REVISED 10/21/25

SPECIAL MEETING/WORKSHOP OF CITY COUNCIL
OCTOBER 23, 2025 — 5:00 PM
MUNICIPAL COURTROOM
2222 HIGHMARKET STREET
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. **PUBLIC HEARING**
   - A. **The purpose of the public hearing is to receive citizen input concerning an ordinance to add certain fees to the Schedule of Fees maintained in the Clerk's Record of Planning and Zoning Fees and Charges.**
     1. **Open the Public Hearing**
     2. **Close the Public Hearing**

4. **PLANNING & COMMUNITY DEVELOPMENT**
   - A. **Motion to approve second reading of an ordinance to add Certain Fees to the Schedule of Fees Maintained in the Clerk's Record of Planning and Zoning Fees and Charges.**

5. **ADJOURNMENT**
   - A. **Motion to Adjourn the Special Meeting of City Council.**

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

ACTION ITEM

Council Meeting Date:	October 23, 2025
Department:	Planning & Community Development
Issue Under Consideration:	Motion to approve second reading of an ordinance to add Certain Fees to the Schedule of Fees Maintained in the Clerk's Record of Planning and Zoning Fees and Charges.
Amount Requested:	N/A
In Current Budget?:	N/A
If not, please explain:	N/A
Financial Impact:	Additional $200 revenue per permit to cover Zoning Review for accessory structures not requiring Building Permit. Additional $50 revenue per application to cover expenses for ARB functions.
Points to Consider:	1. Proposed accessory structure text amendment requires all accessory structures to obtain a permit. 2. Structures under 200 sq ft are not required to obtain a building permit. 3. The establishment of this fee will cover zoning reviews and on site inspections following establishment. 1. Some ARB projects can take longer than 2 years, leading to the need for an option to extend the timeframe of the COA 2. The Architectural Review Board voted to approve this $50 fee in 2024.

Options:	Approve or Deny
Staff Recommendation:	Staff suggests approval.

Reviews:

Stephanie Buccione	Created/Initiated	Approver

Attachments:

1. ORD new B&P fees

AN ORDINANCE TO ADD CERTAIN FEES TO THE SCHEDULE OF FEES MAINTAINED IN THE CLERK'S RECORD OF PLANNING AND ZONING FEES AND CHARGES

WHEREAS, Under Division 3 of Chapter 2 of Article II of the Code of Ordinances of the City of Georgetown, the City Council of the City of Georgetown may adopt a fee for municipal functions and services by ordinance, after public hearing; and

WHEREAS, Mayor and Council have adopted a Fee Schedule for Planning and Zoning functions, maintained as amended in the Office of the Clerk to Council; and

WHEREAS, The Zoning Administrator recommends adding certain fees for functions of the Department of Planning and Community Development, specifically (1) applications for extension of time on Certificates of Appropriateness from the Architectural Review Board, and (2) fees for Accessory Structure where no permit is required; and

WHEREAS, It is prudent and fiscally responsible for the City Council of the City of Georgetown to review periodically its fees and charges for services and to establish fair fees to recoup costs and expenditure or public resources; and

WHEREAS, A public hearing to review a proposed new fees was held by the City Council _____, 2025;

NOW, THEREFORE BE IT ORDAINED by the Mayor and City Council of the City of Georgetown, South Carolina, duly assembled, that the Schedule of Fees for Planning and Zoning functions, maintained as amended in the Office of the Clerk to Council, be amended to add the following fees:

1. $50 Fee for an application for extension for compliance with a Certification of Appropriateness issued by the Architectural Review Board; and

2. $200 Fee for a permit to place or construct an accessory structure where no building permit is required

BE IT FURTHER ORDAINED by the Mayor and City Council of the City of Georgetown, that all ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

ATTEST:

_____	_____
Stephanie Buccione, City Clerk	Carol Jayroe, Mayor
First Reading: _____	Approved as to Form:
Second Reading: _____	_____
	Elise F. Crosby, City Attorney