme care shall be given to the preservation of existing natural vegetation on the site and shall be incorporated into proposed landscape plans.

1304.4. Plant materials shall be selected and placed with regards to the estimated mature height and width of such materials.

Lighting

1304.5 Parking lot lighting shall be no greater than twenty five (25) feet in height and be shielded to ensure that no spillover occurs onto adjacent rights-of-way or private property.

1304.6 A lighting plan will be required with submittal of all commercial development plans within the ~~overlay~~MCOD. Emergency lighting for public safety and hazard warning, holiday decorations, residential lighting, and public streetlights are exempted from the provisions of this ordinance.

1304.7 Lighting Orientation and shielding: All light fixtures, except streetlights shall be located, aimed or shielded as to minimize stray light trespassing across property boundaries. No illumination in excess of one (1) foot candle shall spill across any residentially zoned lot line. The orientation of all lighting shall be downward.

1304.8 Out parcels shall conform to the master lighting and landscaping plan prepared by the developer of the primary lot.

1304.9 Property owners and managers are encouraged to safely illuminate building entry/exit locations; however, such areas shall only be illuminated using shielded lighting or off-building lighting that does not

Attachment: Urban Core Overlay District 9.28.2021 redline tracked changes (3401 : Proposed Urban Core Overlay District zoning text

generate glare or otherwise allow the light to be viewed directly from off the property. Building walls may be illuminated.

~~**1304.10** Proposed developments shall be located and configured in a visually harmonious manner with the terrain and vegetation of the subject parcel and with that of surrounding parcels.~~

~~1305~~ **Architectural Design Standards**

1305 All proposed structures will contribute to the image of the City of Georgetown as a unique place of visual character, integrity and quality. Structures shall meet all applicable Building Code requirement in addition to the following:

1305.1 All structures within a proposed development (including gasoline canopies) shall utilize a uniform architectural theme.

1305.2 The scale of buildings and accessory structures (including canopies) shall be appropriate to the scale of structures located in the surrounding area.

1305.3 Out parcels shall conform to the master architectural, and signage plan prepared by the developer of the primary lot.

1305.4 The architectural design and finish details of the buildings (i.e. signage, canopies, railings, metal work, window casements, flashing and other finish elements) shall be appropriate and compatible with one another and surrounding structures.

1305.5 Long, monotonous façade design, including, but not limited to, those characterized by unrelieved repetition of shape or form, or by unbroken extension of line, shall not be permitted

1305.6 Porches and porticos with vertical posts or columns of simple, traditional design shall be incorporated into designs where practical.

1305.7 **Elevations.** All elevations of a structure shall be in harmony one with another in terms of scale, mass, proportion, detail, material, color and high design quality.

A. The side and rear elevations of buildings shall be visually attractive, especially where the side or rear elevations are most often viewed by the public. Roof lines and architectural details shall present a consistency in quality design.

B. All roofs shall be Hipped or gabled and have a 6/12 pitch for at least 60% of the roof area. Mansard roofs are not permitted in the ~~Overlay District~~MCOD.

C. The use of a parapet is acceptable with approval from the Zoning Administrator.

D. Porch or canopy roofs may be of a lesser slope. Canopies designed as domineering or overpowering architectural features shall not be permitted.

1305. 8 Windows. Large Expansions of Glass shall be ~~Avoided.~~delineated by architectural features. Where possible, glass expanses shall be divided into smaller lights through the use of transoms, mullions or mutins. The transom, mullion or mutin size shall be in proportion to the glass pane. The Zoning Administrator shall review the type of business to determine appropriate expanse of glass. The use of transoms with glass windows above and below or glass windows above a door are encouraged.

Attachment: Urban Core Overlay District 9.28.2021 redline tracked changes (3401 : Proposed Urban Core Overlay District zoning text

True divided light or simulated divided light windows shall be of wood, vinyl-clad wood, or metal.

1305.9 Mechanical Equipment and Electric Services

A. Mechanical equipment, whether ground level, raised or roof-top visible from the corridor or right of ways shall be enclosed or screened to ensure that such features are not visible. Enclosures and screens shall be compatible the architectural style of the proposed building.

B. All new electrical services shall be buried where possible.

1305.10 Building Materials and Exterior Color

Appropriate Exterior materials include finished wood, brick, wood shingles or shakes, hard plank (or other synthetic products which show a wood grain and closely resemble finished wood siding, or split face block), vinyl. Only materials selected from this list shall be specified in design submissions.

A. No unadorned concrete masonry units or corrugated and/or sheet metal or unfinished wood shall be allowed on the front façade of any building within the ~~overlay district.~~MCOD.

B. Shingles, metal standing seam, tile, or other roofing materials with similar appropriate texture and appearance shall be utilized on roofs visible from ~~the Corridor~~ any adjacent public right of way.

C. Shutters, when used, shall be either louvered, paneled or board and batten. They shall be hung or hinged from window sides and sized to fit the window.

D. Trim, Windows and doors shall be finished in white, or a contrasting value of the cladding color.

E. Fences. Wood palisade, lattice, aluminum, and iron shall be used in the ~~Overlay District~~MCOD. Black plastic coated galvanized chain link fencing may be used with if screened with landscaping on the side and rear of property and approved by the Zoning Administrator. Chain link fencing shall not be placed in the front yard.

F. Color Palette. Color combinations of paints and stains shall be complementary. No more than three different colors per building shall be permitted. Primary colors, fluorescent, psychedelic, and phosphorescent are not permitted in the Overlay Corridor District. Colors such as black, dark blue, grays, and other dark colors can be used to for doors, trim, and shutters.

1306 Sign Design Standards

Signage shall meet all applicable requirements of Article 10 and all applicable Building Codes in addition to the following requirements set forth within the ~~Design Overlay Corridor district~~MCOD.

1306.1 The location and dimension of wall signs shall be indicated upon the architectural elevations of the proposed structures.

1306.2 Signs (monument and wall signs) shall compliment the architectural style of the building and shall be designed as an architectural element of the building.

1306.3 The materials, colors, and lighting of signs shall be compatible with the materials used in the construction of the building.

1306.4. Wall signs shall fit within the confines of the architectural details of the building and not obscure or detract from those features.

Attachment: Urban Core Overlay District 9.28.2021 redline tracked changes (3401 : Proposed Urban Core Overlay District zoning text

1307 Moved to Article X

1308 Landscaping/Buffer Requirements

All landscape plans must be submitted to and approved by the Zoning Administrator.

1308.1 Affected Property

A. New Developments: All new developments, buildings, structures, and parking areas shall comply with the minimum landscape requirements set forth herein.

B. Existing Developments: When the principle use in an existing building changes to a different principal use, or renovations to an existing building exceed twenty-five (25%) percent of the appraised value as indicated on the Georgetown County Tax Records are to occur, or the footprint of a building is to be enlarged, or a single building (or 50% of a strip center) has been vacant for over 180 days, then the parking areas for such building(s) shall meet one of the landscaping/buffer requirements. If existing conditions on parcel does not allow for full compliance with the ordinance, the Zoning Administrator shall have the authority to ~~require adequate landscaping without meeting the full requirements set forth herein~~approve a minor reduction in landscaping requirements contingent upon a contribution to the City's tree and beautification fund of equal or greater value in the loss of landscaping. The cost of the loss of landscaping shall be based on actual cost to the City to plant the same kind of landscaping at another location or on public land.

1308.2 Percentage of Property to be landscaped. Each property shall devote a minimum of fifteen (15%) of its total area to landscaping which may include existing or transplanted trees, shrubs, and lawns. Paved areas, gravel areas, and retention/detention ponds shall not be calculated as part of the minimum fifteen (15%) percent.

1308.3 Landscape requirements for the perimeter of Parking Areas

A. Perimeters adjacent to Public Rights-of-way:
Parking areas that do not exceed 20,000 sq. ft. in area shall be required to have a minimum landscape buffer of ten (10') feet in width and shall contain a minimum of one (1) shade tree and ten (10) shrubs for every 35 linear feet of street frontage. Parking areas that exceed 20,000 sq. ft. in area shall be required to have a minimum landscape buffer of fifteen (15') in width and shall contain a minimum of one (1) shade tree and ten (10) shrubs for every 35 linear feet of street frontage.

B. Perimeters not adjacent to Public Rights-of-way: In addition to the landscaping requirements for Perimeters adjacent to Public rights-of-way, the remaining perimeter of any parking area shall be surrounded by a continuous five (5') foot landscape strip. Such landscape border shall be required between any paved area and any property line, yard, or structure. The landscape border may be interrupted for ingress and egress of structures and adjoining lots. Such border shall consist of one (1) shade tree or one (1) ornamental tree and ten shrubs for every 35 linear feet of perimeter. Borders between the structures and parking shall be a minimum of five (5) feet in width and consist of ten (10) shrubs for every 35 linear feet of perimeter.

1308.4 Landscape Requirements for the Interior of Parking Area

A. The interior of parking areas shall contain landscape islands and peninsulas located in such a manner as to preserve existing trees and vegetation; guide traffic flow and direction; divide and break up large expanses of parking; and promote pedestrian and vehicular safety.

Attachment: Urban Core Overlay District 9.28.2021 redline tracked changes (3401 : Proposed Urban Core Overlay District zoning text

B. A maximum of fourteen (14) consecutive parking spaces in a row shall be permitted without a landscape island.

C. Each end row of parking spaces shall require a landscape island unless the end of such row of parking spaces is adjacent to a perimeter landscape border as required in 1312 of this ordinance.

D. The minimum width of a landscape island that is parallel to a parking space shall be nine (9) feet, and the minimum length for the same shall be eighteen (18) feet. Each landscape island shall contain a minimum of one (1) shade tree or one (1) ornamental tree and five (5) shrubs.

E. Every fourth group of rows of parking spaces shall be separated from one another by a four (4) foot landscape island that extends the entire length of the row of parking spaces. Such landscape island shall contain a minimum of one (1) shade tree or one (1) ornamental tree and 10 shrubs for every thirty five (35) linear feet.

1308.5 Retention Pond Landscape Requirements. Developments that provide for on-site retention ponds shall be required to plant wetland plant materials in and around such ponds. The plant species selected shall be those which are commonly known to flourish in wetland areas and improve the quality of surface water run-off. In addition, grasses, shrubs, and other herbaceous materials shall be provided in and around the retention area in appropriate quantity and placement to ensure the propagation of such materials to approximately one-half the retention area within a three (3) year period.
Appropriate plants for wetlands are listed below:

Wetland Plan Species Common Name	Botanical Name
Maidencane	Panicum hemilomon
Giant cutgrass	Spartina spp.
Prairie cordgrass	Spirpus spp.
Giant bulrush	Typha spp.
Cattail	Iris spp.
Blueflag iris	Canna lilies
Canna lily	Texodium spp.
Cypresses	Decondon verticillatus
Water-willow	Nyssa spp.
Tupelo gums	Cephalantus occidentalis
Button bush	Salix app.
Willows	Gordonia lasianthus
Loblolly Bay	

1308.7 Landscape requirements for Monument Signs. A landscape border a minimum of three (3') feet in depth and a minimum width equal to the greatest width of the sign shall be required for all monument signs. The landscape border shall contain one (1) shrub per three (3) linear feet with appropriate ground cover. No portion of the sign shall project beyond the landscape border.

1308.8 Requirements for Landscape Buffer

A. Subject parcel boundaries adjacent to delineated wetlands shall have a required minimum buffer of twenty (20) feet.

B. Required perimeter landscape may be grouped to ensure visibility and to allow for creativity. Equal spacing of plant materials shall not be required.

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C. Existing trees, regardless of classification may be counted toward requirements for shade trees or ornamental trees provided such trees are a minimum of 5" inches in caliper, in good health, and located in the approximate area as required.

D. Shade Trees: Any deciduous or leaf bearing tree that reaches a mature height in excess of forty (40) feet. Shade trees shall be a minimum of three (3) inches in caliper and ten (10) to twelve (12) feet in height at the time of installation.

E. Ornamental trees: Any deciduous or evergreen tree that has a particular ornamental characteristic and tends to have a mature height less than that of a shade tree. The ornamental characteristic of such trees may include a distinctive shape, color, flower, or limb configuration. Ornamental trees shall be a minimum of one and one half (1.5) inches in caliper and six (6) to eight (8) feet in height at the time of installation.

F. Shrubs: Shrubs shall be a minimum of three (3) gallons in size and one and one half (1.5) feet in height at the time of installation.

G. Groundcover: Groundcover shall consist of grass, turf, sod, ivy, bulbs, potted flowers, and bedding plants. Pebbles, wood chips, bark, mulch, straw and similar materials may be used in conjunction with groundcover to delineate planting beds, but in no instance shall such materials be used for the purpose of sidewalks, parking areas, or driveways. Areas dedicated for lawns shall be cleared of debris, graded level, and covered with sod, turf, or grass seed.

H. When the configuration of a structure and parking area are such that the required landscaping set forth herein has to be placed under overhead utility services, consideration shall be given to the estimated mature height or required plant materials. Substitutions of plant materials or types (i.e. shade trees) when needed due to over head utilities may be replaced with ornamental trees.

I. No structures or portions of structures (except public utility services) shall be permitted in a required landscape buffer. Ingress and egress shall be permitted through required landscape.

J. The owner, occupant, tenant, or agent shall be jointly and severally responsible for the maintenance of all landscaping. Landscaping shall be maintained in good condition so as to present a healthy, neat and orderly appearance. Proper maintenance shall include watering, weeding, mowing, mulching, fertilizing, and pruning. Any dead, dying, or damaged landscaping material shall be promptly replaced with materials of an approved size and type.

1308.9 Site Triangle Vision Clearance Requirement. In order to insure landscape materials do not impede vision and constitute a driving hazard, a site triangle shall be required at all streets and driveway intersections. Within the required triangle, only grass, or groundcover shall be allowed. (See figure below)

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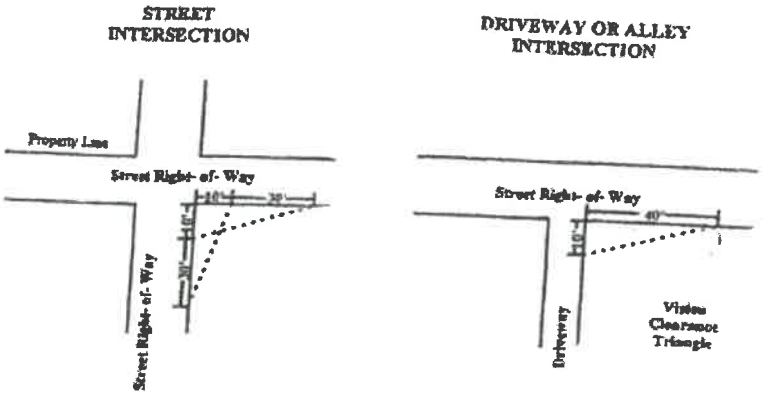

1308.10 Tree Preservation and Care During Construction. In order to insure that existing trees and vegetation are incorporated into proposed site plans, the Zoning Administrator shall have the authority to require a topographic survey with any site plan. Such topographic survey shall be prepared by a licensed surveyor and illustrate the location and type of all trees with an eight (8) inch DBH and greater. The Zoning Administrator may require the topographic survey if he or she determines that the proposed development or alterations will threaten, disturb, encroach upon, or require the removal of any existing trees. The City of Georgetown Tree Protection Ordinance shall be strictly adhered to.

1308.11 Recommended Plant List. Table 1308.11 specifies trees and shrubs that are native or have been determined to be suitable for the climate. Applicants seeking to incorporate landscaping materials not listed in the recommended plant list shall submit the request to the Zoning Administrator, who shall determine if such materials are appropriate.

Table 1308.11

Shade Trees		Ornamental Trees		Shrubs	
Common Name	Botanical Name	**Common Name**	Botanical Name	**Common Name**	Botanical Name
American Beech	Fagus grandifolia	**Tulip Poplar**	Liriodendron tulipifera	**Boxwood**	Buxaceae
Bald Cypress	Taxodium distichum	**Eastern Redbud**	Cercis siliauastrum	**Camellia**	Camellia japonica
Black Gum	Nyssa sylvatica	**Flowering Dogwood**	Cornus florida	**Dwarf Nandina Gardenia**	Gardenia jasminoides
Elm	Ulmus Americana	**Loquat**	Eriobotrya japonica	**Hawthorn**	Crataegus
Hickory	Carya ovata	**American Holly**	Ilex opaca	**Hibiscus**	Hibiscus roas-sinensis
Laurel Oak	Quercus laurifolia	**Crepe Myrtle**	Lagerstroemia indica	**Holly**	Llex
Live Oak**	Quercus virginiana	**Crabapple**	Malus species	**Hydrangea**	Hydrangeaceae
~~**Palmetto**~~	~~Sabal palm~~	**Wax Myrtle**	Myrica cerifera	**Azalea**	Azalea
Pecan	Carya illinoensis	**Yaupon Holly**	Ilex vomitoria	**Indian Hawthorn**	Raphiolepis indica
Pin Oak	Quercus palustris	**Palmetto**	Sabal palm	**Leyland Cypress**	Cupressocyparis leylandii

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Red Cedar	Juniperus virginiana	**Red Cedar**	Juniperus virginiana	**Nandina**	Nandina domestica
Red Maple	Acer rubrum	**Southern Magnolia**	Magnolia grandiflora	**Oleander**	Nerium oleander
Red Oak	Quercus falcata	**Saucer Magnolia**	Magnolia soulangiana	**Possumhaw**	Llex decidua
River Birch	Betula nigra	**Little Gem Magnolia**	Magnolia grandiflora	**Privet**	Ligustrum
Southern Magnolia	Magnolia grandiflora			**Red Tip Sasanqua**	Camellia sasanqua
Southern Sugar Maple	Acer barbatum			**Viburnum**	Viburnam
Sweet Gum	Liquidambar styraciflua			**Sasanqua Camellia**	Camellia sasanqua
Sycamore	Plantanus occidentalis				
Tulip Poplar	Liriodendron tulipifera				
Water Oak	Quercus nigra				
White Oak	Quercus alba				
Willow Oak	Quercus phellos				
Zelkova	Zelkova serrata				

1309 Procedures for Appeals and Variances regarding the City of Georgetown Design Overlay Corridor District

Any person aggrieved by an administrative action or decision, or seeking relief from a requirement of the City of Georgetown Design Overlay Corridor District shall make a formal request to the Community Appearance Board (CAB) on an application supplied by the Zoning Administrator. Such application shall be completed in full and returned to the office of the Zoning Administrator. Appeals from the community Appearance Board shall be in accordance with Section 6-29-870 of the South Carolina Code of Ordinances.

Editor's note-(deleted Article XVI its entirety and replaced with revised Article XVI ord. of 2-17-11) (renumbered Article XVI, Sections 1600, 1601, 1602, 1603, 1603.1, 1603.2, 1603.4, 1604, 1604.1, 1604.2, 1604.3, 1604.4, 1604.5, 1604.6, 1604.7, 1604.8, 1604.9, 1604.10, 1605, 1605.1, 1605.2, 1605.3, 1605.4, 1605.5, 1605.6, 1605.7, 1605.8, 1605.9, 1605.10, 1606, 1606.1, 1606.2, 1606.3, 1606.4, 1607, 1608, 1608.1, 1608.2, 1608.3, 1608.4, 1608.5, 1608.7, 1608.8, 1608.9, 1608.10, 1608.11, and 1609 to new Article XIII, Sections 1300, 1301, 1302, 1303, 1303.1, 1303.2, 1303.4, 1304, 1304.1, 1304.2, 1304.3, 1304.4, 1304.5, 1304.6, 1304.7, 1304.8, 1304.9, 1304.10, 1305, 1305.1, 1305.2, 1305.3, 1305.4, 1305.5, 1305.6, 1305.7, 1305.8, 1305.9, 1305.10, 1306, 1306.1, 1306.2, 1306.3, 1306.4, 1307, 1308, 1308.1, 1308.2, 1308.3, 1308.4, 1308.5, 1308.7, 1308.8, 1308.9, 1308.10, 1308.11, and 1309 ord. of 4-21-2011) and further (renumbered Article XIII, Sections 1300, 1301, 1302, 1302.1, 1302.2, 1302.201, 1302.202, 1302.203, 1302.204, 1302.205, 1302.206, 1302.3, 1302.4,and 1303 to new Article XVII, Sections 1800, 1801, 1802, 1802.201, 1802.202, 1802.203, 1802.204, 1802.205, 1802.206, and 1803, ord. of 4-21-2011) (amended Section 1301 ord. of 6-23-11)(amended Section 1301 ord. of 1/1/19). Amended xxxx 2021

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II. Urban Core Overlay District (UCOD)

1310 Intent

There is hereby established an Urban Core Overlay District (UCOD). It is the intent of the Urban Core Overlay District (UCOD) to promote the attractive, harmonious and pedestrian friendly re-development of the City's urban core while enhancing the adjacent uses. The design standards provided pursuant to this section shall substitute the same standards provided in the underlying zone district. Where the UCOD is silent on a standard provided in the underlying zone district, the standard of the underlying zone district shall be determinative. Where conflicting provisions exist, the standards of the UCOD shall be determinative.

1310.1 Affected Properties

The UCOD standards that follow shall be applicable to any parcel, structure, building, or use within the UCOD boundaries when:

1. Substantially renovated in an amount of or exceeding 50% of the then tax assessed value; or
2. Newly constructed, commercial, industrial, multi-family residential, or office developments; or
3. When any business has been closed for over 180 days or when a change of use is proposed, or
4. New or redeveloped parking lots, accessory structures, removal of trees and/or natural vegetation that are located partially or completely within the boundaries established for the UCOD; or
5. When any dwelling is being converted to a non-residential use; or
6. When any addition expanding the footprint of an existing building is proposed.

Single family detached dwellings, including any associated accessory structures located in the UCOD shall be exempt from the design review procedure and requirements set forth herein.

No zoning approval or building permit may be issued for any alteration of existing conditions to the lands, use, or structures within the UCOD except in accordance with the requirements stated herein. The Community Appearance Board (CAB) may approve, approve with conditions, or deny any application brought before it. When approved or approved with conditions by the CAB, a Certificate of Appropriateness shall be issued prior to a building permit.

1311 Delineation of District Boundaries

The boundaries of the UCOD as illustrated on the Official Zoning Map and the map attached as approved by the Mayor and City Council includes the following zoning districts within the UCOD: General Commercial (GC); Intermediate Commercial (IC); Redevelopment District (REDD); Light Industrial (LI); Planned Development (PD)[1]; Residential 4 (R4); Core Commercial (CC); Residential 5 (R5).

[1] *Properties currently zoned PD are subject to the standards of the PD as a matter of priority unless rezoned. However, projects within a PD zone district shall be subject to the CAB review provided herein. Where the standards provided in the UCOD are compatible with and complementary to the standards of the PD, the CAB shall apply the design standards of the UCOD so long as they are not in direct conflict with the standards of the PD. The CAB shall have discretion when considering the complementary or contradictory standards of a PD and the UCOD. The CAB should consider the purpose, intent, and specific guidelines of both the PD and the UCOD as well as the overall character of the project when considering a project within an underlying PD zone district.

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Properties located within the UCOD shall be designed in accordance with the following standards. Parking shall be restricted to the side or rear of the principal buildings and buffering from adjoining residentially zoned parcels shall be required.

Table 1310-1

UCOD Standards	
A. LOT CONFIGURATION	
Minimum Lot Size	Underlying zone district
Maximum Lot coverage Allowed	85%[2]
B. PRIMARY BUILDING PLACEMENT	
Build-to line	15 feet[3]
Side Setback	5 feet
Rear Setback	5 feet[4] 15 feet when adjacent to a residential zone district
C. ACCESSORY BUILDING PLACEMENT	
Front Setback	Accessory Structures shall be placed to the rear of the façade of a primary structure.
Side Setback	0 feet
D. BUILDING FORM	
Primary Building Height	5 stories maximum[5] or 55 feet
Parking Buffers	5 feet unless adjacent to residential zone district, then 15 feet.
Residential Density- mixed uses encouraged.	When a primary building incorporates non-residential and residential uses on the same site, there shall be no density maximum.

[2] Landscape buffers and stormwater management plan required. See also rear setback requirement when adjacent to residential zone district.

[3] Primary buildings shall be built to the front build-to line and may be built up to five feet behind or five feet in front of the 15 feet build-to line.

[4] When the rear property line of a parcel within the UCCOD is adjacent to a residential zone district, the rear setback shall be a minimum of 15 feet.

[5] For properties not adjacent to a residential zone district, the height maximum may be extended beyond five stories but not more than ten stories (or 110 feet), when a permitted use can provide its own fire protection by installing a fire suppression sprinkler system and all other parking, landscaping, storm water, setback and building code requirements have been met.

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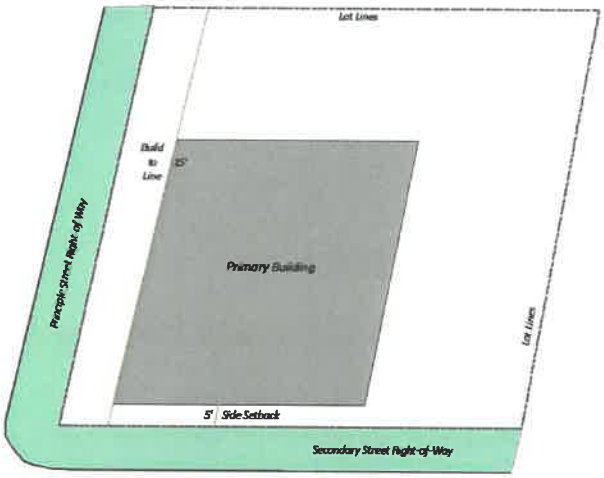
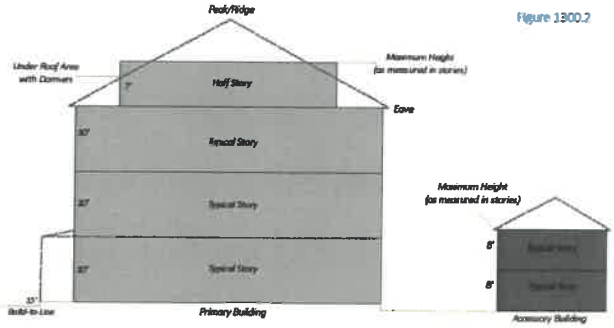
Figure 1300.1



Building Heights

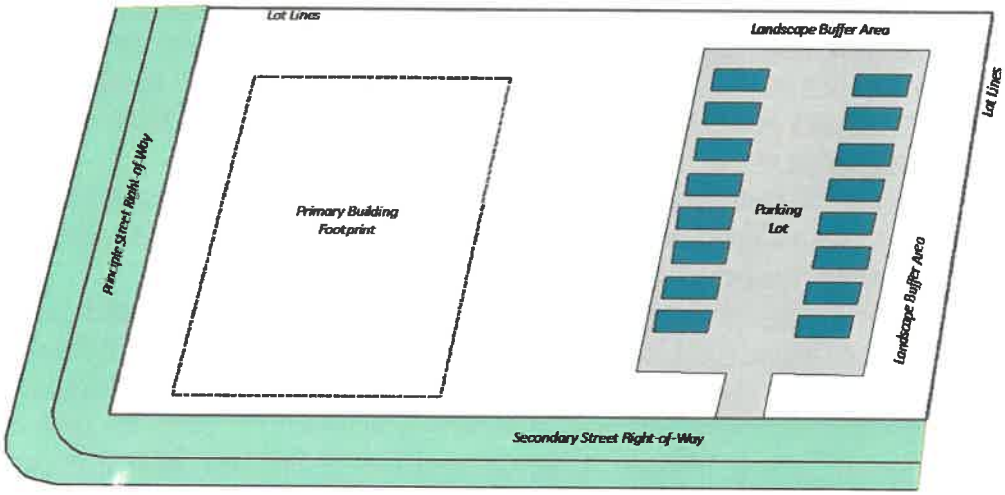
Figure 1300.2



Lot Configuration for UCCOD

Parking Location

Figure 1300.3



Permitted uses. Land may be used and buildings or structures may be erected, altered or used for any purpose allowed by the underlying zoning district as listed in Article VII Section 704 Use Classification chart except that the following shall apply to parcels in the Urban Core Commercial Overlay District:

Mixed uses within the UCCOD are encouraged. Multi-family may be permitted in General Commercial and Intermediate Commercial zone districts as a Conditional Use subject to the conditions of Article 4 Section 422.

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1310.1 Build-to Line: For new construction, in lieu of a front setback line, a building shall be built to a 15 feet build-to line. Buildings may be built 5 feet beyond or 5 feet behind the build-to line. A build-to line is a line inside and across the front of a lot, generally parallel to the lot's Front Property Line. A pedestrian access to the building should be provided from the main thoroughfare.

1310.2 Side Setback: 5 feet

1310.3 Rear Setback: 5 feet unless it abuts a residential zone district then 15 feet.

1310.4 Principal Street on Side Corner Lot shall adhere to section 1308.9 Site Triangle Vision Clearance Requirement.

1310.5 Parking: The Zoning Administrator may reduce parking requirements when an applicant demonstrates to the satisfaction of the zoning administrator any one or combination of the following:

1. Bicycle parking has been provided at the rate of 2 bicycle spaces for every 1 vehicle parking space eliminated. Up to 5% of all parking spaces required or five (5) vehicle parking spaces may be reduced, whichever is less, when the addition of bicycle parking spaces are incorporated into the site design. Bicycle parking must provide a 1.5'x5' space for each bicycle and must utilize a bicycle rack(s). Bicycle rack design is subject to the approval of the Community Appearance Board and must be appropriately designed to blend in harmoniously with the overall site design and adjacent properties. Bicycle parking may be provided in the setback areas except that no bicycle parking rack may be placed within the vision clearance triangle defined above in Section 1308.9.
2. When pervious parking materials (e.g. pervious pavement, gravel parking, pervious pavers, grass pavers, etc.) are incorporated into at least 50% of the surface parking area, the overall parking requirements may be reduced by up to 10%.
3. The Zoning Administrator may reduce overall parking requirements by not more than an addtional 10% when an applicant sufficiently demonstrates that a substantial portion of the business transacted will occur either through walk-in customers, drive-thru service, online order and pick-up, delivery or otherwise in a manner in which the need for parking is alleviated. Bicycle parking (number 1. above) and use of pervious parking materials (number 2. above) must be used before the Zoning Administrator is authorized to apply a reduction in required parking under this paragraph number "3".
4. Compact spaces may be used as provide in Sec. 1102.

1310.6 Right of way improvements: The applicant shall provide for right of way improvements that create a harmonious and attractive site. Right of way improvements include construction of sidewalks, installing sod subject to South Carolina Department of Transportation (SCDOT) approval and encroachment permit as well as other driveway entrances and exits. The Zoning Administrator and the Technical Review Committee shall review and approve proposed right of way improvements that are consistent with the City's overall transportation plan.

1310.7 Lowcountry Architectural Features encouraged: The building and site design should incorporate elements of Lowcountry style architecture. Some elements of Lowcountry Style architecture include but are not limited to large overhanging eaves, outdoor seating areas, chimneys, functional shutters, large

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windows, joggling boards, rocking chairs, high ceilings, metal roofs, large shade trees, and the use of transoms with a window above and a door below.

1310.8 Story: For the purposes of this chapter a story is defined as that portion of a building included between the surface of any floor and the surface of the next floor above, or if there is no floor above it, then the space between such and the ceiling next above it.

Design Review Procedures

Applications for new construction, additions to existing structures, and renovations with a value equal to or greater than the then tax assessed value shall be submitted to the Community Appearance Board (CAB) for Preliminary and Final approval. Applications submitted for CAB review shall include an original plus seven (7) copies, a digital version of the proposal and:

a) a detailed site plan,
b) elevations of all sides of any structure detailing fenestrations,
c) a lighting plan with proposed exterior light fixtures,
d) proposed signage,
e) materials detail,
f) floor plans,
g) mechanical equipment and when visible from a right of way materials for screening,
h) detailed landscape plan and planting schedule, and
i) proposed color scheme.

Photographs and contextual modeling are strongly encouraged to be included. After preliminary review, the CAB may require additional detail to be submitted for Final approval.

Applicants shall submit a completed Design Overlay District Application to the Planning & Community Development Department for Preliminary Approval. After the CAB provides Preliminary Approval, the applicant shall submit an application for CAB Final Approval.

Interior renovations, maintenance, and sign face changes may be submitted through an application to the Zoning Administrator. The Zoning Administrator may approve interior renovations, exterior maintenance and sign face changes that are in compliance with the standards provided herein.

Applicants are encouraged to meet with the Zoning Administrator for a conceptual review. The purpose of the meeting shall be to familiarize applicants with the City of Georgetown design review standards and receive pertinent information regarding the City of Georgetown Design Review Standards provided herein.

F

1311. Community Appearance Board Review (CAB)

The CAB shall have jurisdiction over the exterior improvements or changes to multi-family and non-residential developments within the jurisdictional boundaries of the UCOD. For parcels that are located in the Historic District and in the UCOD, the following shall be determinative as to jurisdiction:

Proposed projects that are on Contributing and non-contributing properties that are strictly a single family use shall be presented to the ARB including demolitions of a single-family use.

All other proposed projects for two-family, multi-family, mixed-use or non-residential uses shall be presented to the CAB. When a project proposes to convert a single-family use to another use,

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the ARB shall have jurisdiction over a demolition request and the CAB shall have jurisdiction over the proposed new construction.

The CAB shall provide a Preliminary review at the next available regularly scheduled meeting after a complete application is submitted. Proposed projects shall be reviewed for compliance with the intent and standards of this ordinance and Article X Sign Regulations. The CAB may approve, approve with conditions, or deny a project proposal. Only those projects in compliance with this ordinance may be approved or approved with conditions. However, the CAB may hear variances, appeals, or any other matter authorized pursuant to the Zoning Ordinance Article XVII: Community Appearance Board. Variances and appeals may be reviewed concurrently at the Preliminary Review meeting of the CAB. After Preliminary review and approval is granted, the applicant shall submit an application for Final Approval addressing any comments provided at the Preliminary review.

No building permit or Zoning approval may be issued except in compliance with the CAB Final approval.

1312. Site Design Standards

Site plans shall meet all applicable requirements set forth in the UCOD. Proposed developments shall avoid excessive or unsightly grading, indiscriminate earth moving or clearing, and avoid removal of trees and vegetation which could cause disruption of natural water courses, or disfigure natural land forms. All requirements set forth in the Army Corps of Engineers and/or OCRM will be addressed on a site plan.

The site plan shall provide for the harmonious placement of buildings, parking, signage, mechanical equipment, and other site improvements. Plant materials shall be selected from Table 1308.11. Use of native species that match or complement existing landscape features on the site or nearby sites should be incorporated into the landscape plan.

The relationship of structures to their environment, and the location and design of driveways, parking, and circulation areas shall be given special consideration. Proposed structures shall be sited to relate harmoniously to the terrain and to existing structures in the vicinity that have a visual relationship to the proposed structures. However, creative and unique design elements that do not exist on adjacent or nearby properties are not a basis for denial but may be incorporated into a building in a manner that complements the district. The achievement of such relationship may include the enclosure of space in conjunction with other existing buildings or other proposed buildings, and the creation of focal points with respect to avenues of approach, terrain features, or other buildings. With respect to vehicular and pedestrian circulation, including walkways, interior drives, and parking, special attention shall be given to location and number of access points, general interior circulation, separation of pedestrian and vehicular traffic, and arrangement of parking areas that are safe and convenient and, in so far as creative and unique design elements can be encourage, do not detract from the design of proposed buildings and structures and the neighboring properties.

1312.1 Surface Parking Lot Perimeter landscape and Screening Requirements

Surface parking lots, service areas or other vehicular use areas shall include landscaping where such areas abut a public right-of-way or neighboring parcel, except where permitted driveway connections and pedestrian connections are to be provided. Such landscaping shall be provided as follows:

a) A landscaping area at least five (5) feet in depth shall be located adjacent to the abutting right-of-way or neighboring parcel; except that where a drainage or other utility easement

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exists along a property line and the property line is not adjacent to a residentially zoned property, the landscape area can be reduced to three (3) feet and be located between the parking lot, service area or other vehicular use area and the drainage or utility easement. When an adjacent property is in a residential zone district, the landscape area shall be a minimum of fifteen (15) feet.

b) The landscaping area shall be planted with either one (1) shade tree for each thirty-five (35) linear feet of landscaping area and an evergreen hedge or other durable landscape material of at least three (3) feet in height to provide a continuous landscape element; or one (1) ornamental tree for each twenty-five (25) linear feet of landscaping area

c) When the perimeter landscape area is located within an existing utility easement, two ornamental trees may be substituted for each required shade tree.

d) For service areas such as dumpsters or other unsightly service areas, appropriate screening made of materials that blend with the primary structure and overall property shall be incorporated. The screening shall be an appropriate height to screen the otherwise unsightly activity but in no instance may exceed ten feet in height. The CAB may require additional landscaping to soften the screening materials. Service areas should be placed in a manner where they are visually minimized and whenever possibly not visible from any adjacent public right of way.

1312.2 Surface Parking Lot and Other Vehicle Use Areas Interior Landscaping Requirements

a) The interior of parking areas shall contain landscape islands and peninsulas located in such a manner as to preserve existing trees and vegetation; guide traffic flow and direction; divide and break up large expanses of parking; and promote pedestrian and vehicular safety.

b) A maximum of fourteen (14) consecutive parking spaces in a row shall be permitted without a landscape island.

c) Each end row of parking spaces shall require a landscape island unless the end of such row of parking spaces is adjacent to a perimeter landscape border as required in 1312 of this ordinance.

d) The minimum width of a landscape island that is parallel to a parking space shall be nine (9) feet, and the minimum length for the same shall be eighteen (18) feet. Each landscape island shall contain a minimum of one (1) shade tree or one (1) ornamental tree and five (5) shrubs.

e) Every fourth group of rows of parking spaces shall be separated from one another by a four (4) foot landscape island or rain garden that extends the entire length of the row of parking spaces. Such landscape island shall contain a minimum of one (1) shade tree or one (1) ornamental tree and 10 shrubs for every thirty five (35) linear feet.

f) Landscape islands may be designed in a matter that promotes Best Management Practices for storm water management. For example, a landscape island may eliminate curbing and allow for water to flow into it for absorption by the natural landscaping.

1312.3 Street Frontage Landscaping. Street frontage landscaping shall include a shade tree every 45 feet, and an ornamental tree every 45 feet alternating shade trees and ornamental trees. Ten (10) shrubs a minimum of three (3) gallons and one and one half (1.5) feet at the time of installation shall be incorporated for every thirty-five (35) linear feet of street frontage. Spacing need not be equal so long as adjusting spacing complements the architectural features and shape of the building, subject to the CAB approval. Ground cover and planting beds should be used in a manner that utilizes native species, are drought resistant, and limits the use of chemical fertilizers.

1312.4 Percentage of Property to be landscaped.

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Each property shall devote a minimum of fifteen (15%) of its total area to landscaping which may include existing or transplanted trees, shrubs, and lawns. Rooftop landscaped areas may count toward the minimum landscaping required. Paved areas, gravel areas, and retention/detention ponds shall not be calculated as part of the minimum fifteen (15%) percent.

1312.5 Retention Pond Landscap Requirements. The standards of Section 1308.5 of the MCOD shall also apply to the UCOD.

1312.6 Requirements for Landscape Buffers

The following apply to all landscape buffers within the UCOD:

A. Subject parcel boundaries adjacent to delineated wetlands shall have a required minimum buffer of twenty (20) feet.

B. Required perimeter landscape may be grouped to ensure visibility and to allow for creativity. Equal spacing of plant materials shall not be required.

C. Existing trees, regardless of classification may be counted toward requirements for shade trees or ornamental trees provided such trees are a minimum of 5" inches in caliper, in good health, and located in the approximate area as required.

D. Shade Trees: Any deciduous or leaf bearing tree that reaches a mature height in excess of forty (40) feet. Shade trees shall be a minimum of three (3) inches in caliper and ten (10) to twelve (12) feet in height at the time of installation.

E. Ornamental trees: Any deciduous or evergreen tree that has a particular ornamental characteristic and tends to have a mature height less than that of a shade tree. The ornamental characteristic of such trees may include a distinctive shape, color, flower, or limb configuration. Ornamental trees shall be a minimum of one and one half (1.5) inches in caliper and six (6) to eight (8) feet in height at the time of installation.

F. Shrubs: Shrubs shall be a minimum of three (3) gallons in size and/or one and one half (1.5) feet in height at the time of installation.

G. Groundcover: Groundcover shall consist of grass, turf, sod, ivy, bulbs, potted flowers, and bedding plants. Pebbles, wood chips, bark, mulch, straw and similar materials may be used in conjunction with groundcover to delineate planting beds, but in no instance shall such materials be used for the purpose of sidewalks, parking areas, or driveways. Areas dedicated for lawns shall be cleared of debris, graded level, and covered with sod, turf, or grass seed.

H. When the configuration of a structure and parking area are such that the required landscaping set forth herein has to be placed under overhead utility services, consideration shall be given to the estimated mature height or required plant materials. Substitutions of plant materials or types (i.e. shade trees) when needed due to over head utilities may be replaced with ornamental trees.

I. No structures or portions of structures (except public utility services) shall be permitted in a required landscape buffer unless otherwise provided in these standards. Ingress and egress, mailboxes, and signage may be permitted within required landscape subject to the approval of the CAB.

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J. The owner, occupant, tenant, or agent shall be jointly and severally responsible for the maintenance of all landscaping. Landscaping shall be maintained in good condition so as to present a healthy, neat and orderly appearance. Proper maintenance shall include watering, weeding, mowing, mulching, fertilizing, and pruning. Any dead, dying, or damaged landscaping material shall be promptly replaced with materials of an approved size and type.

1312.7 Recommended Plant List

Table 1308.11 above specifies trees and shrubs that are native or have been determined to be suitable for the local climate. Applicants should utilize the recommended plant list, however may incorporate trees and shrubs not on the recommended plant list subject to the approval of the CAB.

1312.8 Tree Preservation and Care During Construction. In order to insure that existing trees and vegetation are incorporated into proposed site plans, topographic survey with any site plan is required. Such topographic survey shall be prepared by a licensed surveyor and illustrate the location and type of all trees with an eight (8) inch DBH and greater. The City of Georgetown Tree Protection Ordinance shall be strictly adhered to. Tree protection shall be installed prior to construction.

1313 Lighting Plan

The requirements of Sections 1304.6 through 1304.9 shall be applicable to developments within the UCOD. Plans submitted to the CAB shall demonstrate compliance with the lighting plan requirements.

1314 Architectural Design Standards

All proposed structures will contribute to the image of the City of Georgetown as a unique place of visual character, integrity and quality. Creativity in design is encouraged as a complement to the historic character of the City of Georgetown. Use of contemporary materials or original design elements may not be the basis of denying an application. Structures shall meet all applicable Building Code requirements in addition to the following:

a) Building features and appearance. The shape, configuration, design, color, and types of material of proposed buildings, and/or alterations and additions to existing buildings, must establish an identifiable character for the development and not detract from neighboring properties. To this end, all elevations of a building must be in harmony one with another in terms of scale, proportion, detail, material, color, and design quality, and all buildings and accessory structures within a proposed development, including gasoline canopies, must be designed to create a harmonious whole. The use of loud, garish colors must be avoided except when the use of colors so characterized is essential for creating a successful design which complies with all other standards.

b) The use of proper site design, architectural features, and/or landscaping to reduce the appearance of excessive height or mass of proposed structures should be utilized to make the development compatible with adjacent and nearby developments. Long, monotonous facade designs including, but not limited to those characterized by unrelieved repetition of shape or form or by unbroken extension of line shall be avoided. Ornamentation should complement the overall design and avoid visual clutter.

c) On-site electric, telephone, and other utility lines shall be underground.

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d) Special features and accessory structures including storage areas, exposed machinery installations, service areas, truck loading areas, utility building and structures and similar accessory areas shall be subject to such design standards, setbacks, screen plantings, or other screening methods as shall reasonably be required by the CAB to prevent their being incongruous with the existing or contemplated environment and the surrounding properties.
e) The use of a parapet may be utilized and may extend beyond the maximum height limit but may not be extended beyond the height of any elevator shaft subject to approval of the CAB.
f) Appropriate exterior materials include finished wood, brick, shake shingles, hard plank, stone, stucco and split face block. The use of corrugated metal, unfinished wood, T1-11, and vinyl siding are not allowed exterior materials in the UCOD.
g) Shingles, metal standing seam, tile, terracotta, slate or other durable, long-lasting roofing materials are allowed.
h) Shutters, when incorporated into the design of a building, should be functional and made of complementary materials and of a complementary design to the overall building.
i) Fences and walls may be approved subject to the approval of the CAB. Fences and walls should not block views of natural areas from public rights-of-way and should incorporate transparent elements within the design. No fence or wall may exceed six (6) feet in height. Materials should be durable and be harmonious with the overall materials and design scheme of the principal building. Chain link, barbed wire, and other inappropriate fence materials shall not be approved.
j) The color palette should be complementary. Colors should be limited to no more than three except in extraordinary circumstances where the architectural design of the building is enhanced by additional colors.

1315 Sign Design Standards

Signage shall meet all applicable requirements of Article X, are subject to CAB approval, and must meet all applicable Building Codes in addition to the following requirements:.

1315.1 The location and dimension of wall signs shall be indicated upon the architectural elevations of the proposed structures. Wall signs shall fit within the confines of the architectural details of the building and not obscure or detract from those features.

1315.2 Signs (monument and wall signs) shall compliment the architectural style of the building and shall be designed as an architectural element of the building.

1315.3 The materials, colors, and lighting of signs shall be compatible with the materials used in the construction of the building. Lighting must point downward. Landscaping of monument signs is required and subject to CAB approval.

1316 Site Triangle Vision Clearance Requirement

The Site Triangle Vision Clearance Requirements of Section 1308.9 above shall apply to all parcels in the UCOD.

1316 Procedures for Appeals and Variances

The provisions of Section 1309 Procedures are applicable for projects within the UCOD.

(Ordinance Adopted xxxx 2021)

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