

**REGULAR MEETING OF CITY COUNCIL  
NOVEMBER 20, 2025 — 5:30 PM  
MUNICIPAL COURTROOM  
2222 HIGHMARKET STREET  
GEORGETOWN, SOUTH CAROLINA  
AND LIVESTREAM:**



**<https://www.facebook.com/cityoftown/>**

**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. INVOCATION & PLEDGE OF ALLEGIANCE**
- 4. PUBLIC HEARING**
  - A. The purpose of the hearing is to allow citizens to express their views regarding the enactment of an ordinance authorizing the City of Georgetown, South Carolina, to enter into an installment purchase transaction to finance the costs relating to the acquisition, construction, renovation, and equipping of a city hall facility; authorizing the execution and delivery of various documents relating to such transaction including the base lease agreement and the installment purchase and use agreement; approving the issuance of not exceeding \$4,250,000 aggregate principal amount of installment purchase revenue bonds by the Georgetown Public Facilities Corporation; delegating authority to certain city officials to effect such transaction and determine certain matters; authorizing the assignment of certain contracts to the Georgetown Public Facilities Corporation; and other matters relating thereto.**
    - 1. Open**
    - 2. Close**
- 5. PUBLIC COMMENTS ON CURRENT AGENDA ITEMS**
- 6. INTRODUCTION OF NEW EMPLOYEES**
- 7. PROCLAMATION**
  - A. A Proclamation proclaiming November 20, 2025 as World Pancreatic Cancer Day in the City of Georgetown, South Carolina.**

**8. PLANNING & COMMUNITY DEVELOPMENT**

- A. Motion to approve first reading of an ordinance rezoning approximately 3.39 acres, located at 525 Front St., 531 Front St., 511 Front St., 15 Cannon St., 10 Cannon St., 1 Cannon St., and 5 Cannon St., owned by Georgetown Communications, Inc., Tarbox Court 1, LLC, Tarbox Court 2, LLC, Tarbox Court 3, LLC, and Margaret Bolick Tarbox from Core Commercial (CC), Waterfront Commercial (WC), and High Density Residential (R4) to a Master Planned Residential District (MP-R).**
- B. Motion to approve first Reading of an ordinance adopting the City of Georgetown Unified Development Ordinance and Repealing the City of Georgetown Zoning Ordinance, The City of Georgetown Land Development Regulations, and the City of Georgetown Architectural Review Board Design Guidelines**

**9. BUILDING**

- A. Motion to approve first reading of an ordinance establishing Chapter 5, Article VIII: Construction Board of Appeals, of the City of Georgetown Code of Ordinances.**

**10. FINANCE**

- A. Motion to approve second reading an ordinance authorizing the City of Georgetown, South Carolina, to enter into an installment purchase transaction to finance the costs relating to the acquisition, construction, renovation, and equipping of a city hall facility; authorizing the execution and delivery of various documents relating to such transaction including the base lease agreement and the installment purchase and use agreement; approving the issuance of not exceeding \$4,250,000 aggregate principal amount of installment purchase revenue bonds by the Georgetown public facilities corporation; delegating authority to certain city officials to effect such transaction and determine certain matters; authorizing the assignment of certain contracts to the Georgetown public facilities corporation; and other matters relating thereto.**
- B. Motion to approve first reading of an ordinance to amend Article I of Chapter 22 at Section 22-4 "Equalized Monthly Utility Payment."**
- C. Motion to approve first reading of an ordinance amending Chapter 13, Article II, "Business Licenses" of the Code of Ordinances for the City of Georgetown by amending Sections 13-17 and 13-21.**



## **11. ENGINEERING**

- A. Motion to approve the construction base bid and bid alternate and make payments to Green Wave Contracting Inc. in the total amount of \$996,331.00 for the Maryville Water Distribution Improvements Phase II project. Base Bid work includes new water main, new fire hydrants, new water services, and new valves on Elizabeth St., Morrison St., and part of Oak St. between Elizabeth St. and Donham Avenue. The Alternate Bid work includes a new water main, new fire hydrants, new water services, and valves on Oak Street between Donham Avenue and Shop Wall Street.**
- B. Motion to approve a proposal from and make payments to Weston & Sampson Engineers Inc. to perform Sanitary Sewer Surveys in the following streets: Church Street, Prince Street and Huger Drive for a new a not-to-exceed amount of \$86,000.00.**

## **12. WATER UTILITIES**

- A. Motion to approve first reading amending the Utilities Sewers and Sewer Service and Water Service Ordinance to Reflect the Addition of a Section For Sewer Cleanouts and a section for Customer Water Shutoff Valve.**
- B. Motion to approve purchase and payment in the amount of \$92,394.50 to CITY WORKS EQUIPMENT & SUPPLY LLC for a Hurco 300 Vacuum Trailer.**
- C. Motion to approve purchase and payment in the amount of \$127,923.30 to Dobbs Equipment for Backhoe.**

## **13. ADMINISTRATION**

- A. Motion to approve second reading of an ordinance to repeal and reserve the City of Georgetown's Code of Ordinance, Chapter 14, Article III, Section 14-43 Two-Hour Parking and to eliminate reference of Section 14-43 from Chapter 14, Article II, Section 14-44 Penalties and Fines.**
- B. Motion to Approve a revision to the Employee Handbook with an amendment to the Donated Leave Policy.**

## **14. CITY ADMINISTRATOR REPORT**

## **15. MINUTES**

- A. Motion to approve minutes of October 2, October 16, and October 23, 2025 City Council meetings.**

## **16. OLD BUSINESS**

## **17. NEW BUSINESS**

**18. DEPARTMENT MONTHLY REPORTS**

- A. Building Monthly Report**
- B. Electric Department Monthly Report**
- C. Engineering Department Monthly Report**
- D. Finance Department Monthly Report**
- E. Fire Department Monthly Report**
- F. Fleet Services Monthly Report**
- G. Human Resources Monthly Report**
- H. Municipal Court Monthly Report**
- I. Planning & Community Development Monthly Report**
- K. Public Works Monthly Report**

**19. PUBLIC COMMENTS ON CITY SERVICES, BUSINESS, OR OTHER CITY MATTERS  
NOT ON THE AGENDA**

**20. EXECUTIVE SESSION**

- A. Motion to adjourn Regular Meeting and enter into Executive Session pursuant to Section 30-4-70(a) (1)(2) to discuss appointments/reappointments to the City Boards/Commissions; to receive quarterly legal update from the city attorney on pending cases and cases adjudicated since last update; and to discuss employment and compensation for the Water Utilities and Administration departments.**
- B. Motion to adjourn Executive Session and reconvene Regular Meeting.**
- C. NO FORMAL ACTION WAS TAKEN IN EXECUTIVE SESSION.**
- D. City Council may take action on items discussed in Executive Session.**

**21. ADJOURNMENT**

- A. Motion to Adjourn the Regular Meeting of City Council.**



## MAYORAL PROCLAMATION

**WHEREAS**, in 2025, an estimated **67,440** people will be diagnosed with pancreatic cancer in the United States and **51,980** will die from the disease; and

**WHEREAS**, pancreatic cancer is one of the deadliest cancers, is currently the third leading cause of cancer death in the United States, and is projected to become the second leading cause around 2030; and

**WHEREAS**, pancreatic cancer is the only major cancer with a five-year relative survival rate at just **13 percent**; and

**WHEREAS**, when symptoms of pancreatic cancer present themselves, it is generally in later stages, and **90 percent** of pancreatic cancer patients die within the first five years; and

**WHEREAS**, approximately **820 deaths** will occur in South Carolina in 2025; and

**WHEREAS**, pancreatic cancer is **the seventh most common** cause of cancer-related death across the world; and

**WHEREAS**, there were an estimated **510,992 new pancreatic cancer cases diagnosed worldwide in 2022**; and

**WHEREAS**, the good health and well-being of the residents of the City of Georgetown are enhanced as a direct result of increased awareness about the symptoms and risks of pancreatic cancer, and research into early detection, causes, and effective treatments.

**NOW, THEREFORE, I, Carol Jayroe**, by virtue of the authority vested in me as Mayor of the City of Georgetown, South Carolina, and on behalf of our City Council, do hereby proclaim November 20<sup>th</sup>, 2025 as

### **World Pancreatic Cancer Day**

in the City of Georgetown, South Carolina.

**SIGNED, SEALED AND DATED** this 20th day of November 2025.

**ATTEST:**

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Stephanie Buccione  
City Clerk

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Carol Jayroe  
Mayor



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

### ACTION ITEM

|                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | November 20, 2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Department:</b>                | Planning & Community Development                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Issue Under Consideration:</b> | Motion to approve first reading of an ordinance rezoning approximately 3.39 acres, located at 525 Front St., 531 Front St., 511 Front St., 15 Cannon St., 10 Cannon St., 1 Cannon St., and 5 Cannon St., owned by Georgetown Communications, Inc., Tarbox Court 1, LLC, Tarbox Court 2, LLC, Tarbox Court 3, LLC, and Margaret Bolick Tarbox from Core Commercial (CC), Waterfront Commercial (WC), and High Density Residential (R4) to a Master Planned Residential District (MP-R). |
| <b>Amount Requested:</b>          | n/a                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>In Current Budget?:</b>        | n/a                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>If not, please explain:</b>    | n/a                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Financial Impact:</b>          | n/a                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Points to Consider:</b>        | <ol style="list-style-type: none"> <li>1. This project could not be completed under the current zoning designation of the properties.</li> <li>2. The Tarbox Residential area could not be rezoned to R-4 because it does not comply with the Future Land Use Map.</li> <li>3. Planning Commission recommended denial at a vote of 4-2.</li> </ol>                                                                                                                                     |
| <b>Options:</b>                   | Approve or Deny                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Staff Recommendation:</b>      | Staff supports Planning Commission's recommendation.                                                                                                                                                                                                                                                                                                                                                                                                                                   |

**Reviews:**

|                    |                   |          |
|--------------------|-------------------|----------|
| Clarissa Tindall   | Created/Initiated | Approver |
| Ryan Call          | Approved          | Approver |
| Elise Crosby       | Approved          | Approver |
| Scott Whittier     | Approved          | Approver |
| Stephanie Buccione | Final Approval    | Approver |

**Attachments:**

1. RZO 3.39 acres, Tarbox / Waterfront North MPR ordinance
2. Ex. A Tarbox Narrative
3. Tarbox CC Staff Report

**AN ORDINANCE REZONING APPROXIMATELY 3.39 ACRES, LOCATED AT 525 FRONT STREET (TMS#: 05-0032-019-00-00), 531 FRONT STREET (TMS#: 05-0032-019-01-00), 511 FRONT STREET (TMS#: 05-0032-021-00-00), 15 CANNON STREET (TMS#: 05-0032-023-00-00), 10 CANNON STREET (TMS#: 05-0032-025-00-00), 1 CANNON STREET (TMS#: 05-0032-024-00-00), and 5 CANNON STREET (05-0032-026-01-00), OWNED BY GEORGETOWN COMMUNICATIONS, INC., TARBOX COURT 1, LLC, TARBOX COURT 2, LLC, TARBOX COURT 3, LLC, AND MARGARET BOLICK TARBOX FROM CORE COMMERCIAL (CC), WATERFRONT COMMERCIAL (WC), AND HIGH DENSITY RESIDENTIAL (R4) TO A MASTER PLANNED RESIDENTIAL DISTRICT (MP-R)**

**WHEREAS,** pursuant to Title 6, Chapter 29 of the Code of Laws of South Carolina, the City of Georgetown enacted the Zoning Ordinance of the City of Georgetown, South Carolina; and

**WHEREAS,** Article XVIII, Section 1800 of the Zoning Ordinance of the City of Georgetown provides that the Zoning Ordinance may be amended from time to time by the Mayor and City Council; and

**WHEREAS,** On August 13, 2025, Georgetown Communications, Inc., Tarbox Court 1, LLC, Tarbox Court 2, LLC, Tarbox Court 3, LLC, and Margaret Bolick Tarbox, made an application to rezone the parcel(s) having County Tax Map No's. 05-0032-019-00-00, 05-0032-019-01-00, 05-0032-021-00-00, 05-0032-023-00-00, 05-0032-025-00-00, 05-0032-024-00-00, and 05-0032-026-01-00 from Core Commercial (CC), Waterfront Commercial (WC), and High Density Residential (R4) to a Master Planned Residential District (MP-R) ; and

**WHEREAS,** the Planning Commission of the City of Georgetown, South Carolina held a public hearing to receive public input regarding the rezoning request; and

**WHEREAS,** following the public hearing on October 21, 2025, the Planning Commission heard a motion to deny rezoning, which passed 4-2; and

**WHEREAS,** in addition to this rezoning request, the applicant has submitted a narrative establishing and defining specific zoning regulations applicable to the Master Planned Residential District, attached as Ex. A and

**WHEREAS,** the Mayor and City Council of the City of Georgetown have determined that the rezoning is consistent with the Future Land Use Map and that the zoning boundaries as shown on the Official Zoning Map be revised and amended as follows:

Rezoning from Core Commercial (CC), Waterfront Commercial (WC), and High Density Residential (R4) to a Master Planned Residential District (MP-R), property totaling approximately 3.39 acres located on Front and Cannon Streets, identified by the Georgetown County Tax Map as TMS#'s: (05-0032-019-00-00, 05-0032-019-01-00, 05-0032-021-00-00, 05-0032-023-00-00, 05-0032-025-00-00, 05-0032-024-00-00, and 05-0032-026-01-00).

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, in Council duly assembled, that the Official Zoning Map of the City of Georgetown be amended by revising and amending the zoning boundaries of the Official Zoning Map, together with all explanatory matter herein as follows:

Rezoning from Core Commercial (CC), Waterfront Commercial (WC), and High Density Residential (R4) to Master Planned Residential (MP-R), property totaling approximately 3.39 acres located at 525 Front St., 531 Front St., 511 Front St., 15 Cannon St., 10 Cannon St., 1 Cannon St., and 5 Cannon St., identified by the Georgetown County Tax Map as TMS# (05-0032-019-00-00, 05-0032-019-01-00, 05-0032-021-00-00, 05-0032-023-00-00, 05-0032-025-00-00, 05-0032-024-00-00, and 05-0032-026-01-00).

The narrative establishing the applicable standards of the MP-R district along with included maps are attached and incorporated as Ex. A.

**BE IT FURTHER ORDAINED**, that such changes shall be made on the Official Zoning Map. All ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

**ATTEST:**

\_\_\_\_\_  
Stephanie Buccione, City Clerk

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

\_\_\_\_\_  
Carol Jayroe, Mayor

Approved as to Form:

\_\_\_\_\_  
Elise F. Crosby, City Attorney

A written project description of

**WATERFRONT NORTH**

**MASTER PLANNED RESIDENTIAL DISTRICT (M.P.R.)**

**October \_\_\_\_, 2025**



## **MPR DOCUMENT TABLE OF CONTENTS**

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- Section 6: GENERAL DEVELOPMENT STANDARDS THROUGHOUT THE MPD
- Section 7: RESIDENTIAL REGULATIONS
- Section 8: COMMERCIAL REGULATIONS
- Section 9: MAINTENANCE AND CONTROL
- Section 10: CONSTRUCTION SCHEDULE
- Section 11: OFF-SITE AND STREETScape IMPROVEMENTS
- Section 12: AMENDMENTS AND ENFORCEMENT

### **APPENDICES:**

#### **Appendix A: MPD Documentation (Submitted Separately)**

|           |                |
|-----------|----------------|
| Exhibit A | Parcel Map     |
| Exhibit B | Phasing Map    |
| Exhibit C | Historic Trees |

## SECTION 1: PURPOSE AND INTENT STATEMENT

The purpose of a Master Planned Residential District (“MPR”) (sometimes herein referred to as a Master Planned District “MPD”) is to provide opportunities to create more desirable environments through the application of flexible and diversified land development standards under a comprehensive plan and program that is professionally prepared. The MPD is intended to be used to encourage the application of new techniques and technology to community development, which will result in superior living or development arrangements with lasting values. It is further intended to achieve economics and land development, maintenance of street systems and utility networks while providing building groupings for privacy, usable attractive open space, buffer zones, safe circulation and the general well-being of the inhabitants (*City of Georgetown Zoning Ordinance §703.2 and §703.3*)

The real property that is the subject of this MPD consists of approximately 3.39 Acres, more or less (the “**Subject Parcel**”). The Subject Parcels are located along Front Street and in the areas of Queen and Cannon Streets in the City of Georgetown.

Pursuant to the requirements of the City’s zoning ordinance, public benefit is required under the MPD, and the owners of the Subject Parcels, and their successors and assigns, have agreed to provide certain public benefits, in accordance with the City zoning ordinance, which are as follows:

1. Provision of day-dockage to the public. At a marina facility to be constructed and maintained by the Developer in the area near Cannon Street.
2. Stormwater conveyance and water quality facilities sufficient in capacity to accommodate the storm water generated from the Property, and provide the City with evidence of the necessary and required permanent and perpetual easements necessary to facilitate such drainage from the Property.
3. Provide a walkable residential community and commercial area with significant open space and an amenity for the residents.
4. Provide an enhancement to the north end of Front Street with the tourism components that better this section of the City of Georgetown.
5. Provide enhanced resiliency against flooding by the construction of a bulkhead along Cannon Street at the waterfront, through raising the elevation in that area.

This project will provide efforts regarding on environmental sensitivity in the project as follows:

- (a) The protection of Historic Trees, (b) the protection of historic commercial warehouse structures, (c) the protection of a historic home with open space, (d) enhancing

sustainability via bulkhead improvements to increase elevation in a flood prone area, (e) supporting the City's stormwater master plan by conveyance of easements along Cannon Street for pipes and outfalls, (f) implementation of pervious paving and open space as practicable, (g) preserving all identified wetlands, (h) implementing low-impact development techniques like rain gardens, pervious paving and storm-water BFP's, (i) maintaining 20% open space in the project and (j) providing, subject to permitting, considered, greater public access to the waterways around the City via day docks. Further, this project will reduce the commercial density afforded by the current waterfront commercial zoning and 40 unit multi-family capacity currently allowed on the Tarbox home site.

It is the specific intent of this MPD document ( "**MPD Document**") approved by the City on or about the \_\_\_\_ day of \_\_\_\_\_, 2025, to create and maintain an interconnected pedestrian and active lifestyle driven residential and commercial community which includes a variety of uses, a limited commercial area, open spaces, common areas, and amenities, including recreational and passive spaces as "Waterfront North MPD" (the "**Project**"), in accordance with the City Zoning Ordinance, which are specifically addressed as follows:

1. The proposed land uses within the MPD:
  - a. The Tarbox Residential Area includes residential, with single family detached homes, and the potential to redevelop the historic warehouse located there with final approval at a staff level, with the density set forth in Table 1.
  - b. The Georgetown Communications Commercial Area component of the MPD consists of a commercial parcel located near the Queen Street side of the Project currently used as a Marina and office space. It is requested that the uses permitted in the Front Street Core Commercial District area all be permitted uses for this commercial component. Active uses in this area are appropriate and may include hotel, restaurant, retail, office marina, tourism related businesses or activities and cultural arts activities.
  - c. The Tarbox Commercial Area / Marina Office or Residential Area permitted uses are proposed to be the same as the Front Street Core Commercial District area uses for this commercial component, as well as potential single family residential.
  - d. The proposed land uses for the Project were selected in an effort to compliment and blend with the existing surrounding uses, while exemplifying the primary components of the Project Developer's primary focus. The building elevations and signage for such commercial component will be subject to, and in compliance with, the requirements for Core Commercial Zoning per the City Ordinance as well as any City overlay requirements.
2. The MPD incorporates traditional designs typically seen in the Lowcountry of South Carolina, with architectural details to encourage outdoor, active living, and to reaffirm the character of the neighborhood. The building types selected blend well with the adjoining buildings, while still retaining the functionality and design elements necessary for the intended use.

3. The variety of housing products provided within the MPD are intended to appeal to people seeking homes that are primary residence homes, with a finite number of potential short-term rentals in the warehouse structure if renovated for residential purposes. However, other residential or commercial uses will be allowed.
4. Streets follow the City's design standards. Build-out demand considerations have been incorporated in the initial project design, including exterior connections from the MPD to existing public streets to avoid constricting traffic flow.
5. The MPD is located on a tract of land previously and currently operated as residential, commercial and waterfront commercial uses. Preservation of many of the existing water features and perimeter vegetation are accommodated incorporating storm water conveyance facilities, and by addressing any grade changes at the boundary of the MPD. A bulkhead is proposed along portions of the Property to increase the resiliency of the parcels to the north. The MPD incorporates both water space, and open space and public day docks contingent on permitting elevation, and these improvements are spaced throughout the MPD. Site design has been guided, and actual construction will be guided by an effort to maintain key trees and environmentally sensitive areas. Stormwater will be handled through reuse and expansion of existing stormwater features. In addition, provisions shall be made via easement(s) for future stormwater improvements by the City in accordance with the City's Stormwater Master Plan (2019), and additional new water quality facilities and the use of existing topography to meet all regulatory requirements.

All development within this Project will be regulated by the terms of the City of Georgetown Zoning Ordinances and other applicable codes and ordinances of the City of Georgetown.

| Permitted Uses                                                                                                                                                                                                                                                                                                                                                                                             |                    |                   |                       |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|-------------------|-----------------------|
| Use Classifications*                                                                                                                                                                                                                                                                                                                                                                                       | Tarbox Residential | Tarbox Commercial | Marina Commercial     |
| Multi-Family                                                                                                                                                                                                                                                                                                                                                                                               | P                  | P                 | P                     |
| Single Family                                                                                                                                                                                                                                                                                                                                                                                              | P                  | P                 | -                     |
| Marina (Wet)                                                                                                                                                                                                                                                                                                                                                                                               | P                  | P                 | P                     |
| Dock & Pier                                                                                                                                                                                                                                                                                                                                                                                                | P                  | P                 | P                     |
| Recreational Club                                                                                                                                                                                                                                                                                                                                                                                          | P                  | P                 | P                     |
| Hotel                                                                                                                                                                                                                                                                                                                                                                                                      |                    |                   | P                     |
| Office (Business, professional, government)                                                                                                                                                                                                                                                                                                                                                                | P                  | P                 | P                     |
| Restaurant                                                                                                                                                                                                                                                                                                                                                                                                 |                    | P                 | P                     |
| Retail Store                                                                                                                                                                                                                                                                                                                                                                                               |                    | P                 | P                     |
| Pool                                                                                                                                                                                                                                                                                                                                                                                                       | P                  | P                 | P                     |
| Commercial Assessory Uses/Buildings & Structures                                                                                                                                                                                                                                                                                                                                                           |                    | P                 | P                     |
| Residential Assessory Uses/Buildings & Structures                                                                                                                                                                                                                                                                                                                                                          | P                  | P                 |                       |
|                                                                                                                                                                                                                                                                                                                                                                                                            |                    |                   |                       |
| Other uses as defined in**                                                                                                                                                                                                                                                                                                                                                                                 | R4 residential     | Core Commercial   | Waterfront Commercial |
| <p>*Unless specific guidelines for uses are outlined within this MPD document, all uses shall be governed by the standards of the City of Georgetown Zoning Ordinance, latest edition. In the absence of such standards, the use shall be classified as a special exception and requiring an application to and approval by the Board of Zoning Appeals as such to ensure adequate provisions are met.</p> |                    |                   |                       |
| <p>** Any "other uses as defined in" the cited zoning districts shall not be permitted by right. Such uses may only be considered as Special Exceptions, requiring an application to and approval by the Board of Zoning Appeals.</p>                                                                                                                                                                      |                    |                   |                       |

## SECTION 2: LEGAL DESCRIPTION

The Subject Parcels are is described as all of those certain pieces, parcels or tracts of land lying and situate near the City of Georgetown, South Carolina, and being more particularly depicted on **Exhibit A** attached hereto, and described below.

### SECTION 3: PROJECT TITLE

The Project title of this development is “*Waterfront North MPD*”, with a projected start date, not later than the date which is Eighteen (18) months following the approval of this MPD by the City (permitting dependent). The applicants are land owners identified as

**Tarbox Court 3, LLC** – Tax Map Number 05-0032-026-01-00 –

This is the identical piece, parcel or lot of land situate, lying and being in the City and County of Georgetown, State of South Carolina, and shown as being parts of Lots 232, 233, 234, and 235 on a map made for Margaret B. Tarbox by Samuel M. Harper, R.L.S., dated January 6, 1975, and to be recorded in the Office of the Clerk of Court for Georgetown County.

That is to say, the portion of said lots hereby conveyed commences at Iron N at a point one hundred sixty (160) feet Southwest of the right of way of Front Street on the boundary line between Lots Numbers 231 and 232 and runs thence South 49 degrees 07 minutes East for a distance of Two Hundred (200) feet to Pipe N on the boundary line of Lot Number 236; thence along the boundary line of Lot Number 236 South 42 degrees 46 minutes West for a distance of one hundred forty-one (141) feet to Iron N as shown on said map; thence continuing along the boundary line of Lot Number 236 at the same course for a distance of twenty-three (23) feet to the approximate high water mark of the Sampit River; thence North 40 degrees 39 minutes West for a distance of two hundred one and two-tenths (201.2) feet along the approximate high water mark of the Sampit River to Lot Number 231; thence along the boundary line of Lot Number 231 North 42 degrees 46 minutes East for a distance of one hundred thirty-four (134) feet to Iron N, the point of beginning, and Butts and Bounds as follows: On the Northeast by remaining parts of Lots 232, 233, 234, and 235; on the Southeast by Lot Number 236; on the Southwest by the high water mark of the Sampit River; and on the Northwest by Lot Number 231. All of which will more fully and at large appear by reference to said map which is hereby made, pro tanto, a part and parcel hereof.

Riparian Rights to the existing and future Docks on the Waterfront less and excepting the 2 Docks that may be built in the future by the Purchasers adjacent to the Tarbox remaining parcel recorded in Deed Book 1003 at Page 261, records of the Office of the Register of Deeds for Georgetown County. Tarbox reserving the use of the 2 Docks in perpetuity to that parcel.

**Tarbox Court 3, LLC** – Tax Map Number 05-0032-024-00-00 –

All that certain piece and parcel or lot of land situate, lying and being in the City of Georgetown, in the County and State aforesaid, and being part of Lots 230 and 231 on a map of said City and more particularly set forth and described on a plat of the same prepared by Legare Hamilton, C.E., dated July 7, 1960 which said plat is to be recorded. Butting and bounding according to said plat as follows:

To the North East on the remaining parts of Lots 230 and 231. To the South East on a slip as shown by said plat and Lot 232 on said City Plat. To the South West by the low water mark of Sampit River. To the North West by Cannon Street.

All of which will more fully and at large appear by reference to said plat which is hereby declared to be a part and parcel thereof.

**Tarbox Court 2, LLC** – Tax Map Number 05-0032-021-00-00 –

That certain parcel or lot known and designated in the plan of said City of Georgetown by the Letter C, measuring and containing in front on Front Street Fifty Feet (50' ), and in depth extending back therefrom to low water mark on said Sampit River, and butting and bounding to the Northeast on said Front Street, to the Southeast on Lot D, to the Southwest on Sampit River, and to the Northwest on Lot B, hereinbefore described.

Saving and excepting unto the grantor however, portions of said lots B and C, together with improvements thereon, that, when combined and considered as one, measure and contain in front of said Front Street and on the rear line, each 90 feet and extend back in depth from said Front Street a distance in depth of 110 feet each, and being the same premises heretofore leased by the grantor herein to Liberty Life Insurance Company by lease agreement dated August 30, 1965 and recorded in the Office of the Clerk of Court for Georgetown County in Deed Book 67 at Page 382.

**Tarbox Court 1, LLC** – Tax Map Number 05-0032-025-00-00 –

All those two (2) certain pieces, parcels or lots of land situate, lying and being in the State of South Carolina, County of Georgetown, and in the City of Georgetown, and being known and designated on the plan of the said City by the Numbers Two Thirty (230) and Two Thirty-One (231), the said lots of land taken together as one parcel, fronting and measuring on the front on Front Street One Hundred (100) feet and extending back from Front Street on both side lines to the Sampit River, and butting and bounding as follows, to wit: Northeast on Front Street, Southeast on Lot Number Two Hundred Thirty-Two (232), Southwest on Sampit River, and Northwest on Cannon Street.

SAVE AND EXCEPT that portion of the above-described Lots Two Thirty (230) and Two Thirty-One (231) previously conveyed by Gertrude C. Tarbox to H.G. Tarbox, Jr. by Deed dated February 7, 1961 and recorded in the Office of the Clerk of Court for Georgetown County, South Carolina, in Deed Book 44 at Page 234, said portion being that part of Lots Two Thirty (230) and Two Thirty-One (231) fronting on Sampit River as shown on that Plat entitled "Plat of Parts of City Lots 230 and 231 to be conveyed to H.G. Tarbox, Jr." dated July 27, 1960, prepared by Legore Hamilton, C.E.L.S. and recorded in South Carolina, in Plat Book O at Page 83.

**Margaret Bolic Tarbox** - Tax Map Number - 05-0032-023-00-00 –

All that certain piece, parcel or lot of land composed of portions of those two certain lots know and designated in the plan of the City of Georgetown by the Letters D and E having the following dimensions and measurements: Commencing at a point to the Northwest margin of Cannon Street seventy-eight and one-half (78 ½) feet distant from the Southwestern corner of Front and Cannon Street in a Southwesterly direction to the mean high water line of Sampit River; thence in a Northwesterly direction along the mean highwater line of said Sampit River to the Southeastern

boundary line of Lot C; thence in a Northeasterly direction along the boundary line between said Lots Lettered C and D to a point seventy-eight and one-half (78 ½) feet distant from Front Street; thence at right angles in a straight line parallel with the line of said Front Street in a Southeasterly direction across the said Lots D and E to a point of beginning.

**Georgetown Communications, Inc. – Tax Map Number 05-0032-019-00-00 –**

All that certain piece, parcel or tract of land situate, lying and being in the City and County of Georgetown, State of South Carolina, containing Privilege Land Lots, 41, 42, 43 and 44, or portions thereof, as will more fully appear by reference to that certain “Plat of Privilege Land Lots 37, 38, 39, 40, 41, 42, 43 and 44, to be conveyed to Georgetown Communications, Inc”, dated June 5, 1981, prepared by Wendell C. Powers, R.L.S, and recorded in in office of the Clerk of Court for Georgetown County in plat book 1 at page 27. Said tract being more fully described according to said plat as follows; commencing at a point where the northwestern boundary of lot 41 intersects the mean highwater mark of Sampit River, thence north 41 degrees 10 minutes east to the intersection of Queen Street and Front Street, thence south 49 degrees 02 minutes east for a distance of 200.07 feet; thence south 41 degrees 02 minutes west for a distance of approximately 246.7 feet to the mean highwater mark of the Sampit River; thence meandering along the mean highwater mark of the Sampit River in a northwesterly direction including areas of lots 41, 42, 43 and 44, which may have been dredged out, to the point of beginning. All of which will more fully and at large appear by reference to the aforesaid plat which is made pro tanto a part and parcel hereof.

The sheds and docks which are constructed on the rear of the two tracts described hereinabove and/or in the Sampit River within the confines of an extension of the sidelines of the two tracts described hereinabove, together with any docks or boat hoist equipment which may be located on or within the confines of an extension of the sidelines of Queen Street.

The term “***Developer***” throughout this Document will include all subsidiaries and affiliates of the various owners, and the term will also include any of its successors in interest or successors in title and/or assigns by virtue of assignment or other instrument. Each parcel owner will be responsible for compliance with this ordinance for its respective parcel. Nothing herein shall be construed as joint venture of the parties or a guaranty or indemnity of another party’s responsibilities hereunder. The City, by approval hereof, acknowledges that compliance and regulatory matters affecting this MPD shall be the responsibility of the parcel owner only, and the other parcel owners will not be responsible for such matter.

This request supports the **2040 Comprehensive Plan** by:

- Promoting walkable, infill development near the waterfront.
- Integrating working waterfront functions by allowing for more efficient Harborwalk Marina expansion with the adjacent properties in the planned MPR.
- Preserving the historic residential scale through architectural standards and buffering.



- Supporting the Core Mixed use vision by allowing modest commercial activity that enhances livability.
- It aims to all the full range of facilities necessary for successful and efficient utilization of the waterfront.

#### **SECTION 4: Project Maps**

Exhibits A and B of this Document, attachment hereto, contains the MPD Documentation, including the Parcel Map and the Phasing Map, depicting the areas located within the Project. The residential units will not exceed the density set forth in the table applicable to each of the parcels subject to this Agreement. The Exhibits shall be binding on the Property and any materially major departure, other than as set forth in Section 12 below, shall be authorized by amendment only. The controlling Exhibits shall negate any contradiction between the Exhibits and any other plan, and this MPD Document.

This Project will ultimately include single-family residences, short term rentals and commercial areas (which may also be used as a sales center during development of the Project). The phases may be further developed in sub-phases, and any of which may be developed in any particular order, with all homes remaining under ownership of the Developer until such time as a final plat approved by the City may be recorded in the public records of Georgetown City, South Carolina. Although the timing of completion of any particular Phase of the MPD is subject to then current market demands, the Developer anticipates a period of approximately Eighteen (18) months from approval of the MPD for design, permitting (excluding any delays due to appeals) and start of construction of initial required infrastructure, and that approximately One-Third of the Project would be complete within Five (5) years of approval of the MPD, with an additional One-Third of the Project being completed in each of the subsequent Five (5) year periods. A general description of the anticipated development within each phase is presented below.

- A. Phase 1. Phase 1 is the renovation of the warehouse and subdivision of six (6) residential lots on the east side of Cannon St. The subdivision and development of the residential lot, renovation of the historic Red Store Warehouse at 16 Cannon Street, and improvements along Cannon Street, with all other spaces and relevant infrastructure, shall be generally consistent with the adjoining neighborhood properties size and shape and adjacent neighboring zoning, except as noted.
- B. Phase 2. Tarbox Commercial/Marina Office or Residential Area. Development of the Phase 2 portion of the MPD may include the Marina Office (Headquarters building), commercial or residential development. In the case of a Marina Headquarters, provision of parking space at rate of 1 parking space per 5 slips shall be provided, either on-site or offsite. A significant portion of the relevant infrastructure necessary for development of the Phase 2 portion of the MPD will be installed during development of the Phase 2 portion of the MPD, the remaining infrastructure necessary of the Phase 2 portion of the MPD, including water, sewer, drainage and other supporting utilities and other improvements will be installed in accordance with construction plans to be

approved by and in accordance with the requirements as per City of Georgetown departmental reviews.

- C. Phase 3. The Georgetown Commercial redevelopment of the Marina will be in Phase 3. Development of the Phase 3 portion of the MPD will be mixed use and may include a hotel, lobby, retail space, and/or restaurant. Alternatively, it may include multifamily units in lieu of a hotel. The relevant infrastructure necessary for development of the Phase 3 portion of the MPD, including water, sewer, drainage and other supporting utilities and other improvements will be installed in accordance with construction plans to be approved by and in accordance with the requirements as per City of Georgetown departmental reviews.
- D. Timing. The parties intend to proceed with the Phase 1 portion within 18 months of approval. Phases 2 and 3 will proceed based on relevant market factors. The current requirements of the City Ordinance regarding timing are not feasible under the current permitting timeframes. Application for permits for any portion of the project will vest the project for its entitlements.

## **SECTION 5: DEVELOPMENT DESCRIPTION**

The key word in the phrase “Master Planned Community”, is Community, since success for an active community is dependent upon substantial amenities encouraging an active lifestyle with outdoor activity and interaction among residents. In today’s real estate market, communities are typically a collection of one or more neighborhoods, with compatible architectural character, promoting a way of life and diversity with a common purpose. The Project is designed to anticipate a variety of users, and to balance the environment between them.

Neighborhoods are the building blocks of a community. The neighborhood is where we experience our family and friends, it’s where life happens, and it’s where we tell people we live. Residents are offered a range of options for getting where they want to go rather than having to depend solely on their automobile. Each section within the Project will offer distinctive product type. The offering of various product types further encourages the diversity of both residents and their interests.

Public spaces are the social heart of communities. Today, modern development has arranged public space into two forms; the first being activity areas for organized leisure activities and sports; and the second being preservation areas such as pocket parks, groves of preserved trees, and drainage features. The recreational areas are designed to accommodate leisure activities and sports, but also to create places where one can go simply to be outside, enjoy nature and maybe have a picnic. The relationship between leisure and recreation has to be better understood. Leisure is time and experience based, while recreation is activity and space based. One is aesthetically oriented and the other is functionally oriented. While a good community should provide both, the two are not the same, and must be balanced so the needs of the residents are being met in equal proportion. Public space and green areas help provide a transition between the various sections of the project and residences, and provide a sense of movement, and enhances the feeling of being

in a distinct place. The interconnection of activities, through the use of pathways, provides opportunities for activities to all residents.

The Project is planned to include a mix of land uses, which together form an integrated active lifestyle community. The Tarbox Parcel portion of the Project will be the subject of master covenants, conditions and restrictions, which will apply to the community as a whole, as well as additional covenants, conditions and restrictions which may be applicable only to certain portions of the community (collectively the “CCRs”). The CCRs will define the building size, aesthetic style and shared amenities and open spaces of each of the respective neighborhoods within the Project. Any aesthetic guidelines shall conform to the City of Georgetown Architectural Overlay requirements to this section of the City.

The access to the Project will be from Front Street, Cannon Street, and Queen Street. The interior roadways, if any, within the Project will be private roadways. Setbacks and easements will be arranged so as to allow for off-street parking of at least one car in depth for the single-family residences. All water and sewer systems within the Project, upon completion, will be dedicated to the City. The architectural style of the homes will be consistent with the other projects existing in the City, but will also allow for an identity to be established within each neighborhood by its distinctive elements. Elevated entries, varying rooflines, oversized windows and durable but distinctive roofing materials will be present in each of the neighborhoods, the elements and style of each neighborhood being reflected in the appendixes attached to this MPD Document.

Architecture, signage design and landscaping are proposed to be controlled with detailed design guidelines. Table 1 below identifies the dimensional standards for the Project. Signage for the Georgetown Communications Parcel will be governed by the City’s signage guidelines for the Core Commercial Zoning designation, and the balance of the tracts signage will be governed by the City’s signage guidelines for its R-4 districts.

**TABLE 1**  
**PROPOSED DIMENSIONAL STANDARDS CHART**

| Permitted Uses                                                    | Min. Site Area S.F. | Setbacks (Feet) <sup>1,2</sup> |                     |                     | Max. Height                 | Separation of Primary Structures <sup>3</sup> | Density                                                                                                                              |
|-------------------------------------------------------------------|---------------------|--------------------------------|---------------------|---------------------|-----------------------------|-----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
|                                                                   |                     | Front                          | Side                | Rear                |                             |                                               |                                                                                                                                      |
| Tarbox Residential Area                                           | 8,000 <sup>6</sup>  | 5 ft <sup>7</sup>              | 5 ft                | 5 ft                | 35 ft above DFE 5 (to Eave) | Per Site Plan                                 | 6 Units / Acre.                                                                                                                      |
| Georgetown Commercial Area                                        | 25,000              | Per CC <sup>8</sup>            | Per CC <sup>8</sup> | Per CC <sup>8</sup> | 45 ft above DFE 5 (to Eave) | Per Site Plan                                 | Hotel not to exceed 150 rooms<br>Other Commercial (Heated 100,000 sq. ft.)<br>/Retail Uses<br>Multi-family<br>Units not to exceed 80 |
| Tarbox Commercial/ Marina Office or Residential Area <sup>4</sup> | 18,000              | Per CC <sup>8</sup>            | Per CC <sup>8</sup> | Per CC <sup>8</sup> | 45 ft above DFE 5 (to Eave) | Per Site Plan                                 | Up to (Heated 20,000 sq. ft.)<br>If residential development,<br>6 Units / Acre.                                                      |

1. OCRM Critical Line Setback/Buffer/Offset shall be 0 for all properties, as the river is not considered a wetland per state and federal guidelines.
2. If Tarbox Warehouse is used for residential condo units, no setback is required.
3. Minimum wall to wall separation for single family homes shall be ten (10) feet. HVAC, steps, and other appurtenances may be constructed within separation.
4. In the event "Tarbox Commercial" is used for residential development, dimensional standards shall be the same as "Tarbox Residential Area".
5. Design flood elevation (DFE) shall be the FEMA flood elevation plus the city's flood buffer. Therefore, for this project, the DFE = 13 MSL (AE11 + 2' Buffer)
6. 8,000 square feet for all residential units except for the one (1) proposed Lot along Front Street, which shall be 7,000 square feet. No minimum for warehouse units.
7. Zero (0) front setback shall apply to the existing warehouse.
8. Per current Core Commercial (CC) requirements.

9. A buffer shall be provided along the east and south sides of the Tarbox residential area (only) and will be a combination of fencing, landscaping and roadway/driveway corridors. No buffer shall be provided in the other areas.
10. Areas. Pervious area shall be 20% aggregate for the entire development (i.e. shall not be required for each individual phase.) The Tarbox House pervious area may be utilized by any phase in complying with this requirement. Pervious roads, parking areas and sidewalks may be included in the pervious area calculation.

## **SECTION 6: GENERAL DEVELOPMENT STANDARDS THROUGHOUT THE MPD**

- A. Densities. The overall density for the Project through all Parcels , may range up to 10 single family residential units, up to 120,000 square feet of commercial development, or 150 rooms for hospitality or 80 units of residential in the Phase 3 Property. In the event that the warehouse is used for multifamily, the maximum units shall be 5.
- B. Permitted Uses.  
Permitted Uses are as follows: (See Table in Section 1)
  - (1) Commercial Uses: Commercial shall include hotels, tourism related, cultural arts activities, restaurants, office and professional and retail space, Marina support facilities or personal services establishments. These uses will be allowed on the Georgetown Communications parcel..
  - (2) Multi-Family Uses: Multi-Family uses shall include apartments or condominiums and may be allowed on Tarbox Court I and Tarbox Court 2 parcels
  - (3) Single Family: Fee simple single family detached, provided that any Amendment to the MPD, including an amendment to the Exhibits, shall be required for approval of any multi-family uses These uses shall be allowed on the Tarbox Court 3 parcel,
  - (4) Amenity and Recreational Areas, All parcels
  - (5) Change of One Permitted Use to Another Permitted Use. Should a designated use change after the final construction of a building, any construction modifications of the building must be completed and the MPD approvals obtained for the proposed use, as necessary, to bring it into compliance with the current development standards of this Document and the building code.
- C. Tree Preservation. For purposes of the MPD, tree preservation shall conform to the following, which represents compliance with the review requirements set forth in the City's Tree Ordinance:
  - (1) The Master Site Plan (to be developed in the future), together with a Tree Removal and Replacement Plan, including a tree replacement schedule, shall be provided for staff review and approval. The Tree Removal and Replacement Plan and tree replacement schedule shall be submitted as set forth below, and shall include the following:

A tree survey locating all of the trees by species and size will be provided.

- D. Development Activity, Clearing and Grading. The Property which is the subject of the MPD is used as waterfront commercial and residential and some clearing and fill will be added to the site. Clearing and Grading of the MPD will require both removal of inferior materials, and replacement with structurally sound materials, in addition to providing for storm water and erosion control measures over the Property, in accordance with the approved Exhibits. Development Activity, Clearing and Grading, shall conform to the following, in compliance with the Code of Ordinances:
- (1) It is the desire of the Developer and the City that the impacts of Development Activity within the MPD to areas outside of the MPD be minimized, therefore initial Clearing with the MPD shall be limited to infrastructure for the MPD, including roadways, water and sewer distribution and service lines, and storm drainage facilities in accordance with the approved Exhibits, the phasing of which is not limited by the Phasing Map of the MPD, together with not more than one (1) Phase of the single family residential areas set forth on the approved Exhibits submitted with the MPD.
  - (2) Following the issuance of the initial permits associated with Clearing and Grading set forth in Section 1 above, subsequent permits may include any remaining portion of the infrastructure for the MPD, including roadways, water and sewer distribution and service lines, and storm drainage facilities in accordance with the approved Exhibits, the phasing of which is not limited by the Phasing Map of the MPD.
  - (3) Permits may be issued concurrently, as the Developer may have commenced, but not have completed the scope of one permit, prior to commencing additional Phases of the MPD for which an additional permit is required.
  - (4) The above standards have been established so as to minimize the number of trips generated by construction vehicles, including and particularly high-capacity vehicles removing or delivering materials from or to the MPD which are more disruptive to the existing communities surrounding the MPD during Development Activities, including Clearing and Grading.
- E. Temporary Storm Drainage Maintenance. Developer will provide temporary storm drainage measures, which incorporate storm drainage facilities located on the Property to the reasonable satisfaction of the Public Works Director for the City, such that prior to commencement of Development Activities, the Property shall continue to maintain the existing storm drainage facilities until the storm drainage facilities which are a part of the Development Activities for each respective Phase of the MPD are complete, and the same are dedicated to the City.
- F. General Maintenance and Mowing. Developer will mow the undeveloped Property no less than eight per year, or as needed until the MPD is fully developed. The mowing shall occur in the periods between May 1 and October 1 of each calendar year. In addition, until the

MPD is fully developed, the Developer shall remove any fallen trees on the Property, such tree removal to occur during the same periods set out for mowing above. The Developer shall be given a reasonable period of time to be determined by the City Manager or his designee, to mow the Property and remove fallen trees on the Property in the event of a hurricane, rain event or other force majeure that prevents the Developer from complying with the mowing/maintenance schedule referenced above.

If the Developer of each parcel subject to this Agreement fails to comply with the scheduled time frames for mowing and removal of fallen trees, as determined by the City Manager or his designee, then the City shall have the right to enter the Property for the purpose of mowing and removing any fallen trees, and the Developer of such parcel, but not the other parcel owners shall reimburse the City for the costs of such mowing and/or tree removal in an amount equal to One Hundred (100%) percent of such costs incurred by the City for mowing and/or tree removal. In the event the Developer should fail to reimburse the City within Thirty (30) days of the date an invoice is delivered by the City to the Developer, the City may place a lien upon the Property, which lien shall be enforceable in the same manner as a property tax lien, which may only be satisfied by payment thereof.

- G. Signage. Signage within the MPD shall comply with this MPD Ordinance, as the same may be amended from time to time.
- H. Construction Routing. Along Front Street with staging off of any public Right-of Way.
- I. Governing Documents. To the extent the provisions of the approved MPD could be read so as to conflict with the City's Code of Ordinances, including the City Land Development Regulations (Chapter 20), Complete Streets Ordinance, Tree Preservation Regulations (Chapter V.5) and included engineering section, the MPD shall be deemed to govern, as an approved, intended departure, written into this MPD Ordinance, amending the standards otherwise applicable to the Property under the City's Code of Ordinances.

## **SECTION 7: RESIDENTIAL REGULATIONS**

Geographic Description. The residential neighborhood regulations applicable to the single family homes portions of the Project shall be included in a set of restrictive covenants, either applicable to all residential neighborhoods as a master declaration, or applicable to each neighborhood individually, or both.

Public Purpose. The public purpose of the Residential Neighborhood Regulations is to establish and thereafter maintain for its residents, tenants and visitors a sense of community through the design of exterior spaces and buildings at a human scale with appropriate architectural transitions. The sense of community will be further enhanced by the utilization of generous vegetation in and around the residential portion of the Project.

## **SECTION 8: COMMERCIAL REGULATIONS**

Geographic Description. The commercial regulations applicable to the Commercial portions of the Project, shall be included in a set of restrictive covenants, either applicable to all commercial areas as a master declaration, or applicable to the commercial area.

Public Purpose. The public purpose of the Commercial Regulations is to establish and thereafter maintain for its residents, tenants and visitors a sense of community through the design of exterior spaces and buildings at a human scale with appropriate architectural transitions. The sense of community will be further enhanced by the utilization of generous vegetation in and around the residential portion of the Project.

## **SECTION 9: MAINTENANCE AND CONTROL**

It will be the responsibility of the Developer to maintain or provide for the maintenance of the property within the MPD, including any private roadways, pathways and driveways. The Developer's maintenance responsibilities and restrictions will cover the private rights-of-way, driveways, landscape areas, trees, parking areas, pathways, walkways, open space, common areas, stormwater conveyance and retention facilities, buildings and other features of the development as appropriate under this Document, applicable City Zoning Regulations and Subdivision Regulations. Upon execution and recording of the declarations of conditions, covenants and restrictions, which must occur prior to the conveyance of any single-family residential lot to a third-party buyer, the foregoing responsibilities shall be assumed by the applicable POA. In addition to the standards set forth within the MPD, the CCRs will establish additional requirements for landscaping, particularly foundation landscaping and layering, signage and materials for single family residences.

## **SECTION 10: CONSTRUCTION SCHEDULE**

Construction will begin following receipt of permits from the City of Georgetown and from other regulatory bodies. The nature of this Project, together with the current economic conditions, prevents the Developer from providing exact dates for commencement of future phases or exact completion dates. Although the timing of completion of any particular Phase of the MPD is subject to then current market demands, the Developer anticipates a period of approximately Eighteen (18) months from approval of the MPD to start of construction, which is defined as applying for permits. Approximately One-Third of the Project would be complete within Ten (10) years of approval of the MPD, with the remainder of the Project being completed in the subsequent ten (10) years. Notwithstanding the fluid nature of development, and that various Phases of the MPD may be developed in non-numerical order, the number of building permits issued for single family residential units, including both attached and detached homes, shall not exceed the diversity allocation set forth in Table 1 unless and until the commercial facilities within the MPD have been issued a certificate of occupancy.



## **SECTION 11: OFF-SITE AND STREETScape IMPROVEMENTS**

Certain vehicular traffic improvements outside of the boundaries of the Project may be required, including a right-of-way connection, the width of which varies, but in any event of not less than Twenty (20') feet in width. Additional improvements shall be required as per the Transportation and Utilities Plan and the two roadway typical section plans, which shall also be installed prior to building permits being issued by the City.

## **SECTION 12: AMENDMENTS AND ENFORCEMENT**

For purposes of this Ordinance, amendments to the MPD shall be determined as administrative, Minor or Major, by the Planning Director for the City.

Notwithstanding the classification of amendments to the MPD, revisions to the approved Master Site Plan made during the preparation of construction design documents to account for topography, soil quality, trees, grading, minor adjustments to roadway alignment entrance to the project, and changes to the location of lot lines, provided such revisions do not increase the maximum allowable density of the MPD, shall be deemed administrative revisions or amendments to the MPD, which do not require a corresponding revision or amendment.

The Developer shall record the approved ordinance in the public records of Georgetown City and return two (2) time-stamped copies to the City of Georgetown.

Expansions and further amendments to this MPD shall not be permitted without review by the Zoning Administrator and approval as prescribed by the City of Georgetown Zoning Regulations.

## **SECTION13: IMPACT ANALYSIS.**

Pursuant to Section 703.402 of the City Code, the Project Impact Analysis is as follows:

1. The zoning proposal permits uses that are suitable in view of the use and development of nearby adjacent property in that the single family lots proposed are of the same or larger size than the existing single-family lots, the warehouse is an existing structure that has been there for 250 +/- years and the commercial sections set forth core commercial uses as that Section is already zoned core commercial.

2.

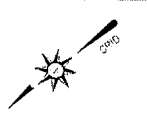
The proposal does not adversely affect the existing use or usability of adjacent or nearby property because the single-family section matches or exceeds the size of the adjacent single-family, and the commercial area is already zoned Core Commercial

3. The property to be rezoned does have viable economic use as currently zoned, but the applicant believe that a dry dock marina is not compatible with the adjoining single-family and the prior immediate use of the building on the waterfront as a seafood market is not economically viable.

4. The proposal does not cause an excessive burden of existing infrastructure, as the current permitted uses impact the existing infrastructure to a much larger degree than the proposal. This is a dorm-zone from a planning standpoint.
5. The zoning proposal is in conformity with the policies and intent of the Land Use Plan as a single-family, and Core Commercial uses within this plan comport with the City Land Use Plan for this area of Georgetown.
6. The changing conditions are the closure and redevelopment potential of the waterfront industrial sites that will create additional commercial development in the former steel mill and port property of the City. This plan defines the boundaries of the commercial district on the Cannon Street area of Front Street.
7. There is not proposed use that would present a negative or environmentally adverse impact on a natural resources, environment, or citizens of the City of Georgetown.

## **Exhibit A – Parcels Map**

NOTES:  
1. REFERENCE SURVEY ENTITLED "PLAT SHOWING FIVE (5) INDIVIDUAL PARCELS SURVEYED FOR TARRAX COURT, LLC LOCATED IN THE CITY OF GEORGETOWN, GEORGETOWN COUNTY, SC AND DATED APRIL 17, 2023."



MP REZONING  
BOUNDARY - WEST  
(1.36 ACRES)

MPR REZONING  
BOUNDARY - EAST  
(2.08 ACRES)

FRONT STREET  
100' R/W

FRONT STREET  
100' R/W

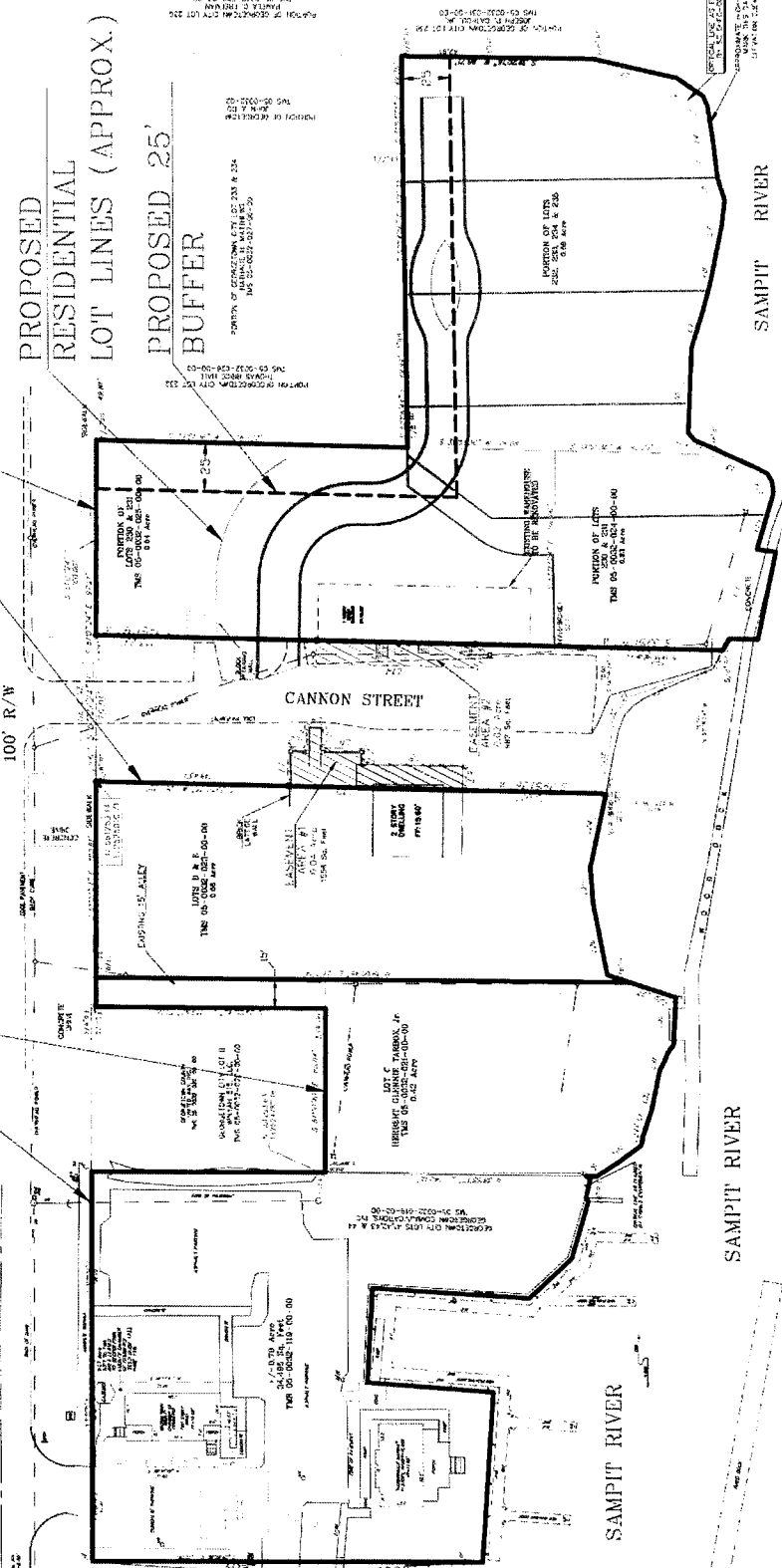
QUEEN STREET 75' R/W

CANNON STREET

SAMPIT RIVER

SAMPIT RIVER

SAMPIT RIVER



ASSESSMENT LINE TABLE  
CANNON STREET

| Lot | Area (sq. ft.) | Area (acres) |
|-----|----------------|--------------|
| 1   | 1,125.00       | 0.0257       |
| 2   | 1,125.00       | 0.0257       |
| 3   | 1,125.00       | 0.0257       |
| 4   | 1,125.00       | 0.0257       |
| 5   | 1,125.00       | 0.0257       |
| 6   | 1,125.00       | 0.0257       |
| 7   | 1,125.00       | 0.0257       |
| 8   | 1,125.00       | 0.0257       |
| 9   | 1,125.00       | 0.0257       |
| 10  | 1,125.00       | 0.0257       |
| 11  | 1,125.00       | 0.0257       |
| 12  | 1,125.00       | 0.0257       |
| 13  | 1,125.00       | 0.0257       |
| 14  | 1,125.00       | 0.0257       |
| 15  | 1,125.00       | 0.0257       |
| 16  | 1,125.00       | 0.0257       |
| 17  | 1,125.00       | 0.0257       |
| 18  | 1,125.00       | 0.0257       |
| 19  | 1,125.00       | 0.0257       |
| 20  | 1,125.00       | 0.0257       |
| 21  | 1,125.00       | 0.0257       |
| 22  | 1,125.00       | 0.0257       |
| 23  | 1,125.00       | 0.0257       |
| 24  | 1,125.00       | 0.0257       |
| 25  | 1,125.00       | 0.0257       |
| 26  | 1,125.00       | 0.0257       |
| 27  | 1,125.00       | 0.0257       |
| 28  | 1,125.00       | 0.0257       |
| 29  | 1,125.00       | 0.0257       |
| 30  | 1,125.00       | 0.0257       |
| 31  | 1,125.00       | 0.0257       |
| 32  | 1,125.00       | 0.0257       |
| 33  | 1,125.00       | 0.0257       |
| 34  | 1,125.00       | 0.0257       |
| 35  | 1,125.00       | 0.0257       |
| 36  | 1,125.00       | 0.0257       |
| 37  | 1,125.00       | 0.0257       |
| 38  | 1,125.00       | 0.0257       |
| 39  | 1,125.00       | 0.0257       |
| 40  | 1,125.00       | 0.0257       |
| 41  | 1,125.00       | 0.0257       |
| 42  | 1,125.00       | 0.0257       |
| 43  | 1,125.00       | 0.0257       |
| 44  | 1,125.00       | 0.0257       |
| 45  | 1,125.00       | 0.0257       |
| 46  | 1,125.00       | 0.0257       |
| 47  | 1,125.00       | 0.0257       |
| 48  | 1,125.00       | 0.0257       |
| 49  | 1,125.00       | 0.0257       |
| 50  | 1,125.00       | 0.0257       |
| 51  | 1,125.00       | 0.0257       |
| 52  | 1,125.00       | 0.0257       |
| 53  | 1,125.00       | 0.0257       |
| 54  | 1,125.00       | 0.0257       |
| 55  | 1,125.00       | 0.0257       |
| 56  | 1,125.00       | 0.0257       |
| 57  | 1,125.00       | 0.0257       |
| 58  | 1,125.00       | 0.0257       |
| 59  | 1,125.00       | 0.0257       |
| 60  | 1,125.00       | 0.0257       |
| 61  | 1,125.00       | 0.0257       |
| 62  | 1,125.00       | 0.0257       |
| 63  | 1,125.00       | 0.0257       |
| 64  | 1,125.00       | 0.0257       |
| 65  | 1,125.00       | 0.0257       |
| 66  | 1,125.00       | 0.0257       |
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| 71  | 1,125.00       | 0.0257       |
| 72  | 1,125.00       | 0.0257       |
| 73  | 1,125.00       | 0.0257       |
| 74  | 1,125.00       | 0.0257       |
| 75  | 1,125.00       | 0.0257       |
| 76  | 1,125.00       | 0.0257       |
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| 100 | 1,125.00       | 0.0257       |

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WWW.LDAINTERNATIONAL.COM

CONCEPTUAL PARCEL & BUFFER MAP  
(COMBINED AREA=3.44 ACRES)

WATERFRONT NORTH  
CITY OF GEORGETOWN, SC

DATE: OCTOBER 2, 2025

SCALE: 1" = 30'

PROJECT: MPR REZONING BOUNDARY - EAST (2.08 ACRES)

DATE: OCTOBER 2, 2025

SCALE: 1" = 60'

PROJECT: MPR REZONING BOUNDARY - WEST (1.36 ACRES)

## **Exhibit B – Phasing Map**



## **Exhibit C – Historic Trees**

NOTES:  
 1. REFERENCE SURVEY ENTITLED "PLAT SHOWING FIVE (5) INDIVIDUAL PARCELS SURVEYED FOR PARBOX COURT, LLC LOCATED IN THE CITY OF GEORGETOWN, GEORGETOWN COUNTY, SC AND DATED APRIL 17, 2023."

HISTORIC TREE  
 (5 WITHIN PROJECT)

FRONT STREET  
 100' R/W

QUEEN STREET 75' R/W

CANNON STREET

SAMPIT RIVER

SAMPIT RIVER

PLAT LINE TABLE

| LINE | BEARING         | DISTANCE | AREA | PERIMETER |
|------|-----------------|----------|------|-----------|
| 1    | N 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
| 2    | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
| 3    | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
| 4    | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
| 5    | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
| 6    | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
| 7    | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
| 8    | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
| 9    | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
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| 14   | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
| 15   | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
| 16   | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
| 17   | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
| 18   | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
| 19   | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
| 20   | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
| 21   | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
| 22   | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
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| 24   | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
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| 30   | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
| 31   | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
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| 33   | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
| 34   | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
| 35   | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
| 36   | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
| 37   | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
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| 78   | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
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| 83   | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
| 84   | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
| 85   | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
| 86   | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
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| 99   | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |
| 100  | S 89° 58' 12" E | 1.50     | 0.00 | 1.50      |

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|----------------------------------------------------------------------------------------------------------------------------|--|----------------|--|--------------------------------------------|--|----------------|--|---------------------------------|--|---------------------------------|--|
| LDA INTERNATIONAL<br>ENGINEERS - PLANNERS<br>63 OLD BARGE DRIVE - FARMERS ISLAND, SC 29936 USA<br>WWW.LDAINTERNATIONAL.COM |  | HISTORIC TREES |  | WATERFRONT NORTH<br>CITY OF GEORGETOWN, SC |  | HISTORIC TREES |  | SHEET:<br>ASB 1" = 30' 1" = 60' |  | EXHIBIT<br>OCTOBER 2, 2025<br>C |  |
|----------------------------------------------------------------------------------------------------------------------------|--|----------------|--|--------------------------------------------|--|----------------|--|---------------------------------|--|---------------------------------|--|



MAYOR  
CAROL JAYROE

CITY ADMINISTRATOR  
SCOTT WHITTIER

CITY CLERK  
STEPHANIE BUCCIONE



COUNCIL MEMBERS  
MAYOR PRO TEMPORE  
JIM CLEMENTS

JONATHAN ANGNER  
ERIN ETHRIDGE  
BRUCE CARL  
JIMMY MORRIS  
TAMIKA WILLIAMS-OBENG

Planning and Community Development  
(843) 545-4010

## **CITY OF GEORGETOWN PLANNING COMMISSION**

**MEETING DATES:** **First Reading:** November 20, 2025 **Second Reading:** December 18, 2025

**AGENDA ITEM: PLZ-2025-0014.** A request from Daniel W. Stacy Jr., on behalf of property owners, Georgetown Communications, Inc., Tarbox Court 2, LLC, Margaret Bolick Tarbox, Tarbox Court 3, LLC, and Tarbox Court 1, LLC, to rezone seven (7) parcels totaling approximately 3.44 acres from Core Commercial (CC), Waterfront Commercial (WC), and High Density Residential (R4) to a Master Planned Residential District (MPR). This properties are located at 525 Front St. (TMS#: 05-0032-019-00-00), 531 Front St. (TMS#: 05-0032-019-01-00), 511 Front St. (TMS#: 05-0032-021-00-00), 15 Cannon St. (TMS#: 05-0032-023-00-00), 10 Cannon St. (TMS#: 05-0032-025-00-00), 1 Cannon St. (TMS#: 05-0032-024-00-00), and 5 Cannon St. (05-0032-026-01-00).

**CURRENT STATUS:** The parcels are located entirely on the south side of Front St. adjacent to the Sampit River, split by Cannon St. There are two easements granted to the applicants for use of portions of Cannon st. due to the existing placement of historical structures. There is a Memorandum of Understanding regarding private improvements along the public waterfront at Cannon Street, specifically the installation of a seawall and dock.

### **POINTS TO CONSIDER:**

1. This parcel is located within the City of Georgetown service area. Electric, water and sewer are available to this property.
2. These properties are currently zoned Core Commercial (CC), High Density Residential (R4), and Waterfront Commercial (WC) (*Reference Item 1*).
3. These properties are located within the Historic Buildings District (*Reference Item 1*).
4. There is a Memorandum of Understanding between the Tarbox Project owners and the City of Georgetown.
  - a. The purpose of the MOU is to facilitate the City's public purpose goal of increasing public access to the Sampit River. The city will not object for the construction of a bulkhead/seawall along the Sampit River frontage at the end of Cannon St., or the ability to raise the site elevation with fill not to exceed a property elevation of 8 ft. with the approval from ORCM. In exchange, any docks that are contemplated extending from Cannon Street would require a 30-year lease, approved by Mayor and City Council, with a provision for public access and public day dock space. The MOU states Tarbox bears the full responsibility for construction, maintenance, insurance, and liability.
5. This rezoning, dependent upon specific parcel or project, would be considered an up zoning, down zoning, or straight zoning.
  - a. Residential Use
    - i. In terms of residential use of the currently Core Commercially zoned properties, this rezoning would be considered a downzoning.
    - ii. In terms of residential use of the currently High Density Residential (R4) zoned property, this rezoning would be considered a downzoning.

- iii. In terms of residential use of the currently Waterfront Commercial (WC) zoned property, this rezoning would be considered an upzoning.
  - b. Commercial Use
    - i. For commercial use of the currently Core Commercially zoned properties, this rezoning would be considered a straight rezoning.
    - ii. For commercial use of the currently Waterfront Commercially zoned properties, this rezoning would be considered a downzoning.
    - iii. For commercial use of the currently High Density Residentially zoned properties, this rezoning would be considered a straight rezoning.
  - c. For residential use throughout the project as a whole, this rezoning would be considered a downzoning.
  - d. For commercial use throughout the project as a whole, this rezoning would be considered a straight rezoning.
6. The Future Land Use map (*2040 Comprehensive Plan*) designates this area as Core Mixed Use, Historic District Residential, and Waterfront Commercial (*Reference Item 2*).
  7. The properties are all located within an AE 11 Flood Zone (*Reference Item 3*).
  8. All callers were encouraged to write a letter and/or attend the public hearing to convey their comments to the commission.
  9. All rezonings must be heard one (1) time at Planning Commission, and two (2) times at City Council.

**PUBLIC INPUT RECEIVED:** Public input for this agenda item included questions and concerns regarding whether the application meets the minimum requirements and the clarity of the proposed commercial-to-residential ratio. Comments also addressed the contiguity of the lots, the responsibility of property owners for compliance, and the existing 50-year lease held by the Chamber of Commerce, which reportedly has 27 years remaining. Several speakers raised issues related to parking requirements, ingress and egress, and potential flooding impacts, including concerns that elevating the property with fill could exacerbate flooding and uncertainty about liability for any resulting damages. Additional comments included requests for the inclusion of common space, concerns about potential multi-family development, and opposition to the construction of a bulkhead. Participants also indicated they would like to review building elevations and site plans and expressed interest in preserving Georgetown's maritime heritage. The Chamber of Commerce formally objected to the proposed rezoning, and other members of the community stated that the Tarbox House does not need to be rezoned.

**PLANNING COMMISSION DISCUSSION:** During its discussion, the Planning Commission raised several questions regarding the details and scope of the proposed development. Commissioners asked about the inclusion of a sales center, and the applicant clarified that it would serve as a temporary space to facilitate on-site home sales. Questions were also raised about interior roadways, which the applicant identified as a shared driveway, and about parking availability, to which the applicant responded that each home would include one surface parking space and additional parking beneath the elevated residential structures. Commissioners noted inconsistencies between phasing schedules on different pages of the application, and the applicant explained that the difference reflected the residential phase specifically versus the overall project plan. Discussion also included whether the warehouse building would be used as a short-term rental; the applicant indicated that the property owner retained that right, though future renovations to the protected structure would comply with Architectural Review Board standards. The Commission questioned the extent of civil engineering work completed, and the applicant stated that preliminary work had been done but detailed plans were deferred due to cost considerations until after project approval, noting that all designs would comply with stormwater, building, and planning requirements. Additional discussion addressed stormwater discharge, where the applicant stated a preference to discharge into the river, and the overall phasing and development timeline, which the applicant said would depend on economic conditions, with residential construction expected to proceed first and be completed in the first couple of years. Commissioners also inquired about services to residents, requested a more definitive narrative specifying proposed uses and businesses, and discussed the potential for development under existing zoning. The applicant explained that the commercial portion could proceed under current zoning, but the residential portion could not because the waterfront commercial parcels do not permit single-family use. The group also discussed the proposed building height, with the developer stating that additional height was needed to offset flood zone requirements and clarified that five single-family homes and potential apartments within the warehouse were planned. Commissioners confirmed that single-family homes would not be used as short-term

rentals, and staff added that any such use would require a special exception from the Board of Zoning Appeals for the all properties within the proposed plan.

A motion was first made to approve the request with the following conditions: (1) the establishment of restrictive covenants prohibiting short-term vacation rentals within the development; (2) the creation of a 10-foot wetland buffer, with an additional 5 feet of buffer area required for every 10 feet of building height above 35 feet; (3) a requirement that any amendments to the project narrative receive formal approval from both the Planning Commission and City Council, rather than administrative approval by staff; (4) a stipulation that stormwater management be overseen by the property management entity unless otherwise approved by the Planning Commission and City Council; and (5) coordination with the Georgetown Historical Society regarding the handling of any historical artifacts or relics uncovered during development. This motion to approve with conditions failed by a vote of 4–2.

A subsequent motion was made to deny the application and passed by a vote of 4–2.

**REFERENCE MATERIALS**

**REFERENCE ITEM 1:** Zoning map.



**REFERENCE ITEM 2:** Future land use designations.



**REFERENCE ITEM 3:** FEMA Flood Map showing no flood zones applicable.



## **REFERENCE ITEM 4:** In-depth staff report.

The proposed MPR narrative establishes guidelines for new development including land uses, densities, open space, etc. This staff report evaluates the proposal for consistency with the City of Georgetown Zoning Ordinance, City of Georgetown Land Development Regulations, and City of Georgetown Comprehensive Plan.

The Master Planned District Narrative serves as the governing zoning document for the proposed project area. In effect, it functions as a customized zoning ordinance, superseding the City of Georgetown Zoning Ordinance except where the Narrative explicitly defers to existing standards. The Planning Commission's role at this stage is to recommend the approval or denial of the rezoning request and the Narrative, thereby determining whether a new set of zoning regulations will apply to the site if rezoned. If approved by both the Planning Commission and City Council, development activities, such as subdivision plats, roadway creation, and related approvals, will be reviewed for compliance with the MPD Narrative rather than the City's Zoning Ordinance (except where the ordinance is referenced). For example, subdivision review would follow the minimum parcel size requirements set forth in the Narrative, rather than those of the current zoning classification. Similarly, when new uses are proposed, staff review will be based on the Narrative's provisions rather than the City's Zoning Ordinance's provisions.

### **1. GENERAL PROVISIONS:**

The intent of a Master Planned District is as follows, referenced from the City of Georgetown Zoning Ordinance, Article VII, Section 703.1:

*703.1 Master Planned (MP) districts are established for the purpose of encouraging innovative land planning and site design concepts that support a high quality of life, and that achieve a high quality of development, environmental sensitivity, energy efficiency, and other City goals as follows:*

- a. Reducing or diminishing the uniform design that results from the strict application of zoning and development standards that are designed primarily for individual lots.*
- b. Allowing greater freedom in selecting the means to provide access, open space, and design amenities.*
- c. Allowing greater freedom in providing a well-integrated mix of residential and non-residential land uses throughout the development and on individual lots, including a mix of housing types, lot sizes, and densities. Mixed uses are strongly encouraged.*
- d. Providing of an efficient use of land resulting in smaller networks of utilities and streets, and thereby lowering development and housing costs.*
- e. Promoting quality design and environmentally sensitive development by allowing development to take advantage of special site characteristics, locations, and uses.*
- f. In specific instances, encouraging quality design and environmentally sensitive development by allowing increases in residential density or non-residential square footage when such increases can be justified by superior design or the provision of additional amenities, such as public open space and natural storm water features.*
- g. Architectural style must reflect the historic character of the City of Georgetown.*

Furthermore, the intent of a Master Planned Residential District is as follows, referenced from the City of Georgetown Zoning Ordinance, Article VII, Section 703.201:

*703.201 Master Planned Residential (MP-R): The intent of the MP-R district is to provide a mix of residential uses using innovative and creative design elements, while at the same time providing an efficient use of open space. Limited commercial uses will be allowed in the MP-R district to serve the needs of the residents in the development, unless it can be demonstrated that commercial/retail targeted towards the larger community is justified.*

The City of Georgetown Zoning Ordinance, Article VII, Section 703.301 states foundation of standards for MPD's as:

*703.301 Foundation for Standards: The City of Georgetown Zoning Ordinance serves as the foundation of regulations applying to the project. Unless the Master Plan Exhibits or "Terms and Conditions" document specifically call out deviation from Zoning Ordinance standards, the current Zoning Ordinance's standards at time of creation of the Master Plan apply. Environmental regulations such as wetland buffers and open space should only be modified when the specific intent of those regulations within the Zoning Ordinance is met. Other*

*types of regulations, such as but not limited to, land-use buffers, parking standards, and amenities may be modified based on the unique design of the project, provided that the general intent of the regulations within the Zoning Ordinance is met.*

The City of Georgetown Planning Commission must consider whether the intents listed above have been met.

The Order of Control is defined within the City of Georgetown Zoning Ordinance, Article VII, Section 703.303 as:

**703.303 Order of Control:** *In the case of contradiction, the order of control is:*

- 1. The Master Plan Terms and Conditions;*
- 2. The Master Plan or other exhibits where specific details have been called out;*
- 3. The Zoning Ordinance (if amended after the creation of this document, then the amended version of the Zoning Ordinance applies); and*
- 4. The Master Plan or other exhibits for general items that have not been specifically called out.*

Page 16 of the proposed narrative states the following, abiding by these regulations:

*"I. Governing Documents. To the extent the provisions of the approved MPD could be read so as to conflict with the City's Code of Ordinances, including the City Land Development Regulations (Chapter 20), Complete Streets Ordinance, Tree Preservation Regulations (Chapter V.5) and included engineering section, the MPD shall be deemed to govern, as an approved, intended departure, written into this MPD Ordinance, amending the standards otherwise applicable to the Property under the City's Code of Ordinances."*

## **2. ARCHITECTURAL REVIEW BOARD JURISDICTION:**

As the properties in question are currently within the Historic Buildings District, and the narrative proposes maintaining the Historic Buildings District Overlay as well as adherence to the design guidelines, it is of staff's opinion that this requirement is met. The narrative details standards for all the topics required. Additionally, architectural design, lighting and signage have all been identified as factors that the City of Georgetown's Architectural Review Board will continue to preside over. Staff would like for this language to be further clarified to state that the Architectural Review Board will have governing authority, rather than simply stating design will be compliant. Regardless, the rezoning application did not include a request to be removed from the Historic Buildings District, meaning the Architectural Review Board would govern, staff would simply prefer for this to be more explicitly stated.

Page 4: *"The building elevations and signage for such commercial component will be subject to, and in compliance with, the requirements for Core Commercial Zoning per the City Ordinance as well as any City overlay requirements."*

Page 12: *"Any aesthetic guidelines shall conform to the City of Georgetown Architectural Overlay requirements to this section of the City." ... "Architecture, signage design and landscaping are proposed to be controlled with detailed design Guidelines"*

Page 17: *"The Developer's maintenance responsibilities and restrictions will cover the private rights-of-way, driveways, landscape areas, trees, parking areas, pathways, walkways, open space, common areas, stormwater conveyance and retention facilities, buildings and other features of the development as appropriate under this Document, applicable City Zoning Regulations and Subdivision Regulations." ... "In addition to the standards set forth within the MPD, the CCRs will establish additional requirements for landscaping, particularly foundation landscaping and layering, signage and materials for single family residences."*

The narrative also details that a CCR will govern over additional factors, not within the ARB's jurisdiction, to include landscaping. The Architectural Review Board's ability to govern over the proposed project area will be beneficial in that it will ensure consistency of design with surrounding properties and structures

## **3. ENVIRONMENTALLY SENSITIVE DEVELOPMENT:**

A few items of consideration may include whether Commissioners would deem this form of development environmentally sensitive, if uniform design will be reduced or diminished, if the proposal is an efficient use of land, lowering development and housing costs, etc. Furthermore, Commissioners

must consider whether the commercial areas proposed meet the definition of “limited commercial” and if such commercial aspects can be justified.

Staff interprets the overarching intent of this MPR to be the creation of a more cohesive transitional area between the existing residential and commercial zoning districts. If this is the intent, the inclusion of commercial/retail uses in this location could be justified, given the character of the existing Core Commercial and Waterfront Commercial zoning classifications and the existing uses present on the properties and on surrounding properties. All topics will be further addressed through specific requirements established to ensure this intent is met.

#### 4. **GENERAL INFORMATION: DIMENSIONAL STANDARDS**

Setbacks, land-use buffers, height, density, and size of structures are all listed within Table 1.

**TABLE 1  
PROPOSED DIMENSIONAL STANDARDS CHART**

| Permitted Uses                                                    | Min. Site Area S.F. | Setbacks (Feet) <sup>1,2</sup> |                     |                     | Max. Height                 | Separation of Primary Structures <sup>3</sup> | Density                                                                                                                        |
|-------------------------------------------------------------------|---------------------|--------------------------------|---------------------|---------------------|-----------------------------|-----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|
|                                                                   |                     | Front                          | Side                | Rear                |                             |                                               |                                                                                                                                |
| Tarbox Residential Area                                           | 8,000 <sup>6</sup>  | 5 ft <sup>7</sup>              | 5 ft                | 5 ft                | 35 ft above DFE 5 (to Eave) | Per Site Plan                                 | 6 Units / Acre.                                                                                                                |
| Georgetown Commercial Area                                        | 25,000              | Per CC <sup>8</sup>            | Per CC <sup>8</sup> | Per CC <sup>8</sup> | 45 ft above DFE 5 (to Eave) | Per Site Plan                                 | Hotel not to exceed 150 rooms<br>Other Commercial (Heated 100,000 sq. ft.) /Retail Uses<br>Multi-family Units not to exceed 80 |
| Tarbox Commercial/ Marina Office or Residential Area <sup>4</sup> | 18,000              | Per CC <sup>5</sup>            | Per CC <sup>5</sup> | Per CC <sup>5</sup> | 45 ft above DFE 5 (to Eave) | Per Site Plan                                 | Up to (Heated 20,000 sq. ft.)<br>If residential development, 6 Units / Acre.                                                   |

1. OCRM Critical Line Setback/Buffer/Offset shall be 0 for all properties, as the river is not considered a wetland per state and federal guidelines.
2. If Tarbox Warehouse is used for residential condo units, no setback is required.
3. Minimum wall to wall separation for single family homes shall be ten (10) feet. HVAC, steps, and other appurtenances may be constructed within separation.
4. In the event “Tarbox Commercial” is used for residential development, dimensional standards shall be the same as “Tarbox Residential Area”.
5. Design flood elevation (DFE) shall be the FEMA flood elevation plus the city’s flood buffer. Therefore, for this project, the DFE = 13 MSL (AE11 + 2’ Buffer)
6. 8,000 square feet for all residential units except for the one (1) proposed Lot along Front Street, which shall be 7,000 square feet. No minimum for warehouse units.
7. Zero (0) front setback shall apply to the existing warehouse.
8. Per current Core Commercial (CC) requirements.

This table also establishes requirements based on development area, which is beneficial for staff in enforcement, as well as Commission in subdivision of land. In terms of number of each use, the maximum can be calculated by using the minimum site area square footage as well as the square footage of the parcels (*reference Item 7: Density*).

#### 5. **SETBACKS AND LOT SIZE REQUIREMENTS**

The minimum lot size for the Tarbox residential area is larger than the minimum lot size requirements of the existing R4 Zoning District. Furthermore, the setback requirements for the residential portion are reduced and the requirements for height are modified (*reference Item 6: Height of Structures*), allowing for potentially larger structures than those found within the surrounding properties.

It is important to note that many, if not most, residential structures within the Historic Buildings District do not conform to modern Zoning Standards defined for the R4 Zoning District. Many structures within



the district do not comply with front yard setbacks, side yard setbacks, or rear yard setbacks, and can often be found built across property lines (as many homes were constructed in this area prior to the establishment of Zoning Regulations within the City of Georgetown). Due to the existing character of the district, staff is not concerned about the reduced setbacks.

The proposed setback standards for Georgetown Commercial Area and Tarbox Commercial/Marina Office or Residential Area reflect currently established Core Commercial requirements, meaning there is no anticipated change for this area in terms of setbacks for structures. The proposed narrative does define a specific square footage per parcel, which is lacking within the existing Core Commercial standards. Height requirements are modified as well (*reference Item 6: Height of Structures*).

## **6. HEIGHT OF STRUCTURES:**

Measuring height from Design Flood Elevation (DFE) as proposed, rather than grade could be considered an environmentally sensitive practice in flood-prone and coastal areas, as some municipalities state such. FEMA, as well as many coastal jurisdictions, now suggest or define height from BFE (Base Flood Elevation) or DFE (Design Flood Elevation) rather than from grade. The City of Georgetown has yet to adopt such standards, however the City of Georgetown Comprehensive Plan does suggest revising building height limits for structures in the floodplain, exhibiting one aspect in which the applicant conforms to the suggestions of the Comprehensive Plan:

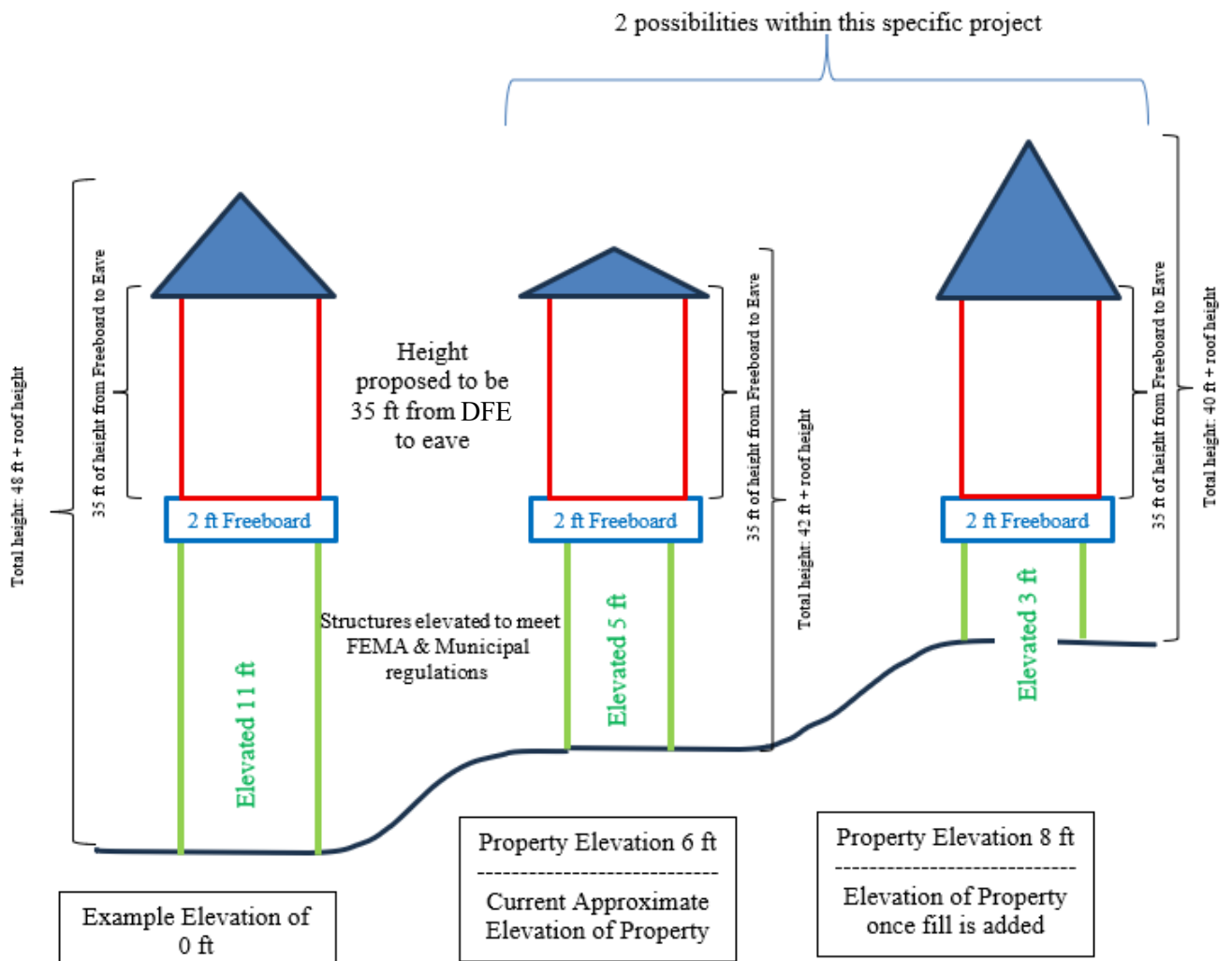
*Revise building height limits for structures in the regulatory floodplain to account for freeboard requirements.  
[Building and Planning departments; short-term]*

Our current ordinance defines height from grade. However, by tying height measurements to BFE or DFE, rather than grade, developers and homeowners are not penalized height-wise for owning properties within the floodplain. Additionally, measuring height from DFE rather than grade allows for more consistency in location of eave lines. The proposal suggests measuring height to the eave, which allows for various roof pitches, potentially reducing, or increasing maximum height from the examples shown depending on choice. Currently, many home builders opt for roofs with less dramatic slopes, to allow for more residential space, making unique roof lines, such as A frame roofs, extremely uncommon throughout the City of Georgetown. Regardless, both of the proposed metrics, ensure that the developers/property owners will maintain 35 vertical ft of heated and cooled residential space within the dwelling.

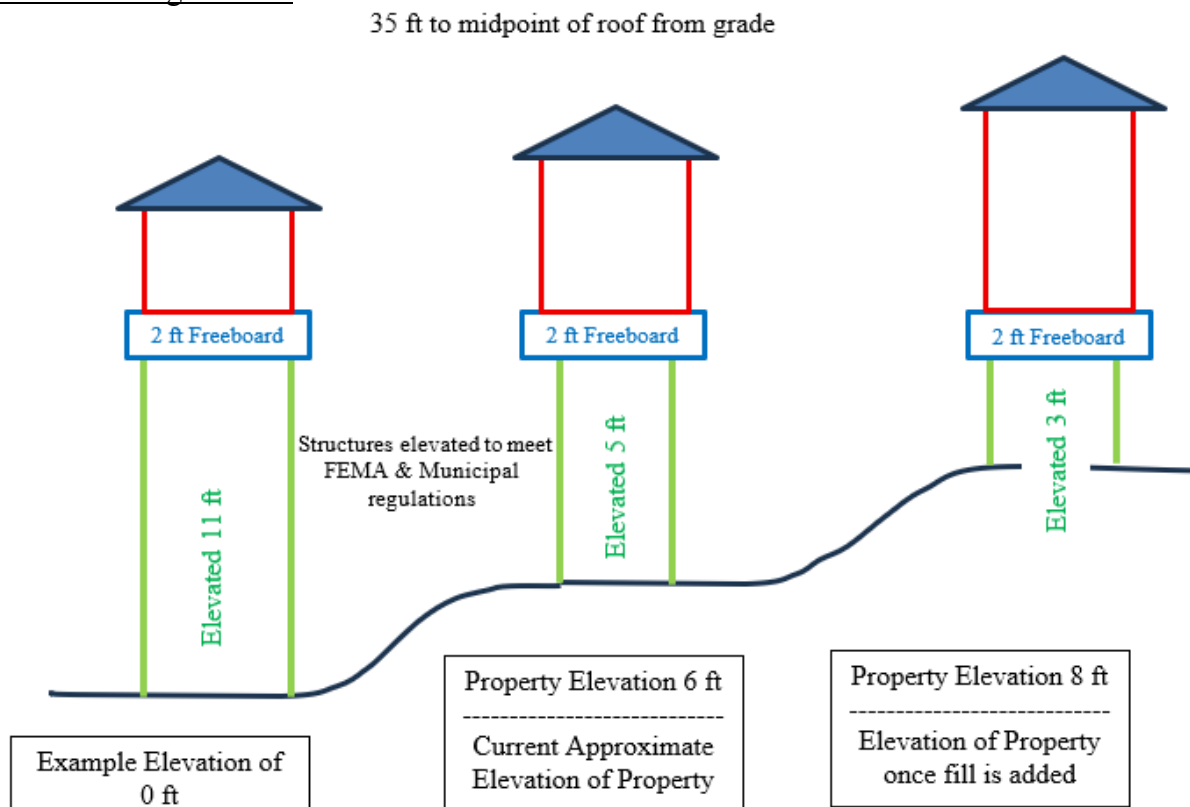
The height of structures, especially if measured from DFE, is directly tied to the elevation of the property. The height proposed for the residential portions are 0 ft higher than those established within the ordinance for the existing zoning classifications for these parcels, however height is defined from DFE to eave, rather than grade to midpoint. The project area is within an AE 11 flood zone, meaning structures would be required to be elevated 11 ft to meet flood code with an additional 2 ft freeboard requirement. The height of the structure would be determined by the elevation of the property. For example, if the property elevation is 0 ft, the structure could be 48 ft to eave. However, the intent of the developers is to elevate the property to 8 ft above BFE (current elevation is ~6 ft.; adding ~2 ft. of fill), allowing for the height of the structure to be ~40 ft in height to eave.

Below you will find an example of the differences between the proposed and existing ordinance standards, and how the different regulations will visually impact such structures. Please note, these are not drawn to scale.

Effect of measuring height from DFE/Grade:



Effect of current regulations:



The applicants propose to maintain the 45 ft height maximum for the Commercial portions of the project. This would not change maximum height requirements from those currently established for these parcels. However, they again state this height maximum will be “above DFE” to eave. Commercial structures are not required to elevate to comply with FEMA elevation requirements if the structure is dry-floodproofed. Therefore, staff believe this height increase may not be necessary if the concern is to meet the Flood Ordinance while also accommodating for 45 ft in height.

## 7. **DENSITY**

The density proposed for the Tarbox residential area is in line with the densities currently established for the R4 zoning district. There is no maximum density defined for multi-family uses within the Core Commercial Zoning district, therefore staff would consider the proposed residential densities consistent, if not reduced, when viewing the project as a whole.

| Proposed Use | Proposed Use Area                                                                                                                                                                        | Maximum # of Parcels                                                                                                                                                              | Maximum # of Units                                                                                                                                                 |
|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Residential  | Tarbox Residential Area<br><i>(Includes a Mix of currently R4 and WC Zoned Parcels)</i><br>TMS#: 05-0032-023-00-00,<br>05-0032-025-00-00,<br>05-0032-024-00-00, and<br>05-0032-026-01-00 | 11 total lots<br><i>One parcel at 7,000 sq ft, 10 parcels at 8,000 sq ft – rounded down</i><br><i>Includes Tarbox house lot and 7,000 sq ft proposed lot for Tarbox warehouse</i> | 12 units<br><i>At the proposed 6 units/acre – rounded down</i><br><b>6 single family residential + 5 multi-family residential and 1 existing Tarbox residence.</b> |

| Existing Zoning Classification                                                                            | Proposed Use                | Maximum # of Parcels                                          | Maximum # of Units                                            |
|-----------------------------------------------------------------------------------------------------------|-----------------------------|---------------------------------------------------------------|---------------------------------------------------------------|
| R4 Residential<br><i>(Tarbox Warehouse Only)</i><br>TMS#: 05-0032-025-00-00                               | Single Family               | 3 total lots<br><i>At 6,000 sq ft per lot – rounded down</i>  | 3 residential units<br>At 1 unit per parcel                   |
| R4 Residential<br><i>(Tarbox Warehouse Only)</i><br>TMS#: 05-0032-025-00-00                               | Duplex, Multi-Family        | 2 total lots<br><i>At 10,000 sq ft per lot – rounded down</i> | 7 residential units<br><i>At 14 units/acre – rounded down</i> |
| Core Commercial<br><i>(Tarbox House Only)</i><br>TMS#: 05-0032-023-00-00                                  | Multi-Family                | No maximum Number                                             | No maximum number of units                                    |
| Waterfront Commercial<br><i>(Two Vacant Parcels)</i><br>TMS#: 05-0032-024-00-00, and<br>05-0032-026-01-00 | Watchmen/Caretaker Dwelling | 2 total lots<br><i>At 15,000 sq ft per lot – rounded down</i> | 2 residential units<br><i>At 1 unit/parcel</i>                |

#### 422 Multi-family Dwelling or Group Dwelling in CC

Multi-family Dwelling Units or Group Dwelling in CC is subject to the following requirements:

**422.1** Such uses shall be allowed on upper floors in combination with permitted commercial and office uses or on separate lots or parcels (Upper floor shall mean the first finished floor at least nine (9) feet above grade);

**422.2** Such uses shall meet the requirements for off-street parking as determined by the Zoning Administrator.

Under the current zoning allowances for the R4, CC, and WC districts, the four existing parcels could accommodate a maximum of 9 residential units (not including CC area), assuming demolition of existing structures and multi-family development on the R4 parcels, as well as establishment of two watchmen/caretaker dwellings in the WC-zoned portion in lieu of another Waterfront Commercial use.

Staff utilized Ai to generate the maximum number of units for the Tarbox House property using existing Core Commercial standards, giving the software the following parameters:

*“The property is .58 acres, no setback requirements, a height maximum of 45 ft, the lot dimensions are 100.81 ft x 260.32 ft x 267.74 ft x 100 ft, the residential dwelling units cannot be located on the first finished floor, 2 parking spaces must be provided for each unit, and 1 handicapped space must be provided for every 25 regular spots. How many residential dwelling units could one have if abiding by the minimum dwelling unit size as defined in South Carolina building code providing for stairwells, elevators, etc?”*

The Ai software used a minimum unit size of 400 sq ft and calculated maximum number of units for this site at 40 units. Adding this unit metric to the maximum allowable units within the R4 and WC zoned portions of the project parcels, the maximum obtainable units for the parcels proposed to be the “Tarbox Residential Area” would be 49 units, utilizing current zoning allowances only.

The proposed Master Planned Development limits residential density for these four parcels to 6 units per acre, for a maximum of 12 units, representing a substantial reduction in potential residential development for this project area. This could be considered an environmentally sensitive approach to development due to the decrease of units site-wide. However, it is important to note that the Tarbox House, or accessory structures, are not proposed to be demolished, and instead the applicants indicated their intent to protect and maintain this structure/property.

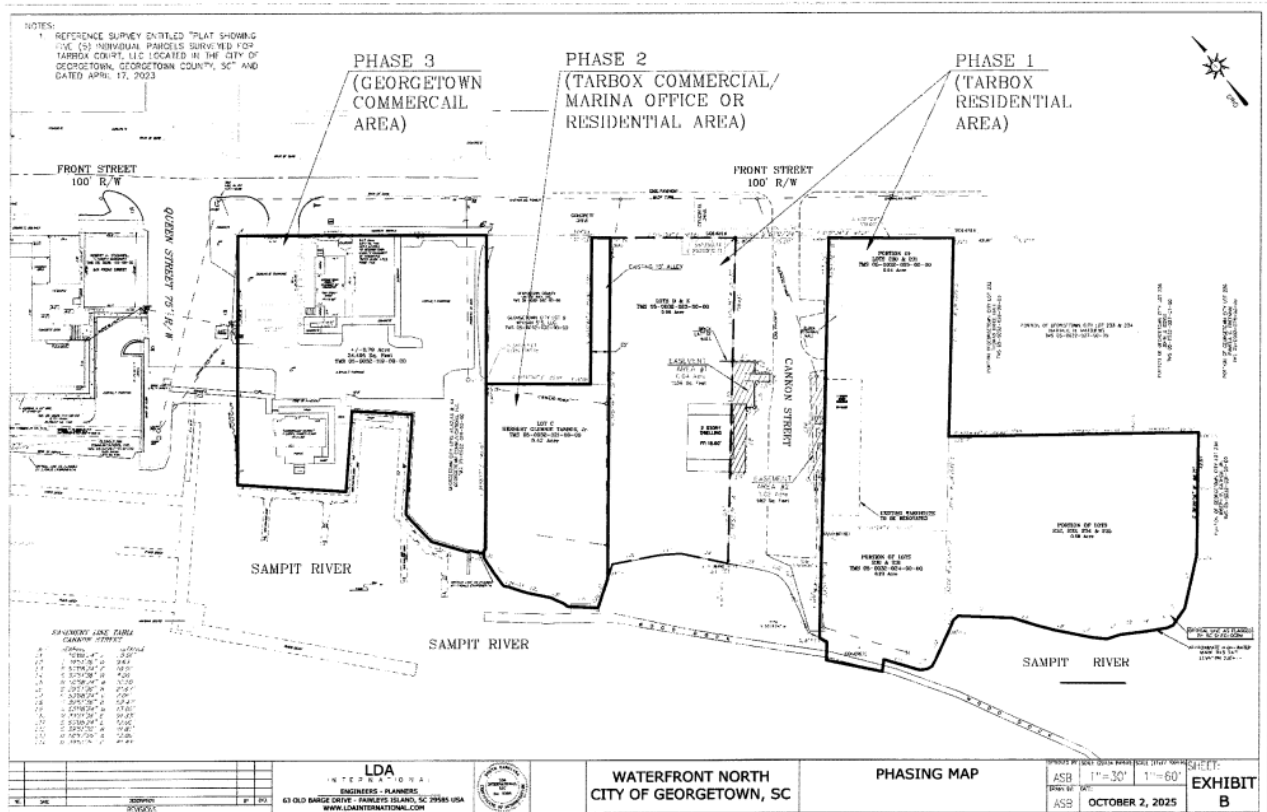
Therefore, if excluding the Tarbox House property, the proposed narrative would increase density for the other 3 “Tarbox Residential” properties by 3 units. It is important to note that the proposed would decrease residential density for the Tarbox Warehouse property and increase residential density for the Waterfront Commercial zoned parcels.

One variation from existing standards that Planning Commission should discuss is the inclusion of buffers for multi-family uses within the Tarbox Residential area. Currently such requirements are not established in the proposed narrative, meaning multi-family uses within the Tarbox Residential area would be required to abide by R4 multi-family buffering requirements (as stated in the Permitted Uses Table, \* 1). The proposed narrative also did not specify any variations in the multi-family requirements for the commercial portion of the project. Therefore, such multi-family uses would be required to be located on upper floors in combination with permitted commercial and office uses or on a separate lot or parcel than the permitted commercial and office use, in compliance with Core Commercial standards (as stated in the Permitted Uses Table, \*1).

The square footage allowances defined within the Density portion of the table for the commercial areas could be confusing to some. The developers indicated that the square footage defined was inclusive of “all floors”, not simply the footprint of the structure. It may potentially be of benefit to require clarification to be included regarding this matter. Staff prefers density to be defined in units/acre. However, in previous discussions with the developers they indicated that they could not define commercial density in units/acre at this time.

## 8. PERMITTED USES

The narrative identifies the general location of land uses within the individual development areas. Drafting of the narrative in this manner is extremely beneficial for staff and Commission in enforcement of standards for further activities (subdivision, approval of structures, approval of use of structures). This can be shown by utilizing Exhibit B: Phasing Map, alongside the Permitted Uses Table found on page 6 of the narrative.



| Permitted Uses                                   |                    |                   |                       |
|--------------------------------------------------|--------------------|-------------------|-----------------------|
| Use Classifications*                             | Tarbox Residential | Tarbox Commercial | Marina Commercial     |
| Multi-Family                                     | P                  | P                 | P                     |
| Single Family                                    | P                  | P                 | -                     |
| Marina (Wet)                                     | P                  | P                 | P                     |
| Dock & Pier                                      | P                  | P                 | P                     |
| Recreational Club                                | P                  | P                 | P                     |
| Hotel                                            |                    |                   | P                     |
| Office (Business, professional, government)      | P                  | P                 | P                     |
| Restaurant                                       |                    | P                 | P                     |
| Retail Store                                     |                    | P                 | P                     |
| Pool                                             | P                  | P                 | P                     |
| Commercial Assesory Uses/Buildings & Structures  |                    | P                 | P                     |
| Residential Assesory Uses/Buildings & Structures | P                  | P                 |                       |
| Other uses as defined in**                       | R4 residential     | Core Commercial   | Waterfront Commercial |

\*Unless specific guidelines for uses are outlined within this MPD document, all uses shall be governed by the standards of the City of Georgetown Zoning Ordinance, latest edition. In the absence of such standards, the use shall be classified as a special exception and requiring an application to and approval by the Board of Zoning Appeals as such to ensure adequate provisions are met.

\*\* Any "other uses as defined in" the cited zoning districts shall not be permitted by right. Such uses may only be considered as Special Exceptions, requiring an application to and approval by the Board of Zoning Appeals.

Very few modifications were made to permitted uses in these areas. The largest change, is the inclusion of the Tarbox Residential allowances into the currently Waterfront Commercial (WC) zoned parcels. Multi-family uses are currently allowable in both High Density Residential (R4) and Core Commercial (CC) zoning districts, but not WC. Single-family uses are only allowed in R4, allowed in WC if classified as a watchman/caretaker dwelling, but not within CC. Marina's and Dock & Pier are allowed in WC, but not R4 or CC. Fraternal Organizations, and Not for Profit Clubs are both allowed in R4, but not CC or WC. Hotels are permitted in CC. Offices are conditionally allowed in R4 if they are established within an existing structure, are permitted with no conditions in CC, and are not permitted in WC. Restaurants and retail stores are permitted in CC, but not R4 or WC. Pools are permitted as accessory structures for all zoning districts, and must abide by Article IV: Section 511 of the Ordinance.

Staff suggested the establishment of this table, reference to existing zoning classifications for "other uses as defined in" and the establishment of reference to guidelines for specific uses, and a process for approval of 'other uses'. Staff is supportive of the verbiage included, and the process defined for approval of other uses not defined.

Referencing the standards and use guidelines of existing zoning districts ensures continuity in regulating proposed uses within the project area, while also continuing enforcement of established measures, such as buffer requirements for multi-family developments, to mitigate potential impacts on adjoining districts and properties.

Staff's only request is that the names of the phase areas match those used in the permitted uses table. While staff can assume applicability, the discrepancy in the name of Phases 2 and 3 compared to the "marina commercial" or "Tarbox commercial" classifications in the permitted uses table may create confusion in enforcement.

## 9. **PARKING REQUIREMENTS**

The existing City of Georgetown parking ordinance defines use-specific parking standards. Meaning, if not otherwise defined within the MPR narrative, all parking requirements within the City of Georgetown Zoning Ordinance for specific land uses would have to be met.

The City of Georgetown Zoning Ordinance does not establish parking for "Marina Headquarters" specifically, but does include parking requirements for various Marina types, as well as for Office Buildings. The only Marina permitted by right within the narrative is a Wet Marina, and no boat landing is proposed or existing meaning the 'headquarters' would fall under either of the redlined provisions within the existing ordinance:

|                             |                                                                                                                                                                                                                                                                               |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Marinas:                    |                                                                                                                                                                                                                                                                               |
|                             | <u>One space for every five slips utilized for long-term docking.</u> If a boat landing is provided, 10% of the total required spaces shall be large enough to accommodate cars or trucks with boat trailers attached. Dimensions are listed on Section 1102 of this Article. |
| Wet slip marinas            |                                                                                                                                                                                                                                                                               |
| Dry slip marinas            | <u>One space for each five berths</u>                                                                                                                                                                                                                                         |
| Offices (excluding medical) | <u>One space per 400 sq ft of floor space</u>                                                                                                                                                                                                                                 |

The proposed parking standards for the Marina Headquarters is consistent with the existing standards for Wet Slip Marinas.

Page 10: *"In the case of a Marina Headquarters, provision of parking space at rate of 1 parking space per 5 slips shall be provided, either on-site or offsite"*

In regard to the Hotel parking requirements, the ordinance includes a provision that allows for properties zoned CC (Core Commercial) to be exempt from the standards of the parking ordinance. Multi-Family uses in CC are required to accommodate parking on site. As the narrative makes reference to the CC for any standards not defined, all parking standards for the currently CC zoned properties would apply,



unless otherwise stated. Additionally, all residential requirements for the residential portions of the project would be required to meet the existing ordinance as well at 2 spaces per unit.

## **10. ESTABLISHMENT OF ROADWAYS**

The narrative proposes private roadways within the interior of the Master Planned District as found on page 12:

*The access to the Project will be from Front Street, Cannon Street, and Queen Street. The interior roadways, if any, within the Project will be private roadways.*

The City of Georgetown Zoning Ordinance Article III: Definitions define a Master Planned Development as a type of Planned Development:

*349 Planned Development: A planned residential, commercial, or industrial development professionally designed as a unit and reviewed by the City of Georgetown Planning Commission and approved by City Council.*

*349.1 Master Planned District: A planned residential, commercial, or industrial development professionally designed as a unit and reviewed by the City of Georgetown Planning Commission and approved by City Council. The Master Planned District is established for the purpose of encouraging innovative land planning and site design concepts that support the socio-economic vitality of the city through flexible and diversified land development standards.*

The City of Georgetown Land Development Regulations only allow for the creation of private roadways within a Planned Development. All other new roads must be dedicated to and adopted by the City of Georgetown in order to be established:

### **401.11 Private Streets**

*Private streets shall only be allowed if constructed to SCDOT construction standards and as part of the Planned Development District. Every subdivided property shall be served from a publicly dedicated and accepted street. There shall be no reserve strips controlling access to streets.*

Considering Article III defines a Master Planned District as a type of Planned Development, there would be no opposition of staff to the creation of private roadways.

## **11. IMPACT ANALYSIS**

The impact analysis can be found on pages 18-19 within Section 13: Impact Analysis.

*Pursuant to Section 703.402 of the City Code, the Project Impact Analysis is as follows:*

- 1. The zoning proposal permits uses that are suitable in view of the use and development of nearby adjacent property in that the single family lots proposed are of the same or larger size than the existing single-family lots, the warehouse is an existing structure that has been there for 250 +/- years and the commercial sections set forth core commercial uses as that Section is already zoned core commercial.*
- 2. The proposal does not adversely affect the existing use or usability of adjacent or nearby property because the single-family section matches or exceeds the size of the adjacent singlefamily, and the commercial area is already zoned Core Commercial*
- 3. The property to be rezoned does have viable economic use as currently zoned, but the applicant believe that a dry dock marina is not compatible with the adjoining singlefamily and the prior immediate use of the building on the waterfront as a seafood market is not economically viable.*
- 4. The proposal does not cause an excessive burden of existing infrastructure, as the current permitted uses impact the existing infrastructure to a much larger degree than the proposal. This is a down-zone from a planning standpoint.*
- 5. The zoning proposal is in conformity with the policies and intent of the Land Use Plan as a single-family, and Core Commercial uses within this plan comport with the City Land Use Plan for this area of Georgetown. The changing conditions are the closure and redevelopment potential of the waterfront industrial sites that will create additional commercial development in the former steel mill and port property of the City. This plan defines the boundaries of the commercial district on the Cannon Street area of Front Street.*

7. There is no proposed use that would present a negative or environmentally adverse impact on a natural resources, environment, or citizens of the City of Georgetown.

In response to item 1 of the impact analysis, the narrative includes a table representing allowable principle and accessory uses. The narrative clarifies which items are permitted by right, and which items must obtain a Special Exception variance granted by the Board of Zoning Appeals for use/establishment within the MPD. [Page 6: Permitted Uses Table] Staff believes this is a very beneficial approach for the developer, the city, and the residences within and around.

In response to item 2, the narrative proposes no modifications to the established use-specific standards for principle and accessory uses.

Page 5: "All development within this Project will be regulated by the terms of the City of Georgetown Zoning Ordinances and other applicable codes and ordinances of the City of Georgetown."

The narrative does require specific items to be approvable only by a Special Exception granted by the Board of Zoning Appeals. The narrative does not, however, maintain buffer requirements for multi-family uses within the existing R4 zoning district (one of the 4 Tarbox Residential properties).

In response to item 3, the parcels in question do not need to be rezoned to have a reasonable economic use. The existing CC, R4, and WC zoning classifications all support reasonable economic uses in terms of retail, single/multi-family residential, wet/dry marina, etc.

In response to item 4, the existing allowed uses would not impact the existing infrastructure at a larger degree than the proposed uses, as many of the proposed uses are the same as existing uses.

## **12. Pervious Surfaces/Green, Open, Common Space**

As the City of Georgetown Zoning Ordinance defines a Master Planned District as a type of Planned Development allowing for the creation of private roadways, Planning Commission must determine whether the Common Open or Green Space requirements, Minimum Buffer requirements, Wetland Buffer requirements would all apply:

*702.3 Common Open or Green Space Requirements The total common open or green space within a PD shall be a minimum of 20% percent of the gross acreage of the PD. On-site usable open or green space shall be centrally located relative to the development and/or neighborhood with the intent to service the people of the PD and should be easily accessible to all parcels. Wetlands shall not be included as being part of the required 20% of open space.*

*702.4 Minimum Buffer Requirements For the prevention of noise, improvement of visual character and generally more pleasing environment, adequate landscaping and screening shall be required and shown on the PD plan. A minimum 25 foot exterior landscaped buffer shall be required around the PD and adjacent properties and or Public right-of-ways.*

*702.5 Wetland Buffer Requirements All proposed buildings / parcel boundaries adjacent to delineated wetlands shall have a required minimum buffer of ten (10) feet for structures at or below 35 ft. in height. Structures over 35 ft. in height shall be required to add an additional (5) feet of setback for every 10 ft. of height requested. For the purpose of Sections 702.4 and 702.5 Buffer shall be defined as landscape areas, fences, walls or any combination thereof used to physically separate or screen one use or property from another so as to visually shield or block noise, lights, or other nuisance. Berms shall not be allowed within buffer areas.*

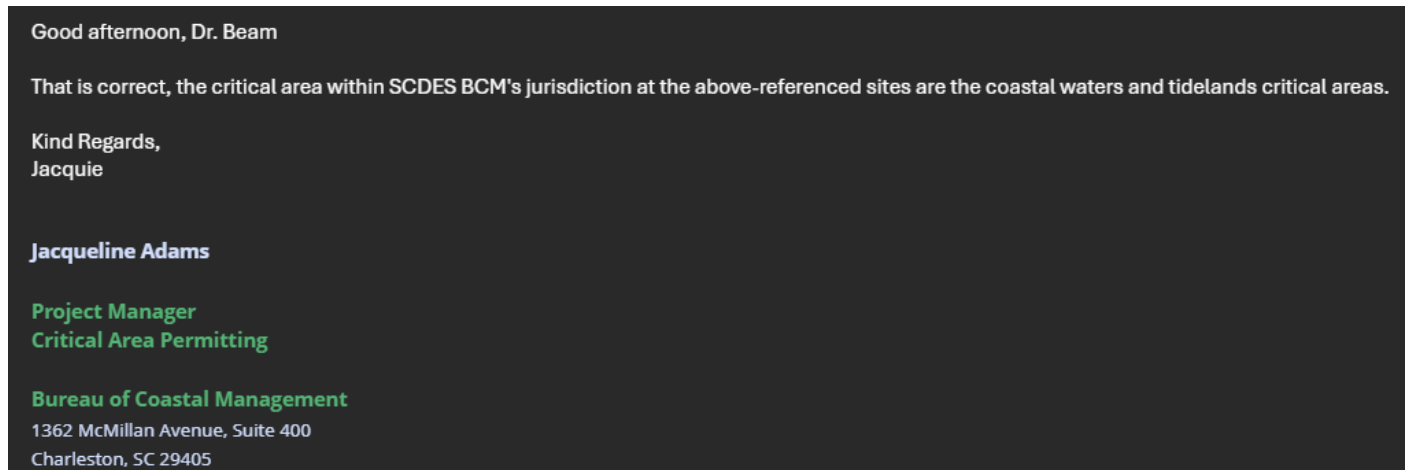
It is important for Planning Commissioners to consider that such requirements were established and defined under the requirements for Planned Developments in 2/19/2004 and amended in 4/17/2012. However, were not established or defined under the requirements for Master Planned Districts when such Master Planned Districts were established on 5/16/19.

Planning Commission must determine if such application for a Master Planned District, with a size of ~3 acres, compared to a Planned Development, with a minimum size of 10 acres, could be challenging or restrictive. This item is expected to be addressed and clarified in upcoming ordinance updates. Lastly,



Planning Commission must determine whether a navigable waterway would fall under the definition of a wetland, to determine if such wetland setbacks would even be applicable. Such term is not defined in either the Zoning Ordinance or the Land Development Regulations.

The applicants did provide staff with the following email from OCRM/DES (the jurisdictional authority over the adjacent waterway), in which they define the critical area as a Coastal Waters and Tidelands Critical area, not a wetland.



Furthermore, the Wharf application (MP-R), including approximately 14 upland acres, was approved by Planning Commission and Council in 2024, but was ultimately withdrawn. This application included 10 - 20 ft exterior buffer, which does not comply with Section 702.4. Lastly, there was no wetland setback established for this project, with some structures proposed to be constructed within the established wetland area, not compliant with 702.5. While the current commission is not tied to upholding decisions of previous commissions or continuing to enforce in such manner, it is important to note how such standards were previously enforced.

If commission determines that the project would be required to comply with 10 ft wetland setbacks, with an additional 5 ft in buffered area for every 10 ft of height increase of structures above 35 ft in height, the requested 0 ft OCRM setback would be non-compliant. The height requested for the Tarbox residential area is 35 ft above BDE. The incremental increases in wetland buffers would have to be established by staff during plan reviews for building permits, as discussed both elevation of the structure to meet flood code, and roof pitch, could alter total building height, and therefore required wetland buffers. It is also important to note that an adjacent waterway is not a piece of property, or a right-of-way. Meaning the 25ft landscaped buffer would not be applicable to portions of the property abutting a waterway.

Given the MPD's intent as a transitional area, staff would expect a gradual increase in pervious area moving eastward, rather than the slight increases to commercial areas, and potential residential decrease. Additionally, item 7 details a minimum 25 ft exterior landscaped buffer for the PUD from adjacent properties and right-of-ways (not currently addressed within the narrative). The impervious surface metrics (which could count towards the common open or greenspace percentage requirement depending on design) for all development phases would be increased with the inclusion of both an exterior buffer area as well as a wetland buffer area.

The pervious areas for the project are stated to be a 20% aggregate for the entire development:

*10. Areas. Pervious area shall be 20% aggregate for the entire development (i.e. shall not be required for each individual phase.) The Tarbox House pervious area may be utilized by any phase in complying with this requirement. Pervious roads, parking areas, and sidewalks may be included in the pervious area calculation.*

The proposed percentage of pervious areas align with the green/open space requirements, with different verbiage used. While again, Planning Commission will need to define if the PUD standards are applicable to the Master Planned Districts, staff believes this is a beneficial compromise. Paved (impervious) roadways will increase stormwater runoff on the property. The developer's inclusion of pervious roads, parking areas, and sidewalks will help mitigate stormwater runoff from the development, as these typically impervious surfaces will instead allow water to infiltrate. This would especially mitigate stormwater runoff impacts to neighboring residential properties if the roadway is established as indicated in Exhibit A: Conceptual Parcel and Buffer Plan.

While existing commercial buildings along the Sampit waterfront often lack waterway setbacks, newer projects such as the George Hotel have incorporated waterway/rear yard setbacks even though not required, setting a precedent for responsible development on a neighboring parcel.

### **13. TREE REGULATIONS**

The proposed adherence to the City of Georgetown Tree Protection Regulations will be beneficial to the City of Georgetown and surrounding properties.

*Page 14: "Tree Preservation. For purposes of the MPD, tree preservation shall conform to the following, which represents compliance with the review requirements set forth in the City's Tree Ordinance: (1) The Master Site Plan (to be developed in the future), together with a Tree Removal and Replacement Plan, including a tree replacement schedule, shall be provided for staff review and approval. The Tree Removal and Replacement Plan and tree replacement schedule shall be submitted as set forth below, and shall include the following: A tree survey locating all of the trees by species and size will be provided."*

This allows for greater protection of Significant and Historic Trees, as indicated in Exhibit C, and as defined in the City of Georgetown Zoning Ordinance. Furthermore, the City Zoning Administrator and the City Arborist are currently working on improvements to the existing Tree Protection Regulations, which will further help protect such trees. The incorporation of adherence to these guidelines shows environmentally sensitive development in this aspect and the intent to preserve the Historic Oaks the City is known for. Furthermore, this will help to mitigate any potential negative impacts on adjacent properties in terms of stormwater flooding, ground stabilization, urban heating, property value, etc.

In reference to Exhibit C, Historic Trees, the City Arborist and Zoning Administrator conducted an on-site assessment which confirmed that this survey is accurate. This survey does include and omit some historic trees located in public right-of-ways. However, this is not anticipated to be of concern as those trees are under the ownership of the City of Georgetown and cannot be altered or removed by a private property owner.

The ordinance's submittal requirements only require identification of Historic trees; however, the MPD narrative details compliance with established Tree Regulations. Therefore, all Protected and Historic trees, whether indicated on Exhibit C or not, are subject to protection and may only be removed in accordance with the following provisions:

*1208.1 The Zoning Administrator may issue a letter authorizing immediate removal of a protected tree, in the event that such tree shall be determined to meet one of the following criteria:*

*1. It is diseased, decayed, infested, or in a poor state of health that will likely significantly reduce the natural life span of the tree; or*

2. It is determined to pose a risk to life or property due to likely potential of limb and/or trunk failure. The Zoning Administrator may consult the opinion of any recognized tree expert, as defined herein, in concluding that there is the possibility of risk.

3. It is determined that, due to the significant tree's location within the building envelope on the property, all reasonable use of the property is severely restricted or prohibited. The building envelope is defined as the area of the lot remaining after all required setbacks have been applied. "Reasonable use" for nonresidential uses is defined as having a minimum of seventy-five (75) percent of the building envelope unobstructed by a significant tree or trees (which may include the tree's canopy). For residential uses, "reasonable use" is defined as having a minimum of thirty-five (35) percent of the building envelope unobstructed by a significant tree or trees (which may include the tree's canopy).

#### **14. TRANSPORTATION STUDY**

It is of staff's position that a transportation study is not needed. No new uses are proposed for this development, rather existing uses are proposed to be reorganized in a manner that is more beneficial for the land, the general public, the adjacent properties, and in respect to existing uses in the vicinity. Furthermore, densities site-wide are proposed to be reduced from what is currently allowed. Acknowledging that the narrative only proposes uses that are currently approvable on these sites and that the intensity of such uses will be reduced site-wide, staff does not believe there is a justification for the requirement of a transportation study.

#### **15. REVERSION CLAUSE/CONSTRUCTION SCHEDULE**

Staff would like for the construction schedule to be scaled down in terms of time frame to be more comparable to the reversion clause stated in the City of Georgetown Zoning Ordinance:

*1803 Reversion To prevent land speculation at the expense of the general public and to insure the timing of projects in accord with stated developmental objectives, construction shall start on all rezoned property within six months after rezoning. If construction has not begun within the specified time and is not completed within two years, the Planning Commission shall review the zoning of said property and the progress which has taken place and, if deemed necessary, initiate proceedings to reclassify the property in a manner consistent with the comprehensive plan.*

However, staff does understand that the reversion clause requires an impossible time frame for this project and understands the developer's perspective in requesting a different construction schedule.

Below staff provides an example, assuming no deferrals by applicable boards or commissions for additional information needed, or appeals:

January, 2026: Second Reading by City Council approving Rezoning Request

February, 2026: As the second reading by City Council takes place after the application deadline for the February Planning Commission Meeting, the first review of the subdivision plat would take place in March.

March, 2026: First review of subdivision plat by Planning Commission

April, 2026: As the second plat review, including required updates by Planning Commission would not meet the submission deadline for the April meeting, the second plat review would take place in May.

May, 2026: Second review/Final review and approval of subdivision plat by Planning Commission

June, 2026: Parcel numbers and addresses are required to be established prior to any applications to the Planning Department. Furthermore, if the final plat is approved by Planning Commission in May, the first submission deadline the developers could meet for the Architectural Review Board would be for the July meeting.

July, 2026: ARB review of design of structure

July - August, 2026: Building permit application submitted

This timeframe also does not take into consideration or account for the time in which it takes the developers/applicants to prepare materials for various applications including site plans, elevations, engineering, civil drawings, elevation certificates, etc. Furthermore, project completion in a 2-year time frame may not be feasible as the expected wait time for an OCRM/DES/Army Core permit (which would affect the establishment/expansion of a marina) is ~ 12 months.

This is intended to be addressed in upcoming ordinance updates.

#### **16. NARRATIVE AMENDMENTS AND THE ROLE OF CITY STAFF**

Staff believe that Major Amendments to the Master Plan should be approved by Planning Commission and City Council, as is practice with all Planned Developments on record with the City of Georgetown.

Staff is comfortable maintaining authoritative jurisdiction over approvals of minor text amendments, as is common with existing Planned Developments. However, staff would prefer for minor and major amendments to be defined within the document to ensure the appropriate enforcement authority is considered when such changes are requested.

Furthermore, staff believes that modifications to site plan should take place in accordance with the guidelines established by the Land Development Regulations for projects of this magnitude, including Planning Commission approval for the preliminary and final subdivision plats to include the creation of new lots and new roadways.

Lastly, clarity is needed regarding “site plan approvals” to be “given at staff level”. Site plans are approved at the staff level every day for construction of individual structures in compliance with the zoning regulations applicable (City Zoning Ordinance or PUD Narrative). However, staff is not comfortable approving civil plans, creation of new lots, or new roadways, without the input of Planning Commission following the guidelines established in the City of Georgetown’s Land Development Regulations.

If minor text amendments are submitted to staff for review and approval, staff should have the opportunity to evaluate their appropriateness and determine whether such amendments are more properly classified as a major amendment, in which case review and approval would be referred to the Planning Commission.

#### **17. MISCELLANEOUS**

The proposed narrative does reference the City sign ordinance and which existing zoning classifications will govern the various proposed project areas.

*Page 12: Signage for the Georgetown Communications Parcel will be governed by the City’s signage guidelines for the Core Commercial Zoning designation, and the balance of the tracts signage will be governed by the City’s signage guidelines for its R-4 districts.”*

Stormwater management should maintain the responsibility of the property owner, unless agreed upon between City Council and the applicant. At this time, no such agreement has been made. Traditionally, property owners have been responsible for their own stormwater management. The City requires all stormwater to be dispersed to the adjacent roadway for infiltration into the stormwater drainage system, and that no stormwater should be dispersed onto adjacent private properties. The City should not be responsible for managing a private properties stormwater drainage system.

Property owners are responsible for appropriate maintenance of their property before, during, and after construction. Limiting mowing to only twice per calendar year results in noncompliance with the City of Georgetown's adopted property maintenance code.

## **18. EXHIBITS**

Article VII, Section 703.302 states the status of exhibits:

*703.302 Status of Exhibits: The Master Plan and other attached exhibits are specifically designed to reflect the overall design intent, as well as the required elements and commitments defined for the project. No inadvertent detail or graphic not clearly specified on the exhibits is intended to contradict the specific requirements of the Zoning Ordinance. The Master Plan and other attached exhibits are intended to be conceptual in nature, with civil and construction drawings submitted and reviewed according to the process set forth in the Land Development Regulations and/or Zoning Ordinance for individual buildings and other project components as the overall plan is developed.*

This portion of the ordinance states that the attached exhibits are intended to be conceptual in nature, with civil and construction drawings submitted and reviewed in accordance with the processes set forth in the Land Development Regulations and/or Zoning Ordinance for individual buildings and other project components as the overall plan is developed. This ordinance is the basis for why Planning Commission will not be reviewing parcel subdivisions/reconfigurations, specific structure elevations, etc. at this time.

The parcel subdivision/reconfiguration plat would have to come before Planning Commission twice for review and approval in compliance with the procedure established within the City of Georgetown Land Development Regulations, for adherence to the parcel size and roadway requirements established within the proposed narrative as well as those within the Land Development Regulations. Furthermore, the elevations of all proposed structures will be required to be approved by and constructed in compliance with the Architectural Review Board and their design requirements, as the narrative proposes maintaining this overlay.



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

### ACTION ITEM

|                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | November 20, 2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Department:</b>                | Planning & Community Development                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Issue Under Consideration:</b> | Motion to approve first Reading of an ordinance adopting the City of Georgetown Unified Development Ordinance and Repealing the City of Georgetown Zoning Ordinance, The City of Georgetown Land Development Regulations, and the City of Georgetown Architectural Review Board Design Guidelines                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Amount Requested:</b>          | n/a                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>In Current Budget?:</b>        | n/a                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>If not, please explain:</b>    | n/a                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Financial Impact:</b>          | n/a                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Points to Consider:</b>        | <ol style="list-style-type: none"> <li>1. The Unified Development Ordinance consolidates all existing land-use, development, and zoning regulations into a single, consistent document.</li> <li>2. Adoption of this UDO marks the first step in a broader large-scale review and update of the City's zoning and land development regulations.</li> <li>3. The revisions in this phase are intended to be limited to organizational, clarifying, and reference corrections as well as definition expansion and are not intended to substantively change any uses, standards governing said uses, zoning districts, or development practices.</li> <li>4. Portions of the UDO, including the Airport Environs Overlay District, are intentionally left blank as</li> </ol> |

|                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                              | <p>placeholders to reflect items that will be addressed during the full UDO review.</p> <p>5. Historical stories and facts previously included in the Architectural Review Board Design Guidelines (Article XX) were removed from the UDO, as such content is not appropriate for a regulatory document. This information will instead be used to create a public-facing brochure on the Architectural Review Board website, ensuring it remains accessible while preserving the regulatory integrity of the UDO.</p> <p>6. The City intends to conduct a comprehensive review of the UDO throughout 2026–2027, including topic-specific amendments where needed.</p> <p>7. This document is not intended to be the final version; rather the foundational step in the phased process of modernization and improvement of development standards citywide.</p> |
| <b>Options:</b>              | Approve or Deny                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Staff Recommendation:</b> | Staff recommends approval of the document.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |

**Reviews:**

|                    |                   |          |
|--------------------|-------------------|----------|
| Clarissa Tindall   | Created/Initiated | Approver |
| Ryan Call          | Approved          | Approver |
| Elise Crosby       | Approved          | Approver |
| Scott Whittier     | Approved          | Approver |
| Stephanie Buccione | Final Approval    | Approver |

**Attachments:**

1. City of Georgetown Unified Development Ordinance
2. ORD ADOPTING UDO



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# UNIFIED DEVELOPMENT ORDINANCE

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City of Georgetown, South Carolina

ADOPTED:



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## Article I: Authority and Enactment Clause

In pursuance of authority conferred by Title 6, Chapter 29, Article 5 Code of Laws of South Carolina, 1976, as amended and for the purpose of promoting the health, safety, morals, or general welfare of the community; lessening congestion in the streets, securing safety from fire; providing adequate light and air; preventing the overcrowding of land; avoiding undue concentration of population; and facilitating the adequate provision of transportation, water, sewage, schools, parks, and other public improvements, in accordance with a comprehensive plan, the City Council of the City of Georgetown does ordain and enact into the law the following articles and sections. ~~SECTION 104: JURISDICTION~~ The standards contained herein shall hereafter govern all land ~~subdivision~~ within the City Limits of the City of Georgetown, South Carolina. All land hereafter annexed by the City of Georgetown shall conform to the regulations contained herein.

## Article II: Short Title

This Ordinance shall be known and may be cited as "The ~~Zoning~~ Unified Development Ordinance of the City of Georgetown, South Carolina."

## Article III: Definitions

### 300 Rule of Definitions.

Except as specifically defined herein, all words used in this Ordinance have their customary dictionary definitions. For the purposes of this Ordinance, certain words or terms used herein are defined as follows:

**300.1** Words used in the present tense includes the future tense. Words used in the singular include the plural, and words used in the plural including the singular;

**300.2** The word “shall” is always mandatory;

**300.3** The word “may” is permissive;

**300.4** The word “lot” includes the word “plot” or “parcel”;

**300.5** The word “structure” includes the word “plot” or “parcel”;

**300.6** The word "building" includes the word "structure."

**300.7** The word “person” includes a firm, association, organization, partnership, trust company, or corporation as well as an individual;

**300.8** The words “used” or “occupied” as applied to any land or building shall be construed to include the words “intended”, “arranged”, or “designed” to be used or occupied;

**300.9** The word "map" or "zoning map" shall mean the Official Zoning Map of the City of Georgetown, South Carolina and,

**300.10** Term “Planning Commission” refers to the City of Georgetown Planning Commission.

~~**Shall:** The word "shall" is always defined as mandatory. The word "lot" "plot" or "parcel" are used interchangeably. The word "person" includes a firm, association, organization, partnership, trust company or corporation as well as an individual. The word "used" or "occupied," as applied to any land or building shall be construed to include the words intended, arranged, or designed to be used or occupied.~~

**Abandoned Sign:** Any sign which advertises or pertains to a business, product, service, event, activity or purpose which is no longer conducted or publicly available, or which has not been in use or publicly available for six months, or which is no longer imminent within a period of six months, or any sign structure that fails to display any sign copy for six months, or any sign which, for a period of six months, has vegetation growing upon it, clinging to it, touching it or obscuring the sign face or sign parts or structure or any sign, for a period of six months, which has not been maintained to be free of peeling, chipping, rusting, wearing and fading so as to be legible at all times or to be free from rusting, rotting, breaking or other deterioration of the sign parts shall be deemed to be an obsolete or abandoned sign. This passage of time alone under the above-delineated circumstances establishes abandonment or obsolescence. Abandonment does not require any element of personal or business intent to relinquish the rights on might have in sign placement as the term used or defined in this ordinance. Permanent signs applicable to a business temporarily suspended because of a change in ownership or management shall not be deemed abandoned or obsolete unless the property remains vacant for a period of eight months or more.

**Abandon (Abandonment):** The relinquishment of property, a change of use, or the discontinuance in the use of the property by the owner, regardless of intent, for a period of more than three hundred sixty five (365) consecutive days or more than three hundred sixty five (365) days in any two consecutive years.

**Access:** The right to cross between public and private property, thereby permitting pedestrians and vehicles to enter and leave the property.

**Accessory Use:** A secondary or incidental activity, structure, or purpose that is subordinate to and supports the primary use of a property.

**Advertising Flag:** Any fabric or bunting containing distinctive colors, patterns, symbols or advertising that is attached to a pole.

**Affordable Housing:** In the case of dwelling units for sale, housing in which mortgage, amortization, taxes, insurance, and condominium or association fees, if any, constitute no more than twenty-eight percent of the annual household income for a household earning no more than eighty percent of the area median income, by household size, for the metropolitan statistical area as published from time to time by the U.S. Department of Housing and Urban Development (HUD) and, in the case of dwelling units for rent, housing for which the rent and utilities constitute no more than thirty percent of the annual household income for a household earning no more than eighty percent of the area median income, by household size for the metropolitan statistical area as published from time to time by HUD.

**Amusement Machine:** Amusement machines are classified as follows:

**Class I Machines:**

- Any machine for the playing of music or kiddy rides operated by slot or mechanical amusement devices and juke boxes wherein is deposited any coin or thing of value.
- Billiard or pocket billiard tables, foosball table, bowling-lane table and skeet ball.

**Class II Machines:** Any machine for the playing of amusements or video games, without free play feature or machines of the crane type operated by a slot wherein is deposited any coin or thing of value; and any machine for the playing of games or amusements, which has a free-play feature, operated by a slot wherein is deposited any coin or thing of value and such machine is of the non-payout pin table with levers or "flippers" operated by the player, by which the course of the balls can be altered or changed.

**Class III Machines:** Any machine of the non-payout type, in-line pin game or video game with free-play feature operated by a slot where is deposited a coin or anything of value except machines of the nonpayment pin table type with levers or "flippers" operated by the player, by which the course of the balls may be changed or altered. This definition includes machines known commonly as "video poker" or "draw poker" machines.

**Animal Hospital/Veterinary Clinic:** A facility used for the care, treatment, and medical services provided to animals, particularly pets, livestock, and other animals under the supervision of licensed veterinarians.

**Annexation:** The legal process by which a local government, such as a city or municipality, expands its boundaries to include adjacent unincorporated land.

**Apartment:** A part of a principal building consisting of a room or rooms intended, designed, or used as a residence by an individual or a single-family.

**Garage Apartment:** The upper floor of an accessory building consisting of a room or rooms intended, designed or used as a residence by an individual or a single-family. The lower floor of a garage apartment shall be designed and used for vehicle storage.

**Arborist.** A person or firm possessing a current City of Georgetown business license, who has been trained in the business of diagnosing, treating, pruning and removing trees.

**Architectural Review Board:** The City of Georgetown Architectural Review Board governs architecture, landscape and design of new construction and alterations to existing buildings within the Historic Buildings Overlay District.

**Armory:** A facility or building that is used for the storage, maintenance, and training related to weapons, ammunition, and military or paramilitary equipment.

**Assembly Hall, Coliseums, Gymnasiums:** Structures designated and used for public gatherings, events, performances, sports, or other large-scale social, recreational or entertainment purposes. Such facilities can be open air.

**Automated Teller Machine:** An electronic banking outlet that allows customers to perform financial transactions without the need for a human cashier or bank teller.

**Automobile wrecking, junk, and salvage yards:** ~~[Deleted. Ord. of 11-16-2000.]~~ Businesses or facilities that deal with the dismantling, recycling, and disposal of vehicles and vehicle parts.

**Automotive Repair Shop:** A business establishment that provides services related to the maintenance, repair, and restoration of motor vehicles, including cars, trucks, and sometimes other types of vehicles.

**Automotive Sales and Service:** Businesses involved in both the sale of motor vehicles (such as cars, trucks, and other vehicles) and the maintenance or repair of those vehicles. This includes the retail sale of new or used vehicles, vehicle servicing and repair including related products and services.

**Automotive Washing Establishment:** A business that provides car washing, detailing, and sometimes other related services for motor vehicles. These establishments can operate as self-service car washes, automatic car washes and offer a range of services from basic exterior washing to more extensive cleaning, waxing and detailing.

**Awning Sign:** A sign on a structure made of canvas, vinyl, metal, etc. that extends over a door, window or patio and is attached to and does not extend above a wall.

**Banner:** A sign or outside advertising display having the character, letters, illustrations, ornamentations, symbol, color, or visual representation applied to cloth, paper, vinyl, fabric, plastic, or like kind of malleable material with or without frame.

**Bakery:** A business primarily engaged in the production, sale, and distribution of baked goods. Goods typically include items such as bread, cakes, cookies, pastries, pies, and other items made from flour, sugar and other ingredients through a baking process.

**Bank:** A financial institution that is licensed to receive deposits from the public, make loans, and provide various financial services including the issuance of credit and the facilitation of financial transactions.

**Barber Shop:** A business providing haircutting, grooming, and other personal care services to customers, generally focused on men's grooming.

**Basal Area:** The cross-sectional area of a tree measured at breast height (4.5 feet from the ground) in square feet.

**Beauty Shop:** Also referred to as a beauty salon, is a business that provides personal care services, including haircuts, hair styling, and various cosmetic treatments. These services are typically focused on the aesthetic appearance and personal grooming of both men and women, though women's services are often more predominate.

**Bed and Breakfast Inn:** A building designed, constructed or reconstructed and used to provide transient lodging for compensation with or without a morning meal for guests. Additionally, bed and breakfast inns are ~~constructed to be~~ owner-operated, and ~~they also~~ serve as the primary residence of the operator. Bed and breakfast inns may consist of nine or fewer guest rooms.

**Billboard:** A sign identifying/advertising and/or directing the public to a business or merchandise or service or institution or residential area or entertainment which is located, sold, rented, leased, produced, manufactured and/or furnished at a place other than the real property on which said sign is located. Such signs are also known as off-premise or outdoor advertising display signs.

**Billiard Parlor:** Also referred to as a pool hall, is a commercial establishment where patrons can play billiards, pool, or other sports. A billiard parlor may also offer other amenities like food, beverages, and entertainment.

**Bingo Parlor:** A commercial establishment where bingo games are organized and played, typically for entertainment purposes. Bingo parlors may offer prizes for winners but may not involve monetary wagers.

**Blank Masking:** The portion of the sign face without copy.

**Block:** A parcel of land entirely surrounded by highways, parks, railroads, right of-ways, waterways, or by a combination thereof.

**Board of Zoning Appeals:** The City of Georgetown Board of Zoning Appeals grant variances which reverse orders, requirements, decisions and determinations of the Zoning Administrator.

**Boat Dock:** A structure built along the shoreline of a body of water designed to provide a place for boats to be moored, docked, or secured.

**Boat Landing:** A designated area or structure built along the shoreline or in a body of water for the purpose of facilitating the launching or landing of boats or other watercraft.

**Boat Sales, Service, and Supplies:** A commercial business or establishment that is engaged in the sale, maintenance, repair and provision of supplies related to boats and watercraft. This type of business often includes various services such as the sale of new and used boats, parts and accessories, and repair and maintenance services for boats.

**Body Modification Studio:** Any establishment at which services are offered to undergo non-medical cosmetic procedures to alter the body.

**Piercing Parlor:** An establishment where individuals can receive body piercings for cosmetic or cultural purposes. Piercing parlors typically offer services such as the insertion of jewelry into various parts of the body such as ears, nose, eyebrows, tongue or navel.

**Tattoo Parlor:** An establishment where tattoos are applied to clients by professional tattoo artists generally focused on the creation of permanent body art through the use of needles and ink to permanently mark the skin.

**Agricultural Activity:** The use of real property for activities directly related to raising, harvesting, or storing crops; feeding, breeding, or managing livestock; or producing plants, trees, fowl, or animals for human consumption.

**Bowling Alley:** A commercial establishment that provides facilities for bowling activities, typically involving the use of bowling lanes, bowling balls, and pins. Such establishments may also offer additional services and amenities such as food and beverages, entertainment, or games.

**Buffer Strip:** ~~A screening material acceptable to the Zoning Administrator which has such characteristics as will provide an obscuring screen not less than six feet in height.~~ A designated area of land, often a strip or narrow area, used to provide separation at no less than six feet between two different land uses or activities.

**Screening/Screening Strip:** A screening material acceptable to the Zoning Administrator which has such characteristics as will provide an obscuring screen not less than six feet in height.

**Building Coverage:** The horizontal area measured within the outside of the exterior walls of the ground floor of all principal and accessory buildings. For properties in the REDD-B and REDD-F1, building coverage is expressed as a percentage of lot area. For properties in the REDDF2 and REDD-F3, building coverage is expressed as a percentage of the net development area.

**Building Height:** The vertical distance measured from the finished grade at the building line to the midpoint of the roof.

**Building Identification Sign:** A sign bearing only the name, number(s), letter(s), and/or symbol(s) which identifies a particular building or occupant.

**Building Separation:** The minimum required distance between two buildings or structures, as specified in the international building code (IBC).

**Building Setback Line:** A line delineating the minimum allowable distance between the property line and a building on a lot, within which no building or other structures shall be placed except as otherwise provided. Also referenced as “Building Line”.

**Building Supply/Equipment Sales:** A business which sells products and materials used for the construction, renovation, or maintenance of buildings and structures. These businesses typically sell items such as lumber, cement, bricks, tools, paint, plumbing supplies, and other materials necessary for building for improving residential, commercial or industrial properties.

**Building/Structure:** Any structure having a roof supported by columns or walls and intended for the shelter, housing or enclosure of persons, animals, ~~or property of any kind chattel~~ including appurtenances to buildings such as chimneys, stairs, and elevated stoops, porches, terraces and decks. The connection of two buildings by means of an open air porch, breezeway, carport or other similar structure with or without a roof, shall not be considered as one building.

**Accessory Building:** A building customarily incidental and subordinate to the principal building and located on the same lot with such building. ~~Accessory Buildings may include, but are not limited to, pool houses, additional living spaces, storage sheds, garages, and additional dwelling units, as permitted by this ordinance.~~

**Non-commercial Accessory Building:** A structure that is secondary or subordinate to the primary building or use on a property. This structure or building is not intended for commercial or profit-generating purposes or activities. Examples include but are not limited to, garages, tool sheds, greenhouses, storage buildings, and barns used for personal purposes.

**Principal Building:** A building in which is conducted the main or principal use of the lot on which said building is located.



**Business Identification Sign:** Any sign that contains the name(s) of the business enterprise(s) located on the same premises as the sign and the nature of the business conducted thereon.

**Bus Station:** A facility or structure in which buses pick up and drop off passengers, typically for public transportation services. This facility may include amenities such as waiting areas, ticket counters, restrooms, and other services to support travelers.

**Campground:** A designated area or facility that provides spaces for individuals or groups to set up temporary shelter, such as tents, recreational vehicles (RV's) or camper vans, for recreational purposes. Campgrounds may also offer amenities such as restrooms, showers, picnic tables and fire pits.

**Cemetery:** A designated piece of land set aside for the burial of deceased individuals.

**Certificate of Zoning Compliance:** An official document issued by a local government or zoning authority confirming that a property or structure complies with the applicable zoning regulations and is being used in accordance with the designated zoning classifications.

**Chemical Manufacturing:** An industrial use involving the production, processing, or blending of basic, intermediate, or final chemical products through chemical reactions or refining processes. This use may include the packaging, storage, and distribution of such products as part of on-site operations.

**Circulation/Circulation System:** Refers to the network or layout of pathways, roads, or passageways within a property or development that allows for the movement of people, vehicles, or goods.

**City:** The words "city," "the city" or "this city" shall mean the City of Georgetown, in the County of Georgetown, and State of South Carolina, except as otherwise provided.

**Changeable Copy Sign:** A sign on which message copy is changed manually in the field, through the utilization of attachable letters, numbers, symbols, and other similar characters of changeable pictorial panels.

**Church:** A place of worship where religious services and activities are conducted, often associated with specific religious beliefs and practices.

**Club:** Buildings and facilities owned or operated by an association or persons for a social or recreational purpose, but not operated primarily for profit or to render a service which is customarily carried on as a business. A private organization or association formed by a group of people with a common interest, activity or purpose. Clubs can be social, recreational, or professional.

**Clubs not operated for profit:** An organization established to serve a specific purpose or interest of its members without the primary goal of generating profit. Such clubs can be focused on recreational, social, educational, or charitable activities.

**Eleemosynary Club:** A type of nonprofit organization or club that is established for charitable purposes. Such types of clubs focus on activities aimed at promoting the welfare of others, typically by providing assistance or support to those in need, such as through donations, fundraising or volunteer work.

**Cluster Development (Clustering):** The grouping of allowable uses within a subdivision or development site, permitting a reduction in the otherwise applicable lot size, while preserving substantial open space on the remainder of the parcel. Building and impervious coverage and density in the REDD-F2 and REDD-F3 are based on net development area (not individual lot area) allowing for clustering in these districts.

**Cold Storage/Freezer Locker:** A facility or business where individuals or companies can store goods, especially perishable items in temperature-controlled environments. Such uses are typically for food storage but can also accommodate other goods requiring low temperature storage.

**Community Appearance Board:** The City of Georgetown Community Appearance Board governs architecture, landscape and design of new construction and alterations to existing buildings within the Main Corridor and Urban Core Overlay Districts.

**Communications Tower:** A tower of any size that supports communication equipment, transmission or reception, and is utilized by commercial, governmental, or other public or quasi-public users. This does not include communication towers for amateur radio operators licensed by the Federal Communications Commission, which are exempt from municipal zoning restrictions. Communication towers can be considered either a principal or accessory use.

**Concrete Batching Plant:** An industrial facility used to produce concrete by mixing various components such as cement, sand, aggregate, water and sometimes admixtures in specified proportions to create concrete used in construction projects.

**Convenience Commercial Establishments:** A business that provides a limited selection of goods or services that are essential for day-to-day needs. Businesses are usually characterized by their small size and are often referred to as “general stores”, “mercantile stores”, “convenience stores”, “corner stores”, and “mom and pop stores”.

**Copy:** All words, letters, numbers, figures, characters, artwork, symbols or insignia that are displayed on a sign face.

**Courthouse:** A building where legal proceedings and judicial matters take place.

**Crematorium:** A facility used for the cremation of human remains, which involves the process of reducing a body to ashes through exposure to intense heat.

**Customary, Incidental Home Occupation:** Any use conducted within a dwelling and carried on by the occupants thereof, which is clearly incidental and secondary to the use of a dwelling for residential purposes and does not change the character thereof.

### **Day Care Center:**

**Adult Day Care Center:** A facility for adults eighteen years of age or older which offers, in a group setting, a program of individual and group activities and therapies for nineteen or more adults. Such facility shall not keep more adults than licensed by the City or by the South Carolina Department of Health and Environmental Control (DHEC) and shall meet all requirements of both organizations. In the event the number of adults licensed by the City and DHEC conflict, the lesser number of adults shall be allowed. The program is directed toward providing community-based day care services for those adults in need of a supportive setting, thereby preventing unnecessary institutionalization. The program shall provide a minimum of four and a maximum of fourteen hours of operation a day.

**Day Care Center:** A licensed facility that regularly provides for the care of nineteen or more children. Such facility shall not keep more children than licensed by the City or the South Carolina Department of Social Services (DSS) and shall meet all requirements of both organizations. In the event the number of children licensed by the City and DSS conflict, the lesser number of children shall be allowed.

**Mini adult day care center:** An adult care center limited with respect to the number of adults allowed to be enrolled at any one time from thirteen to eighteen adults.

**Family adult day care home:** A licensed family abode of a person or persons who regularly provide direct care during part of the twenty-four-hour day to twelve or fewer adults. Family adult care homes may be considered as a customary home occupation. Such facility shall not keep more adults than licensed by the City or DHEC and shall meet all requirements of both organizations. In the event the number of adults licensed by the City and DHEC conflict, the lesser number of adults shall be allowed.

**Family Day Care Home:** A licensed family abode of a person or persons who regularly provide direct care during part of the twenty-four-hour day to twelve or fewer children, including the licensee's own and foster children less than thirteen years of age on the premises. Family day care homes may be considered as a customary home occupation. Such facility shall not keep more children than licensed by the City or the South Carolina Department of Social Services (DSS) and shall meet all requirements of both organizations. In the event the number of children licensed by the City and DSS conflict, the lesser number of children shall be allowed.

**Mini Day Care Center:** A licensed facility that regularly provides for the care of thirteen to eighteen children. Such facility shall not keep more children than licensed by the City or the South Carolina Department of Social Services (DSS) and shall meet all requirements of both organizations. In the event the number of children licensed by the City and DSS conflict, the lesser number of children shall be allowed.

**Decorative post for sign:** A freestanding sign which is attached to a decorative post using a horizontal arm for support. Such post shall not exceed six feet in height.

**Density:** A measurement of how intensively a piece of land is used or should be used in terms of the number of units, structures, or people occupying a given area.

**Gross Density:** The total density of an identified site (including subdivisions, planned developments, and commercial developments) that includes all upland, wetland, road, and trail calculations.

**Net Density:** The total density of an identified site (including subdivisions, planned developments, and commercial developments) that includes only upland calculations

**REDD Density:** The number of dwelling units permitted per acre. For properties in the REDD-B and REDD-F1, the number of dwelling units permitted is based on lot area. For properties in the REDD-F2 and REDD-F3, the number of dwelling units permitted is based on the net development area.

**Design Overlay District:** Zoning designations established in addition to zoning districts that enhance and preserve the aesthetic and visual character of specific areas within the City of Georgetown.

**Main Corridor Overlay District (MCOD):** A design overlay district aimed at enhancing the aesthetic and visual character of the city's primary commercial corridors. Design in this area is governed by the Community Appearance Board.

**Urban Core Overlay District (UCOD):** A design overlay district aimed at enhancing the aesthetic and visual character of the city's primary commercial corridors. Design in this area is governed by the Community Appearance Board.

**Historic Buildings Overlay District (Historic District):** A designated area that encompasses structures of historical and architectural significance. Design in this area is governed by the Architectural Review Board.

**Developed Property:** Property upon which a building **or structure** has been placed or for which a building permit has been issued.

**Development Bonus:** The provision of additional development capacity in the form of an increase in allowable density, building coverage, impervious coverage or a decrease in required open area. A development bonus may be granted as an incentive for the voluntary provision of increased amenities or improvements of public benefit as identified in **Article XIV: Redevelopment District Use Standards**~~this article.~~

**Development Zoning Text:** Written standards adopted by legislative action of the City Council that, in addition to the standards imposed by **Article XIV: Redevelopment District Use Standards** ~~this article~~ and the approved development plan, establish zoning requirements within the floating zone.

**Diameter Breast Height (DBH):** The diameter of a tree, measured at breast height (4.5 feet from the ground).

**Digital Display:** A display of a sign message that is made up of internally illuminated components that display an electronic image, which may or may not include text and is capable of changing the message periodically. Digital Displays may include but are not limited to television screens, programmable ink, LCD, LED, or plasma displays.

**Digital Menu Board Sign:** A freestanding sign which is designed for drive-thru restaurant businesses to show menu items and costs. ~~Such signs shall meet all provisions of Sections 1013.303 & 1014.304.~~

**Dilapidated Sign:** A sign which the Zoning Administrator has determined is structurally unsound, has defective parts or is in need of painting and or maintenance

**Dimensional requirements:** ~~Those~~ Measurements ~~which contained in this article that~~ identify the area and height requirements ~~for signs.~~

**Directional Sign:** A sign permanently erected or permitted in the public right-of-way or private property by the state of South Carolina, or other governmental agency to denote the name of any thoroughfare, the route to any city, town, village, educational institution, public building, historic place, shrine, or hospital, to direct and regulate traffic, to denote any railroad crossing, bridge, or other transportation or transmission company for the direction or safety of the public.

**Directory Sign:** A monument sign utilized in multiple tenant developments, and shopping centers. The sign lists the names and/or use, or location of businesses, activities or professional offices conducted within a building, group of buildings or commercial center. Such signs may contain a single insert for each tenant on the premises and shall conform to all other requirements for monument signs.

**District:** Any section of the City of Georgetown, South Carolina, for which the regulations governing the use of land, density, bulk, height, and coverage of buildings and other structures are uniform.

**Dock, Pier and Wharf:** Structures that facilitate the loading and unloading of vessels and provide access to water bodies for maritime activities.

**Dog Pound:** A facility or location that temporarily houses stray, abandoned, or unwanted dogs.

**Drip Line:** ~~Means~~ An imaginary vertical line that extends downward from the outermost branches of a tree to the ground.

**Drive-in Theaters:** An outdoor cinema facility here patrons can watch movies from their vehicles. The theater typically consists of a large screen visible from a parking area, where customers park their cars and view the film through a radio transmitter or outdoor speakers.

**Drive-in/Drive-through Restaurants:** A type of restaurant where customers can order and receive food without leaving their vehicles. These establishments are designated with a lane or service window where customers drive up, place their order, pay and receive their food while remaining in the car.

## Dwelling

**Group Dwelling:** A building designed, constructed or reconstructed to provide lodging for compensation with or without meals, and consisting of nine or fewer guest rooms. Group dwellings include the terms "rooming house," and "boardinghouse."

**Single Family Dwelling:** A building designed, constructed and used for one dwelling unit. (Does not include mobile homes)

**Accessory Dwelling Unit (granny flat):** A building intended, designed, and constructed for use as a single-family residential dwelling unit; and which is constructed on the same parcel as a larger single-family dwelling unit.

**Multi-Family Dwelling:** A building designed, constructed or reconstructed and used for more than two dwelling units, but each dwelling unit having a common structural wall with any other dwelling unit on the same floor.

**Two-Family Dwelling or Duplex:** A building designed, constructed or reconstructed and used for two dwelling units that are connected by a common structural wall.

**Condominiums:** A multi-unit building offering individual ownership to said units.

**Quadruplex:** A residential building divided into four separate units, each of which typically functions as an independent dwelling.

**Townhouse:** A single-family dwelling unit attached by fire resistant common walls to another similar type unit, each unit having an open space for light, air, and access in front or rear.

**Triplex:** A residential building divided into three separate units, each of which typically functions as an independent dwelling.

**Easement:** A grant by a property owner to any person, firm, association or the general public, of a strip or parcel of land for a specified purpose.

**Electrical Appliance/Equipment Sales and Repair:** A business that involves the sale, repair, and servicing of electrical appliances and equipment, such as refrigerators, washing machines, ovens, and other household or industrial electrical devices.

**Electric Charging Station:** A facility or location where electric vehicles (EV's) can be recharged. These stations typically involve one or more charging points that supply electrical energy to power the batteries of electric vehicles, and they are regulated under local zoning and utility laws.

**Employment Agency:** A business or organization that helps match employers with potential employees. These agencies typically assist in recruiting, hiring, and placing workers for permanent, temporary, or contract positions and may charge fees to employers, job seekers, or both for their services.

**Encroachment:** The intrusion or extension of a structure, building, or item onto the property of another person or entity.

**Engineer:** A registered engineer in good standing with the South Carolina Board of Engineering Examiners.

**English Tea Service:** A social engagement consisting of the for-profit service to not more than twelve guests of a limited selection of finger sandwiches, baked goods, pastries, hot tea, or similar foods prepared in non-commercial kitchens, in accordance with the Code of Laws of South Carolina, 1976, Section 45, as amended. ~~Other restrictions are listed in Appendix A, Section 411.3 of this Ordinance.~~

**Equipment/Goods Rental:** A commercial establishment primarily engaged in the rental of tools, machinery, vehicles, party supplies, recreational equipment, or similar goods for short- or long-term use by the general public or businesses. Such establishments may include incidental sales, servicing, or storage of rental items but shall not include heavy industrial equipment rental or leasing unless specifically permitted.

**Excavation:** ~~As used in Section 1207 Sec. 440, "Excavation for Development";~~ Excavation is the act of excavating, or of making hollow, by cutting, scooping, or digging out a part of a solid mass; an uncovered cutting in the earth. The word "excavation" shall include the words "removal", "mine", "quarry", and "ditch". ~~(ref. Sec.440)~~

**Fabricating Shop:** A business or facility where raw materials, such as metal, wood, or plastic, are processed, shaped, or assembled into finished products or parts. This may include tasks such as welding, machining, or assembling components for various industries like construction, manufacturing, or automotive.

**Family:** ~~One of the following~~ occupying a premise and living together as a single housekeeping unit.

1. ~~An individual~~
2. ~~One or more persons related by blood or marriage with any number of natural children, foster children, stepchildren or adopted children, plus not more than two (2) unrelated persons~~
3. ~~A group of no more than four (4) persons not related by blood, marriage, adoption or guardianship, except that for properties in non-residential zoning districts containing twenty (20) or more dwelling units in which the maximum number of unrelated persons allowed in a single housekeeping unit shall be six (6).~~

**Farm Equipment Sales/Service:** Businesses that sell, repair, and maintain machinery and equipment used in agricultural activities. These establishments typically offer products such as tractors, plows, harvesters, and other farming tools along with repair services to keep the equipment operational.

**Fence:** A barrier or enclosure designed and constructed to prevent escape or intrusion or to mark a boundary. Fences may be constructed of wood, wire, masonry or combinations thereof. ~~(See Section 512 for specific regulations for fences.)~~

**Financial Institutions:** Organizations that provide financial services, such as accepting deposits, making loans, and offering investment products. These institutions include banks, credit unions, insurance companies, and investment firms.

**Firearms Retailer:** A business that sells firearms and related accessories, such as ammunition, scopes, and gun parts, to the public. Such retailers must comply with federal, state, and local laws regarding the sale, registration, and background checks required for purchasing firearms.

**Fixed Projection Sign:** A sign which extends outward for more than six (6) inches from the façade of any building and is rigidly affixed thereto.

**Floating Zone:** The zones described in the text of this article and adopted by legislative action of the City Council, but which are unmapped unless a property owner petitions the City Council to have the floating



zone applied to a particular parcel meeting the minimum zoning district area requirements of this Ordinance through action by the City Council, as authorized by S.C. Code 6-29-720(C)(2).

**Floating Zoning District Standards, or “district standards.”** The REDD development plan and development zoning text that collectively, when adopted by the City Council, in accordance with **Article XIV: Redevelopment District Use Standards** ~~this article~~, form the zoning requirements governing development in the REDD-F2 and REDD-F3 floating zones.

**Food Truck:** A mobile vehicle equipped to prepare, serve and sell food to the public.

**Force Majeure:** An unforeseeable circumstance that prevents someone from fulfilling a contract. This definition includes an event, occurrence, or circumstance reasonably beyond the control of any party, including fires, earthquakes, lightning, floods, explosions, storms, adverse weather, landslides and other acts of natural calamity or acts of God; strikes, grievances, actions by or among workers or lock-outs (whether or not such labor difficulty could be settled by acceding to any demands of any such labor group of individuals); which, by the exercise of due diligence, such party could not have been able to avoid or overcome.

**Funeral Home:** A business that provides services related to the preparation, burial, and cremation of the deceased. These services typically include embalming, arranging funerals, providing caskets or urns, and offering grief support to families.

**Fraternal Organization:** A membership-based group formed for social, charitable, or mutual benefit purposes. These organizations often are involved in activities like networking, charitable giving, and offering financial assistance or benefits.

**Freestanding Sign:** A sign which is permanently affixed to the ground and which is not a part of a building or other structure having another functional purpose.

**Gas Service Station:** A facility that provides fuel and other services, such as vehicle maintenance, repair, and lubrication. These stations typically offer gasoline or diesel fuel for cars, trucks, and other vehicles, and may also provide additional services like tire repair, car washes, and oil changes.

**Golf Driving Range and Par 3 Course:** A facility where individuals can practice hitting golf balls, typically over a long distance in an open field. A par 3 course is a short golf course where each hole is designed to be played in three strokes or fewer.

**Governing Authority:** The City Council of Georgetown, South Carolina.

**Governmental Flag:** A pole mounted flag of the United States, the state or the city, or the flag of national origin of a business ownership that is not used in conjunction with or as a commercial promotion.

**Greenhouse/Horticulture Nursery:** A commercial establishment engaged in the cultivation, sale, and distribution of plants, including flowers, trees, shrubs, and vegetables. Nurseries may operate greenhouses to create controlled environments for plant growth.

**Green Space or Open Space:** Identified areas of protected or conserved land on which will be preserved, ~~or~~ protected, ~~or rezoned~~ CP (Conservation Preservation) and set aside from any development.

**Grocery Store/Supermarket:** A retail establishment primarily engaged in the sale of food and household goods for off-site consumption or use, including but not limited to fresh produce, meats, dairy products, baked goods, beverages, and packaged items. Such establishments may also include the sale of convenience items, personal care products, and other household necessities, and may contain specialty service areas such as a bakery, deli, or pharmacy as accessory uses.

**Gross Area:** The total area of a site including upland, wetland, roads, and trails.

**Heavy Industry (heavy industrial):** A use engaged in the basic processing and manufacturing of materials or products predominately from extracted or raw materials, or a use engaged in storage or manufacturing processes using flammable or explosive materials, or storage or manufacturing processes that potentially involve hazardous or commonly recognized offensive conditions such as smoke, noise, soot, dirt, vibrations, odor, noxious discharges, and adverse traffic generation. Heavy industrial uses include but are not limited to the manufacture of chemicals (including herbicides, insecticides, fungicides, disinfectants, solvents, and related industrial and household chemical compounds and any use involving the bulk storage of chemicals), fertilizers, paper, petroleum products (including plastics and rubber), and steel and other metals; concentrated feedlots; electric generation; oil and gas extraction and storage; incinerators; mining; animal slaughter, packaging, and rendering plants; lumber mills; and recycling and salvage yards.

**Historic Tree:** ~~[Moved to § 372.5 pursuant to an ordinance adopted October 17, 2002.]~~ Any tree to which local legend or lore is attached or which is known by a common name within the community, as determined by the Planning Commission; or any tree whose DBH is at least four times the diameter specified for that species under the definition of a significant tree. (Example: A Significant Live Oak is 8 inches DBH, therefore an Historic Live Oak is  $4 \times 8 = 32$  inches DBH). The one exception to this formula is for Pine species, where the multiplier shall be two instead of four times the significant diameter.

**Horse Drawn Carriage Tours:** Services that offer guided tours in which passengers ride in a carriage pulled by horses. These tours typically provide a historical, cultural, or recreational experience for customers.

**Hospital:** The term "hospital" shall be defined as a community facility which provides a broad range of medically related services which expressly include but are not limited to, a cafeteria serving hospital staff, patients, and the general public; a commercial laundry operation, the provision of educational services, medical and dental clinics, clinical and radiological laboratories, nursing homes, convalescent centers and homes, residential care centers, drug stores and pharmacies, medical billing and transcription services, gift or curio stores, florist shops, automatic teller machines of any financial institution, day care centers of any type as set forth herein, health maintenance and counseling centers, and offices for professionals which, by definition, shall include but not be limited to physicians, including all advanced degrees or specialties, dentists, optometrists, osteopaths, pharmacologists, physical therapists, psychologists and psychiatrists, and chiropractors.

**Hotel:** A building or part of a building in which lodging accommodations are ~~An establishment where lodging is~~ provided for compensation. Such accommodations may be rented on a daily basis, with or without meals ~~for provided to~~ guests. Establishments with 10 or more rental units are considered hotels.

**Ice Processing and Storage:** Commercial activity involved in the production, storage, and distribution of ice for various purposes, such as refrigeration cooling or for use in food and beverages.

**Illuminated Sign:** Any sign which employs artificial illumination techniques to project the message.

**Impervious Coverage:** The area covered by an impervious surface expressed as a percentage. For properties in the REDD-B and REDD-F1 districts, impervious coverage is expressed as a percentage of lot area. For properties in the REDD-F2 and REDD-F3 districts, impervious coverage is expressed as a percentage of the net development area.

**Impervious Surface:** Any hard-surfaced, man-made area that does not readily absorb or retain water, including but not limited to building roofs, paved asphalt and concrete parking and driveway areas, sidewalks, swimming pools, and other paved areas.



**Indoor Recreational Facility:** An establishment that includes, but is not limited to, arcades, bowling alleys, miniature golf, swimming pools, dance halls, billiard parlors, skating rinks, racquet and handball courts or similar recreational activities.

**Industrial Processing Plant:** A facility where raw materials are transformed into finished foods or intermediate products through mechanical, chemical, or other industrial processes. Plants typically involve large-scale operations.

**Inflatable Sign:** a sign which requires air, whether contained or blown, to keep and maintain its shape, including tethering balloons and blimps.

**Jail:** A facility used for the temporary detention of individuals who are awaiting trial, serving short-term sentences, or being held by minor offenses.

**Junk or Salvage Yards:** The use of any part of a lot, whether inside or outside a building, for the storage, abandonment, sale or resale of junk, salvage, debris, or scrap materials; or the dismantling or demolition of automobiles and other vehicles, machinery, equipment, or parts thereof. ~~(Ord. of 11-16-2000) Editor's note: An ordinance adopted November 16, 2000 added a new § 335 as set out above, and renumbered the remaining sections, former §§ 335–376, as §§ 336–377.~~

**Landfill:** A designated area where waste materials, such as household trash, construction debris, and other solid waste and disposed of by burying them in the ground.

**Laundromat:** A commercial establishment where customers can wash and dry their clothing and other textiles using self-service laundry machines. Laundromats may offer additional services, such as folding, dry cleaning or drop-off laundry services.

**Laydown Yard:** A designated area or site used for the temporary storage, organization, and staging of materials, equipment or supplies, typically for construction, manufacturing, or industrial projects.

**Library:** A public or private institution that provides access to books, periodicals, digital media, and other informational resources for reading, research and educational purposes.

**Light Industry (light industrial):** A use engaged in the manufacture, predominately from previously prepared materials, of finished products or parts, including processing, fabrication, assembly, treatment, packaging, incidental storage, sales, and distribution of such products, but excluding basic industrial processing. Light industry is capable of operation in such a manner as to control the external effects of the manufacturing process, such as smoke, noise, soot, dirt, vibration, odor, noxious discharges, and adverse traffic conditions.

**Liquor Store:** A retail establishment that specializes in the sale of alcoholic beverages, such as wine, beer, and spirits, to consumers over the age of 21.

**Loading Space:** A space within the main building or on the same lot therewith, providing for the standing, loading, or unloading of a vehicle.

**Lodge:** A type of building or establishment that provides accommodations catering to travelers, tourists, or members of a specific organization. Lodges may offer amenities such as meals, recreational activities, and sometimes meeting spaces.

**Long-Term Rental:** An accommodation for guests where, in exchange for compensation, a residential dwelling unit is provided for lodging for a period of time equal to or longer than thirty-one (31) consecutive days. Such use may or may not include an on-site manager. For the purposes of this definition, a residential dwelling shall include all housing types.

**Lot:** A parcel of land which fronts on and has access to a public street and which is occupied or intended to be occupied by a building or buildings with customary accessories and open space. ~~A piece of parcel, tract or plot of land intended as a unit for transfer of ownership is presented for approval.~~

**Lot area:** The total surface area of land included within the lot lines ~~(see "A" in Figure).~~

**Lot Frontage:** The distance for which the boundary line of the lot and the street right-of-way line are coincident ~~(see "B" in Figure).~~

**Lot Lines:** The boundary dividing a given lot from the street, an alley, or adjacent lots ~~(see "C" in Figure).~~

**Lot Width:** The width of a lot at the building setback line measured at right angles to its depth ~~(see "D" in Figure).~~

**Lot of Record:** A lot ~~in which~~ the boundaries ~~of which~~ are filed as legal record.

**Corner Lot:** A lot which is situated at the intersection of two or more streets, where the property has frontage on both intersecting streets.

**Principle Street Side on Corner Lot:** The side of a corner lot that faces the primary or most significant street.

**Maintenance Shop, Public:** Facility used primarily for the routine maintenance and repair of any type of equipment utilized by any municipal, county, state, or federal governmental unit for any purpose.

**Manufactured Home:** Home built entirely in the factory under a federal building code administered by the U.S. Department of Housing and Urban Development (HUD,) and are transported to the site and installed.

**Manufactured Home Sales Lot/Office:** An establishment which displays and sells manufactured homes. Lots may include an office for customer service, financing and paperwork related to the sale or leasing of homes.

## **Marina**

**Dry:** A type of marina where boats and watercraft are stored on land, typically in a secure enclosed area. Boats are usually stored in racks, trailers, or structures and are launched into the water as needed. Dry marinas often offer services such as maintenance, cleaning, and storage.

**Wet:** A type of marina where boats and other watercraft are stored in the water, typically at docks or slips. Wet marinas often provide facilities for fueling and maintenance.

**Marine-related Storage Yard:** A facility used for the storage of boats, watercraft and marine equipment typically on land. These yards are often used for seasonal storage, maintenance, or repair of boats and other watercraft and may include services such as storage racks, trailers, and equipment handling.

**Marquee:** A permanent roof like structure projecting beyond a building or extending along and projecting beyond the wall of the building.

**Mobile Home:** This is the term used for manufactured homes produced prior to June 15, 1976, when the HUD Code went into effect. ~~Establishment of Mobile Homes are prohibited within the boundaries of the City of Georgetown.~~

**Mobile Home Park:** Any plot of ground upon which two or more mobile homes are located or intended to be located (does not include sites where unoccupied mobile homes are on display for sale).

**Mobile Unit:** A structure, transportable in one or more sections, which is eight feet or more in width and built on a permanent chassis and designed to be used with or without a permanent foundation when connected to the required utilities and includes the plumbing and electrical systems contained therein. A mobile unit not intended to be used as a dwelling (except portable classrooms) shall be considered a temporary use and shall conform to the regulations herein ~~(see Section 1103).~~

**Monument style:** A type of sign with a framed sign face, and a solid, opaque base extending to a pedestal or directly to the ground. Such signs may not be erected on a pole, pylon, or any other type of post(s). To qualify as a monument style sign, the width of the supporting sign base may not be less than the width of the sign face. In addition, the maximum height, measured from grade, of any monument sign shall not exceed eight feet. Monument signs may have plastic sign faces and may be internally illuminated, but all other materials used in the framing, support and construction of the sign shall be made of brick, stone, stucco-covered block, wood or other natural material. Ornamental iron may be used to frame or accent the sign. If internal illumination is not desired, exterior light sources trained upon the sign face may be utilized. Such signs shall not be placed closer than ten feet to any property line.

**Mortuary:** A facility where the bodies of deceased individuals are prepared for burial and cremation. Mortuaries provide services such as embalming, dressing and preparing the deceased and may also handle arrangements for funerals, cremations or other end-of-life services.

**Motor Vehicle Junk Yards:** Any lot or place which is exposed to the weather and upon which more than three motor vehicles of any kind, incapable of being operated and which it would not be economically feasible to make operative, are placed, located or found.

**Multi-level Parking Facility:** A parking structure that includes multiple levels or floors designed for storage of vehicles. Such facilities may be either open-air or enclosed.

**Modular Home:** A stick built home constructed of pre-made parts and unit modules. Modular homes are built to conform to all specific residential codes.

**Modular Unit:** A structure consisting of two or more prefabricated components which is designed to be placed on a permanent foundation at the site and is not readily relocatable. The components generally arrive at the site complete except for exterior siding, furniture, and plumbing and electrical fixtures. Modular units shall be considered buildings and shall conform to the regulations for site-built units in the Standard Building Codes.

**Mural:** A one-of-a-kind, hand-painted, or hand-tiled form of artwork that does not include any commercial messages or references, and is executed directly on the exterior surface of public or private property. For definition purposes, a commercial message is any message that advertises a business conducted, services rendered, or goods produced or sold. Property/Building owner will be responsible for ongoing maintenance of a mural ~~(Ord. of 9-17-20).~~

**Museum:** An institution that collects, preserves, and displays objects, artifacts and exhibits for public education, enjoyment, or research.

**Natural Regeneration:** The natural establishment of trees and other vegetation with at least 400 wood, free-to-grow seedlings per acre, which are capable of reaching a height of at least 20 feet at maturity.

**Net Development Area:** The cumulative area of all lots and land including open space within an individual district sharing common district standards but excluding streets, rights of way, dedicated easements, wetlands, and ponds.

**News Stand:** A small retail stall or kiosk that sells newspapers, magazines, and other periodicals. News stands may also sell other items like snacks or non-alcoholic beverages.

**Non-Commercial Water Oriented Facility:** A facility that provides access to water-based activities such as swimming, boating, or fishing but does not operate for profit.

**Nursing Home:** One licensed by the State of South Carolina.

**Nonconforming Lot:** A lot, designated on a duly recorded subdivision plat, or duly recorded deed, or by other lawful means, that complied with the zoning and development standards applicable to it on the effective date of this Ordinance, but which no longer complies with the minimum area, lot width, frontage, or other standards now applicable to it.

**Nonconforming Feature:** A characteristic of a lot, structure, or use, such as illumination, parking, impervious area, landscaping, or a similar appurtenance, that lawfully existed on the effective date of this article, but which no longer complies with the standards applicable to it.

**Nonconforming Sign:** Any sign lawfully existing with a valid permit on the effective date of any ordinance, or amendment thereto, that renders such sign nonconforming because it does not conform to all the standards and regulations of the adopted or amended ordinance.

**Nonconforming Structure:** A building or structure that lawfully existed on the effective date of this article, but which no longer complies with the size, coverage, setback, building height, or other dimensional standards applicable to it.

**Nonconforming Use:** Any structure or ~~land lawfully occupied by a use that does not conform to the use regulations of the district in which it is situated.~~ A use that lawfully existed on the effective date of this ordinance ~~article~~, but which is no longer allowed by the use regulations of the zoning district in which it is located. The term nonconforming use shall include all onsite buildings and structures associated with said use.

**Noxious Matter:** Any material (in gaseous, liquid, solid, particulate or any other form) which is capable of causing injury to living organisms, chemical reactions or detrimental effects on the social, economic, or psychological well-being of individuals.

## Offices

**Government:** Facilities used primarily for administrative functions associated with governance at the municipal, county, state, or federal level.

**Public:** Include offices for Doctors, Lawyers, Dentists, Architects, Engineers, Surveyors, Real Estate Agencies, Insurance Agencies, offices for pharmaceutical consulting services and similar uses

**Official Map:** A map or maps showing the location of existing or proposed public streets, highways, and public utility rights-of-way, public building sites and public open spaces adopted by City Council in accordance with Section 6-7-1210 et seq. of the state code. A public building site is one on which a building is to be constructed for public use with public funds.

**Off-Premises Sign:** A business sign (Including billboard signs) which directs the attention of the public to a business, activity conducted, or a product sold or offered at a location not on the same premises where such business sign is located. For purposes of this ordinance ~~article~~, easements, and other appurtenances, shall be

considered to be outside such platted parcel of land and any sign located or proposed to be located in an easement or other appurtenance shall be considered an off-premises sign.

**Open Area:** Land not occupied by buildings, parking lots, or structures. Open area includes yards, open space, active and passive parks, stormwater basins and swales, and other vegetated lands that are open from the ground to the sky. For properties in the REDD-B and REDD-F1, open space is expressed as a percentage of lot area. For properties in the REDD-F2 and REDD-F3, open space is expressed as a percentage of the net development area.

**Open Space:** Noncommercial land not occupied by buildings, parking lots, or structures that has been set-aside, reserved, or dedicated for public use or for the general use and enjoyment of residents, employees, or patrons of a development. Open spaces are planned and clearly delineated areas. Open space may contain improvements (and incidental impervious surfaces) such as swimming pools, pedestrian walkways, boardwalks, play equipment for children or adults, ball fields, court games, picnic tables, etc. when included as part of approved district standards. Active and passive parks are considered open space. Open space does not include required yards or isolated (noncontiguous) areas of less than 1,000 square feet. For properties in the REDD-B and REDD-F1, open space is expressed as a percentage of lot area. For properties in the REDD-F2 and REDD-F3, open space is expressed as a percentage of the net development area.

**On-site Sign:** A sign relating in its subject matter to the premises on which it is located, or to products, accommodations, services or activities on the premises. On-site signs do not include signs erected by the outdoor advertising business.

**Outdoor Drive-Through Menu Board:** Signs associated with drive-through restaurants which list the type and price of food items offered for sale at the establishment. ~~Outdoor Drive-Through Menu Boards may be automatic change copy or digital but shall meet all provisions of Section 1014.304.~~

**Outdoor Open Display:** The exhibition or placement of goods, merchandise, or items in an outdoor area, typically for sale or display purposes. Such uses are either required to obtain an encroachment permit or a special event permit.

**Parallel Sign:** Sign erected on a building or as a monument extending the same direction as the street or building in which it is being erected.

**Parapet:** That portion of a building wall that rises above the roofline.

**Park:** A public or private space that is designated for recreational use, typically featuring open green areas, playgrounds, sports facilities, walking paths, and natural or landscaped elements.

**Park (Active):** A park that features recreation including swimming pools, gyms, playing fields and courts, or similar recreation.

**Park (Passive):** A park that features interpretive programs, open space, picnic areas, trails or similar amenities that take advantage of natural and scenic resources but not including recreational facilities, such as swimming pools, gyms, and playing fields.

**Parking Lot:** A designated area of facility where vehicles can be parked temporarily.

**Parking Space:** An off-street space available for parking one motor vehicle and having an area of not less than nine feet by eighteen feet exclusive of passageways and driveways giving access thereto, and having direct access to a street or alley.

**Peddler:** An individual who travels from place to place offering goods, merchandise, or services for sale directly to customers, typically without a fixed place of business.

**Pennant:** Any lightweight plastic, fabric, or other material, whether or not containing copy, suspended from a rope, wire, or string, usually in a series and designed to move in the wind. Strings of lights shall be considered a pennant.

**Perpendicular Sign:** Sign erected on a building or as a monument sign at a right angle to the building or street.

**Planned Development:** A planned residential, commercial, or industrial development professionally designed as a unit and reviewed by the City of Georgetown Planning Commission and approved by City Council.

**Master Planned District:** A planned residential, commercial, or industrial development professionally designed as a unit and reviewed by the City of Georgetown Planning Commission and approved by City Council. The Master Planned District is established for the purpose of encouraging innovative land planning and site design concepts that support the socio-economic vitality of the city through flexible and diversified land development standards.

**Master Planned Residential:** Residential Master Planned Districts provide a mix of residential uses and open space.

**Master Planned Commercial:** Commercial Master Planned Districts provide mixed-use retail and office development with limited moderate and higher-density residential uses.

**Master Planned Business/Industrial Park:** Business/Industrial Master Planned Districts provide a mix of employment and residential uses.

**Plat:** A map, plan, or layout indicating the location and boundaries of individual properties; [A map or drawing upon which the subdivider's plan of the subdivision is resented for approval.](#)

**Plumbing Shop:** A business that sells plumbing supplies, fixtures, and equipment, may also offer plumbing services such as repairs, installations, and maintenance.

**Planning Commission:** The City of Georgetown Planning and Zoning Commission [serves as an advisory board focusing on reviewing and recommending policies related to land use, community development and long-term planning.](#)

**Political Sign:** A temporary off-site sign erected by a political candidate, group or agent thereof, for the purpose of advertising a candidate or stating a position regarding an issue upon which the voters of the City shall vote in an upcoming election or referendum. Outdoor advertising signs shall not be considered campaign signs.

**Portable Sign:** Any sign designed or intended to be readily relocated whether or not it is permanently attached to a building, structure or on the ground. The term includes on wheels or on portable structures, tent signs, A-frame signs, sidewalk signs, and similar devices or any sign not securely affixed to the ground or a permanent structure. Sandwich board signs are excluded from this definition.

**Printing Establishment:** A business or facility engaged in the production of printed materials, including books, newspapers, brochures, and other forms of print media.

**Private Traffic Directional Sign:** A sign which is on-premise consisting of type and/or an arrow and is designed, sized and erected solely for the purpose of vehicular or pedestrian traffic direction or safety.

**Produce Stand and Market:** A retail establishment that sells fresh fruits, vegetables, and other agricultural products directly to consumers. These markets may be temporary or permanent structures.



**Projected Image sign:** A type of sign that is a form of electronic display that projects images onto a screen or other flat roof surface, including LCD and plasma displays.

**Projecting Sign:** A sign projecting from the outside wall or walls of any building which is supported by only one (1) rigid support, irrespective of the number of guy wires used in connection therewith.

**Property, Private:** Any parcel that is not owned by a governmental entity but rather is owned by any individual(s), firm or corporation, whether in whole or in part, profit or nonprofit.

**Protected Tree:** Any tree which is classified as scenic, replacement, historic, or significant.

**Protective Barricade:** A physical structure no less than four feet in height, limiting access to protected trees. A suitable protective barrier shall be composed of wood or other durable material which insures protection to of trees during development.

**Public Assembly Hall:** A building or facility designed to host gatherings, events or meetings for the general public. Such use is typically for activities such as concerts, conferences, weddings or civic meetings. May be enclosed or open air.

**Publicly Owned and Operated Buildings, Facilities, Park, or Land:** Properties that are owned and managed by a governmental entity.

**Public Utility Line:** A system of pipes, cables, or wires that are owned and operated by a public utility company to deliver services such as water, electricity, gas or telecommunications to the public.

**Pylon Sign:** Any sign which is freestanding and supported by, from or on top of a vertical pole(s) or beam(s) composed of metal or other substantial support.

**Real Estate Sign:** A temporary sign erected by the owner, or his agent, advertising the real property upon which the sign is located for rent, for lease, or for sale.

**Recycling Material Recovering Facility:** Any facility or operation used primarily for the processing of recyclables such as glass, paper, plastic, oils, metals, etc. collected by any governmental entity or private concern.

**REDD Development Plan:** A component of proposed floating zone district standards, drawn to scale and prepared by a licensed design professional, that depicts the location of proposed uses and structures and the existing and proposed conditions of the lot, including topography, vegetation, drainage, floodplains, marshes and waterways, open spaces, walkways, means of ingress and egress, utility services and other public improvements such as streets and sidewalks, landscaping, signs, lighting and screening devices, and any other information required by this article or that may be reasonably required in order that an informed decision can be made by the approving authority.

**Repair Shop:** A business or facility that provides services to fix, maintain, or restore items such as vehicles, appliances, machinery or electronic equipment.

**Repaint:** To apply new paint without changing wording, composition, color, or making minor nonstructural repairs.

**Replacement Tree:** Any tree that is planted in order to replace an existing protected tree which is permitted to be removed. Replacement trees must be at least two inches American Nursery Stock Standards, (typically measured 6 inches above ground level) except if it is a tree being planted in order to fulfill the requirements of the parking and landscaping provisions herein; in which case the sizes called for in the approved plant list shall take precedence.

**Residential Agricultural Activity:** Farming activities that are incidental and subordinate to residential activities and uses including plowing, tillage, cropping, seeding, cultivating and harvesting for production of food and fiber products (except commercial logging and timber harvesting operations), the grazing and raising of livestock, aquaculture, sod production, orchards, nursery, and other products cultivated by the owner and resident of the property as part of a recognized commercial enterprise.

**Restaurant:** A commercial enterprise whose primary function is the preparation and serving of foods. Outdoor cafes and delicatessens shall be considered as restaurants. This definition shall not include establishments operated as "drive-in" restaurants.

**Rescue Squad:** An emergency response team that provides specialized rescue services.

**Retail Store:** A business that sells goods or merchandise directly to consumers for personal or household use. Retail stores offer a variety of products such as clothing, food, electronics or household items. Liquor stores are not considered retail stores for the purposes of this ordinance.

**Retail Store, small:** A commercial use, conducted exclusively within an enclosed building that engages in the sale of goods to ultimate consumers, usually in small quantities. Small retail stores are conducted in a building with a gross floor area of 5,000 square feet or less.

**Retail Store, medium:** A commercial use, conducted exclusively within an enclosed building that engages in the sale of goods to ultimate consumers, usually in small quantities. Medium retail stores are conducted in a building with a gross floor area of more than 5,000 but less than 10,000 square feet.

**Retail Store, large:** A commercial use, conducted exclusively within an enclosed building that engages in the sale of goods to ultimate consumers, usually in small quantities. Large retail stores are conducted in a building with a gross floor area of more than 10,000 square feet.

**Right-of-way:** Access over or across property for a specific purpose or purposes.

**Roof Sign:** A sign erected over or on, and wholly or partially dependent upon thereof any building for support or attached to the roof in any way.

**Sandwich Board Sign:** A sign of A-frame construction (two sign faces joined at the top by a hinge or similar device which allows the sign to be folded flat, or spread apart so as to be freestanding) designed for placement on a sidewalk in front of the place of business being advertised. ~~Sandwich-board type signs erected in accordance with Section 20-7.3 of the Streets, Sidewalks and Public Places Ordinance may be placed on the public sidewalk.~~ All other such signs must be placed on the same site as the business, which it advertises. Sandwich-board type signs must not be placed in any sight triangle, or any other location that impedes traffic or causes a vision obstruction for motorists. A permit is required for sandwich-board type signs, which shall be good for a period of one year. Upon expiration, the owner may seek a permit renewal, which may be granted provided the sign has been maintained in good condition.

**Scenic Tree:** Any tree which, because of its size, shape, location, or other aesthetic feature is deemed by the Planning Commission to significantly add to the scenic beauty of the general location in which it is situated.

**School:** An institution that provides educational instruction to students, typically organized by grade levels or academic stages.

**Schools Offering General Education:** Educational institutions that provide a broad curriculum and do not specialize in vocation, technical, or specialized educational programs.



**Seafood Establishment:** A business that primarily sells, prepares, or serves seafood products such as fish, shellfish, and other marine life. Such establishments may include seafood markets, restaurants, or processing facilities.

**Sewer, Sanitary:** A sewage collection treatment and disposal system of a type approved by the South Carolina Department of Health and Environmental Control.

**Sewer, Storm:** A collection and disposal system for the control of storm **water** drainage.

**Sexually Adult Oriented Business:** An adult arcade, adult bookstore or adult video store, adult cabaret, adult motel, adult motion picture theatre, adult theatre, escort agency, nude model studio, or sexual encounter center commercial enterprise for adult entertainment which may include, but not be limited to, the following:

**Adult arcade:** Any place to which the public is permitted or invited wherein, coin-operated or slug-operated or electronically or mechanically controlled still or motion picture machine, projectors or other image-producing devices are maintained to show at any time, and where the images so displayed are distinguished or characterized by the depicting or describing of "specified sexual activities" or "specified anatomical areas".

**Adult bookstore or adult video store:** A commercial establishment that has a substantial or significant portion of its stock, or devotes at least three percent (3%) of its retail floor area or twenty-five (25) square feet, whichever is less, to the sale, rental, or display of books, magazines, periodicals, photographs, films, videos, slides, or other printed or visual materials, or instruments, devices, or paraphernalia, which depict, describe, or are designed for use in connection with "specified sexual activities" or "specified anatomical areas" (as defined herein). A commercial establishment may still be classified as an Adult Book/Video Store even if it has other principal business purposes unrelated to such materials.

A commercial establishment which devotes at least three per cent of its retail floor area, or twenty-five square feet, whichever is less, to the sale of one or more of the following:

- Books, magazines, periodicals or other printed matter, or photographs, films, motion pictures, video reproductions, slides, or other visual representations which depict or describe "specified sexual activities" or "specified anatomical areas"; or
- Instruments, devices, or paraphernalia which are designed for use in connection with "specified sexual activities." A commercial establishment may have other principal business purposes that do not involve the offering for sale or for rental of material depicting or describing "specified sexual activities" or "specified anatomical areas" and still be categorized as an adult bookstore or adult video store.

**Adult Cabaret:** A nightclub, bar, restaurant, or similar commercial establishment which regularly features:

- Person who appears in a state of nudity or semi nudity; or
- Live performances which are characterized by exposure of "specified anatomical areas" or by "specified sexual activities"; or
- Films, motion pictures, video cassettes, slides, or other photographic reproduction which are characterized by the depiction of "specified sexual activities" or "specified anatomical areas."

- Regularly offers shall mean such activity is conducted at least once monthly.

**Adult Motel:** A hotel, motel, or similar commercial establishment which:

- Offers accommodations to the public for any form of consideration; provides patrons with closed-circuit television transmissions, films, video cassettes, slides, or other photographic reproduction which are characterized by the depiction or description of "specified sexual activities" or "specified anatomical areas";
- Offers sleeping room for rent for a period of time that is less than ten hours; or
- Allows a tenant or occupant of a sleeping room to sub rent the room for a period of time that is less than ten hours.

**Adult motion picture theatre:** A commercial establishment where for any form of consideration, films, motion pictures, video cassettes, slides or similar photographic reproductions are regularly shown which are characterized by the depiction or description of "specified sexual activities" or "specified anatomical areas." Regularly offers shall mean such activity is conducted at least once monthly.

**Adult Theatre:** A theatre, concert hall, auditorium, or similar commercial establishment which regularly features persons who appear in a state of nudity or live performances which are characterized by the exposure of "specified sexual activities" or "specified anatomical areas." Regularly offers shall mean such activity is conducted at least once monthly.

**Escort:** A person who, for consideration, agrees or offers to act as a companion, guide, or date for another person, or who agrees or offers to privately perform a striptease for another person.

**Escort Agency:** A person or business association who furnishes, offers to furnish, or advertise to furnish escorts as one of its primary business purposes for a fee, or other consideration.

**Establishment:** Includes any of the following:

- The opening or commencement of any sexually oriented business as a new business; or
- The conversion of an existing business, whether or not it is sexually oriented, to any sexually oriented business; or
- The relocation of any sexually oriented business.

**Nude Model Studio:** Any place where a person who appears in a state of nudity or displays "specified anatomical areas" is provided to be observed, sketched, drawn, painted, sculptured, photographed, or similarly depicted by other persons who pay money or any form of consideration.

**Nudity or state of nudity:** The appearance of a human bare buttock, anus, male genitals, female genitals, or female breast.

**Person:** An individual, proprietorship, partnership, corporation, association, or other legal entity.

**Semi-nude:** A state of dress in which clothing covers no more than the genitals, pubic region, and areola of the female breast, as well as portions of the body, supporting straps or devices.

**Sexual Encounter Center:** A business or commercial establishment that regularly offers, for any form of consideration:

- Physical contact in the form of wrestling or tumbling between persons of the opposite sex; or
- Activities between male and female persons and/or persons of the same sex when one or more of the persons is in a state of semi-nudity.
- Regularly offers shall mean such activity is conducted at least once monthly.

**Sexually oriented business:** An adult arcade, adult bookstore or adult video store, adult cabaret, adult motel, adult motion picture theatre, adult theatre, escort agency, nude model studio, or sexual encounter center.

**Specified anatomical areas:** The male genitals and/or the vulva or more intimate parts of the female genitals.

**Specified sexual activities:** Includes any of the following:

- The fondling or erotic touching of human genitals, pubic region, buttocks, anus, or female breast; or
- Sex acts, normal or perverted, actual or simulated, including intercourse, oral copulation, or sodomy; or
- Masturbation, actual or simulated; or
- Excretory function as part of, or in connection with, any of the activities set forth above.

**Shopping Center:** Any grouping of 2 or more commercial tenants or uses located within a single structure, with each having their own electrical service and exterior electrical meter. Shopping centers are categorized by size, as follows:

**Mini-shopping Centers:** Shopping centers with a total floor area of the principal building not exceeding 10,000 square feet.

**Regional Shopping Centers:** Shopping centers with a total floor area of the principal building exceeding 10,000 square feet. Upon any lot containing any sort of shopping center, the property owner may construct up to 2 free-standing accessory buildings, each not to exceed 400 square feet in size; to house uses customarily considered accessory to a shopping center, such as automated teller machines, one-hour photo labs, and the like.

**Site Plan:** A plan, drawn to scale and prepared by a design professional, that illustrates the location of existing and proposed structures, uses, parking, signs, points of ingress and egress, lots lines, and other features deemed necessary by the Zoning Administrator to determine compliance with this Ordinance.

**Sign:** Any device designed to attract the attention of the public for commercial or advertising purposes which is attached, painted or otherwise affixed to, or a part of a building, structure, material, surface or object. Integral decorative or architectural features of buildings except letters or trademarks, fences, walls and works of art which are noncommercial in nature are not to be construed as being a sign. Sign shall include any artificial light source, time or temperature units, clocks and any device which animates or projects a visual representation which attracts the attention of the public for commercial purpose.

**Sign Alteration:** To change, modify or make any adjustments to a sign.

**Sign Area (also referred to as the gross surface area):** the square foot area enclosed by the perimeter of the sign face, including all copy and blank masking. The aggregate sign area is the summation of the area of all sign faces combined.

**Sign Copy:** The portion of a sign which contains the name, logo, advertising message, or business identification and consists of all such symbols, letters, figures, insignia, illustrations, messages or forms.

**Sign Face:** The area within a regular geometric shape enclosing all copy and blank masking. Structural supports not bearing information shall not be included in the computation of sign face.

**Sign Height:** The vertical distance measured from the lowest adjacent grade to the top of the sign face or sign structure, whichever is greater.

**Significant Tree:** Any tree defined as significant in ~~Article XIX: Tree Protection Regulations~~ ~~Article XIX: Tree Ordinance~~

**Sign Number:** For the purpose of determining the number of signs, a sign shall be considered to be a display surface or device containing elements organized, related and composed to form a unit. Where matter is displayed in a random manner without an organized relationship of elements, each element shall be considered to be a sign. The components of back-to-back, double-faced, V-type or multiple faced signs shall be considered as one sign.

**Sign Owner:** A person or persons owning the real property on which a sign is located, who owns the sign itself, or whose products, services or cause is promoted by the sign, or a combination of those persons.

**Sign Painting and Fabrication Shop:** A business that specializes in the design, creation, and installation of signage including painting, fabricating, and assembling signage for commercial and private purposes.

**Sign Structure:** That portion of the sign designed to support the loads, forces and combinations thereof encountered without exceeding in any of its structural elements the stresses described in the International Building Code, currently adopted edition. Structural supports shall be designed to provide the minimum cross sectional area necessary to support the applied loads. The sign structure of a monument sign is what makes the sign a monument, and therefore, shall not be counted as a blank masking.

## **Short-Term Rental**

**Short-Term ~~Vacation~~ Rental:** An accommodation for transient guests where, in exchange for compensation, a residential dwelling unit ~~or boat~~ is provided for lodging for a period of time not to exceed thirty (30) consecutive days. Such use may or may not include an on-site manager. For the purposes of this definition, a residential dwelling shall include all housing types and shall exclude group living, hotel/motel, or other lodging uses.

**Short-term vacation rental agent:** ~~means a~~ A natural person or agency designated by the owner of a short term vacation rental on the short-term vacation rental business license application. Such person shall be available for and responsive to contact at all times and someone who is customarily present at a location within the city for purposes of transacting business.

**Short-term vacation rental operator:** Any property owner who receives payment for operating a residential dwelling unit, or portion thereof, as a short-term rental. Short-term vacation rental occupants - means guests, tourists, lessees, vacationers or any other person who, in exchange for compensation, occupy a dwelling unit for lodging for a period of time not to exceed thirty (30) consecutive days.

**Business license:** ~~is~~ A document executed by a short-term vacation owner certifying that the short-term vacation unit complies with applicable zoning, building, health and safety code provisions. No person shall allow occupancy or possession of any short-term vacation rental unit if the premises is in violation of any applicable zoning, building, health and safety code provisions.

**Skating Rink:** A facility designed for the recreational activity of skating. For the purposes of this ordinance, both roller skating and ice skating are included in this definition.

**Small Wind Energy System:** ~~Small Wind Energy System:~~ An energy system that consists of one or more wind turbines or other such devices and their related or supporting facilities that produces electric power from wind that has a rated capacity of 100 kilowatts or less. Power produced by such a system will be used primarily for onsite consumption.

**Snipe Sign:** A sign which is tacked, nailed, posted, pasted, glued or otherwise attached to trees, poles, stakes, or fences, or to other objects, and the advertising matter appearing thereon is not applicable to the present use of the premises upon which such sign is located.

**Solar Energy System:** A complete assembly consisting of one or more solar collectors and associated mounting hardware or equipment (~~ref. See.443).~~

**Solar Energy System, Accessory** A solar energy system that is roof-mounted as a secondary activity or use, incidental to the principal use of the property. Solar collectors and inverters shall meet zoning setbacks as an accessory structure.

**Solar Energy** Radiant energy received from the sun collected in the form of heat or light by a solar collector to produce energy.

**Solar Collector** A solar device that absorbs and accumulates solar rays for the use as a source of energy.

**Solar Farm** Any freestanding energy system that is a principal land use and commercial enterprise located on a site larger than one (1) acre being the minimum zoning district requirement.

**Special Districts:** Special administrative districts created by local governments to provide particular services or functions within a defined geographical area.

**Special Event Sign:** A sign which carries a message regarding a special event or function which is of general interest to the community.

**Staff, Planning Commission:** Any person, firm, or agency utilized by the Planning Commission in the review and approval procedure for subdivision.

**Storage Facility:** A building or group of buildings designed and used primarily for the storage of goods, materials, equipment, or personal property, whether for commercial or personal use. Such facilities may include mini-warehouses, self-storage units, or larger warehouse-type structures but shall not include outdoor storage, hazardous material storage, or storage incidental to a retail, industrial, or residential use unless otherwise permitted.

**Street** The word "street" shall include the words "road," "highway," and "thoroughfare." A dedicated public way for vehicular traffic, whether designated as an avenue, boulevard, thoroughfare, road highway, expressway, lane drive, alley, or any other public way. For the purposes of this Ordinance, "streets" are divided into the following categories: ~~Any public way set aside for public travel, twenty-one feet or more in width.~~

363.1 Reserved.

**Minor Street:** A street used primarily for access to abutting properties.

**Alley:** ~~A minor street used for service access to the back or side of properties otherwise abutting on a street.~~ A vehicular way used primarily for providing secondary access along the rear or side of properties which are also served by one of the other types of streets defined herein;

**Arterial:** A street designed for the movement of vehicles through the City of Georgetown or from one section of the City to another. Arterial streets are so designated in the Major Thoroughfare Plan;

**Collector:** A street designed primarily to connect arterial, or to connect minor streets to arterials. Collectors streets are so designated in the Major Thoroughfare Plan;

**Cul-de-sac:** A minor street with only one outlet, sometimes called a "dead-end" street.

**Marginal Access Street:** A minor street parallel and adjacent to a major street and which provides access to abutting properties and protection for through traffic;

**Minor Residential Street:** A street used primarily for access to abutting properties.

**Structure** Any man-made device, whether free standing or attached to another structure. This definition includes, but is not limited to: buildings, fences, signs, canopies, trellises, arboretums, swimming pools, docks, piers, flag poles, gazebos, satellite dishes, antennae, greenhouses, decks, dumpster screens, etc.

**Accessory Structure:** Any structure not meeting the definition of a principal structure.

**Principal Structure:** Any building in which is conducted the main or principal use of the lot on which said building is located (principal building); or any off-premise sign.

**Structure Sign:** A supporting structure erected or intended for identifying/advertising purposes, with or without a sign thereon, situated upon or attached to real property, upon which any sign is, or intended to be, fastened, affixed, displayed, applied, or a part of, provided however, that said definition shall not include a building, fence, flagpole, utility pole or tree.

**Storage Building Dealership:** A business that sells prefabricated storage buildings such as sheds, garages, or warehouses. Such uses typically have an on-site office.

**Storage Plant, Tanks, and Businesses:** A facility or site used for the storage of goods, liquids or gasses, often in large quantities.

**Storage Yard:** An area designated for the storage of goods, materials or equipment, typically outdoors. These yards are used for both temporary and long-term storage.

**Substation:** A facility in the electrical power distribution system that steps down high-voltage electricity from transmission lines to lower-voltage electricity suitable for distribution to homes and businesses.

**Subdivider:** Any person subdividing land within the City of Georgetown.

**Subdivision:** The division of a tract of land into two or more lots for the purpose, whether immediate or future, of sale, legacy or development. This includes all division of land involving a new street or a change in the arrangement of existing streets or a change in the arrangement of existing streets and includes any re-subdivision of land. The following exceptions are included within this definition only for the purpose of requiring that the Planning Commission be informed and have a record of such subdivision:

1. The combination of previously platted lots, or portions of lots, where the total number of lots is not increased and the resultant lots are equal to the standards contained in all applicable ordinances and regulations; and,
2. The division of land into parcels of five acres or more where no new street is involved.

**Surface Area:** For the purpose of determining surface area of a sign, the area of a sign shall be computed as including the entire area within a parallelogram, triangle, circle, or semi-circle comprising all the displayed matter, exclusive of frames or supports. In the case of back-to-back, double-faced, or V-type signs, the largest of the two display surfaces shall be used to compute surface area.

**Surveyor:** A registered land surveyor in good standing with the South Carolina Board of Engineering Examiners.

**Taxi Stand:** A designated area where taxis park and wait for passengers.

**Temporary/Emergency Shelter:** A facility that provides temporary housing and basic services such as food, hygiene, and safety to individuals or families experiencing homelessness.

**Temporary Sign:** any sign or information transmitting structure intended to be erected or displayed for a limited period.

**Time and Temperature Sign:** An electrical sign utilizing lights going on and off periodically to display the current time and temperature in the community.

**Tobacco/Vape/CBD Store:** A retail establishment primarily engaged in the sale of tobacco products, electronic cigarettes, vaping devices and supplies, cannabidiol (CBD) products, and related accessories. Such establishments may also sell ancillary convenience items but are distinguished by their principal focus on tobacco, vape, and CBD merchandise. This use does not include licensed pharmacies, general retail stores, or establishments where such products are incidental to the primary business.

**Tractor Trailer, Commercial Vehicle, and Bus:** A tractor trailer is a large motor vehicle combination consisting of a tractor (front motorized portion) and a trailer (attached cargo compartment). A commercial vehicle is a motor vehicle used for business purposes, such as transporting goods or passengers. A bus is a motor vehicle designed to carry a large number of passengers.

**Traffic Impact Mitigation Measure.** Any measures or improvements taken by, or required of, the developer in order to lessen, abate, or reduce the impact of the development on the public streets and highway system.

**Traffic Impact Study.** An engineered analysis of the effects of traffic generated by a development at build-out on the capacity, operations, and safety on the public streets and highway system and including an assessment of traffic impact mitigation measures necessary to reduce impact. ~~This analysis and related calculations shall reference the most current edition of the Institute of Transportation Engineer's Trip Generation Manual.~~

**Treatment Plant:** A facility that processes and treats water, wastewater, or other materials to remove contaminants and make them safe for consumption, discharge, or reuse.

**Tree:** Any living, self-supporting perennial plant with a definitive crown, and which has a trunk diameter of two inches or larger.

**Protected Tree:** Any tree which is classified as scenic, replacement, historic, or significant.

**Replacement Tree:** Any tree that is planted in order to replace an existing protected tree which is permitted to be removed. Replacement trees must be at least two inches American Nursery Stock



Standards, (typically measured 6 inches above ground level) except if it is a tree being planted in order to fulfill the requirements of the parking and landscaping provisions herein; in which case the sizes called for in the approved plant list shall take precedence.

**Historic Tree:** Any tree to which local legend or lore has attached or which is known by a common name within the community, as determined by the Planning Commission; or any tree whose DBH is at least four times the diameter specified for that species under the definition of a significant tree. (Example: A Significant Live Oak is 8 inches DBH, therefore an Historic Live Oak is  $4 \times 8 = 32$  inches DBH). The one exception to this formula is for Pine species; where the multiplier shall be two instead of four times the significant diameter.

**Scenic Tree:** Any tree which, because of its size, shape, location, or other aesthetic feature is deemed by the Planning Commission to significantly add to the scenic beauty of the general location in which it is situated.

**Significant Tree:** The following table shall define the minimum diameter criteria for the designation of a tree as significant:

**Tree Damage or Abuse:** Any intentional action which does not follow good arboricultural practices or approved actions within the Tree Investigation Form. Abuse also includes excessive pruning which endangers survivability of the tree, damage inflicted upon roots by machinery, changing the natural grade above the root system or around the trunk, and changing drainage patterns so as to appreciably reduce the water supply necessary for the tree's survival.

**Tree Expert:** Any individual licensed as or who is otherwise a practicing landscape architect, arborist, forester, or horticulturist.

**Tree Removal:** Any intentional or negligent act which will cause a tree to decline and die, including, but not limited to, such damage inflicted upon the root system of a tree by application of toxic substances, the operation of machinery, the change of natural grade by excavation or filling above the root system or around the trunk of a tree, pruning, and damages from injury or fire inflicted upon trees which result in or permit insect infestation.

**Tree Topping:** The severe cutting back of limbs to stubs larger than three inches in diameter within the crown of a tree to such a degree as to remove the normal canopy or disfigure the tree.

**Trees:** Any living, self-supporting perennial plant with a definitive crown, and which has a trunk diameter of two inches or larger. [See Article XII: Tree Ordinance](#)

**Trucking Terminal/Transfer Co:** A facility or business involved in the storage, transfer, or distribution of goods via trucks.

**Tiny Home/Tiny House:** A small, self-contained residential unit, utilized as the primary structure for a parcel, and must meet the minimum square footage requirements of the International Residential Code.

**Tiny Home/Tiny House Community:** A planned development of multiple tiny homes within a single parcel.

**Use:** The purpose or activity for which a piece of land or its buildings is designed, arranged, or intended, or for which it is occupied or maintained.

**Accessory Use:** A use customarily incidental, appropriate and subordinate to the principal use of land and located on the same lot therewith.

**Principal Use:** The primary purpose for which a lot is occupied and/or used.



**Union Hall:** A building or facility used by a labor union for meetings, administrative functions, and other activities related to the union's operations.

**Uses Located Over Water:** Structures, activities, or development situated on or above a body of water, such as docks, piers or platforms.

**Uses customarily accessory to permitted uses, but not to include open air storage:** Activities or structures that are incidental and subordinate to the main, permitted use of a property.

**Variance:** A modification of the strict terms of this Ordinance granted by the Board of Zoning Appeals where such modification will not be contrary to the public interest, and where, owing to conditions peculiar to the property and not as a result of any action on the part of the property owner, a literal enforcement of this Ordinance would result in unnecessary and undue hardship, and where such modification will not authorize a principal or accessory use of the property which is not permitted within the Zoning District in which the property is located.

**Vehicle Sign:** A permanent or temporary sign affixed, painted on, or placed in or upon any vehicle, trailer or other device capable of being towed, the primary purpose of which is to attract the attention of the public rather than to serve the business of the owner thereof in the manner which is customary for said vehicle, provided that this definition does not include any signs which are required by any unit of government and does not include a single sign placed on a single vehicle or trailer at a residence of an individual which sign identifies the vehicle or trailer as being for sale.

**Wall Sign:** Any sign that is permanently affixed to the face of a wall, roof, awning, marquee, or canopy s of the building which houses the business or organization the sign advertises. The sign shall be affixed parallel to the wall or printed on the wall of any building in such a manner as to read parallel to the wall on which it is mounted; provided however, said wall sign shall not project above the top of the wall or beyond the end of the building.

**Watchmen/Caretaker Dwelling:** A residential unit located on a commercial or industrial property to house a person who is responsible for overseeing the premises, ensuring security, or performing maintenance.

**Water Tower:** A structure designed to store water at an elevated height.

**Water Oriented Uses.** A use that is located over or is otherwise reliant on its proximity to the water. These uses include, but are not limited to, docks, piers, and wharfs.

**Wholesale and warehouse in enclosed building:** The use of a building or facility primarily for the bulk storage, distribution, and sale of goods to retailers, commercial businesses, or other wholesalers.

**Window Band Sign:** A sign consisting of a continuous band of wording located on window(s).

**Window Sign:** Any sign which is painted on, applied to, or projected upon or within the exterior or interior of a building glass area, including doors, or located within five (5) feet of the interior of a building glass area, including doors, whose identification, message, symbol, insignia, visual representation, logotype, or any form which communicates information, can be read from off premises, contiguous property or public right-of-way.

**Yard:** An open space on the same lot ~~with~~ as the principal building, open, unoccupied, and unobstructed by buildings from the ground to the sky except as otherwise provided in this Ordinance.

**Front Yard:** A yard extending across the full width of the lot, the depth of which is the horizontal distance between the street and the front building line ~~(see Figure).~~

**Rear Yard:** The yard extending across the rear of the lot between inner side yard lines ~~(see Figure).~~

**Side Yard:** A yard extending along the side lot line from the front yard to the rear lot line and lying between the side lot line and the building line ~~(see Figure).~~

**Zoning Administrator:** The local official responsible for granting permits and interpreting the regulations contained herein.

~~ZONING ORDINANCE: The officially adopted Zoning Ordinance of the City of Georgetown, South Carolina.~~

## Article IV: Establishment of Districts

### 400 Establishment of Districts

**400.101** For the purpose of this Ordinance, the City of Georgetown, as specified on the Official Zoning Map for the City of Georgetown, is hereby divided into the following Zoning Districts:

**400.102** Residential--R1 District (Low Density Residential)

**400.103** Residential--R2 District (Medium Density Residential)

**400.104** Residential--R3 District (Medium to High Density Residential)

**400.105** Residential--R4 District (High Density Residential)

**400.106** Residential --R5 District (High Density Residential)

**400.107** Residential--MR District (Medical Residential)

**400.108** Historical--HB District (Historic Buildings)

**400.109** Commercial--IC District (Intermediate Commercial)

**400.1010** Commercial--CC District (Core Commercial)

**400.1011** Commercial--WC District (Waterfront Commercial)

**400.1012** Commercial--GC District (General Commercial)

**400.1013** Commercial--NC District (Neighborhood Commercial)

**400.1014** Industrial--LI District (Limited Industrial)

**400.1015** Industrial--HI District (Heavy Industrial)

**400.1016** Conservation--CP District (Conservation Preservation)

**400.1017** PD District (Planned Development)

**400.1018** MP District (Master Planned) ~~(amended 5-16-19)~~

~~**400.1019** PS District (Public Service) (amended 11-15-07)~~

**400.1020** REDD District (Redevelopment)

### 401 District Boundaries

The boundaries of the above zoning districts are hereby established as shown on the Official Zoning Map of the City of Georgetown which, together with all explanatory matter thereon, is hereby adopted by reference and declared to be a part of this Ordinance.

**401.1** The Official Zoning Map shall be identified by the signature of the Mayor attested by the City Clerk, and bearing the Seal of the City under the words: "Official Zoning Map; City of Georgetown, South Carolina," together with the date of the adoption of this Ordinance.

**401.2** If, in accordance with the provisions of the Ordinance and Section 6-29-760 of the South Carolina Code of Laws, of 1976, as amended, changes are made in district boundaries or other matter portrayed on the Official Zoning Map, such changes shall be entered on the Official Zoning Map

promptly after the amendment has been approved by the City Council. No amendment to this Ordinance which involves matters portrayed on the Official Zoning Map shall become effective until after such change has been made on said map.

**401.3** No changes of any nature shall be made on the Official Zoning Map or matter shown thereon except in conformity with the procedures set forth in this Ordinance. Any unauthorized change of whatever kind by any person or persons shall be considered a violation of this Ordinance and punishable as provided by law.

## **402 Rules for Interpretation of District Boundaries**

Where uncertainty exists as to the boundaries of districts as shown on the Official Zoning Map, the following rules shall apply:

**402.1** Boundaries indicated as approximately following the center lines of streets, highways, or alleys shall be construed to follow such center lines;

**402.2** Boundaries indicated as approximately following platted lot lines shall be construed as following such lot lines;

**402.3** Boundaries indicated as approximately following City Limits shall be construed as following such City Limits;

**402.4** Boundaries indicated as following railroad lines shall be construed to be midway between the main tracks;

**402.5** Boundaries indicated as following shorelines shall be construed to follow such shorelines, and in the event of change in the shoreline, boundaries indicated as approximately following the center line of streams, rivers, canals, lakes, or other bodies of water shall be construed to follow such center lines;

**402.6** Boundaries indicated as parallel to or extensions of features indicated in subsections ~~402.1~~~~602.4~~ through ~~402.5~~~~602.5~~ above shall be so construed. Distances not specifically indicated on the Official Zoning Map shall be determined by the scale of the map; and,

**402.7** Where physical or cultural features existing on the ground are at a variance with those shown on the Official Zoning Map, or in other circumstances not covered by subsections ~~402.1~~~~602.4~~ through ~~402.6~~~~602.6~~ above, the Board of Zoning Appeals shall interpret the district boundaries.

## **403 Zoning District Definition and Intent**

### **403.1 R1 District (Low Density Residential)**

It is the intent of this district to establish low density residential areas along with open areas which appear likely to develop in a similar manner. The requirements for the district are designed to protect essential characteristics of the district, to promote and encourage an environment for family life and to prohibit all business activities. In order to achieve the intent of the R1 District as shown on the Zoning Map of the City of Georgetown, South Carolina.

### **403.2 R2 District (Medium Density Residential)**

It is the intent of this district to establish medium density residential areas which will provide for single and duplex family units and maintain open space. In order to achieve the intent of the R2 District, as shown on the Zoning Map of the City of Georgetown, South Carolina.

#### **403.3 R3 District (Medium and Limited High Density Residential)**

It is the intent of this district to establish medium to high density residential areas which will provide for single and multi-family dwellings and mobile home units in a manner that will preserve open space, prevent noise, improve visual character of the environment; avoid overcrowding of development on parcels and provide for adequate landscaping and screening of multi-family developments. In order to achieve the intent of the R3 District, as shown on the Zoning Map of the City of Georgetown, South Carolina. ~~(amended 11-15-07)~~

#### **403.4 R4 District (High Density Residential)**

It is the intent of this district to provide areas for high density residential development and open areas where similar development is likely to occur. Limited professional services are permitted in the district provided that they meet applicable standards, and are limited so as not to encourage general business activity. In order to achieve the intent of the R4 District as shown on the Zoning Map of the City of Georgetown, South Carolina.

#### **403.5 R5 District (High Density Residential)**

It is the intent of this district to promote and enhance the development and redevelopment of certain existing neighborhoods, providing for single and multi-family dwellings and maintaining open areas. In order to achieve the intent of the R5 District, as shown on the Zoning Map of the City of Georgetown, South Carolina.

#### **403.6 MR District (Medical Residential)**

It is the intent of this district to provide an area for residential and medical facilities, which will allow for the long-term operation of a hospital facility and its customary ancillary and accessory uses; and also protect adjacent residential property from incompatible land uses. The regulations which apply to and within this district are designed to encourage the existence of an economically viable medical campus. In order to achieve the intent of the MR District as shown on the Zoning Map of the City of Georgetown, South Carolina.

#### **403.7 IC District (Intermediate Commercial)**

It is the intent of this district to establish an area for limited business development which does not create excessive demands for vehicular parking. The requirements of the district are designed to promote business development and to minimize adverse effects to adjoining properties. In order to achieve the intent of the IC District as shown on the Zoning Map of the City of Georgetown, South Carolina,

#### **403.8 CC District (Core Commercial)**

It is the intent of this district to establish an area for concentrated general business development that the general public requires. The regulations are designed to protect the essential characteristics of the district by promotion of business and public uses which serve the general public and to discourage industrial and wholesale developments which do not lend themselves to pedestrian traffic. In order to achieve the intent of the CC District as shown on the Zoning Map of the City of Georgetown, South Carolina,

#### **403.9 WC District (Waterfront Commercial)**

It is the intent of this district to set apart and protect areas considered vital for the maintenance and enhancement of the City's image as a seaport. To these ends, it is intended to permit in such districts

the full range of facilities necessary for successful and efficient utilization of the waterfront. Further, it is the intent of this district that permitted uses be conducted so that noise, odor, dust and glare shall be, to the extent possible, completely confined within enclosed buildings or controlled in other ways so that they do not constitute a public nuisance. This is intended to prevent frictions between uses within the district and also to protect nearby residential districts.

#### **403.10 NC District (Neighborhood Commercial)**

The intent of this district is to establish and reserve appropriate land for local or neighborhood-oriented business purposes. The regulations which apply within this district are designed to encourage the formation and continuance of a stable, healthy, and compatible environment for uses that are located so as to provide nearby residential areas with convenient shopping and service facilities; reduce traffic congestion; avoid the development of strip business districts; and to discourage industrial and other development capable of adversely affecting the localized commercial character of the district. In order to achieve the intent of the NC District, as shown on the Zoning Map of the City of Georgetown, South Carolina

#### **403.11 GC District (General Commercial)**

It is the intent of this district to establish business areas that encourage the grouping of compatible business activities in which parking and traffic congestion can be reduced to a minimum. In order to achieve the intent of the GC District, as shown on the Zoning Map of the City of Georgetown, South Carolina,

#### **403.12 HI District (Heavy Industrial)**

It is the intent of this district to establish industrial areas along with open areas, which will develop in a similar manner. The requirements established in the district regulations are designed to protect the essential characteristics, to promote and encourage industrial wholesaling and business uses and to discourage residential development. In order to achieve the intent of the HI District, as shown on the Zoning Map for the City of Georgetown, South Carolina,

#### **403.13 LI District (Limited Industrial)**

It is the intent of this district to establish areas in which the principal use of land is for light manufacturing and warehousing. It is the intent that permitted uses are conducted so that noise, odor, dust, and glare of each operation are completely confined within an enclosed building. These regulations are intended to prevent frictions between uses within the district and also to protect nearby residential districts. In order to achieve the intent of the LI District, as shown on the Zoning Map of the City of Georgetown, South Carolina,

#### **403.14 CP District (Conservation Preservation)**

The intent of this district to preserve and control development within certain land, marsh and/or water areas of the City which serve as wildlife refuges, possess great natural beauty or historical significance, are utilized for outdoor recreational purposes, provide needed space for the health and general welfare of the City's inhabitants, or are subject to periodic flooding. The regulations which apply within the district are designed to reserve such areas for the purposes outlined herein and to discourage any encroachment by residential, commercial, industrial or other uses capable of adversely affecting the relatively undeveloped character of this district. In order to achieve the intent of the CP District, as shown on the Zoning Map of the City of Georgetown, South Carolina.

#### **403.15 PS District (Public Service)**

The intent of this district is to designate certain areas of town for the use of Public Service facilities. This district is intended to allow for Local, State and Federal governmental agencies as well as Educational Facilities as defined to use with the intent to be harmonious with surrounding zoning districts.

#### **403.16 REDD District (Redevelopment District)**

**403.1601** The Georgetown City Council has determined that new heavy industrial uses are incompatible when in close proximity to the city's downtown, waterfront, historic district, residential neighborhoods, and gateway corridors and intersections. It has been further determined by the council that the discontinuance of incompatible industrial uses is in the long-term interest of the city. These areas should be redeveloped in a manner which improves property value, promotes economic development, and enhances the viability of surrounding residential neighborhoods and businesses, while providing the owners of affected sites flexibility in the transition and repurposing of their lands.

**403.1602** The intent of this Ordinance, and the districts created herein, is to provide a regulatory framework that promotes the thoughtful redevelopment of industrial sites, industrial districts, and adjacent properties in accordance with the City of Georgetown's Comprehensive Plan, including the future land use map, and the City of Georgetown's Official Map. Specifically, the provisions of this Ordinance are designed in furtherance of the comprehensive plan to encourage compatible redevelopment by:

- (1) Allowing a mixture of uses;
- (2) Prohibiting new heavy industrial uses while providing for the conditioned continuation of existing nonconformities;
- (3) Promoting setback, height, and other bulk and dimensional restrictions that are compatible with adjacent districts or provide for reasonable transition;
- (4) Providing density, height, parking, and other development bonuses and design modifications for developments that provide additional open spaces or public amenities;
- (5) Protecting adjacent streets; and
- (6) Protecting adjacent waterfronts and preserving and/or creating viewsheds.

**403.1603** It is recognized that some aspects of the redevelopment and repurposing of former industrial sites may occur in the short term and that other aspects may take years to accomplish. This article and the district created by it provide for short and long-term redevelopment with multiple options designed to afford flexibility to affected property owners. ~~The purposes and intent of each district is further described in Division 2.~~

#### **403.1604 REDD Districts.**

In addition to the districts and overlays provided by ~~this article articles VI and XIII~~, the following districts are hereby created:



## **(1) Base Redevelopment District (REDD-B)**

### **(a) District Intent.**

The intent of the Base Redevelopment District is to provide for lower intensity nonindustrial development while protecting adjacent streets, waterways, and uses from encroachment. This district provides for varying uses but limits intensity through setback, lot size, coverage, density, and other standards. These standards are designed to promote compatible reuse while preserving the higher intensity redevelopment potential of properties. It is anticipated that in the future, properties or portions of the REDDB district may be rezoned to the higher intensity floating zones as property and development conditions warrant.

### **(b) Eligibility for Designation.**

Notwithstanding the provisions of **Section 709 Minimum Area of Zoning District Section 513**, any property, irrespective of lot size, within the city may be zoned as a Base Redevelopment District subject to conformity with the comprehensive plan and the requirements of this Ordinance. A request to rezone a property to an REDD-B may be initiated by the City Administrator, the Planning Commission, the City Council, or by the owner of the property.

## **(2) Redevelopment District Floating Zone 1 (REDD-F1)**

### **(a) District Intent.**

The intent of the Redevelopment District Floating Zone 1 is to provide for development on smaller, pre-existing lots within the REDD. These lots by virtue of their size, location, or lot width may not readily accommodate the setback and coverage requirements of the base district. Also, due to their lot size, these smaller lots would not be eligible for consideration under the other floating zone options provided by this article. This floating zone permits uses similar to the base district and provides reduced setbacks and coverage requirements. This district also allows for light industrial uses as a special exception. It is further intended that this district only be assigned in cases where the orientation of lots allow for self-contained or stand-alone development that do not impact the development of adjacent properties or conflict with the city's official map.

### **(b) Eligibility for Designation.**

Notwithstanding the provisions of **Section 709 Minimum Area of Zoning District Section 513**, any property within the REDD-B district that constituted an existing lot of record of less than three (3) acres in area at the time of this article's adoption may be zoned as a Redevelopment District Floating Zone 1 subject to conformity with the comprehensive plan and the requirements of this Ordinance. A request to rezone a property to an REDD-F1 district may only be initiated by the owner(s) of the property(s).

## **(3) Redevelopment District Floating Zone 2 (REDD-F2)**

### **(a) District Intent.**

The intent of the Redevelopment District Floating Zone 2 is to provide for higher intensity development consistent with approved floating zoning district standards. Further, this district is intended to accommodate imminent development on tracts of three acres or greater. Uses within this district are prescribed by the **ordinance article**; however this



district is intended to allow for design flexibility in setback, height, density, and parking standards and to allow for cluster development. In addition, architectural standards may be customized. This district is designed to encourage development that is compatible with adjacent nonindustrial districts, integration with surrounding development, and provide for the coordination of improvements outlined in the city's comprehensive plan and official map.

**(b) Eligibility for Designation.**

Any property or combination of properties within the REDD-B or REDD-F1 districts that is three acres or greater of contiguous area may be zoned as a Redevelopment District Floating Zone 2 subject to conformity with the comprehensive plan and the requirements of this Ordinance. A request to rezone a property to an REDD-F2 district may only be initiated by the owner(s) of the property(s).

**(4) Redevelopment District Floating Zone 3 (REDD-F3)**

**(a) District Intent.**

The intent of the Redevelopment District Floating Zone 3 is to provide for higher intensity development consistent with approved floating zoning district standards. Unlike the REDD-F2, this district is intended for larger developments and affords the greatest amount of flexibility in design and permissibility of uses of any of the REDD districts. This district is designed to encourage large scale development that can occur in phases and that incorporates the design principles and improvements of the city's comprehensive plan and official map.

**(b) Eligibility for Designation.**

Any property or combination of properties within the REDD-B, REDDF1, or REDD-F2 districts that is ten (10) acres or greater of contiguous area may be zoned as a Redevelopment District Floating Zone 3 subject to conformity with the comprehensive plan and the requirements of this Ordinance. A request to rezone a property to an REDD-F3 district may only be initiated by the owner(s) of the property(s).

**403.1605 District Citation.**

The individual districts may be cited by full title, e.g. Base Redevelopment District or by abbreviated reference, e.g. REDD-B or REDD-B district. Collectively these districts and affected properties may be referred to as "the REDD", "REDD districts" or "REDD properties." The requirements for properties in the REDD-F2 and REDD-F3 are based on the floating zone district standards approved by legislative action of the City Council. As these floating zones are applied, a unique name or identifier will be used as a prefix to the zone's title, for example: "Georgetown Market Village" REDD-F3.

**403.1606 District Assignment.**

Except as provided in this article, properties may be zoned REDD-B and REDD-F1 following the map amendment procedures as provided **Article XXIX: Amendments in Article XVIII** of this Ordinance. The application of REDD-F2 and REDD-F3 floating zones to a particular parcel also constitutes a text and map amendment and requires compliance with **Section 1425 REDD Zoning and Floating Zone Approval Process. Division 8 of this article**, as a requisite to City Council consideration and action.

## 404 Special Districts

### 404.1 Main Corridor Overlay District

It is the intent of this district to delineate a design overlay through the main corridors. The purpose of establishing this overlay is to ~~(1)~~ identify areas of the City which reflect the culture of the City of Georgetown, ~~;(2)~~ protect and enhance the aesthetic and visual character of all commercial and residential development within the overlay district, ~~;(3)~~ promote the cultural, economic and general welfare of the people of Georgetown, ~~;(4)~~ foster civic pride, ~~;(5)~~ encourage harmonious, orderly and efficient growth and development of the City of Georgetown, ~~;~~ and ~~(6)~~ improve property values. ~~(see Article XIII: Design Overlay District For Main Corridors and Appendix C: Design Overlay District for Main Corridors Approval Application).~~

### 404.2 Urban Core Overlay District

~~It is the intent of this district to delineate a design overlay through the main corridors. The purpose of establishing this overlay is to identify areas of the City 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.~~

### 404.3 HB District (Historic Buildings)

It is the intent of this district to ~~(1)~~ protect, preserve and enhance the distinctive architectural and cultural heritage of the City of Georgetown as part of the educational and patriotic heritage of future generations, ~~;(2)~~ promote the cultural, economic and general welfare of the people of the City of Georgetown, ~~;(3)~~ foster civic pride, ~~;(4)~~ encourage harmonious, orderly and efficient growth and development of the City of Georgetown, ~~;~~ to strengthen the local economy, ~~;~~ and ~~(6)~~ improve property values. It is the hope of the City that by encouraging a general harmony of style, form, proportion and material between buildings of historic design and those of contemporary design, the City's historic building district will continue to be a distinctive aspect of the City and will serve as visible reminders of the significant historical and cultural heritage of the City of Georgetown and the State of South Carolina. No building permit for construction, alteration, repair, moving, or demolition to be carried on within the district shall be issued by the Zoning Administrator until it is submitted to the Board of Architectural Review for its approval. (Ord. of 8-17-2000, § 1)

### 405 PD District (Planned Development) ~~(amended 5-17-07)~~ ~~(Amended 5-15-12)~~

The purpose of this district (hereinafter referred to as PD) is to provide opportunities to create more desirable environments through the application of flexible and diversified land development standards under a comprehensive plan and program that is professionally prepared. The PD District is intended to be used to encourage the application of new techniques and technology to community development which will result in superior living or development arrangements with lasting values. It is further intended to achieve economics in land development, maintenance of street systems and utility networks while providing buildings groupings for privacy, usable, attractive open space, green space, buffer zones, safe circulation and the general well-being of the inhabitants.

### 406 Master Planned District ~~(amended 5-16-19)~~

Master Planned (MP) districts ~~are a type of Planned Development District and are~~ established for the purpose of encouraging innovative land planning and site design concepts that support a high

quality of life, and that achieve a high quality of development, environmental sensitivity, energy efficiency, and other City goals as follows:

**406.101** Reducing or diminishing the uniform design that results from the strict application of zoning and development standards that are designed primarily for individual lots.

**406.102** Allowing greater freedom in selecting the means to provide access, open space, and design amenities.

**406.103** Allowing greater freedom in providing a well-integrated mix of residential and non-residential land uses throughout the development and on individual lots, including a mix of housing types, lot sizes, and densities. Mixed uses are strongly encouraged.

**406.104** Providing of an efficient use of land resulting in smaller networks of utilities and streets, and thereby lowering development and housing costs.

**406.105** Promoting quality design and environmentally sensitive development by allowing development to take advantage of special site characteristics, locations, and uses.

**406.106** In specific instances, encouraging quality design and environmentally sensitive development by allowing increases in residential density or non-residential square footage when such increases can be justified by superior design or the provision of additional amenities, such as public open space and natural storm water features.

**406.107** Architectural style must reflect the historic character of the City of Georgetown.

## **406.2 Master Planned District Types**

### **406.201 Master Planned Residential (MP-R):**

The intent of the MP-R district is to provide a mix of residential uses using innovative and creative design elements, while at the same time providing an efficient use of open space. Limited commercial uses will be allowed in the MP-R district to serve the needs of the residents in the development, unless it can be demonstrated that commercial/retail targeted towards the larger community is justified.

### **406.202 Master Planned Commercial (MP-C):**

The intent of the MP-C district is to provide mixed use retail and office development, with limited moderate and higher-density residential uses integrated into the development above street levels and as separate stand-alone uses. MP-C districts must utilize at least two (2) uses.

### **406.203 Master Planned Business/Industrial Park (MP-BIP):**

The intent of the MP-BIP district is to encourage the development of a mix of employment and residential uses (office, research, light industrial, limited commercial, and high-density residential) on appropriate corridors within the city in a planned and aesthetically pleasing way. This is done by allowing design flexibility as well as a mix of uses that are reviewed as a plan for development.

## Article V: Area, Yard, and Height Requirements <sup>[516]</sup>

### 500 Area, Yard, and Height Requirements Table.

| District                          | MINIMUM LOT SIZE                                                        |               | Lot Width at Building Line | MINIMUM SETBACK FROM PROPERTY LINE         |                     |                     |                                                      | Maximum Height of Structure |
|-----------------------------------|-------------------------------------------------------------------------|---------------|----------------------------|--------------------------------------------|---------------------|---------------------|------------------------------------------------------|-----------------------------|
|                                   | Area in Square Feet                                                     | Area in Acres |                            | Front                                      | Side                | Rear                | Principal Street Side on Corner Lot <sup>[511]</sup> |                             |
| R1 Residential                    | 10,000                                                                  | --            | 70                         | 30 <sup>[508]</sup>                        | 10                  | 20                  | 15                                                   | 35                          |
| R2 Residential                    | 8,000 <sup>[501.1]</sup>                                                | --            | 60 <sup>[502.1]</sup>      | 30 <sup>[508]</sup>                        | 10                  | 20                  | 15                                                   | 35                          |
| R3 Residential                    | 8,000 <sup>[501.2,509]</sup><br>12,000 (MF) <sup>[502.1,510.1]</sup>    | --            | 60 <sup>[502.2]</sup>      | 30 <sup>[508]</sup><br>35 <sup>[508]</sup> | 8<br>30             | 10<br>30            | 12<br>45                                             | 35                          |
| R4 Residential                    | 6,000 <sup>[501.2,510.2]</sup><br>10,000 (MF) <sup>[501.2, 510.2]</sup> | --            | 60 <sup>[502.3]</sup>      | 25 <sup>[508]</sup><br>25 <sup>[508]</sup> | 8<br>10             | 10<br>15            | 12<br>15                                             | 35                          |
| R5 Residential <sup>[507]</sup>   | 5,000 <sup>[501.2]</sup>                                                | --            | 50                         | 20 <sup>[508]</sup>                        | 7 <sup>[509]</sup>  | 10                  | 10.5                                                 | 35                          |
| MR Residential <sup>[506.2]</sup> | 10,000                                                                  | --            | 70                         | 30 <sup>[508]</sup>                        | 10                  | 20                  | 15                                                   | 35                          |
| IC Commercial                     | 2,500                                                                   | --            | 25                         | 0 <sup>[503]</sup>                         | 0 <sup>[503]</sup>  | 25                  | 0 <sup>[503]</sup>                                   | 35                          |
| CC Commercial                     | --                                                                      | --            | --                         | --                                         | -- <sup>[504]</sup> | -- <sup>[504]</sup> | -- <sup>[504]</sup>                                  | 45                          |
| WC Commercial                     | 15,000                                                                  | --            | 70                         | 30                                         | 10                  | 20                  | 15                                                   | 35                          |
| GC Commercial                     | 10,000                                                                  | --            | 60                         | 50 <sup>[505]</sup>                        | 10                  | 10                  | 15                                                   | 35                          |
| NC Commercial                     | 6,000                                                                   | --            | 60                         | 25                                         | 8                   | 10                  | 12                                                   | 35                          |
| PS Public Service                 | 10,000                                                                  | --            | 60                         | 50 <sup>[505]</sup>                        | 10                  | 10                  | 15                                                   | 35                          |
| LI Industrial                     | --                                                                      | 1             | 100                        | 40                                         | 20                  | 20                  | 30                                                   | 35 <sup>[506.1]</sup>       |
| HI Industrial                     | --                                                                      | 5             | 300                        | 40                                         | 20                  | 25                  | 30                                                   | 35 <sup>[506.1]</sup>       |
| CP Conservation                   | --                                                                      | --            | --                         | 30                                         | --                  | --                  | --                                                   | 25                          |

### 501 Additional Dwelling Units.

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

**501.2** 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).

### 502 Minimum lot width.

**502.1** For a duplex is 70 feet.

**502.2** For a duplex and multi-family unit is 75 feet.

**502.3** For a duplex and multi-family unit is 70 feet.

### 503 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.

### 504 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.

## 505 Front Yard Setback.

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.

## 506 ~~The~~ Maximum height requirements.

**506.1 Height requirements** may be waived if a permitted use can provide its own fire protection.

**506.2** 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)~~

## 507 Measurement of Setbacks.

Yard requirements from property line measured from face of wall.

## 508 Encroachment into setbacks.

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

## 509 Reduced setbacks for nonconforming lots of record.

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

| Width of Lot   | Minimum Side Yard Setback | Minimum Building Width |
|----------------|---------------------------|------------------------|
| 45 ft to 49 ft | 6 ft                      | 35 ft                  |
| 40 ft to 44 ft | 5 ft                      | 30 ft                  |

## 510 Density of Multi-Family and/or duplex dwelling units.

**510.1** 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)~~

**510.2** 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)~~

## 511 Reference ~~702 Corner Lots. from Article VII, Section 502, Corner Lots.~~

## 512 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. Where the forty-five (45) per cent dimensional and frontage waiver set forth in this section does not provide sufficient relief in order to build, an application may be submitted to the Board of Zoning Appeals for a variance from the terms of this Ordinance, in accordance with variance provisions established by this Ordinance. ~~(amended 1-17-19)~~

## 513 Front Yard.

The front yard requirements of this Ordinance for Residential Districts shall not apply to any lot where the average depth of existing front yards on developed lots, located within one hundred feet on each side of such lot and within the same block and zoning district and fronting on the same street as such lot, is less than the minimum required front yard depth. In such case, the minimum front yard shall be the average of the existing front yard depths on the developed lots.

#### **514 Exception on Height Limits.**

The height limitations of this Ordinance shall not apply to church spires, belfries, cupolas and domes not intended for human occupancy, monuments, water towers, observation towers, transmission towers, windmills, chimneys, smoke stacks, derricks, conveyors, flag poles, radio towers, masts, and aerials.

#### **515 Group Housing.**

In the case of a group housing project of two or more buildings to be constructed on a plot of ground of at least one acre not subdivided into the customary streets and lots, and which will not be so subdivided, or where the existing or contemplated street and lot layout make it impractical to apply the requirements of this Ordinance to the individual building units in such housing projects, an exception to the terms of this Ordinance may be made by the City of Georgetown Zoning Administrator in a manner that will be in harmony with the character of occupancy and which would result in an intensity of land use no higher and a standard of open space no lower than that permitted by this Ordinance in the district in which the project is located, or a smaller area per family than the minimum required in such district, or a greater height or a larger coverage than the requirements of this Ordinance permit in such a district.

#### **516 Dimensional and Density Standards for REDD Districts.**

Dimensional and Density Standards defined for the REDD Districts are listed in Article XIV: Redevelopment District Use Standards.

## Article VI: Provisions Governing Use Districts

### 600 Zoning District Use Classifications Chart **Key**

**600.1** “P” indicates that the use is a permitted use in the Zoning District

**600.2** “C” indicates that the use is a conditional use in the Zoning District. The Article and Section Number noted in the “Conditions” column reference the additional requirements for approval.

**600.3** “SE” indicates that the use is allowed only if reviewed and approved by the Board of Zoning Appeals in accordance with the special exception procedures of this Ordinance. In addition, special exception uses may be subject to compliance with the use specific conditions and all other applicable regulations of this Ordinance.

**600.4** Blank space indicates that the use is not permitted in the Zoning District.

### 601 Residential Use Classifications

| Residential Use Classifications   | R1 | R2 | R3 | R4 | R5 | MR | Conditions   |
|-----------------------------------|----|----|----|----|----|----|--------------|
| Accessory Dwelling                | P  | P  | P  | P  | P  |    |              |
| Adult Mini-day Care               | C  | C  | C  | C  | C  |    | Section 817  |
| Barber Shop                       |    |    |    |    | C  |    | Section 818  |
| Beauty Shop                       |    |    |    |    | C  |    | Section 818  |
| Bed & Breakfast Inn               | C  | C  | C  | C  | C  |    | Section 809  |
| Church                            | C  | C  | C  | C  | C  |    | Section 818  |
| Courthouse                        |    | C  | C  | C  | C  |    | Section 818  |
| Customary General Farming         | P  | P  | P  | P  | P  |    |              |
| Duplex                            |    | C  | C  | C  | C  |    | Section 1007 |
| Eleemosynary Club                 |    |    |    |    | C  |    | Section 818  |
| Fraternal Organization            | C  | C  | C  | C  | C  |    | Section 1104 |
| Funeral Home                      |    |    |    | C  |    |    | Section 1104 |
| Garage Apartment                  |    | P  | P  | P  | P  |    |              |
| Group Dwelling                    |    |    | P  | P  |    |    |              |
| Home Occupation                   | P  | P  | P  | P  | P  | P  |              |
| Hospital                          |    |    |    |    |    | P  |              |
| Accessory Building to Hospital    |    |    |    |    |    | P  |              |
| Library                           |    |    | C  | C  | C  |    | Section 818  |
| Lodges                            |    |    |    |    | C  |    | Section 818  |
| Mini-day Care                     | C  | C  | C  | C  | C  |    | Section 816  |
| Manufactured Home                 |    |    | C  |    | C  |    | Section 1006 |
| Multi-Family                      |    |    | C  | C  |    |    | Section 1005 |
| Multi-level Parking Facility      |    |    |    |    |    | P  |              |
| Museum                            |    |    |    | C  |    |    | Section 818  |
| Non-commercial Accessory Building | P  | P  | P  | P  | P  | P  | Section 802  |
| Not for Profit Clubs              |    |    |    | C  |    |    | Section 1104 |
| Nursing Home                      | C  | C  | C  | C  | C  |    | Section 814  |
| Offices                           |    |    |    | C  |    |    | Section 1104 |
| Park                              | C  | C  | C  | C  | C  |    | Section 818  |
| Post Office                       |    |    |    | C  |    |    | Section 818  |
| Public Assembly Hall              |    |    |    | C  |    |    | Section 818  |
| School for General Education      | C  | C  | C  | C  | C  |    | Section 815  |
| Short-Term Vacation Rental        | C  | C  | C  | C  | C  | C  | Section 1008 |
| Single Family Home                | P  | P  | P  | P  | P  | P  |              |

| <b>Residential Use Classifications</b> | <b>R1</b> | <b>R2</b> | <b>R3</b> | <b>R4</b> | <b>R5</b> | <b>MR</b> | <b>Conditions</b> |
|----------------------------------------|-----------|-----------|-----------|-----------|-----------|-----------|-------------------|
| Solar Energy System                    | C         | C         | C         | C         | C         | C         | Section 828       |
| Substation                             | C         | C         | C         | C         | C         |           | Section 813       |
| Taxi Stand                             |           |           | C         | C         |           |           | Section 1104      |
| Two Family Dwelling                    |           | P         | P         | P         | P         |           |                   |
| Water Tower                            | C         | C         | C         | C         | C         |           | Section 812       |

## 602 Commercial Use Classifications

| <b>Commercial Use Classifications</b>                                   | <b>IC</b> | <b>CC</b> | <b>WC</b> | <b>NC</b> | <b>GC</b> | <b>Conditions</b> |
|-------------------------------------------------------------------------|-----------|-----------|-----------|-----------|-----------|-------------------|
| Adult Day Care Center                                                   |           |           |           |           | C         |                   |
| Animal Hospitals and Veterinary Clinics                                 | C         | C         |           |           | P         | Section 1109      |
| Armory                                                                  | P         |           |           |           | P         | Section 1109      |
| Assembly Halls, Coliseums, Gymnasiums, and Similar Uses                 | C         |           |           |           | P         | Section 1109      |
| Automotive Repair Shop                                                  | P         |           |           |           | P         |                   |
| Automotive Sales and Service (excluding automotive junk yard)           | C         |           |           |           | P         | Section 1109      |
| Automated Teller Machine (free standing)                                | C         |           |           |           | C         |                   |
| Automotive Washing Establishment                                        | C         |           |           |           | P         |                   |
| Bakery                                                                  |           | C         |           | C         |           | Section 1106      |
| Bank                                                                    | C         | P         |           |           | P         | Section 1109      |
| Bank Teller Machine                                                     |           |           |           | P         |           |                   |
| Barber Shop                                                             | P         | P         |           | P         | P         |                   |
| Beauty shop                                                             | P         | P         |           | P         | P         |                   |
| Bed & Breakfast                                                         |           | C         |           | C         |           | Section 809       |
| Billiard Parlor                                                         | C         | P         |           |           | P         | Section 1109      |
| Bingo Parlor                                                            | C         |           |           |           | P         | Section 1109      |
| Boat Sales, Service, and Supplies                                       | C         |           |           |           | P         | Section 1109      |
| Bowling Alley                                                           | C         |           |           |           | P         | Section 1109      |
| Building Supply/Equipment Sales                                         | C         |           |           |           | P         | Section 1109      |
| Bus Station                                                             | C         |           |           |           | P         | Section 1109      |
| Cemetery                                                                | C         |           |           |           | P         | Section 1109      |
| Church                                                                  | C         | P         |           | P         | P         | Section 1109      |
| Club                                                                    | C         | P         |           |           | P         | Section 1109      |
| Cold Storage/Freezer Locker                                             | P         |           |           |           | P         |                   |
| Convenience Commercial Establishment                                    |           |           |           | C         |           | Section 1107      |
| Courthouse                                                              | P         | P         |           |           | P         |                   |
| Day Care Center                                                         |           |           |           | P         | P         | Section 816       |
| Dock, Pier and Wharf                                                    | C         |           | P         |           | P         |                   |
| Dog Pound                                                               |           |           |           |           | C         | Section 821       |
| Drive-in Theater                                                        |           |           |           |           | C         | Section 1108      |
| Electrical Appliance/Equipment Sales and Repair                         | C         |           |           |           | P         | Section 1109      |
| Small Fabricating Shop (including Cabinet, upholstery, and sheet metal) | P         |           |           |           | P         |                   |
| Family Day Care Home                                                    |           |           |           | P         | P         |                   |
| Farm Equipment Sales/Service                                            | C         |           |           |           | P         | Section 1109      |
| Other Financial Institutions                                            | C         | P         |           |           | P         | Section 1109      |
| Fire Station                                                            | P         | P         |           | C         | P         | Section 818       |
| Fraternal Organization                                                  | C         | P         |           |           | P         | Section 1109      |



| <b>Commercial Use Classifications</b>                       | <b>IC</b> | <b>CC</b> | <b>WC</b> | <b>NC</b> | <b>GC</b> | <b>Conditions</b> |
|-------------------------------------------------------------|-----------|-----------|-----------|-----------|-----------|-------------------|
| Funeral Home                                                | C         |           |           | P         | P         | Section 1109      |
| Gas Service Station                                         |           |           |           |           | C         | Section 822       |
| Golf Driving Range and Par 3 Course                         | C         |           |           |           | P         | Section 1109      |
| Greenhouse/Horticulture Nursery                             | C         |           |           |           | P         | Section 1109      |
| Group Dwelling                                              |           | C         |           |           |           | Section 1105      |
| Horse Drawn Carriage                                        |           | C         |           |           |           | Section 1103      |
| Hospital                                                    | C         |           |           |           | P         | Section 818       |
| Hotel                                                       | C         | P         |           |           | P         | Section 1109      |
| Ice Processing and Storage                                  | C         | P         |           |           | P         | Section 1109      |
| Jail                                                        | P         |           |           |           | P         |                   |
| Laundromat                                                  | C         | P         |           | P         | P         | Section 1109      |
| Library                                                     | P         | P         |           |           | P         |                   |
| Lodge                                                       | C         | P         |           | P         | P         | Section 1109      |
| Maintenance Shop                                            | C         |           |           |           | P         | Section 1109      |
| Marina (wet or dry)                                         |           |           | C         |           | C         | Section 1109      |
| Marine-related Storage Yard                                 |           |           | C         |           | C         | Section 820       |
| Miniature Golf and Similar Outdoor Recreational Facilities  | C         |           |           |           | P         | Section 1109      |
| Mini-day Care Center                                        | C         |           |           | P         | P         | Section 1109      |
| Manufactured Home Sales Lot/Office                          |           |           |           |           | C         | Section 823       |
| Mortuary                                                    | C         |           |           |           | P         | Section 1109      |
| Multi-Family Dwelling                                       |           | C         |           |           |           | Section 1105      |
| Museum                                                      | P         | P         |           |           | P         |                   |
| Mini-Shopping Center                                        | P         | P         |           |           | P         |                   |
| News Stand                                                  |           |           |           | P         |           |                   |
| Nursing Home                                                | C         |           |           |           | P         | Section 1109      |
| Office (Business, professional, government)                 | P         | P         |           | P         | P         |                   |
| Park                                                        | C         | C         |           | C         | C         | Section 818       |
| Parking Lot                                                 | P         | P         |           |           | P         |                   |
| Plumbing Shop                                               |           |           |           |           | P         |                   |
| Police Station                                              | P         | P         |           | C         | P         | Section 818       |
| Post Office                                                 | C         | P         |           |           | P         | Section 818       |
| Printing Establishment                                      | P         | P         |           |           | P         |                   |
| Produce Stand and Market (excluding flea market)            | C         |           |           |           | P         | Section 1109      |
| Public Assembly Hall                                        | C         | P         |           |           | P         | Section 1109      |
| Publicly Owned and Operated Buildings, Facilities, and Land |           |           |           | C         |           | Section 1500      |
| Recycling Material Recovery Centers                         |           |           |           |           | C         | Section 818       |
| Repair Shop (excluding automotive)                          | P         | P         |           |           | P         |                   |
| Restaurant (excluding drive-in)                             | C         | P         |           |           | P         | Section 1109      |
| Restaurant                                                  | C         |           |           |           | P         | Section 1109      |
| Retail Store                                                | P         | P         |           |           | P         |                   |
| Schools                                                     | C         |           |           |           | P         | Section 1109      |
| Seafood Establishment (wholesale/retail)                    |           |           | P         |           |           |                   |
| Sign Painting and Fabrication Shop                          | P         |           |           |           | P         |                   |
| Short-Term Vacation Rental                                  |           | C         | C         | C         | C         | Section 1008      |

| <b>Commercial Use Classifications</b>                                             | <b>IC</b> | <b>CC</b> | <b>WC</b> | <b>NC</b> | <b>GC</b> | <b>Conditions</b> |
|-----------------------------------------------------------------------------------|-----------|-----------|-----------|-----------|-----------|-------------------|
| Single Family Dwelling                                                            | C         |           |           | P         | P         | Section 1109      |
| Skating Rink                                                                      | C         |           |           |           | P         | Section 1109      |
| Solar Energy System                                                               | C         | C         | C         | C         | C         | Section 828       |
| Substation                                                                        | C         | P         | C         | C         | P         | Section 813       |
| Taxi Stand                                                                        |           |           |           | P         |           |                   |
| Theater (indoor only)                                                             | C         | P         |           |           | P         | Section 1109      |
| Trucking Terminal/Transfer Co                                                     | C         |           |           |           | P         | Section 1109      |
| Union Hall                                                                        |           |           |           | P         |           |                   |
| Uses Located Over Water                                                           |           | C         |           |           |           |                   |
| Utility Installation                                                              |           |           | C         |           | C         | Section 818       |
| Watchmen/Caretaker Dwelling                                                       |           |           | P         |           | P         |                   |
| Water Tower                                                                       | C         |           |           |           | C         | Section 812       |
| Wholesale and warehouse in enclosed building                                      | P         |           |           |           | P         |                   |
| Uses customarily accessory to permitted uses, but not to include open air storage |           | P         |           | P         |           |                   |

### 603 Other Use Classifications

| <b>Other Use Classifications</b>                              | <b>HI</b> | <b>LI</b> | <b>CP</b> | <b>PS</b> | <b>Conditions</b> |
|---------------------------------------------------------------|-----------|-----------|-----------|-----------|-------------------|
| Accessory Structure (Detached)                                |           |           |           | P         |                   |
| Animal Hospitals and Veterinary Clinics                       |           | P         |           |           |                   |
| Animal Shelter, including crematorium                         | P         |           |           |           |                   |
| Armory                                                        | P         | P         |           | P         |                   |
| Automotive Repair Shop                                        |           |           |           |           |                   |
| Automotive Sales and Service (excluding automotive junk yard) |           | P         |           |           |                   |
| Automotive Washing Establishment                              |           | P         |           |           |                   |
| Bank                                                          |           | P         |           |           |                   |
| Barber Shop                                                   |           | P         |           |           |                   |
| Beauty Shop                                                   |           | P         |           |           |                   |
| Billiard Parlor                                               |           | P         |           |           |                   |
| Bingo Parlor                                                  |           | P         |           |           |                   |
| Boat Sales, Service, and Supplies                             |           | P         |           |           |                   |
| Bowling Alley                                                 |           | P         |           |           |                   |
| Building Supply/Equipment Sales                               |           | P         |           |           |                   |
| Bus Station                                                   |           | P         |           |           |                   |
| Campgrounds                                                   |           | C         |           |           | Section 1206      |
| Cemetery                                                      |           | P         |           |           |                   |
| Church                                                        |           | P         |           |           |                   |
| Club                                                          |           | P         |           |           |                   |
| Cold Storage/Freezer Locker                                   |           | P         |           |           |                   |
| Communications Towers                                         | C         | C         |           |           | Section 1200      |
| Concrete Batching Plant                                       | P         |           |           |           |                   |
| Dock, Pier, and Wharf                                         |           | P         |           |           |                   |
| Dog Pounds                                                    |           | P         |           |           |                   |
| Educational Facility – All Levels                             |           |           |           | P         |                   |
| Electrical Appliance/Equipment Sales and Repair               |           | P         |           |           |                   |

| Other Use Classifications                                                                                                  | HI | LI | CP | PS | Conditions   |
|----------------------------------------------------------------------------------------------------------------------------|----|----|----|----|--------------|
| Employment Agencies                                                                                                        |    |    |    | P  |              |
| Excavation for Development                                                                                                 |    | C  |    |    | Section 1207 |
| Small Fabricating Shop (including Cabinet, upholstery, and sheet metal)                                                    |    | P  |    |    |              |
| Family Day Care Home                                                                                                       |    | P  |    |    |              |
| Farm Equipment Sales/Service                                                                                               |    | P  |    |    |              |
| Financial Institutions (other than banks)                                                                                  |    | P  |    |    |              |
| Fire Station                                                                                                               | P  | P  |    | P  |              |
| Fire Tower                                                                                                                 |    |    | P  |    |              |
| Fraternal Organization                                                                                                     |    | P  |    |    |              |
| Funeral Home                                                                                                               |    | P  |    |    |              |
| Gas Service Station                                                                                                        |    | P  |    |    |              |
| Golf Driving Range, and Par 3 Course                                                                                       |    | P  |    |    |              |
| Government Offices                                                                                                         |    |    |    | P  |              |
| Greenhouse/Horticulture Nursery                                                                                            |    | P  |    |    |              |
| Hospital                                                                                                                   |    | P  |    |    |              |
| Hotel                                                                                                                      |    | P  |    |    |              |
| Ice Processing and Storage                                                                                                 |    | P  |    |    |              |
| Industrial Use/Processing Plant                                                                                            | C  | C  |    |    | Section 1203 |
| Jail                                                                                                                       | P  | P  |    |    |              |
| Judicial Center/Courthouse                                                                                                 |    |    |    | P  |              |
| Laundromat                                                                                                                 |    | P  |    |    |              |
| Law Enforcement                                                                                                            |    |    |    | P  |              |
| Library                                                                                                                    |    |    |    | P  |              |
| Lodge                                                                                                                      |    | P  |    |    |              |
| Maintenance Shop                                                                                                           | P  | P  |    |    |              |
| Manufactured Home Sales Lot/Office                                                                                         |    | C  |    |    | Section 823  |
| Marina (wet or dry)                                                                                                        |    | P  |    |    |              |
| Military Service Building                                                                                                  |    |    |    |    |              |
| Miniature Golf and Similar Outdoor Recreational Facilities                                                                 |    | P  |    |    |              |
| Mini-day Care Center                                                                                                       |    | P  |    |    |              |
| Mortuary                                                                                                                   |    | P  |    |    |              |
| Mini-shopping Center                                                                                                       |    | P  |    |    |              |
| Office (Business, professional, government)                                                                                |    | P  |    |    |              |
| Park                                                                                                                       |    | C  |    |    | Section 818  |
| Parking Lot                                                                                                                |    | P  |    | P  |              |
| Plumbing Shop                                                                                                              |    | P  |    |    |              |
| Police Station                                                                                                             | P  | P  |    |    |              |
| Printing Establishment                                                                                                     |    | P  |    |    |              |
| Private Dock or Boat House                                                                                                 |    |    | P  |    |              |
| Produce Stand and Market (excluding flea market)                                                                           |    | P  |    |    |              |
| Public Utility Line                                                                                                        |    |    | P  |    |              |
| Public Utilities Infrastructure (water storage tanks, water pump station, sewer pump station, telephone switching station, |    |    |    | P  |              |

| <b>Other Use Classifications</b>                                                                                                              | <b>HI</b> | <b>LI</b> | <b>CP</b> | <b>PS</b> | <b>Conditions</b> |
|-----------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------|-----------|-----------|-------------------|
| electrical substation, and natural gas substation)                                                                                            |           |           |           |           |                   |
| Publicly Owned and/or Operated Park, Open Space, Recreational Facility or Use, Boat Landing, Dock, and non-commercial Water Oriented Facility |           | P         | P         |           |                   |
| Recreational Facility                                                                                                                         |           |           |           | P         |                   |
| Recycling Material Recovery Center                                                                                                            | C         | C         |           |           | Section 818       |
| Repair Shop (excluding automotive)                                                                                                            |           | P         |           |           |                   |
| Rescue Squad                                                                                                                                  |           |           |           | P         |                   |
| Restaurant                                                                                                                                    |           | P         |           |           |                   |
| Restaurant (excluding drive-in)                                                                                                               |           | P         |           |           |                   |
| Retail Store                                                                                                                                  |           | P         |           |           |                   |
| School                                                                                                                                        |           | P         |           |           |                   |
| Sexually Oriented Business                                                                                                                    | C         | C         |           |           | Section 1202      |
| Sign Painting and Fabrication Shop                                                                                                            |           | P         |           |           |                   |
| Skating Rink                                                                                                                                  |           | P         |           |           |                   |
| Small Wind Energy System                                                                                                                      | C         | C         | C         |           | Section 808       |
| Solar Energy System                                                                                                                           | C         | C         |           | C         | Section 828       |
| Storage Plant, Tanks, and Businesses                                                                                                          | P         | P         |           |           |                   |
| Storage or Laydown Area                                                                                                                       |           |           |           | C         | Section 1201      |
| Storage Yards                                                                                                                                 | C         | C         |           |           | Section 1201      |
| Substation                                                                                                                                    |           | P         | P         |           |                   |
| Theater (Indoor only)                                                                                                                         |           | P         |           |           |                   |
| Treatment Plant                                                                                                                               |           | C         |           |           | Section 1205      |
| Trucking Terminal/Transfer Co                                                                                                                 |           | P         |           |           |                   |
| Water Tower                                                                                                                                   | P         | P         | P         |           |                   |
| Wholesale and warehouse in enclosed building                                                                                                  |           | P         |           |           |                   |
| Uses customarily accessory to permitted use and structures when located on the same lot as the principal structure                            |           | P         |           |           |                   |

#### 604 Redevelopment District Use Classifications

| <b>REDD Use Classifications</b>                        | <b>REDD-B</b> | <b>REDD-F1</b> | <b>REDD-F2</b> | <b>Conditions</b> |
|--------------------------------------------------------|---------------|----------------|----------------|-------------------|
| Adult Day Care                                         |               |                | P              |                   |
| Armory                                                 | P             | P              | P              |                   |
| Assembly Hall, Coliseums, Gymnasiums, and similar uses |               |                | P              |                   |
| Automated Teller Machine (Free-Standing)               | C             | P              | P              | Section 818       |
| Bakery                                                 | P             | P              | P              |                   |
| Bank                                                   | P             | P              | P              |                   |
| Barber Shop                                            | P             | P              | P              |                   |
| Beauty Shop                                            | P             | P              | P              |                   |
| Bed & Breakfast                                        |               |                | P              |                   |
| Billiard Parlor                                        |               |                | P              |                   |

| REDD Use Classifications                                    | REDD-B | REDD-F1 | REDD-F2 | Conditions     |
|-------------------------------------------------------------|--------|---------|---------|----------------|
| Boat Sales, Service, and Supplies                           |        |         | P       |                |
| Bowling Alley                                               |        |         | P       |                |
| Bus Station                                                 |        |         | P       |                |
| Church and other religious institutions                     |        |         | P       |                |
| Club                                                        |        |         | P       |                |
| Courthouse                                                  |        |         | P       |                |
| Day Care Center                                             |        |         | P       |                |
| Dock, Pier and Wharf                                        | P      | P       | P       |                |
| Family Day Care Home                                        |        |         | P       |                |
| Financial Institutions                                      |        |         | P       |                |
| Fire Station                                                | P      | P       | P       |                |
| Fraternal Organizations                                     |        |         | P       |                |
| Greenhouse/Horticulture Nursery                             | P      | P       | P       |                |
| Group Dwelling                                              |        |         | P       |                |
| Horse Drawn Carriage                                        |        | SE      | P       | Section 1103   |
| Hospital                                                    |        |         | P       |                |
| Hotel                                                       |        |         | P       |                |
| Industrial, Light                                           |        | SE      | P       | Section 1414.1 |
| Library                                                     | P      | P       | P       |                |
| Lodge                                                       |        |         | P       |                |
| Marina (Wet or Dry)                                         |        |         | P       |                |
| Marine Related Storage                                      |        |         | P       |                |
| Mini-Day Care Center                                        |        |         | P       |                |
| Mini-shopping Center                                        | SE     | SE      | P       |                |
| Multi-Family                                                | SE     | SE      | P       | Section 1414.2 |
| Museum                                                      | P      | P       | P       |                |
| News Stand                                                  | P      | P       | P       |                |
| Office (Business, Professional, government)                 | P      | P       | P       |                |
| Park, Active                                                | SE     | SE      | P       |                |
| Park, Passive                                               | P      | P       | P       |                |
| Parking Lot (principal use)                                 | SE     | SE      | P       |                |
| Police Station                                              | P      | P       | P       |                |
| Post Office                                                 |        |         | P       |                |
| Printing Establishment                                      |        |         | P       |                |
| Produce Stand and Market                                    | SE     | SE      | P       |                |
| Public Assembly Hall                                        |        |         | P       |                |
| Publicly Owned and Operated Buildings, Facilities, and Land | P      | P       | P       |                |
| Restaurant (excluding drive-in)                             | SE     | SE      | P       |                |
| Retail Store, Small                                         | P      | P       | P       |                |
| Retail Store, Medium                                        | P      | P       | P       |                |
| Retail Store, Large                                         | SE     | SE      | P       | Section 1414.3 |
| Schools                                                     |        |         | P       |                |
| Seafood Establishment (wholesale/retail)                    |        |         | P       |                |
| Single Family Dwelling                                      |        |         | P       |                |
| Skating Rink                                                |        |         | P       |                |
| Substation                                                  | SE     | SE      | P       | Section 813    |
| Taxi Stand                                                  |        |         | P       |                |
| Theater (indoor)                                            | SE     | SE      | P       |                |

| <b>REDD Use Classifications</b>              | <b>REDD-B</b> | <b>REDD-F1</b> | <b>REDD-F2</b> | <b>Conditions</b> |
|----------------------------------------------|---------------|----------------|----------------|-------------------|
| Trucking Terminal/Transfer Company           |               |                | P              |                   |
| Two-Family Dwelling or Duplex                |               |                | P              |                   |
| Uses Located Over Water                      | P             | P              | P              |                   |
| Watchmen/Caretaker Dwelling                  | P             | P              | P              |                   |
| Water Tower                                  | C             | C              | P              | Section 812       |
| Wholesale and warehouse in enclosed building |               | SE             | P              | Section 1414.1    |

## Article VII: Application of Regulations

### 700 Use

Except as herein provided, no building or land shall hereafter be used and no building or part thereof shall be erected, moved or altered unless for a use expressly permitted by and in conformity with the regulations herein specified for the District in which it is located.

### 701 Street Frontage

Except as herein provided, no building shall hereafter be erected, constructed, moved or relocated on a lot which does not have at least forty feet of frontage on a publicly dedicated and accepted or publicly maintained street. The provisions shall not apply to condominium and townhouse lotting arrangements that are approved by the Planning Commission. Lots which front on culs-de-sac may have a minimum street frontage of thirty feet, provided that the lot width at the building line meets the minimum requirements set forth in **Article V: Area, Yard, and Height Requirements** ~~Article VIII~~. Where a lot exists prior to the adoption of the ~~Zoning~~ **Unified Development** Ordinance without any frontage, the Planning Commission may determine if private access is adequate for the proposed development; however, if the owner of the lot owns adjoining property with street frontage, he must combine said lots to comply with the section. This exception only applies to lots separately owned prior to the enactment of this Ordinance.

### 702 Corner Lots

The minimum width of a side yard along an intersecting street shall be fifty per cent greater than the minimum side yard requirements of the district in which the lot is located.

### 703 One Principal Building on a Lot

Only one principal building or structure and its customary accessory buildings or structures (garage apartments and granny flats where permitted) may hereafter be erected on any lot; except that in the case of condominium, townhouse, shopping center, and motel projects, more than one principal building, as defined in **Article III: Definitions** ~~Section 310~~ may be erected. The Zoning Administrator shall determine whether a structure is a principle or accessory use. Off premise signs existing and permitted as of the date of this Ordinance, and which are located upon a parcel that contains another existing principal building or structure, are hereby declared grandfathered and exempt from this requirement as long as they are not removed from the site or moved to another parcel.

### 704 Reduction of Lot Size

No lot shall be reduced in area so that yards, lot area per family, lot width, building area or other provisions of this Ordinance shall not be maintained.

### 705 Yard and Open Space

No part of any yard or other open space required for any building to comply with the provisions of this Ordinance shall be included, as part of a yard or other open space required under this Ordinance for another building.

### 706 Conformity to Subdivision Regulations

No building permit shall be issued for, or no building shall be erected on any lot within the City unless the streets giving access to the lot on which said building is proposed to be placed shall have been

accepted or opened as a public street prior to that time or unless such street corresponds in its location in line with a street shown on a subdivision plat approved by the City of Georgetown Planning Commission and such approval entered in writing on the plat by the Chairman of the Commission. ~~(see Section 900 for exceptions).~~

## **707 Height and Density**

No building or structure shall hereafter be erected or altered so as to exceed the building height limit, to accommodate or house a greater number of families, or to have narrower or smaller front yards or side yards than are required or specified in the regulations herein for the district in which it is located.

## **708 Annexations**

All territory which may be hereafter annexed into the City of Georgetown, South Carolina, shall be considered to be in the R1 (Low Density Residential) District until otherwise classified.

## **709 Minimum Area of Zoning District**

No tract(s) of land shall be rezoned for a zoning classification different from that of the surrounding properties unless such tract(s) is a minimum of two (2) acres in area. ~~(Amended 5-18-06)~~

## **710 One Principal Use on a Lot**

Only one principal use may be permitted on a parcel with the exception of Planned Developments as defined in Section ~~405 702~~ and the REDD-F2 and REDD-F3 as provided in **Article XIV: Redevelopment District Use Standards** ~~Article XI~~. Parcels that have existing building prior to the adoption of this ordinance may continue use of the building. If the existing use ceases to operate, a new use will not be permitted. If the use ceases for a period of 90 days, the use will no longer be considered existing and will not be eligible for a permit to reopen. A property owner may subdivide the property if all the requirements established in **Article V: Area, Yard, and Height Requirements** ~~Article III~~ of the **Zoning Unified Development** Ordinance can be met.

## **711 Zoning District Requirements**

Unless otherwise specified elsewhere in this Ordinance, uses permitted in Districts shall be required to conform to the following requirements:

**711.1** Shall meet the area, yard and height requirements of **Article V: Area, Yard, and Height Requirements** ~~Article VIII: Area, Yard and Height Requirements~~;

**711.2** Signs permitted within the district, including the conditions under which they may be located, are set forth in **Article XVII: Sign Regulations** ~~Article X: Sign Regulations~~; and

**711.3** All uses permitted within the District shall meet all standards set forth in **Article XVIII: Off-Street Parking** ~~Article XI, Off-Street Parking~~ and other requirements when applicable. CC District is excluded from this requirement.

~~Editor's note (added Article V, Section 514 ord. of 4-21-11 & revised 1-1-19) (Article V, Section 511 amended 12-20-18)~~



## Article VIII: General Provisions

### 800 Agricultural Activity

Permitted uses include agriculture, grazing, horticulture, forestry, dairying, mariculture, aquaculture, sod production, orchards, nurseries, and other commercial farming enterprises. For lots zoned as "CP" (Conservation Preservation), at least fifty percent (50%) of the lot must be actively used for agricultural production to qualify as bona fide agricultural use. Excluded uses include recreation, hunting clubs, fishing clubs, vacant or dormant land, and other similar non-agricultural activities. Commercial logging and timber harvesting operations are also not considered bona fide agricultural uses. Farming activities including plowing, tillage, cropping, seeding, cultivating and harvesting for production of food and fiber products (except commercial logging and timber harvesting operations), the grazing and raising of livestock, aquaculture, sod production, orchards, nursery, and other products cultivated as part of a recognized commercial enterprise.

### 801 Buildings and Structures Allowed in Front of the Principal Building.

The requirement that all accessory buildings and structures are required to be located behind the principal building shall not apply to fences, gasoline service station fuel pump canopies, and signs.

### 802 Accessory Use, Building, Structure. ~~(amended 2-21-08, 12-20-18)~~

No accessory building, structure or use in any district shall be established, erected, or maintained without a principal use or without a permit. Accessory uses, buildings and structures shall not be located forward of the principal structure.

#### 802.1 General Provisions.

All zoning districts shall limit cumulative area of accessory uses, buildings and structures to 10% of the gross square footage of the parcel. A site plan shall be approved by the Zoning Administrator and a permit shall be required.

**802.101** Pools shall not count towards the maximum number of accessory structures but shall count towards maximum gross square footage and shall adhere to setbacks and separation requirements.

**802.102** Commercial Shipping Containers shall only be utilized for Temporary Storage purposes.

**802.103** Temporary storage units shall require a permit, shall not remain on-site for more than 30 days, must be placed out of view from the public right-of-way, and shall be securely anchored. Successive or repeated permits for temporary storage units intended to extend occupancy beyond the 30-day limit shall not be permitted.

#### 802.2 Residential Properties.

Each accessory use, building or structure shall be separated at least six (6) feet from any other building, structure, use or property line.

**802.201** Accessory uses, buildings, and structures in residential zoning districts shall be limited to three (3) per parcel and shall be no more than 20 feet in height.

**802.202** The establishment of any accessory building or structure shall not result in accessory uses, buildings, and structures exceeding 2,500 square feet in total.

**802.203** No one accessory use, building, or structure in a residential zoning district shall exceed the size of the primary accessory use, building or structure.

**802.204** Additions attached to the primary structure via a conditioned walkway, as well as attached decks, carports and garages (open-air or enclosed) shall not be considered accessory structures and must comply with setback requirements as defined in **Article V: Area, Yard, and Height Requirements** ~~Article VIII: Area, Yard and Height Requirements~~ for the applicable zoning district.

**802.205** Buildings or structures either entirely detached or attached via a non-conditioned walkway are to be considered accessory structures.

### **802.3 Commercial and Industrial Properties.**

Each accessory use, building or structure shall be separated at least six (6) feet from any other building, structure or use. Accessory structures must abide by the regulations defined in **Article V: Area, Yard, and Height Requirements** ~~Article VIII~~ for the applicable commercial or industrial zoning district.

## **803 Fences**

### **803.1 Height.**

Fences shall not exceed eight feet in height in R-1, R-2, R-3, R-4 and MR Districts. The maximum height for fences in the IC, CC, GC, LI, and HI Districts shall be twelve feet.

### **803.2 Adequate light and air:**

Fences which are located outside of the normal building setback area that are greater than six feet in height shall be required to be constructed so that opacity levels do not exceed seventy-five per cent. Fences which are constructed within building setback areas may be one hundred per cent opaque.

### **803.3 Historic Buildings District:**

Any fence proposed to be located within the Historic Buildings District shall be reviewed and approved by the Board of Architectural Review prior to construction or erection.

## **804 Vision Clearance**

In all zoning districts established by this Ordinance, except the Core Commercial District and Intermediate Commercial District, no fence, wall, shrubbery, sign, sign structure, building or other obstruction to vision between the height of three feet and ten feet above finished street grade shall be located within the triangular area created by connecting points located on the property line a distance of ten feet and forty feet, respectively, from the corner of all intersections, including driveway intersections. ~~as illustrated below:~~

## **805 Ingress and Egress**

A plan for adequate and safe ingress and egress for all land uses shall be required.

## **806 Flood Protection**

Any structure proposed to be located within a flood hazard area as indicated on the Flood Insurance Rate Map shall meet the requirements of the City of Georgetown Flood Damage Prevention Ordinance. ~~(Ord. of 8-17-2000, §§ 1-4; Ord. of 1-16-2003; Ord. of 9-16-04)~~

## **807 Amusement Machines**

No more than six amusement machines of any class as defined herein may be located and/or operated upon any premises within the City, except in the General Commercial and Intermediate Commercial zoning districts. Of the maximum number of machines allowed, no more than three may be Class III machines as defined in this Ordinance ~~[article]~~.

## **808 Small Wind Energy Systems**

Small Wind Energy Systems are subject to the following requirements:

### **808.1 Review Procedure**

**800.101** Small wind energy systems are an accessory use and permitted in HI, LI, and CP zoning districts. CP allows for educational or demonstration purposes only.

**800.102** No small wind energy system shall be erected, constructed, or installed without a building permit.

**800.103** All small wind energy system requests require a public hearing and approval by Planning Commission.

**800.104** All applications for a small wind energy system must be submitted to and approved by the City Building & Planning Department and Electric Department.

### **808.2 Conditions**

**808.201** Wind turbines as part of a small wind energy system shall not exceed seventy five (75) feet in height measured from the ground level to the tip of a wind generator blade when the tip is at its highest point.

**808.202** The minimum distance between the ground and any part of the rotor blade system shall be thirty (30) feet.

**808.203** The tower shall not be accessible to the public by ladder or step for a minimum of eight (8) feet above ground level.

**808.204** All access doors to wind turbine towers and electrical equipment shall be locked

**808.205** Warning signage shall be placed on wind turbine towers, electrical equipment and wind energy facility entrances.

**808.206** Lighting on tower and blades will meet all FAA requirements

**808.207** Isolation equipment must meet approval of the City Electric Department. Control logic must be in place to isolate turbine from electric system during loss of utility power.

**808.208** Wind turbines must meet all NFPA70, IEEE, and UL Standards All wind turbines shall have an automatic braking, governing or feathering system to prevent uncontrolled rotation, over speeding and excessive pressure on the tower structure, rotor blades and turbine components.

**808.209** Any wind energy system found to be unsafe by the local enforcement officer shall be repaired by the owner to meet federal, state and local safety standards or removed within six months.

**808.2010** Wind turbines shall be limited to one turbine per parcel. Multiple turbines may be located on one parcel in HI and LI if approved by Building & Planning and the Electric Department.

### **808.3 Site Plan and Installation**

- 808.301** Use existing roads to provide access to the facility site, or if new roads are needed, minimize the amount of land used for new roads and locate them so as to minimize adverse environmental impacts.
- 808.302** Clearing of natural vegetation shall be limited to what is necessary for construction, operation, and maintenance.
- 808.303** Electrical controls and control wiring and power lines shall be wireless or underground except where wind farm collector wiring is brought together for connection to the transmission or distribution network, adjacent to that network. All equipment shall be labeled and secured.

### **808.4 Setbacks**

- 808.401** Each wind turbine shall be set back from the nearest residence, school, hospital, church or public library a distance no less than the greater of (a) two (2) times its total height or (b) one thousand (1,000) feet.
- 808.402** All wind power generating facilities shall be located at least 50 feet plus the height of the structure from roads and side and rear lot lines.
- 808.403** Each wind turbine shall be set back from the nearest above-ground public electric power line or telephone line a distance no less than 1.5 times its total height, determined from the existing power line or telephone line.

### **808.5 Nuisance**

- 808.501** Individual wind turbine towers shall be located so that the level of noise produced by wind turbine operation shall not exceed 50 decibels measured at the site property line. The applicant shall mitigate any interference with electromagnetic communications, such as radio, telephone or television signals caused by any wind energy facility.

### **808.6 Environmental and Visual**

- 808.601** Wind turbines shall not be used for displaying any advertising except for reasonable identification of the manufacturer or operator of the wind energy facility. Advertising displays includes, but is not limited to, signs, banners, flag streamers, or other decorative items that are either temporary or permanent.
- 808.602** Wind turbines shall be painted a non-reflective, non-obtrusive color.
- 808.603** The design of the buildings and related structures shall, to the extent reasonably possible, use materials, colors, textures, screening and landscaping that will blend the facility into the natural setting and existing environment.
- 808.604** Appropriate landscaping and/or fencing shall be provided to screen accessory structures and grade level equipment. A six foot high, black vinyl, fence with a locking portal may be required around the facility's tower base if deemed necessary by the Building & Planning Department.
- 808.605** The turbine shall not significantly impair a scenic vista or scenic corridor as identified in the City's comprehensive plan or other published source.

### **808.7 Abandonment**

- 808.701** If any small wind energy system is not operated for a continuous period of 12 months, the Building and Planning Department will notify the landowner by registered mail and provide 45 days for a response.

**808.702** If the owner fails to respond to the notification from the Building and Planning Department, the owner shall remove the small wind energy system at the owner's expense within six (6) months of the date of notification.

### **808.8 Violation**

It is unlawful to erect, construct, install, or operate a small wind energy system that is not in compliance with this ordinance.

### **808.9 Insurance**

Proof of current liability insurance, issued by an insurance company licensed to do business in the state, protecting the licensee and the city from all claims for damage to property and bodily injury, including death, which may arise from operation under or in connection with the encroachment permit. Such insurance shall name the city as an additional insured and shall provide that the policy shall not terminate or be canceled prior to the expiration date without 30 days' advance written notice to the city. The policy shall be a minimum required amount, or higher if deemed necessary by the city's Risk Manager.

## **809 Bed and Breakfast Inns**

Bed and Breakfast Inns are subject to the following requirements:

**809.1** Bed and breakfast inns in any district may have a total of one sign (other than approved directional signs) whose size may not exceed ten square feet, and whose design must be approved in advance by the Board of Architectural Review if the structure is located within the Historic Buildings District.

**809.2** Parking Areas (excluding driveways and handicapped stalls) for bed and breakfast inns shall not be surfaced with any impervious material such as concrete or asphalt. All required parking must be accommodated entirely on-site and must meet the design criteria ~~under Section 402~~ of this Ordinance. Stacking of parking spaces shall not be allowed.

**809.3** Bed and breakfast inns shall be subject to all of the parking and landscaping provisions ~~of Section 402.5~~ of this Ordinance.

**809.4** Bed and breakfast inns are conditionally allowed in the R-1, R-2, R-3, R-4, NC, and CC Zoning Districts. A complete site plan must be submitted to the Zoning Administrator. Such plan shall detail the building location, parking layout, landscaping/buffer requirements, if applicable, and proposed number of rental units.

## **810 Access to vessels containing gambling devices prohibited**

No property, real or personal, within the corporate limits of the City of Georgetown may be used either directly or indirectly to embark or disembark passengers on a vessel containing gambling devices. The term gambling device means any device which, when operated, may deliver as the result of application of an element of chance, any money or property, or by the operation of which a person may become entitled to receive, as the result of the application of an element of chance, any money or property (~~Ord. of 1-17-2002~~).

## **811 Tractor Trailers, Commercial Vehicles, and Buses**

No tractor trailer, commercial vehicle, or bus may be left unattended. Furthermore, no tractor trailer, commercial vehicle, or bus may be left unattended in on-street parking spaces without a commercial pass and approval from the Zoning Administrator. Tractor trailers, commercial vehicles and buses shall

not be used as on-site storage. Delivery trucks are allowed to park for the purpose of unloading and/or loading only.

## **812 Water Towers**

Water Towers are subject to the following requirements:

**812.1** A site plan is reviewed and approved by the Zoning Administrator; and

**812.2** The Zoning Administrator shall establish required setbacks.

## **813 Substations**

Substations are subject to the following requirements:

**813.1** A site plan is reviewed and approved by the Zoning Administrator;

**813.2** There are buffers planted or erected along the side and rear property lines; and

**813.3** The Zoning Administrator shall establish required setbacks.

## **814 Nursing Homes**

Nursing Homes are subject to the following requirements:

**814.1** A site plan is reviewed and approved by the Zoning Administrator;

**814.2** There are buffers planted or erected along the side and rear property lines; and

**814.3** The Zoning Administrator shall determine the traffic impacts of the proposed conditional use.

## **815 Schools offering general education**

Schools are subject to the following requirements:

**815.1** A site plan is reviewed and approved by the Zoning Administrator;

**815.2** There are buffers planted or erected along the side and rear property lines;

**815.3** The Zoning Administrator shall determine the traffic impacts of the proposed conditional use; and

**815.4** The Zoning Administrator shall establish required setbacks.

## **816 Day Care and Mini-day Care Centers**

Day Care and Mini-day care centers are subject to the following requirements:

~~**816.1** Such uses shall be located on arterial or collector streets as shown on the City of Georgetown Major Thoroughfare Plan;~~

**816.2** The boundary of a parcel or lot containing such use shall be separated from the boundary of any parcel or lot containing a mini day care center by not less than three hundred feet;

**816.3** A site plan shall be reviewed and approved by the Zoning Administrator at a meeting in which all property owners within one hundred feet of the subject property have been notified by mail. The site plan shall show the following:

**816.301** Building location, driveways, parking spaces, play area, fencing, landscaping, property lines, etc.;

**816.302** No structured area for active play or play structures shall be located in the front yard or within ten feet of the side or rear lot line. Outdoor play areas shall be screened with not less than a six-foot-high sight-obscuring fence, wall, or hedge;

**816.303** The site shall be landscaped in a manner compatible with adjacent residences; and

**816.304** No structure or decorative alteration that will alter the residential character of an existing residential structure shall be allowed. Any new or remodeled structure shall be designed to be compatible with the residential character of the surrounding neighborhood;

**816.4** Daycare providers in the R4 district shall only be assembled in buildings that were previously of commercial use; never having been a residential dwelling.

### **817 Adult Mini-day Care**

Adult Mini-day care centers are subject to the following requirements:

**817.1** The boundary of a parcel or lot containing such use shall be separated from the boundary of any parcel or lot containing an adult mini day care center by not less than three hundred feet;

**817.2** A site plan shall be reviewed and approved by the Zoning Administrator at a meeting in which all property owners within one hundred feet of the subject property have been notified by mail. The site plan shall show the following:

**817.201** Building location, driveways, parking spaces, outdoor activity area, fencing, landscaping, property lines, etc.;

**817.202** Outdoor activity areas shall be screened with not less than a six-foot-high, sight-obscuring fence, wall, or hedge; and,

**817.203** No structure or decorative alteration that will alter the residential character or an existing residential structure shall be allowed. Any new or remodeled structure shall be designed to be compatible with the residential character of the surrounding neighborhood.

### **818 Other Uses as Indicated in Use Chart**

The following uses require site plan review and approval by the Zoning Administrator. A buffer strip may be provided, if necessary.

**818.1** Church

**818.2** Park

**818.3** Lodge

**818.4** Free Standing ATM

**818.5** Eleemosynary Club

**818.6** Fire Station

**818.7** Barber Shop

**818.8** Beauty Shop

**818.9** Museum

**818.10** Hospital

**818.11** Police Office

**818.12** Public Assembly Hall

**818.13** Post Office

#### **818.14 Utility Installation**

#### **818.15 Recycling Material Recovery Centers**

#### **818.16 Library<sup>1</sup>**

#### **818.17 Courthouse<sup>1</sup>**

#### **818.18 Taxi Stand<sup>1</sup>**

### **819 Uses Located Over Water**

Uses located over water are subject to the following requirements:

**819.1** Such uses be limited to those retail and service functions that can directly attribute increased sales and service volumes to a waterfront location (e.g. restaurants, marine radio repair shops, etc.);

**819.2** Such use shall not generate unusual vehicular parking demands;

**819.3** Such use shall not involve major repairs (engine overhaul, hull scraping or painting, etc.), servicing and refueling of boats, or processing of any kind;

**819.4** Such use shall not include the storage for commercial boats that utilize nets and/or long lines or boats used for industrial purposes such as dredges and barges;

**819.5** Such use shall not be utilized for long-term residency, unless waste disposal is provided by the boat owner;

**819.6** Any first floor deck or structure which extends over water shall be connected to the boardwalk by a walkway to provide public access during normal business hours. Construction shall utilize pilings in order to minimize the need for filling; and

**819.7** Finger pier and deck construction shall comply with the applicable local, state and federal standards and regulations.

### **820 Marine-related Storage Yard**

Marine-related Storage Yards are subject to the following requirements:

**820.1** No storage yard shall be located closer than thirty feet to any street right-of-way, or rear or side property line when such line serves as a boundary for residentially zoned property; and,

**820.2** Adequate buffer strips are established and maintained between the storage yard and any street right-of-way and any property line serving as a boundary for residentially zoned property.

### **821 Dog Pound**

Dog pounds require a larger landscape buffer area.

### **822 Gas Service Station**

Gasoline service stations are subject to the following requirements:

**822.1** All pumps are set back at least twenty-five (25) feet from any street right-of-way;

**822.2** All supporting structures for gas canopies will be set back at least twenty five (25) feet from any street right-of-way. In no event shall a canopy extend beyond the property line over the right-of-way or any other separate parcel.

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<sup>1</sup> The Zoning Administrator shall determine the traffic impacts of the conditional use



**822.3** Any Convenient Store or Restaurant must meet parking space requirements as designated in ~~Article XVIII: Off-Street Parking Article XVII, Parking Requirements.~~

**822.4** Storage and/or service areas are separated from adjoining properties by a buffer strip, fence or wall at least seven (8) feet in height; and,

**822.5** Wrecked or disabled vehicles with current license plates may not be parked in more than 25 % of minimum required designated customer parking spaces or in parking spaces designated for convenience store and/or restaurant

### **823 Manufactured Home Sales Lots and Offices**

Manufactured home sales lots and offices provided any display area for used mobile homes shall not be visible from any public right-of-way.

### **824 Outdoor Open Display**

In all districts, no merchandise for sale, rent, or display shall be located outside of an enclosed building except in conformance with this section.

### **825 Permanent and Routine Displays.**

#### **825.1 General Commercial (GC) & Planned Development (PD).**

The following open displays are permitted in the GC & commercial PD districts, without restriction on the duration or frequency of display:

**825.101** Newspaper containers,

**825.102** vending machines,

**825.103** ATM,

**825.104** automobiles,

**825.105** motorcycles,

**825.106** golf carts and similar motorized vehicles,

**825.107** bicycles,

**825.108** motor homes,

**825.109** travel trailers,

**825.1010** boats,

**825.1011** propane bottle exchange cages,

**825.1012** nursery,

**825.1013** horticulture and agricultural products, and

**825.1014** electrically refrigerated bagged ice machines.

All other displays not mentioned shall be at the discretion of the Zoning Administrator.

#### **825.2 Intermediate Commercial (IC) and Limited Industrial (LI).**

The following open displays are permitted in the IC & LI districts, without restriction on the duration or frequency of display:

- 825.201** Newspaper containers,
- 825.202** vending machines,
- 825.203** ATM,
- 825.204** automobiles,
- 825.205** motorcycles,
- 825.206** golf carts and similar motorized vehicles,
- 825.207** boats,
- 825.208** bicycles,
- 825.209** propane bottle exchange cages,
- 825.2010** horticulture and agricultural products and
- 825.2011** electrically refrigerated block and bagged ice machines.

### **825.3 Neighborhood Commercial (NC).**

The following open displays are permitted in the NC district, without restriction on the duration or frequency of display:

- 825.301** Newspaper containers,
- 825.302** vending machines,
- 825.303** ATM, and
- 825.304** electrically refrigerated bagged ice machines.

### **825.4 Core Commercial (CC), & Public Services (PS).**

The following open displays are permitted in the CC & PS districts, without restriction on the duration or frequency of display:

- 825.401** Newspaper and mail containers and
- 825.402** vending machines.

Displays in the CC district shall obtain an encroachment permit from the Zoning Administrator as pertains to city code Chapter 20-7.

**825.5** The merchandise or rentals permitted in parts (**Sections 825.1-825.4 a-d**) above may be displayed only by the owner of the principal business within the property's boundary and up against the primary structure. No permanent or routine display shall extend over any sidewalk, exception in CC district with an encroachment permit, or be placed in a manner as to block or impede vehicular or pedestrian ingress or egress to a site, or obstruct any parking space required by **Article XIX: Tree Protection Regulations** ~~Article XI~~.

**825.6** For large retail stores of 30,000 sq. ft. or more, outdoor displays may be located forward of the principle structure and shall meet the following:

- 825.601** Setback requirements of the zoning district (**Article V: Area, Yard, and Height Requirements**) ~~(Art. VIII)~~;

**825.602** Fence or landscape buffer that meets the regulations of the applicable Overlay District ~~Article XIII (Overlay District)~~; and

**825.603** A site plan shall be approved by the Zoning Administrator

**825.7** The use of a tent in conjunction with a permanent or temporary display is subject to the limitations imposed by ~~Section 827. See. 442.4.~~

## **826 Temporary Displays.**

**826.1** Temporary outdoor displays are permitted for the following purposes:

**826.101** Religious meetings on church property or in nonresidential districts (GC, CC, NC, IC, LI, PS, & PD);

**826.102** Fund-raising events for local nonprofit organizations, only in nonresidential districts (GC, CC, NC, IC, LI, PS, & PD); and

**826.103** Special sales promotion events for local businesses, licensed in the city, and shall be approved by the Zoning Administrator.

**826.2** Temporary outdoor displays, as provided in ~~Section 826.1 See. 442.3 (a)~~, shall require the issuance of a Special Event Permit, Business License or Peddlers License depending on the type and size of temporary outdoor display. Each permit/license shall warrant an outdoor display for no more than three (3) consecutive days. No more than five (5) permits or licenses authorizing such displays shall be issued per lot within a calendar year.

**826.3** Notwithstanding the limitations imposed by ~~Section 826.2 See. 442.3 (b)~~, on lots containing three or more businesses, where each business has a separate principal entrance, each business may utilize the provisions of this ordinance. Each permit/license shall authorize no more than three (3) consecutive days of temporary outdoor display. No more than five (5) permits or licenses authorizing such displays shall be issued per lot within a calendar year (15 days maximum).

**826.4** Temporary outdoor displays as authorized by this section shall be under a tent and/or within ten (10) feet of the store front. The outdoor displays described above may be displayed only by the owner of the principal business within the property's boundary. No outdoor display shall impede vehicular or pedestrian ingress/egress into a site or building, nor shall any temporary outdoor display obstruct special use parking space(s) (handicap, loading zones, etc.) ~~as required by Article XVIII.~~

## **827 Tents.**

Tents used in conjunction with temporary displays are authorized by this section subject to the following limitations:

**827.1** Except in the CC district, a tent shall not be placed closer than twenty (20) feet from any right of-way or ten (10) feet from any side or rear property line. Tents larger than two hundred (200) square feet shall observe the setback requirements applicable to the zoning district in which the tent is located.

**827.2** The placement of a tent requires the issuance of a Special Event Permit or Peddlers License depending on the type and size of display. Each permit/license shall warrant a tent for no more than three (3) consecutive days. No more than five (5) permits or licenses authorizing such displays shall be issued per lot within a calendar year (15 days maximum). In the case of a temporary outdoor

display, the business license authorizing the placement of a tent is to be issued concurrently with the special event permit or peddlers license.

**827.3** Notwithstanding the limitations imposed by ~~Section 827.2~~ ~~See: 442.4 (b)~~, on lots containing three or more businesses, where each business has a separate principal entrance, each business may utilize the provisions of this ordinance. Each permit/license shall authorize no more than three (3) consecutive days of temporary outdoor display. No more than five (5) permits or licenses authorizing such displays shall be issued per lot within a calendar year (15 days maximum).

## **828 Solar Energy Systems**

Prior to installing any solar energy system, all property owners shall execute an Interconnection Agreement for Customer-Owned Renewable Generation Systems with the City of Georgetown Electric Utility Department. Solar Collectors shall be permitted provided that the following performance standards are met:

**828.1** Roof-mounted residential and non-residential building solar collectors located on front or side building roofs visible from the public right-of-way shall not extend above the peak of the roof place where it is mounted, and no portion of any such solar collector shall extend more than 24 inches as measured perpendicularly to the roof at the point where it is mounted.

**828.2** Roof-mounted residential and non-residential building solar collectors located on the rear or interior side building roofs shall not extend above the peak, or parapet, of the roof plane where it is mounted and no portion of any such solar collector shall extend more than four (4) feet as measured perpendicularly to the roof at the point where it is mounted.

**828.3** Ground- mounted solar collectors, including solar farms, shall not be permitted within the city limits; except for low-voltage, decorative lighting systems and other similar home improvement gadgets not exceeding one (1) square foot.

**828.4** All solar energy system installers shall hold current South Carolina electrical, general contractor, and/or specialty license(s).

**828.5** All solar energy systems shall meet the building code regulations of Chapter 3 (Sec. 324) of the currently adopted International Residential Code (IRC) and Chapter 31 (Sec. 3111) of the currently adopted International Commercial Code (ICC). (\*Section subject to change.)

**828.6** Maximum wattage of any singular solar energy system shall be limited to twenty (20) kilowatts.

**828.7** All utility service lines, except major electrical transmission lines, serving solar energy systems shall be hidden from view of public right-of-ways.

**828.8** Any solar energy system incorporated into a nonresidential building shall be integrated into the basic form and main body of the building. If roof mounted, all solar collector panels shall fit into the form of the roof; if the building's roof is sloped or if "rack" mounting is used on a flat roof, the mounting must be concealed from view at street level. Exposed rack supports and free-standing collectors apart from the main building shall not be permitted.

**828.9** Roof-mounted solar energy systems are allowed to be placed on any accessory or detached structure that can meet ~~Section 828.5 standard #5 above~~, and ~~Article V: Area, Yard, and Height Requirements~~ ~~Article VIII~~ of this ordinance. No free-standing panels shall be allowed.

**828.10** If an active solar or photovoltaic solar system is utilized, all components servicing the collector panels shall be concealed from view, including mechanical piping and conduits.

**828.11** All exposed metal that is part of a solar energy system shall be of a color that will blend into its surroundings.

**828.12** Solar energy systems to be located in the Historic Buildings (HB) Zoning District shall meet the current Design Review Standards and be approved by the Architectural Review Board (ARB) prior to issuance of a permit.

**828.13** Tree trimming for solar exposure is subject to the Tree Protection regulations of **Article XIX: Tree Protection Regulations** ~~Article XII (Section 1201 & 1202)~~ of this ordinance. All Historic Trees, as defined in **Article XIX: Tree Protection Regulations** ~~Article XII (Section 1200)~~, shall hold precedence over solar exposure.

**828.14** If solar energy systems are to be presented to the Planning Commission as part of a Planned Development or Master Planned District, the Planning Commission may include special conditions in their recommendation to City Council to implement the public health, safety, morals, or general welfare of the community set forth in **Article I: Authority and Enactment Clause** ~~Article I~~ of the City of Georgetown **Zoning-Unified Development** Ordinance. City Council may accept, modify, reject, or add additional conditions at its sole discretion.

## **829 Business License.**

Article II, Sec. 13-16 License required. Every person engaged or intending to engage in any calling, business, occupation or profession listed in the rate classification index portion of the article in whole or in part, within the limits of the city, is required to pay an annual license fee and obtain a business license as provided in this article.

~~(Ord. of 3-9-98) (Amended Ord. of 5-17-12) (Ord. of 3-20-14) (Ord. Sec. 439 & 440 of 3-19-15) (Ord. Sec. 441 of 6-15-17) (Ord. Sec. 442 of 9-21-17) (Ord. Sec. 415.302 of 2/21/19) (Ord. Sec. 443 of 2/16/21)~~

## Article IX: Nonconforming Use Standards

### 900 Continued Use of Nonconforming Uses

Nonconforming uses are declared by this Ordinance to be incompatible with permitted uses in the districts involved. However, to avoid undue hardship, the lawful use of any building or land at the time of the enactment of this Ordinance may be continued even though such use does not conform with the provisions of this Ordinance except that the nonconforming building or land use shall not be:

**900.1** Changed to another nonconforming use.

**900.2** Reestablished after discontinuance for one year.

**900.3** Repaired, rebuilt, or altered after damage exceeding fifty percent of its replacement cost at the time of destruction. Reconstruction shall begin within six months after damage is incurred.

**900.4** Enlarged or altered in a manner which increases its nonconformity.

**900.5** Replaced by a nonconforming use of the same type (refers to mobile homes).

**901** ~~Editor's note: At the request of the city, an ordinance adopted Nov. 18, 1999 amended the above § 400(400.5) to read as herein set out. 400.6~~

### 902 Restoration to a Safe Condition

Nothing in this section shall be deemed to prevent the strengthening or restoring to a safe condition any building or part thereof declared to be unsafe by any official charged with protecting the public safety, upon order of such official.

~~(Ord. of 11-18-99) 401 Reserved. (removed 4-20-06)~~

### 903 The date on which the nonconforming land use listed must cease.

~~Such date shall be set forth on a Zoning Compliance letter which may be issued at the request of a property owner or at the discretion of the Zoning Administrator or their designee: the Certificate of Occupancy for each, and if an extension is granted, the termination date of such extension shall be added to the Certificate of Occupancy:~~

| Nonconformities                                                                                                    | In Districts                      | To Be Discontinued Within | Extension Permitted |
|--------------------------------------------------------------------------------------------------------------------|-----------------------------------|---------------------------|---------------------|
| Automobile wrecking, junk, scrap or salvage yards                                                                  | All but Heavy Industrial District | 2 years                   | 6 months            |
| Automotive storage and sale lots, outdoor storage yards for lumber, building materials, and contractor's equipment | Residential                       | 2 years                   | 6 months            |
| Fences, hedges and signs impeding vision at intersections                                                          | All                               | 180 days                  | 30 days             |
| Off-site signs                                                                                                     | All                               | 5 years                   | 1 year              |
| Freestanding mailboxes, newspaper receptacles and other similar structures on private property                     | Historic Buildings District       | 90 days                   | 30 days             |
| Fluttering ribbons, banners and flags                                                                              | All                               | 90 days                   | 30 days             |

## **904 General Provisions Governing Nonconformities in REDD Districts.**

### **904.1 Applicability.**

Notwithstanding the provisions of Section ~~900 400~~, nonconforming uses, structures, lots, and site features within the REDD districts are subject to the requirements of this article.

### **904.2 Continuance.**

Any use, structure, lot, or other property feature that lawfully existed on this article's effective date may continue in accordance with and subject to the limitations imposed by this division.

### **904.3 Determination of nonconformity status.**

The burden of establishing that a use, structure, lot, or site feature is a legal nonconformity, which lawfully existed on the effective date of this article shall, in all cases, be solely upon the ~~property owner~~ zoning administrator.

### **904.4 Incidental Repairs and maintenance.**

Incidental repairs and normal maintenance of nonconformities shall be permitted unless such repairs are otherwise prohibited by this article. Nothing in this article shall be construed to prevent structures from being structurally strengthened or restored to a safe condition, in accordance with an official order of the building official or his/her designee.

### **904.5 Change of tenancy or ownership.**

The status of a nonconformity is not affected by changes of tenancy, ownership, or management and the provisions of this division shall apply to current and subsequent owners and assigns of properties in the REDD.

## **905 Nonconforming Uses in REDD Districts.**

### **905.1 Expansion.**

A nonconforming use shall not be enlarged or expanded unless:



**905.101** Such expansion eliminates or reduces the nonconformity and such expansion or extension conforms to the provisions of this Ordinance; or

**905.102** The expansion is into a part of an existing building or structure that was lawfully and manifestly designed or arranged for such use, provided that no such expansion shall be allowed if it displaces a conforming use defined herein; or

**905.103** Such expansion is an expansion of an existing nonconforming HI (Heavy Industrial) use or is a use accessory to the principal existing nonconforming Heavy Industrial use.

## **905.2 Change of use.**

A nonconforming use may not be changed to any use other than a use allowed in the zoning district in which it is located.

## **905.3 Abandonment and loss of nonconforming status.**

**905.301** Once a nonconforming use, which lawfully existed on the effective date of this Ordinance, is abandoned, the use's legal nonconforming status shall be lost and the re-establishment of a nonconforming use shall be prohibited. Any subsequent use of the property shall comply with the regulations of the REDD district in which it is located.

**905.302** The abandonment of a nonconforming use and any related building(s) or structure(s) shall be deemed to have occurred upon any one or more of the following for more than three hundred sixty five (365) consecutive days or more than three hundred sixty five (365) days in any two consecutive years:

- (1) Abandonment, as defined in **Article III: Definitions Section 2102.4** of this Ordinance, including but not limited to, the cessation of production or processes for which the nonconforming use was intended, unless cessation is due to an official labor action, including a labor lockout or labor strike; or
- (2) The vacating of the premises; or
- (3) Failure to secure or maintain licenses, permits, or regulatory approvals necessary for operation, unless such licenses, permits, or regulatory approvals are required because Damage or Destruction, regulated by Sections **905.4 and 906.3 Sections 2171.4 & 2172.4 below**; or
- (4) Disconnecting or discontinuing utility service, such as water, gas, or electric service, serving the nonconforming use or property; or
- (5) Removal of buildings, equipment, or fixtures which are necessary for the operation of the nonconforming use; or
- (6) Any structure containing a nonconforming use that has fallen into disrepair and has been deemed unfit for occupancy by the building official, fire marshal, or other competent authority.

## **905.4 Damage or destruction.**

A nonconforming use that is unintentionally damaged or destroyed by force majeure may be restored or re-established to its pre-damaged use, if said use, conforms to the provisions of this Ordinance. The commencement of the 365 days abandonment clause in Section **905.3 2171.3** will go into effect immediately after the event occurs, or upon notification from the city building official that the damaged site can be accessed. The timeline for abandonment will be put on hold once an application



for a city demolition or building permit is submitted for said use. Continued entitlement to the nonconforming use shall be established by the commencement of a continuous process of repair, reconstruction or replacement or in the case of work which cannot commence without first obtaining permits, licenses or approvals required by any governmental authority, then the date of filing of the appropriate applications for the necessary permits, licenses or approvals shall be considered the commencement date.

#### **905.5 Accessory uses.**

No use that is accessory to a principal nonconforming use shall continue after the principal use has ceased, unless it complies with the regulations of this Ordinance.

#### **905.6 Discontinuance in use.**

Any period of time during which all or a portion of a property's use is not continued for the purpose of repair, construction, reconstruction, expansion, modification, or because of an event of Force Majeure, shall not be considered abandonment under this Ordinance. The official commencement for abandonment and the discontinuance of a nonconforming use, as stated in Section **905.3 2171.3**, shall begin upon legal notification by property owner or representative thereof. If the City does not receive notification of abandonment by the nonconforming use, the City shall reserve right of entry to inspect the property of the nonconforming use to confirm abandonment.

### **906 Nonconforming Structures in REDD Districts.**

#### **906.1 Use.**

A nonconforming structure may be occupied by any use allowed in the underlying zoning district. When a nonconforming structure contains one or more nonconforming uses, the nonconforming use of the structure is subject to the requirements of Section **905 2171**.

#### **906.2 Moving or relocation.**

A nonconforming structure may be moved in whole or part to another location on the same lot. A nonconforming structure may be moved to another lot provided that the dimensional and use requirements of the lot's underlying zoning district can be met.

#### **906.3 Damage or destruction.**

A nonconforming structure that is unintentionally damaged or destroyed by force majeure may be restored or re-established to its pre-damaged design, if said structure, conforms to the provisions of this Ordinance. The commencement of the 365 days abandonment clause in Section **905.3 2171.3** will go into effect immediately after the event occurs, or upon notification from the city building official that the damaged site can be accessed. The timeline for abandonment will be put on hold once an application for a city demolition or building permit is submitted for the damaged structure. Continued entitlement to the nonconforming structure shall be established by the commencement of a continuous process of repair, reconstruction or replacement work, or in the case of work which cannot commence without first obtaining permits, licenses or approvals required by any governmental authority, then the date of filing of the appropriate applications for the necessary permits, licenses or approvals shall be considered the commencement date. Where the building official has determined that damage is fifty (50) percent or more of its pre-damaged appraised value, the structure shall be repaired, reconstructed or replaced using the most recently adopted codes; including but not limited to, building codes, fire codes and flood zone regulations. Where damage is fifty (50) percent or less and such repairs are permitted, said repairs shall be in full compliance with the regulations of this Ordinance.

## **907 Nonconforming Lots in REDD Districts.**

### **907.1 Vacant lots.**

Nonconforming vacant lots may be occupied by a use allowed by the underlying zoning district, provided that the use shall comply with all applicable setbacks. If the applicable zoning district permits a variety of uses or a variety of intensities and one or more uses or intensities would comply with setback and other district standards, while others would not, then only the uses or intensities that would comply with the applicable district standards shall be permitted.

### **907.2 Lots with building(s) or structure(s).**

If a nonconforming lot contains a building or structure on the date on which this article becomes applicable to it, then the owner may continue the use of that building or structure and may reasonably expand the structure in a way that does not increase the degree of nonconformity. For buildings or structures occupied by a permitted use, an increase in the building size shall not be deemed to increase the degree of nonconformity unless it increases the encroachment on a required yard or, in the case of residential occupancy, increases the number of dwelling units on the nonconforming lot.

## **908 Nonconforming Features in REDD Districts**

Except as may be provided elsewhere in this Ordinance, nonconforming features to include a deficiency in the number of required parking spaces, paving, deficiency in landscaping, required illumination, excessive impervious coverage or similar site appurtenance may continue pursuant to the provisions of this section. Any change of principal use, will thereupon require full compliance with the requirements of this Ordinance.

# Article X: Residential Use Standards

## 1000 Exceptions for Existing Residential Footprints

Any single-family dwelling unit (not including mobile or manufactured homes) on any undersized, residentially zoned, lot of record (see [Article V: Area, Yard, and Height Requirements](#) ~~Article VIII~~) that is scheduled to be demolished and rebuilt due to dilapidation, substantial damage, or other acts of God, may subsequently be rebuilt within the existing footprint of the former single-family dwelling unit on said parcel (primary structures only). This shall not apply to dwellings that are over the property line. Property owners should make every attempt to rebuild outside the required setbacks. This exception shall only apply to single-family dwellings when the following requirements are met:

**1000.1** A survey of the original dwelling showing the existing footprint must be made prior to demolition, and

**1000.2** Construction for the new dwelling must start within six (6) months of demolition ([Section 900.3](#) ~~ref. 400.3~~), and

**1000.3** All other regulations of this ordinance shall be met. The new site plan shall be reviewed and approved by the Zoning Administrator.

## 1001 Accessory Dwelling Unit

Such buildings may not exceed 600 square feet in size, and they must meet all applicable building code standards and yard requirements herein. Only one accessory dwelling unit may be constructed on any residential lot, and only in the rear or side yard of a lot.

## 1002 Parking and Storage of Certain Vehicles

Automotive vehicles or trailers of any kind or type without current license plates or inspection stickers shall not be parked or stored on any residentially zoned property other than in completely enclosed buildings.

## 1003 Home Occupation

**1003.1** No person other than a resident of the dwelling shall be employed in connection with a home occupation, except that no more than one (1) assistant may be employed by the following: lawyer, physician, dentist, chiropractor, or family day care home operator.

**1003.2** No mechanical equipment shall be installed or used in a home occupation other than that which is normally utilized for domestic or professional purposes.

**1003.3** Not more than twenty-five percent (25%) of the total floor area of any dwelling shall be used for a home occupation.

**1003.4** A home occupation shall not generate vehicular or pedestrian traffic in volumes greater than normally expected in a residential neighborhood.

**1003.5** Any parking needs generated by the home occupation shall be accommodated off-street, preferably in the side or rear yard.

## 1004 R5 Zoning District

**1004.1** The construction of exterior walls located less than seven (7') feet from the property line shall use 2" × 4" wood studs at 16" on center; outside finish shall consist of brick, stucco, fiber cement siding

or other non-combustible siding over a vapor retarder and approved one hour fire rated structural sheathing.

**1004.2** All uses permitted within R5 Districts shall also meet all loading and other requirements set forth in ~~Article XVIII: Off-Street Parking~~ ~~Article XVI: Off-Street Parking~~.

## **1005 Multi-Family Dwellings** ~~(amended 11-15-07)~~

Multi-family dwellings are subject to the following requirements:

### **1005.1 Buffer Requirements/Green space requirements.**

For the prevention of noise, improving of visual character and generally more pleasing environment, adequate landscaping and screening shall be required for all multi-family developments within the district. For developments containing 2 acres or more a minimum 20 foot exterior landscaping buffer shall be required around the entire development where the development is adjacent to properties and or public right of ways. For developments less than 2 acres, a minimum 10 foot exterior landscaped buffer shall be required around entire development where the development is adjacent to properties and or public right of ways. Twenty percent (20%) Green Space or Open Space is required.

### **1005.2 Building Separation**

Each structure shall be a minimum of fifteen (15) feet from any other structure within the development.

### **1005.3 Density**

To avoid concentration and overcrowding of land and to preserve open space and quality of life the density shall be calculated as follows. Net acre shall be calculated by the units per acre excluding the streets, rights of ways, dedicated easements, wetlands, and ponds.

#### **1005.301 R-3 Zoning District**

Multi-family 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)~~

#### **1005.302 R-4 Zoning District.**

Multi-family 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, right of ways, dedicated easements, wetlands and ponds. ~~(amended 11-15-07, 2/21/19)~~

### **1005.4 Parking:**

Onsite parking shall be required at two spaces per dwelling unit. Recreation centers/amenities center shall be based on square footage of building as provided for in this ordinance.

## **1006 Manufactured Homes**

Manufactured Homes are subject to the following requirements:

**1006.1** No more than one manufactured home shall be located on a given lot;

**1006.2** Such uses shall be occupied as permanent dwellings; and,

**1006.3** All towing devices, wheels, axles, and hitches must be removed.

**1006.4** Structures must be placed on a foundation consisting of footings and piers which meet the requirements of the Manufacturers Installation Manual or Section 19-425.39 of the South Carolina Manufactured Housing Board.

**1006.5** Permanent landing and steps with handrails are required at all exterior doorways,

**1006.6** Skirting or a curtain wall, not pierced except for required ventilation and access doors must be installed and must consist of brick masonry, vinyl, or similar materials designed and manufactured for permanent outdoor installation.

**1006.7 Existing Manufactured Homes in the R5 Zoning District.**

Any mobile home or manufactured home, as those terms are defined in ~~Article III: Definitions Art III, 334, 335~~ of the ~~Zoning-Unified Development~~ Ordinance, 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. ~~(Ord. of 3-20-14)~~

**1006.8 Mobile Homes**

All mobile homes as defined in ~~Article III: Definitions Art. III, 335~~ must meet Chapter 79 under Code Section 40-29-10 of the SC Code of Regulations. This regulation includes 79-43 “Used Manufactured Home Minimum Habitability Requirements.” Any home moved onto a lot must be inspected and approved before a permit is issued. In addition, the home must meet zoning requirements for setbacks outlined in ~~Article V: Area, Yard, and Height Requirements Article VII~~ and compliant with ~~419.1-419.6~~ requirements for manufactured homes. ~~(Ord. of 3-20-14)~~

**1007 Duplexes**

Duplexes are subject to the following requirements:

**1007.1 Density**

To avoid concentration and overcrowding of land and to preserve open space and quality of life the density shall be calculated as follows. Net acre shall be calculated by the units per acre excluding the streets, rights of ways, dedicated easements, wetlands, and ponds.

**1007.101 R-3 Zoning District**

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)~~

**1007.102 R-4 Zoning District**

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)~~

**1007.2 Building Separation**

Each structure shall be a minimum of fifteen (15) feet from any other structure within the development.

### 1007.3 Parking

Onsite parking shall be required at two spaces per dwelling unit. Recreation centers/amenities center shall be based on square footage of building as provided for in this ordinance.

## 1008 Short-Term Vacation Rentals

Short-term vacation rentals are subject to the following requirements:

### 1008.1 Applicability, Definition, Purpose

#### 1008.101 Business license

~~A is a~~ document executed by a short-term vacation owner certifying that the short-term vacation unit complies with applicable zoning, building, health and safety code provisions. No person shall allow occupancy or possession of any short-term vacation rental unit if the premises is in violation of any applicable zoning, building, health and safety code provisions.

#### 1008.102 Short-term vacation rental

~~An means an~~ accommodation for transient guests where, in exchange for compensation, a residential dwelling unit is provided for lodging for a period of time not to exceed thirty (30) consecutive days. Such use may or may not include an on-site manager. For the purposes of this definition, a residential dwelling shall include all housing types and shall exclude group living, hotel/motel, or other lodging uses.

#### 1008.103 Short-term vacation rental agent

A ~~means a~~ natural person or agency designated by the owner of a short term vacation rental on the short-term vacation rental business license application. Such person shall be available for and responsive to contact at all times and someone who is customarily present at a location within the city for purposes of transacting business.

#### 1008.104 Short-term vacation rental operator

Any property owner who receives payment for operating a residential dwelling unit, or portion thereof, as a short-term rental.

#### 1008.105 Short-term vacation rental occupants

~~means~~ Guests, tourists, lessees, vacationers or any other person who, in exchange for compensation, occupy a dwelling unit for lodging for a period of time not to exceed thirty (30) consecutive days.

#### 1008.106 Purpose.

It is the purpose of this section to protect the public health, safety and general welfare of individuals and the community at large; to monitor and provide reasonable means for citizens to mitigate impacts created by occupancy of short-term vacation units; Establish a system to track and manage STVR inventory in the city; and to implement rationally based, reasonably tailored regulations to protect the integrity of the city's neighborhoods.

#### 1008.107 Maximum number allowed.

At no time shall the maximum number of residential dwelling units used as short-term vacation rentals exceed 250 properties (the "Cap"), ~~except as otherwise set forth in Section 441.4.~~ The proposed CAP can be changed if needed by City Council.

## **1008.2 Short-term vacation rental business license.**

No person shall rent, lease or otherwise exchange for compensation all or any portion of a dwelling unit as short-term vacation rental, ~~as defined in Section 441.2~~, without first obtaining a business license from the Revenues Manager and complying with the regulations contained in this section. No business license issued under this section may be transferred or assigned or used by any person other than the one to whom it is issued, or at any location other than the one for which it is issued.

## **1008.3 Application for short-term vacation rental permit and short-term vacation rental business license.**

### **1008.301 Short-term vacation rental permit.**

To operate each short-term vacation rental, a property owner must obtain a short-term vacation rental permit from the Planning and Community Development Department, which must be applied for on an annual basis no later than May 1 as follows:

### **1008.302 Short-term vacation rental permit requirements.**

The following requirements must be met prior to issuance of a short-term vacation rental permit.

- (1) The approved short-term vacation rental application.
- (2) Payment of short-term vacation rental permit application fees; and

### **1008.303 Annual registration.**

- (1) The Short-term vacation rental permit application and registration fees shall be paid at the time the application is submitted. Any outstanding penalty fees must be paid prior to an application being reviewed. For current Short-term vacation rental operators, applications must be submitted and associated fees paid, starting April 1, and ending May 1. Current Short-term vacation rental operators that submit an application by the May 1 deadline and are able to provide proof that all requirements were met during the previous operating year, shall not be subject to the cap, as set forth in ~~this ordinance 441.2~~. Applications received from current Short-term vacation rental operators after May 1 will be subject to the “cap”, as set forth in ~~this ordinance 441.2~~, and will be treated as a new Short-term vacation rental operator application.
- (2) Beginning April 1, STVR applications may be considered, starting with the waitlist, for issuance of an STVR permit.
- (3) Beginning April 1, STVR applications may be considered, starting with the waitlist, for issuance of an STVR permit if the cap has not been reached after current STVR operators have completed their applications. Any application received for an STVR that was illegally operating the prior year will be assessed a penalty fee of \$500 in addition to the standard permit fees. If an application is found to be incomplete, the primary contact will be notified, and will have ten business days to submit missing information. If not received within ten business days of notification, the application will be denied.
- (4) It shall be a violation of this subsection for an owner to intentionally provide inaccurate information for the registration of a residential dwelling unit used as an STVR, or to fail to provide information required by the application form.
- (5) At the time of the application, a non-refundable application fee of \$250 shall be paid for owner-occupied STVRs. In the case of whole-house rentals and ADUs (accessory Dwelling



Units), a non-refundable application fee of \$500 shall be paid. These fees are established by City Council and may be changed from time to time during the budget process. Applications must be submitted annually with a renewal fee of \$250.

#### **1008.304 Short-term vacation rental agent.**

The owner of a short-term vacation rental shall designate a short-term vacation rental agent on its application for a short-term vacation rental license. A property owner may serve as the short-term vacation rental agent. Alternatively, the owner may designate a natural person as his or her agent who is over age eighteen (18).

#### **1008.305 The duties of the short-term vacation rental agent are to:**

- (1) Be reasonably available to handle any problems arising from use of the short-term vacation rental unit;
- (2) Appear on the premises of any short-term vacation rental unit within one (1) hour following notification from the city of issues related to the use or occupancy of the premises. This includes, but is not limited to, notification that occupants of the short-term vacation rental unit have created unreasonable noise or disturbances, engaged in disorderly conduct or committed violations of the City of Georgetown Code of Ordinances and/or **Zoning-Unified Development Ordinance** or other applicable law pertaining to noise, disorderly conduct, overcrowding, consumption of alcohol or use of illegal drugs. Failure of the agent to timely appear to two or more complaints regarding violations may be grounds for penalties as set forth in the section. This is not intended to impose a duty to act as a peace officer or otherwise require the agent to place himself or herself in a perilous situation;
- (3) Receive and accept service of any notice of violation related to the use or occupancy of the premises; and
- (4) Monitor the short-term vacation rental unit for compliance with this section.

**1008.306** An owner may change his or her designation of a short-term vacation rental agent temporarily or permanently; however there shall only be one such agent for a property at any given time. To change the designated agent, the owner shall notify the Zoning Administrator in writing of the new agent's identity, together with all information regarding such person as required by the applicable provisions of ~~this~~ Section **1008 (441)**.

#### **1008.4 Grant or denial of application.**

Review of an application shall be conducted in accordance with due process principles and shall be granted unless the applicant fails to meet the conditions and requirements of this section, or otherwise fails to demonstrate the ability to comply with local, state or federal law. ~~Any~~ False statements or information provided in the application, **or nuisance activities as defined in Chapter 16 and Chapter 20 of the City of Georgetown Code of Ordinances** are grounds for revocation, suspension and/or imposition of penalties, including denial of future applications.

#### **1008.5 Short-term vacation rental units.**

**1008.501** A copy of the short-term vacation rental business license shall be posted within the unit and include all of the following information:

- (1) The name and address of the short-term vacation rental owner and/or agent;
- (2) The business license number;



(3) The maximum number of occupants allowed in the rental unit;

(4) License effective and expiration date; and

**1008.502** Short-term vacation rental units shall be properly maintained and regularly inspected by the owner to ensure continued compliance with applicable zoning, building, health and safety code provisions.

**1008.503** Short-term vacation rental units shall adhere to the off-street parking requirements defined in Section 1810 for Group Dwellings.

#### **1008.6 Short-term vacation regulation procedure.**

**1008.601** To ensure the continued application of the intent and purpose of this section, the Zoning Administrator of the city shall notify the owner of a short-term vacation rental unit of all instances in which nuisance behavior of the rental guest or the conduct of his or her short-term vacation rental unit occupant results in a citation for a code violation or other legal infraction.

**1008.602** The Zoning Administrator shall maintain in each short-term vacation rental location file a record of all code violation charges, founded accusations and convictions occurring at or relating to a short-term vacation rental unit. When a property owner has accumulated three (3) code violations for a particular property within a period of twelve (12) consecutive months, any pending certificates or applications shall be rejected or suspended for a period of twelve (12) consecutive months.

**1008.603** If a short-term vacation rental unit owner has been cited and found to be in violation of any zoning, building, health or life safety code provision, the owner must demonstrate compliance with the applicable code prior to being eligible to receive a short-term vacation rental certificate.

**1008.604** Citations for code violations and any other violation of the city code may be heard by the Zoning Administrator or Code Enforcer of the City of Georgetown.

**1008.605** Violations of this section are subject to fines that can be found in the official records on file with the City Clerk, which shall not be waived or reduced and which may be combined with any other legal remedy available to the City.

**1008.606** A person aggrieved by the city's decision to revoke, suspend or deny a short-term vacation rental certificate may appeal the decision to the Board of Zoning Appeals (BZA). The appeal must be filed with the Zoning Administrator in writing, within thirty (30) calendar days after the adverse action and it shall contain a concise statement of the reasons for the appeal. Timely filing of an appeal shall state the revocation, suspension or denial pending a decision by the BZA.

**1008.607** The Board of Zoning Appeals shall consider the appeal within thirty (30) days after receipt by the zoning administrator of a request unless otherwise agreed in writing by the city and aggrieved party. All interested parties shall have the right to be represented by counsel, to present testimony and evidence, and to cross-examine witnesses. The BZA shall render a determination, which will constitute a final ruling on the application.

**1008.608** Nothing in this section shall limit the city from enforcement of its code, state or federal law by any other legal remedy available to the city. Nothing in this section shall be construed to limit or supplant the power of any city inspector, deputy marshal or other duly empowered code official under the city's ordinances, rules and regulations and the authority granted under state law, as amended, to take necessary action, consistent with the law, to protect the public from

property which constitutes a public nuisance or to abate a nuisance by any other lawful means of proceedings.

**1009 Taxes.**

Short-term vacation rental unit owners are subject to state sales tax, city hospitality and accommodation taxes, business license fees and annual permit fees, and are liable for payment thereof as established by state law and the city code. The city may seek to enforce payment of all applicable taxes to the extent provided by law, including injunctive relief.

## Article XI: Commercial Use Standards

### 1100 Exception for Buildings in the Core Commercial District.

The limitation of not more than four separate commercial establishments in one structure containing a total of not more than 7,500 square feet of floor area shall not apply to buildings in the Core Commercial District.

### 1101 Loading Zones/Space

In the Core Commercial zoning district, loading space constitutes the area in front of the building if space is unavailable on the rear or side of business.

### 1102 Screening

When a commercial or industrial use abuts or is contiguous to a residential use located in any residential district, such commercial or industrial use shall, in addition to meeting the minimum yard requirements of this Ordinance, provide or otherwise establish and maintain an evergreen buffer or screening strip eight feet in width and running the length of the boundary line separating the two uses, or erect and maintain a six foot high masonry or wood fence along the property line between the two uses. This buffer shall not infringe on sight distance at intersections.

### 1103 Horse Drawn Carriage Tours

Horse Drawn Carriage Tours are subject to the following requirements:

#### 1103.1 Permits

No person shall engage in the business of transporting persons in a horse drawn carriage without first having obtained a permit from the Building and Planning Department and a Business License as required in Chapter XIV, Sections 14-53 and 14-56, of The City of Georgetown Code of Ordinances.

#### 1103.2 Fees

The permit fee for a Horse Drawn Carriage Permit shall be Fifty Dollars (\$50.00) annually.

#### 1103.3 Application

Applications for Horse Drawn Carriage Permits shall be submitted to and approved by the Building and Planning Department.

#### 1103.4 Public Property Owned by the City of Georgetown

Horse shall not be housed or kept on public property owned by the City of Georgetown. Loading and unloading of passengers shall not be on public property owned by the City of Georgetown

#### 1103.5 Route and hours of operation

Applicant must provide a map of the proposed routes, including loading zones, prior to issuance of a permit. Applicants must also submit proposed hours of operation prior to issuance of a permit. Any change to the permitted route and hours of operations must be submitted to and approved by the Building and Planning Department. All requirements set forth in Chapter XIV, Section 14-555, of the City of Georgetown Code of Ordinances must be met prior to issuance of a permit.

### **1103.6 Insurance**

No Horse Drawn Carriage Permit shall be valid until a Certificate of an insurance company authorized to transact business in the City of Georgetown, stating that the horse and carriage to which the permit applies is properly insured. Such certificate shall state the name and address of the owner of the horse and carriage, the name of the company to which the permit is issued, the amount and character of the insurance, and a statement that the insurance policy is applicable to passengers lawfully riding in the carriage, others traveling on the way and owners of property on or near the way and said policy shall state that it cannot be revoked or amended without ten (10) days written notice to the Building and Planning Department. The firm, group or individual must provide an indemnification statement releasing the city of any liability associated with the ownership or operation of a horse-drawn vehicle. All other requirements in Article XIV, Section 14-59, of The City of Georgetown Code of Ordinances shall be met prior to issuance of a permit.

### **1103.7 Suspension or Revocation**

The Building Official may suspend, revoke or modify a Horse Drawn Carriage Permit at any time if in his opinion any section of these rules and regulations has been violated, or if in his opinion any such regulation or bylaw of the City of Georgetown has been violated by the holder of a Horse Drawn Carriage Permit. A permit holder shall be notified in writing of any suspensions, revocation or modification stating the specific reason or reasons for the suspension, revocation or modification.

### **1103.8 Transfer or Sale of Permit Prohibited**

No Horse Drawn Carriage Permit shall be sold, assigned or transferred. Any sale, assignment or transfer of said permit shall automatically terminate said permit.

### **1103.9 Advertisements Prohibited**

No advertisements or announcements of any description, other than the name, address and telephone number of the permit holder, shall appear on a Horse Drawn Carriage operated for hire in the Town. ~~This section does not prohibit the posting of rates as required in Section 6 of these rules and regulations.~~

### **1103.10 Soliciting Passengers**

No Horse Drawn Carriage operator shall by means of signal or outcry solicit passengers or business.

### **1103.11 Board of Health Requirements**

Any person holding a permit for a horse drawn carriage must at all times comply with rules and regulations of the Department of Health and Environmental Control (DHEC) which pertain to such operations including stabling of horses.

### **1103.12 Condition Of Horses**

In the event it becomes necessary for the City of Georgetown to engage the services of a licensed veterinarian to investigate conditions of the horse or horses used in conjunction with a permit for a horse drawn carriage. All veterinarian fees shall be the responsibility of the permit holder.

### **1103.13 Offensive Odors**

Permit holders shall at all times maintains their horse drawn carriage in a clean and sanitary condition and free from all offensive odors. Operators of horse drawn carriages shall at all times

provide for proper disposal and sanitation of manure and urine from their horses as set forth in Chapter XIV, Section 14-57, of the City of Georgetown Code of Ordinances.

#### **1103.14 Noise**

Carriages used in a horse drawn carriage operation shall be operated only with rubber or similar material inserted wheels and no bells, gongs or other sound producing devices shall be used on or about any horse drawn carriage. Horses shall be provided with shoes which will provide maximum safety for the horse and produce no unnecessary noise.

#### **1103.15 Loading Zones**

All Passenger loading and unloading and Clean up of Loading zones must met the requirements as set forth in Chapter XIV, Section 14-54 and 14.54.1, of the City of Georgetown Code of Ordinances.

#### **1103.16 Standing of Horse Drawn Carriage**

No operator of a Horse Drawn Carriage shall stand such Horse Drawn Carriage in a designated motor vehicle parking space at any time. Standing of a Horse Drawn Carriage in a prohibited motor vehicle area, such as a no parking zone, yellow zone, taxi stand, bus stops, but excluding pedestrian walk area, is permitted provided such Horse Drawn Carriage is attended by the operator.

#### **1103.17 Horse Care**

All horses used for the purpose of pulling carriages must be tested by the city to ascertain their compatibility for such task. The test will determine the horses' reactions to loud noises, sudden movements and other occurrences likely to be encountered on public streets. Horses used for the purpose of pulling carriages must be treated with care and respect. The provisions of Chapter 3, animals and fowl, of the Code of Ordinances of the City of Georgetown shall apply to all horses. In addition, the city may obtain the services of a veterinarian, at the owner's expense, to examine and treat any horse exhibiting signs of illness, mistreatment or discontent. All horses' feet shall be clad in rubber-coated shoes to reduce the likelihood of damage to public streets. When the outside temperature reaches ninety-five (95) degrees Fahrenheit, all tour operators using live animals to pull a carriage shall cease operation and move the animal to a shaded location until the temperature falls below the ninety-five (95) degree Fahrenheit mark. The city shall provide a thermometer located at City Hall that is readily visible. Furthermore, carriage operators are encouraged to monitor their animal's body temperature and utilize cooling methods such as water soaking or sponging to reduce heat related stress on the animal.

#### **1104 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:

**1104.1** Existing buildings may be utilized provided that the provisions of this Ordinance are met as closely as possible and that:

**1104.2** A site plan is reviewed and approved by the Zoning Administrator.

#### **1105 Multi-family Dwelling or Group Dwelling in CC**

Multi-family Dwelling Units or Group Dwelling in CC ~~is~~ **are** subject to the following requirements:

**1105.1** Such uses shall be allowed on upper floors in combination with permitted commercial and office uses or on separate lots or parcels (Upper floor shall mean the first finished floor at least nine (9) feet above grade);

**1105.2** Such uses shall meet the requirements for off-street parking as determined by the Zoning Administrator.

#### **1106 Bakery**

Bakeries are subject to the following requirements:

**1106.1** All good baked on the premises must be sold only at retail on the premises.

#### **1107 Convenience Commercial Establishments**

Convenience commercial establishments are subject to the following requirements:

**1107.1** Convenience commercial establishments such as grocery stores, drug stores, shoe repair shops and gift shops, provided that:

**1107.101** Such uses are limited to 2,000 square feet of gross floor area; and

**1107.102** No alcoholic beverages are sold.

#### **1108 Drive-in Theaters Drive-in theaters, subject to the following requirements:**

**1108.1** No part of the theater screen, projection booth, or other building shall be located closer than five hundred feet to any property line. No parking space shall be located closer than one hundred feet to any residential district; and,

**1108.2** The theater screen shall not face an arterial or collector street.

#### **1109 IC (Intermediate Commercial) District Provision**

**1109.101** Uses specified under this provision shall comply with GC District requirements in **Article V: Area, Yard, and Height Requirements** ~~Article VIII: Area, Yard, and Height Requirements~~

## Article XII: Industrial Use Standards

### 1200 Communication Towers

#### 1200.1 Communication towers subject to the following Requirements:

**1200.101** The height of the proposed tower does not exceed 200 feet measured from grade;

**1200.102** The proposed tower must be located such that adequate setbacks are provided on all sides to prevent the tower's fall zone from encroaching onto adjoining properties (the fall zone shall be 1 ft for every 1 ft in height of the structure);

- (1) A property owner may appeal to the Board of Zoning Appeals for a reduction in the required fall zone, provided they submit a letter from an Engineer certified in the State of South Carolina, bearing the Engineer's signature and seal, certifying that the reduced fall zone would not pose a safety hazard.

**1200.103** The proposed tower and associated improvements meet applicable zoning district and applicable landscaping and tree protection requirements;

**1200.104** The applicant has attempted to collocate on existing communication towers, building, or other structures and the applicant is willing to allow other users to collocate on the proposed tower in the future subject to engineering capabilities of the structure, frequency considerations, and proper compensation from the additional user;

**1200.105** The proposed tower is only illuminated as required by the Federal Communications Commission, Federal Aviation Administration or other regulatory agencies. Nighttime strobe lighting shall not be incorporated unless required by the Federal Communications Commission, Federal Aviation Administration or other regulatory agency;

**1200.106** The proposed tower and associated structures are appropriately secured by means of walls, fences or other devices; and,

**1200.107** The proposed tower does not include signage of any nature on any portion of the tower, except for any necessary informational or warning signs related to the safe operation of the tower.

#### 1200.2 Applications shall include the following information:

**1200.201** A scaled site plan showing the location of the tower(s), guy anchors (if any), buildings and other structures or improvements, parking, driveways, fences, and protected and protect trees affected by the proposed improvements. Adjacent land uses shall also be noted on the site plan.

**1200.202** The height and typical design of the tower, typical materials to be used, color, and lighting shall be shown on elevation drawings.

**1200.203** Documentation indicating that collocation on existing towers or buildings in the vicinity of the proposed tower was attempted by the applicant but found to be unfeasible, with reasons noted.

**1200.204** Other information as requested by staff to allow adequate review of approval criteria.

## **1201 Storage Yards**

Storage yards, excluding the storage of noxious matter but including junk yards, motor vehicle junk yards and salvage yards are subject to the following requirements:

- 1201.1** Any adverse effects of such uses do not create a nuisance beyond the premises;
- 1201.2** No material shall be placed in any storage yard in such a manner that it is capable of being transferred out of the storage area by wind, water or other causes. All paper, rags, cloth and other fibers and articles involving the same, except during loading and unloading shall be within fully enclosed buildings;
- 1201.3** No storage yard shall be located closer than thirty feet to any street right-of-way, or rear and side property line when such line serves as a boundary for property zoned in a non industrial manner; and,
- 1201.4** Adequate buffer strips are established and maintained in accordance with Section ~~1102 540~~. The Board of Zoning Appeals may modify the buffer strip requirements in situations where abundant buffering exists in the form of vegetation and/or terrain. The board may also approve an alternative method of buffering when planting is not practical.
- 1201.5** In order to lessen the adverse effect on adjoining property, reduce windblown trash and create a more healthful environment, all junk yard material and activities not within a fully enclosed building shall not be located nearer than sixty feet to any street line and shall be surrounded by a buffer strip which may be modified by the Board of Zoning Appeals in situations where abundant buffering exists in the form of vegetation and/or terrain or when other suitable planting is proposed. The Board of Zoning Appeals may also approve an alternate method of buffering when planting is not practical; and,

## **1202 Sexually Oriented Business**

Sexually oriented businesses are subject to the following requirements:

- 1202.1** Such uses shall not be located closer than eight hundred feet from any residentially zoned property or any house of worship, day care center, school, public park, public library, cemetery, city limit line, or any motion picture establishment that shows "G" or "PG" rated movies to the general public on a regular basis;
- 1202.2** Such uses shall not be located closer than one thousand feet from any other sexually oriented business, provided that this shall not apply to any establishment that does not provide adult entertainment more than two times per calendar year. Measurements of distance of separation shall be in a straight line from the closest points of the buildings in which the adult uses are located;
- 1202.3** The interior of the premises shall be configured in such a manner that there is an unobstructed view from a manager's station of every area of the premises to which any patron is permitted access for any purpose excluding restrooms. Restrooms may not contain video reproduction equipment. If the premises has two or more manager's stations designated, then the interior of the premises shall be configured in such a manner that there is an unobstructed view of each area of the premises to which any patron is permitted access for any purpose from at least one of the manager's stations. The view required in this subsection must be direct line of sight from the managers' station; and
- 1202.4** Signs for such uses shall contain no photographs, silhouettes, drawings or other pictorial representations of any manner and shall only contain one or more of the following phrases: "Adult bookstore"; "adult movie theatre" (may also contain "movie titles posted on premises"); "adult



cabaret"; adult entertainment"; or "adult model studio". In addition, signs shall comply with all other requirements for this district.

### **1203 Industrial Processing Plant**

Industrial and processing plants provided that such use shall not be injurious or obnoxious to surrounding development.

### **1204 Landfill**

Landfills are required to have a ten-foot minimum width landscaped buffers shall be established around the perimeter of the site.

### **1205 Treatment Plant**

Treatment plant sites must be suitably screened with a vegetative buffer.

### **1206 Campgrounds**

Campgrounds are subject to the following requirements:

**1206.1** Parcels shall be a minimum of ten (10) acres,

**1206.2** Applicant must submit a development plan according to 1605 ~~See. 300 (300.1-300.6) of the City of Georgetown Land Development Regulations~~ to be approved by the Zoning Administrator,

**1206.3** A minimum 50-foot landscape buffer shall be installed on all sides along with a minimum lot width of 300 feet for this site. Buffer shall contain the minimum number of plantings outlined in ~~Article XIII~~, Section ~~2113 1308~~ of this ordinance. Existing vegetation may count toward or replace this requirement,

**1206.4** If the area is forested at the time of development, trees shall be left between all campsites. Clear cutting of the site is prohibited,

**1206.5** The site must contain the following amenities as a minimum: restrooms or other approved waste disposal method, showers, electricity, water, and parking. Campers that provide self-contained utilities meet the provisions of this section,

**1206.6** Individual camping site requirements: Individual site shall have a minimum distance of fifteen (15) feet between sites and a minimum site width of thirty-five (35) feet,

**1206.7** Maximum length of stay on a particular site shall not exceed ninety (90) days, and,

**1206.8** Accessory use: If a camp store is proposed as part of the campground, it shall be limited to 3,000 square feet without a drive-thru. Additional parking spaces are required based on Article XVIII of this Ordinance.

### **1207 Excavation for Development Permit Required.**

All applications for Excavation for Development are subject to a Land Development Permit issued by the Zoning Administrator. (~~Section 1207 ref. See. 1402~~) Excavation for Development (~~"excavation" defined in See. 371~~) is subject to the following requirements:

**1207.1** Only sand, clay, coquina, topsoil, trees, and/or shrubs shall be excavated,

**1207.2** Excavation must be contained on a site of contiguous land of fifteen (15) or more acres,

**1207.3** Total allowable excavation area shall not exceed 60% of the developable land and/or zoning area,

- 1207.4** Applicant must submit an operational narrative stating date of startup, operation hours, estimated duration of use, equipment to be used, and traffic routes showing entrance/exit onto a major thoroughfare,
- 1207.5** Applicant must submit a development plan to be approved by the Zoning Administrator showing the following:
- 1207.501** Surveyed plat of the property in accordance with the City of Georgetown Land Development Regulations,
  - 1207.502** Exact area where excavation will occur,
  - 1207.503** A natural vegetative buffer to adjoining properties, roadways, and drainage areas of at least fifty (50) feet, -Wetlands, water bodies, and areas subject to flooding; and,
  - 1207.504** Proposed safety fencing and/or gates around excavation area.
- 1207.6** Must submit a reclamation plan including statement of planned rehabilitation, methods of accomplishment, phasing, and timing to be approved by the Zoning Administrator. No permit under this section shall be approved if any portion of the reclamation plan includes a landfill,
- 1207.7** Must submit valid copies and follow current guidelines for all required State (DHEC) and/or Federal (ACE) permits, and
- 1207.8** Must submit a drainage and erosion control plan.

## Article XIII: Conservation Preservation Use Standards

# Article XIV: Redevelopment District Use Standards

## 1400 Summary of Article Provisions

**1400.1** This article creates four redevelopment districts, including a base redevelopment district and three floating zones. Each district allows, but does not require, a mixture of uses with permitted intensities and densities varying by zone. Heavy industrial and similarly incompatible uses are prohibited in the four districts and this article provides nonconformity standards to address the continuation and eventual cessation of these pre-existing uses.

**1400.2** Properties may be rezoned by the City Council to the REDD base district to accommodate the repurposing and transitioning of lands from incompatible industrial or other uses to activities and uses that are economically viable and harmonious with the city’s longstanding commercial and residential districts. The base district allows for lower intensity nonindustrial development and retains many of the non-district specific requirements of the city’s zoning ordinance.

**1400.3** Property owners may choose to proceed with development under the standards of the base district; however, this article provides the authority for the City Council to apply three floating zone options available within the base redevelopment district, each of which are described herein. Property owners may petition for the rezoning of their properties to one of these floating zones. The flexibility afforded by the floating zones varies. Two of the floating zones require the approval by the City Council of a development plan and development zoning text, collectively referred to as floating zone district standards. However, the proposed standards must be in agreement with the comprehensive plan and the requirements of this article and must be approved by the City Council. If approved by City Council, floating zone district standards govern future development of the property within the floating zone.

**1400.4** ~~Table 2101~~ The table below provides an overview of the different requirements and options provided under the four REDD districts.

| Summary of REDD Districts                           |                                |                                  |                                                  |                                                  |
|-----------------------------------------------------|--------------------------------|----------------------------------|--------------------------------------------------|--------------------------------------------------|
| Standards                                           | Base District                  | Floating Zones                   |                                                  |                                                  |
|                                                     | REDD-B                         | REDD-F1                          | REDD-F2                                          | REDD-F3                                          |
| <b>Development Plan Required</b>                    | No<br>(Site Plan Required)     | No<br>(Site Plan Required)       | Yes                                              | Yes                                              |
| <b>Development Zoning Text Required</b>             | No<br>Standards Set by Article | No<br>Standards Set by Article   | Yes                                              | Yes                                              |
| <b>Density Bonus Available</b>                      | No                             | No                               | Yes                                              | Yes                                              |
| <b>Flexible Height Standards</b>                    | No                             | No                               | Yes                                              | Yes                                              |
| <b>Flexible Lot Size Standards</b>                  | No                             | No                               | No                                               | Yes                                              |
| <b>Flexible Parking Standards</b>                   | No                             | No                               | Yes                                              | Yes                                              |
| <b>Flexible Sign Standards</b>                      | No                             | No                               | Yes                                              | Yes                                              |
| <b>Flexible Use Standards</b>                       | No                             | No                               | No                                               | Yes                                              |
| <b>Subject to Design Overlay District Standards</b> | Yes                            | Yes                              | Optional                                         | Optional                                         |
| <b>Heavy Industry Permitted</b>                     | No                             | No                               | No                                               | No                                               |
| <b>Light Industry Permitted</b>                     | No                             | Yes<br>By Special Exception Only | Yes<br>If Authorized by the District’s Standards | Yes<br>If Authorized by the District’s Standards |

## **1401 REDD-B Dimensional and Density Standards**

The following standards shall apply to properties within the REDD-B district.

### **1401.1 Minimum lot size.**

Each lot shall have a minimum area of ten (10) acres.

### **1401.2 Minimum lot width.**

Each lot shall have a minimum lot width of three hundred (300) feet.

### **1401.3 Building coverage.**

The total lot coverage permitted for all buildings shall not exceed ten (10) percent of the lot area, except as provided by Section ~~905.103 2171.1(3)~~.

### **1401.4 Impervious coverage.**

The total lot coverage permitted for all impervious surfaces shall not exceed twenty (20) percent of the lot area, except as provided by Section ~~905.103 2171.1(3)~~.

### **1401.5 Height limit.**

Building and structure height shall not exceed thirty five (35) feet. No building shall exceed two (2) stories.

### **1401.6 Setbacks.**

The minimum setback from property lines shall be as follows:

**1401.601** Front yard: Ninety (90) feet;

**1401.602** Rear yard: Fifty (50) feet;

**1401.603** Side yard: Forty (40) feet; and

**1401.604** Side yard abutting a public street: Sixty (60) feet.

### **1401.7 Special setback from natural water body.**

The minimum setback from a natural water body shall be one-hundred (100) feet. For tidal rivers, bays, or inlets this distance is measured from the mean high water mark. This requirement does not apply to water-oriented uses that are approved as a special exception by the Board of Zoning Appeals.

#### **1401.701 Open Area Required.**

No less than sixty (60) percent of the lot area shall be open area.

#### **1401.702 Open Space.**

Except as may be required for a conditional or special exception use, open space is not required in this district.

#### **1401.703 Density.**

Where multi-family units are permitted as a special exception, density shall not exceed two (2) units per acre (or fractional equivalent thereof) of lot area. REDD floating zones may permit densities in excess of two (2) units per acre as expressly provided by this article.

## **1402 REDD-B Uses.**

Uses permitted by right, by conditional use, and by special exception are provided in **Article VI: Provisions Governing Use Districts and Sections 1413 -1415** ~~Division IV~~ of this article.

## **1403 REDD-F1 Dimensional and Density Standards.**

The following standards shall apply to properties within the REDD-F1 district.

### **1403.1 Minimum lot size.**

Each lot shall have a minimum area of one (1) acre.

### **1403.2 Minimum lot width.**

Each lot shall have a minimum lot width of one hundred (100) feet.

### **1403.3 Building coverage.**

The total lot coverage permitted for all buildings shall not exceed twenty five (25) percent of the lot area.

### **1403.4 Impervious coverage.**

The total lot coverage permitted for all impervious surfaces shall not exceed thirty five (35) percent of the lot area.

### **1403.5 Height limit.**

Building and structure height shall not exceed thirty five (35) feet. No building shall exceed two (2) stories.

### **1403.6 Setbacks.**

The minimum setback from property lines shall be as follows: 1. Front yard: Forty (40) feet; 2. Rear yard: Twenty (20) feet; 3. Side yard: Twenty (20) feet; and 4. Side yard abutting a public street: Thirty (30) feet.

### **1403.7 Special setback from natural water body.**

The minimum setback from a natural water body shall be one-hundred (100) feet. For tidal rivers, bays, or inlets this distance is measured from the mean high water mark. This requirement does not apply to water-oriented uses that are approved as a special exception by the Board of Zoning Appeals.

### **1403.8 Open Area Required.**

No less than forty five (45) percent of the lot area shall be open area.

### **1403.9 Open Space.**

Except as may be required for a conditional or special exception use, open space is not required in this district.

### **1403.10 Density.**

Where multi-family units are permitted as a special exception, density shall not exceed three (3) units per acre (or fractional equivalent thereof) of lot area.

#### **1404 REDD-F1 Uses.**

Uses permitted by right, by conditional use, and by special exception are provided in Division IV of this article.

#### **1405 Redd-F2 Density and Dimensional Standards.**

The following standards shall apply to properties within the REDD-F2 district.

##### **1405.1 Minimum lot size.**

Each lot shall have a minimum area of four thousand (4,000) square feet.

##### **1405.2 Minimum lot width.**

Each lot shall have a minimum lot width of twenty five (25) feet.

##### **1405.3 Building coverage.**

The total lot coverage is established by applicable district standards. The coverage for all building within the floating zone shall not exceed thirty five (35) percent of the net development area.

##### **1405.4 Impervious coverage.**

The total lot coverage is established by applicable district standards. Impervious coverage shall not exceed forty five (45) percent of the net development area.

##### **1405.5 Height limit.**

The maximum building and structure height is established by the district standards.

##### **1405.6 Setbacks.**

The minimum setbacks are established by applicable district standards.

##### **1405.7 Open Area Required.**

No less than forty (40) percent of the net development area shall be open area.

##### **1405.8 Open Space Required.**

No less than twenty five (25) percent of the net development area shall be open space.

##### **1405.9 Density.**

Density shall not exceed five (5) units per acre (or fractional equivalent thereof) of net development area.

##### **1405.10 Clustering.**

The REDD-F2's district standards may provide for cluster development.

#### **1406 REDD-F2 Uses.**

Uses that may be permitted by right, by conditional use, and by special exception are provided in **Article VI: Provisions Governing Use Districts and Sections 1413 -1415** ~~Division IV~~ of this article. The REDD-F2's floating zone may further restrict allowable uses by requiring a higher level of approval procedure but not a lower level approval procedure than is shown in **Section 604 Redevelopment District Use Classifications** ~~Division IV, Table 2142~~. Where uses are further restricted, the floating zone text shall specify those uses which are allowed by right, conditional use, or special exception and provide

conditions, if any, requisite to the establishment of each use. A use which does not appear within ~~Section 604 Redevelopment District Use Classifications Division IV, Table 2142~~ is an unlisted use and is not permitted within an REDD-F2 floating zone.

#### **1407 REDD-F3 Dimensional and Density Standards.**

The following standards shall apply to properties within an REDD-F-3 floating zone.

##### **1407.1 Minimum lot size.**

The minimum lot size is established by the applicable district standards.

##### **1407.2 Minimum lot width.**

Each lot shall have a minimum lot width of twenty (20) feet.

##### **1407.3 Building coverage.**

The total lot coverage is established by the REDD-F3's district standards. The coverage for all building within the floating zone shall not exceed forty (40) percent of the net development area.

##### **1407.4 Impervious coverage.**

The maximum impervious coverage for each lot is established by the REDD-F3's district standards. Impervious coverage shall not exceed fifty (50) percent of the net development area.

##### **1407.5 Height limit.**

The maximum building and structure height is established by the approved district standards.

##### **1407.6 Setbacks.**

The minimum setbacks are established by the approved district standards.

##### **1407.7 Open Area Required.**

No less than thirty five (35) percent of the net development area shall be open area.

##### **1407.8 Open Space Required.**

No less than twenty five (25) percent of the net development area shall be open space.

##### **1407.9 Density.**

Density shall not exceed seven (7) units per acre (or fractional equivalent thereof) of net development area.

##### **1407.10 Clustering.**

The REDD-F3's district standards may provide for cluster development.

#### **1408 REDD-F3 Uses.**

Permitted uses and their location within the district are established by the district standards. In addition to permitted uses, the development's zoning text may provide for alternate uses that may be permitted by right, as a conditional use, or as a special exception.



| Summary of REDD District Dimensional and Density Standards                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                  |                   |             |           |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-------------------|-------------|-----------|
| Standards                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Base District    | Floating Zones    |             |           |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | REDD-B           | REDD-F1           | REDD-F2     | REDD-F3   |
| Minimum Area for District Designation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | None             | None              | 3 acres     | 10 acres  |
| Maximum Area for District Designation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | None             | Less than 3 acres | None        | None      |
| Minimum Lot Size                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 10 acres         | 1 acre            | 4,000 sq ft | Set by DS |
| Minimum Lot Width                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 300 ft           | 100 ft            | 25 ft       | 20 ft     |
| Maximum Building Coverage*                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 10%**            | 25%               | 35%         | 40%       |
| Maximum Impervious Coverage*                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 20%**            | 35%               | 45%         | 50%       |
| Height Limit                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 35 ft            | 35 ft             | Set by DS   | Set by DS |
| Setbacks                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Front            | 90 ft             | 40 ft       | Set by DS |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Rear             | 50 ft             | 20 ft       | Set by DS |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Side             | 40 ft             | 20 ft       | Set by DS |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Street Side Yard | 60 ft             | 30 ft       | Set by DS |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Waterfront       | 100 ft            | 100 ft      | Set by DS |
| Minimum Open Area                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 60%              | 45%               | 40%         | 35%       |
| Minimum Open Space                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | None             | None              | 25%         | 25%       |
| Density (Units per acre)*                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 2                | 3                 | 5           | 7         |
| Notes: The dimensional and density standards illustrated in <b>this table Table 2125</b> are the minimum standards for the above districts. Where the text of this Ordinance provides more restrictive standards than those summarized above, the more restrictive standards shall apply. *Density and coverage bonuses are available in the REDD-F2 and REDD-F3 districts and shall not exceed any density limitations set forth in the comprehensive plan. <b>**Section 2171.1(3) provides an exception to the maximum building and impervious coverage requirements of this division. DS—District Standards</b> |                  |                   |             |           |

#### 1409 Heavy Industrial Uses Prohibited in the REDD Districts.

Notwithstanding any provision to the contrary, new heavy industrial uses are prohibited in the REDD districts. Heavy industrial uses that lawfully existed on the effective date of this article are nonconforming uses in the REDD.

#### 1410 Alternate Development Options Retained.

This article provides various zoning district options and requirements for properties within the REDD. Nothing herein precludes an owner of an REDD property from requesting that it be rezoned to an alternate zoning district as provided in **Article IV: Establishment of Districts Article VI** or petitioning for approval as a planned development district as provided in **Section 2806 Article VII**.

#### 1411 Affect of the Design Overlay District Standards.

Properties located within the REDD-B and REDD-F1 are subject to the standards and requirements of **Article XXI: Commercial Corridor Design Overlay Districts Article XIII: Design Overlay District for Main Corridors**. Properties located within the REDD-F2 and REDD-F3 are subject to the design and appearance standards as specified in the approved floating zone district standards for their respective floating zone.

## **1412 REDD Districts Subject to Other Requirements of ~~Zoning~~ Unified Development Ordinance.**

Except where specifically supplanted by this article or approved district standards applicable to a floating zone, all lands within the REDD are subject to this ordinance's requirements of general applicability affecting uses, lots, structures, parking, and other features.

## **1413 Classification of Use in the REDD.**

### **1413.1 Referral to Zoning Administrator.**

All questions concerning the classification of uses within the REDD shall be referred to the Zoning Administrator for an interpretation of this Ordinance. The referral of the use classification question shall be accompanied by a written statement of facts listing the nature of the use and whether it involves dwelling activity, sales, processing, storage and the amount thereof, anticipated employment, types of products, transportation requirements, and any additional information determined necessary by the Zoning Administrator to classify the proposed use.

### **1413.2 Decision of the Zoning Administrator.**

The Zoning Administrator shall consider the nature and described performance of the proposed use and may assign a use classification descriptive of the use from ~~Section 604 Redevelopment District Use Classifications Table 2142 "Schedule of Uses"~~ or assign a use classification as is otherwise specifically provided by this Ordinance.

### **1413.3 Appeals.**

Appeals from the determinations of the Zoning Administrator are made to the Board of Zoning Appeals pursuant to ~~Article XXIV: Board of Zoning Appeals Article XV of this Ordinance.~~

### **1413.4 Referral of Unlisted Uses.**

If the Zoning Administrator or the Board of Zoning Appeals, operating under parts (2) and (3) above, determines that a described use does not appear within this Ordinance, the Zoning Administrator or the Board of Zoning Appeals shall transmit a copy of the determination to the Planning Commission. The City Administrator, Planning Commission or City Council may initiate a text amendment to classify the proposed use.

### **1413.5 Unlisted Uses are Prohibited.**

Any use which does not appear within this Article shall be determined to be a Use Not Allowed within the REDD-B, REDD-F1, and REDD-F2 districts.

## **1414 Use Conditions.**

In addition to the district and supplemental requirements imposed on lands and uses by this Ordinance and the required findings for special exceptions in ~~Section 2404.4 1504~~, the following conditions shall apply in the REDD districts where a use is allowed as a conditional use or special exception as shown in ~~Section 604 Redevelopment District Use Classifications Table 2142~~.

### **1414.1 Light Industry (including wholesale and warehouse uses).**

Light industry may be permitted in the REDD-F1 provided that:

**1414.101** Total building floor area shall not exceed 15,000 square feet;

**1414.102** The principal building and any permitted accessory structures shall observe a minimum rear yard setback of one hundred (100) feet and a side yard setback of fifty (50) feet;

**1414.103** The principal building and any permitted accessory structure shall not be placed any closer than four hundred (400) feet from Front Street nor placed any closer than two hundred (200) feet from any arterial street. This distance shall be measured in a straight line, without regard to intervening structures or objects, from the nearest portion of the building to the nearest boundary of the Front Street or arterial street's right-of-way;

**1414.104** All activities associated with the use shall be contained within an enclosed building. No outdoor processes or storage of materials is permitted;

**1414.105** An exterior landscaping buffer, a minimum of thirty (30) feet in width, shall be provide along the rear and side yards; and

**1414.106** Vehicular access onto Front Street is prohibited.

#### **1414.2 Multi-Family.**

Multi-family uses in the REDD-B and REDD-F1 require one thousand (1,000) square feet of open space per unit. An exterior landscaping buffer, a minimum of twenty (20) feet in width, shall be required around the entire development.

#### **1414.3 Retail Store, large.**

Large retail stores may be permitted in the REDD-B and REDD-F1 provided that:

**1414.301** Total building floor area shall not exceed 40,000 square feet;

**1414.302** The principal building and any permitted accessory structure shall not be placed any closer than four hundred (400) feet from Front Street. No parking lot(s) and drive(s) associated with the retail store shall be placed closer than two hundred (200) feet from Front Street. This distance shall be measured in a straight line, without regard to intervening structures or objects, from the nearest portion of the building, parking lot, or drive to the nearest boundary of the Front Street right-of-way;

**1414.303** Vehicular access onto Front Street is prohibited; and

**1414.304** A traffic impact study is required.

#### **1415 Special Exception Required for High Intensity Uses.**

Notwithstanding the provisions of Section ~~604 2142~~, in the REDD-B and REDD-F1 uses that require new curb cuts or access points onto Front Street or uses that have the potential to generate three hundred (300) or more peak hour trips as determined by the Institute of Transportation Engineer's Trip Generation Manual (latest edition) are special exception uses and require approval by the Board of Zoning Appeals. The board shall require the submission of a traffic impact study and condition the special exception's approval on the implementation of traffic impact mitigation measures.

#### **1416 Fences and Walls.**

In the REDD-B and REDD-F1, fences and walls shall not exceed eight (8) feet in height and shall not be placed within any required yard. In cases where a fence or wall is used to conceal or enclose a nonconforming industrial use or a utility use, is required by ~~Sections 1102 510 or 1417 2151~~ of this Ordinance, or is required by a health or safety code (e.g. construction fencing), the Zoning Administrator may permit the placement of a fence or wall in a required yard provided such placement does not infringe on sight distance at an intersection or driveway. In the REDD-F2 and REDD-F3, the approved floating zone shall establish requirements for the placement of fences and walls.

## **1417 Screening of Nonconforming Heavy Industrial Uses Required.**

In addition to the requirements imposed by Section ~~1102 540~~, heavy industrial uses in the REDD-B and an REDD-F1 floating zone shall be screened from view from any public street or right-of-way with no less than a six foot high, sight obscuring fence, wall, or hedge, of not less than an eighty percent opacity. Notwithstanding the provisions of Division 7, heavy industrial uses shall conform with the requirements of this section no later than three hundred sixty-five (365) days from the effective date of this Ordinance. Where not in conflict with this section, screening installed after this article's effective date shall conform to the requirements of ~~Article XXI: Commercial Corridor Design Overlay Districts~~ ~~Article XIII of this Ordinance.~~

## **1418 Outdoor Storage and Display.**

Except where expressly provided in REDD-F2 or REDD-F3 district standards approved by City Council, no merchandise, equipment (excluding licensed vehicles and trailers), machinery, bulk materials for processing or shipment, or recyclable, salvage, or junk materials shall be stored or displayed outside of an enclosed building in the REDD, except as follows:

- 1418.1** Materials and associated recyclables may be stored outside of an enclosed building when appurtenant to a permitted construction or demolition project;
- 1418.2** Outdoor storage, of less than twenty (24) total hours in any seven (7) day period and excluding outdoor sales or display, is permitted when incidental to the shipping, receiving, or stocking of a licensed business; or
- 1418.3** Outdoor storage that lawfully existed on the effective date of this article is a nonconforming feature and is subject to the provisions of Section ~~908 2174~~. The area devoted to outdoor storage may not hereafter be enlarged.

## **1419 Signs.**

### **1419.1 Review, Permitting, and Enforcement.**

Except where expressly provided otherwise in a REDD-F2 and REDD-F3 floating zone district, signs in the REDD districts are subject to the review, permitting, and enforcement standards contained in ~~Article XVII: Sign Regulations and Article XXI: Commercial Corridor Design Overlay Districts~~ ~~Article X and Article XIII of this Ordinance.~~

### **1419.2 Permitted Signs in REDD-B and REDD-F1.**

In addition to signs deemed exempt from the terms of this Ordinance, the following signs are permitted in REDD-B and REDD-F1 districts:

#### **1419.201 Monument freestanding sign:**

One (1) monument freestanding sign shall be permitted per lot. The maximum gross surface area per sign face shall not exceed sixty (60) square feet and the aggregate gross surface area of the sign shall not exceed one hundred twenty (120) square feet. The freestanding sign shall not exceed eight (8) feet in height and shall not be placed closer than fifteen (15) feet from any property line.

#### **1419.202 Wall signs.**

Each principal building shall be permitted one (1) wall sign. The maximum gross surface area of the wall sign shall not exceed sixty (60) square feet. In cases where a principal building is

located on a corner lot, an additional wall sign is permitted provided that the gross surface area of the sign not exceed thirty (30) square feet.

### **1419.3 Permitted Signs in the REDD-F2 and REDD-F3.**

In the REDD-2 and REDD-F3 districts, signs shall be permitted in accordance with the approved floating zone district standards.

### **1420 Parking and Access Standards.**

In the REDD-B and REDD-F1 districts, off-street parking shall be provided, constructed, and maintained in accordance with **Article XVIII: Off-Street Parking and Article XXI: Commercial Corridor Design Overlay Districts** ~~Articles XI and XIII of this Ordinance~~. In the REDD-2 and REDD-F3 districts, off-street parking shall be provided in accordance with the approved floating zone.

### **1421 Application of District Standards; Clustering.**

In the REDD-B and REDD-F1, density, open area, open space, building coverage, impervious coverage, and other standards are applied uniformly to each lot. In the REDD-F2 and REDD-F3, density, open area, open space, building coverage, and impervious coverage are based on the net development area. Cluster development is permitted, if authorized in approved floating zone district standards. Individual lots within these districts may have varying densities and coverages, provided that cumulatively the lots within the district conform to the standards of this Ordinance and the comprehensive plan.

### **1422 Frontage Requirements in the REDD.**

Notwithstanding the provisions of Section ~~1102 504~~, all lots in the REDD districts shall have frontage on and access to a publicly dedicated and accepted or publicly maintained street. The minimum frontage requirement shall be a distance equal to or greater than the minimum lot width requirement for the district in which the lot is located.

### **1423 Exception for Small Lots in REDD-B and REDD-F1.**

In the REDD-B and REDD-F1, coverage and setback requirements shall not be applied to limit building coverage to less than 2,500 square feet or limit impervious coverage to less than 5,000 square feet on any lot. The Zoning Administrator is authorized to proportionally reduced setback requirements in accordance with this requirement (see also Section ~~907 2473~~).

### **1424 Development Bonuses Available in REDD-F2 and REDD-F3.**

#### **1424.1 Development Bonuses Available for Certain Improvements.**

The owner of the property may propose a development bonus as part of an application for an REDD-F2 or REDD-F3 floating zone. Bonuses may be granted for:

**1424.101** The dedication of active and passive parks for public use;

**1424.102** The construction and dedication of pedestrian trails;

**1424.103** The construction and dedication of streets as illustrated on the official map or provided in the comprehensive plan; or

**1424.104** Affordable housing.

**1424.2** When in conformity with the density provisions of the comprehensive plan, development bonuses may be granted in accordance with **the Schedule of Development Bonuses Table 2458:**

| <b>Schedule of Development Bonuses</b>                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                    |                                                                                                                                                             |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b><i>Improvement</i></b>                                                                                                                                                                                                                                                                                                        | <b><i>Development Bonus</i></b>                                                                                                                                                                                    | <b><i>Maximum Development Bonus</i></b>                                                                                                                     |
| <u>Parks and Pedestrian Trails:</u><br>The voluntary construction and dedication of onsite active or passive park area to the city or other entity for perpetual public use. The location of park areas should correspond with the locations and intended purposes as provided in the comprehensive plan.                        | For every ½ acre of park area, the district may be afforded one additional dwelling units per acre of net development area and an additional 1% in building and impervious surface coverage.                       | No more than four additional dwelling units per acre and no more than a 4% increase in allowable building and impervious surface coverage for the district. |
| <u>Waterfront Parks and Pedestrian Trails:</u><br>The voluntary construction and dedication of onsite, waterfront active or passive park area to the city or other entity for perpetual public use. The location of park areas should correspond with the locations and intended purposes as provided in the comprehensive plan. | For every ½ acre of waterfront park area, the district may be afforded two additional dwelling units per acre of net development area and an additional 1% of building and impervious surface coverage.            | No more than eight additional units per acre and no more than a 4% increase in allowable building and impervious surface coverage for the district.         |
| <u>Street Dedication:</u><br>The construction and dedication of onsite streets (and associated rights-of-way) as illustrated on the official map or as outlined in the comprehensive plan.                                                                                                                                       | For every ½ acre of dedicated street right-of-way, the district may be afforded three additional dwelling units per acre of net development area and an additional 2% of building and impervious surface coverage. | No more than nine additional units per acre and no more than a 6% increase in allowable building and impervious surface coverage for the district.          |
| <u>Affordable Housing:</u><br>The provision of affordable housing subject to sufficient instruments being provided to guarantee unit affordability for a period of no less than fifteen (15) years.                                                                                                                              | For every affordable unit provided, one additional market rate unit may be allowed (for the entire district).                                                                                                      | May not increase density by more than 20% of district standards.                                                                                            |

#### **1424.3 Application and Recommendation of Planning Commission.**

The application and accompanying proposed district standards shall clearly describe the improvements and the requested development bonus. The Planning Commission in its report on the proposed floating zone to City Council shall make a recommendation on the requested development bonuses including the justifications for granting the request and its consistency with the comprehensive plan.

#### **1424.4 Approval of Development Bonus.**

The City Council may, with the approval of an REDD floating zone, grant the requested development bonus. Where the requested bonus would involve the transfer of real property to the City of Georgetown, the acceptance of property and the corresponding granting of development



bonuses is discretionary to the City Council. Improvements which are to be dedicated to the City shall follow the procedures as outlined in the City of Georgetown Development Regulations.

## **1425 REDD Zoning and Floating Zone Approval Process.**

### **1425.1 REDD-B and REDD-F1.**

Except as provided by Sections ~~403.1604(1)(b) and 403.1604(2)(b) 2121.2 and 2122.2~~, the rezoning of property to the REDD-B and REDDF1 districts shall follow the amendment provisions of ~~Article XXIX: Amendments Article XVIII of this chapter.~~

### **1425.2 REDD-F2 and REDD-F3.**

Designation of a parcel with the REDD-F2 or REDD-F3 floating zone shall follow the procedures as outlined in this article.

#### **1425.201 Sketch Plan Prepared.**

A sketch plan shall be prepared illustrating the boundaries of the proposed areas to be rezoned, the proposed land uses, a proposed lot layout and street configuration, estimated gross densities the generalized location of proposed buildings and improvements, and estimated useable open space.

#### **1425.202 Sketch Plan Review.**

The Zoning Administrator shall submit the sketch plan to the Planning Commission with a recommendation as to whether the proposed design concept is consistent with the comprehensive plan and the requirements of this article. Within sixty (60) days of the receipt of the sketch plan by the Zoning Administrator, the Planning Commission shall either request preparation of detailed district standards consistent with the proposed sketch plan or recommend revisions to the sketch plan.

#### **1425.203 Content of Proposed Floating Zone.**

A proposal to have an REDD-F2 or REDD-F3 floating zone applied to a particular parcel shall be on forms approved by the Planning Commission. As part of the proposal, the applicant shall prepare and submit a detailed REDD development plan and zoning text for the entire proposed district to the Zoning Administrator for consideration by the City Council as provided herein. Floating zone district standards shall contain all relevant information deemed necessary by the Planning Commission and the Zoning Administrator. Relevant information and exhibits shall include but are not limited to the following:

##### **(1) REDD Development plan.**

A development plan shall be submitted that illustrates:

- (a) The surveyed boundary of the district including approximate interior property lines when future division is permitted;
- (b) Proposed land uses for each lot or tract within the district;
- (c) The location of existing and proposed utilities, streets, easements, and other rightsof-way. Where offsite improvements are required, the plan shall illustrate the location and extent of improvements;
- (d) The location(s) and proposed use(s) of existing and planned buildings;

- (e) The location of parking lots, drives, and walkways;
- (f) The location and acreage of passive and active parks and open spaces;
- (g) A delineation of development phases, if applicable, with an estimated timeline for development (REDD-3 only);
- (h) Topographical data including existing and proposed contour elevations, areas of special flood hazard, drainage easements, and storm water detention easements.
- (i) Supplemental exhibits and written narratives that include:
  - (i) A traffic impact study including a description of traffic impact mitigation measures to be taken,
  - (ii) A lighting plan denoting the types and locations of exterior fixtures and intensity of illumination,
  - (iii) A signage plan,
  - (iv) An analysis of public facility impacts,
  - (v) A detail of improvements to be constructed and dedicated to public use. This written narrative shall include a cost estimate and specify the intended ownership, use, and maintenance of improvements,
  - (vi) An analysis of any special site conditions that require remediation or mitigation such as floodplains, wetlands, and brownfields,
  - (vii) A listing of all onsite nonconformities and a schedule for their removal,
  - (viii) If applicable, any requested development bonuses, and
  - (ix) A statement of conformity with the city's comprehensive plan, this article, and the official map, and
  - (x) Any additional information the applicant believes to be pertinent.

**(2) District text.**

Proposed text that establishes the requirements of the REDD district shall be submitted. At a minimum, the proposed text shall include:

- (a) The name (prefix) of the REDD district, not duplicating the name of any other REDD district, planned development, or subdivision;
- (b) A statement of the intent and objectives of the proposed district;
- (c) A legal description of the district boundaries, including the location and acreage of varying densities, uses, or other areas subject to special requirements;
- (d) Proposed land uses and dimensional requirements including:
  - (i) A listing of uses to be allowed within the proposed district the total acreage for each use and their location. This listing may include primary and alternate uses,
  - (ii) Proposed maximum and average residential densities for each residential use, not in excess of those allowed by this Ordinance or the City comprehensive plan, if applicable,



- (iii) The maximum proposed floor area ratios, if any, and the maximum building and impervious coverage for each use,
  - (iv) The maximum height for each use or for the district as a whole,
  - (v) The minimum setbacks for each use or for the district as a whole,
  - (vi) The minimum separation distance, if any, between buildings or uses, and
  - (vii) Any other proposed use or dimensional requirements to be enforceable to the district.
- (e) Requirements imposed on development within the district including, but not limited to: landscaping and streetscapes, signage, parking, pedestrian amenities, lighting, architectural, and/or orientation standards;
  - (f) A provision which establishes for the possible reversion of property if construction does not occur within a specified-time period; and
  - (g) A provision which enumerates, other than district requirements, the specific requirements of this chapter which are not applicable to or that are amended upon approval of applicable district standards.
- (3) Complete forms and required exhibits, together with an application fee to cover administrative costs, shall be filed with the Zoning Administrator. Any communication purporting to be an application for an amendment shall be regarded mere notice to seek relief until it is made in the form required.

#### **1425.204 Planning Commission Review; Hearing; Recommendation.**

The Zoning Administrator shall promptly transmit all complete applications to have a floating zone applied to a particular parcel to the Planning Commission. The Planning Commission shall conduct a public hearing on the proposed REDD district floating zone following the notification and hearing procedures for text and map amendments as specified in Section ~~2903.3~~ ~~1802.3~~ of this Ordinance. At the hearing, any party may appear in person, or by agent, or by attorney. The Planning Commission shall have thirty days following the public hearing within which to submit its recommendation and report to the City Council. The report submitted to the City Council shall contain a summary of all significant issues or concerns presented at the public hearing. Criteria to be considered by the Planning Commission in making a recommendation include, but are not limited to, the following:

- (1) Whether or not the proposed district complies with the standards and intent of this article;
- (2) Whether or not the proposed district is consistent with the comprehensive plan, official map, and adopted land use standards (including the zoning ordinance and land development regulations);
- (3) Whether or not the city or other agencies will be able to provide necessary public services, facilities, and programs to serve the district at the time the property is developed; and
- (4) When applicable, whether the development bonus(es) requested are in agreement with this article and any applicable policies or density provisions set forth in the comprehensive plan.

If the Planning Commission fails to submit a recommendation within the thirty day period, it shall be deemed to have recommended approval of the requested district.

## **1425.205 Action by the City Council.**

The Planning Commission shall promptly transmit its recommendation to the City Council for legislative action. For each district request, the City Council shall consider the recommendation of the Planning Commission; however, the City Council is not bound by the recommendation in making its final decision. The creation of the REDD district must be adopted as an ordinance in accordance with South Carolina law and the requirements of the **Unified Development Zoning Ordinance**.

## **1425.3 Reversion.**

**1425.301** Notwithstanding the provisions of Section **2904 1803**, the Planning Commission shall within two years of a rezoning, and periodically thereafter, review the assignment of an REDD-B or REDD-F1 districts to determine its continued appropriateness under the terms of the comprehensive plan. If warranted, the Planning Commission may initiate proceedings to reclassify the property.

**1425.302** In the REDD-F2 and REDD-F3, the timeline for development (including phased development in the REDDF3) and process for evaluation and reversion are to be specified in the approved floating zone; however, nothing therein shall limit the authority of the City Council to amend the official zoning map or text as provided Title 6, Chapter 29 of the South Carolina Code of Laws or abridge the vesting of rights as provided in the City of Georgetown Development Regulations.

## **1425.4 REDD Districts Subject to Land Development Regulations.**

**1425.401** When an REDD district provides for the dedication of land for rights-of-way, parks, or other public spaces; requires the division of property into two or more lots; requires easements; or necessitates the installation of other public improvements, zoning permits for property within the district shall not be issued until such time as a final plat has been approved by the Planning Commission in accordance with the Georgetown Land Development Regulations. The Planning Commission shall require the posting of a surety instrument to guarantee the installation and/or dedication of required improvements including traffic impact mitigation measures and any legal instruments necessary to accomplish public dedication.

**1425.402** All plats approved under the terms of this section shall be recorded in the Office of the Register of Deeds of Georgetown County.

## **1425.5 Permitting.**

**1425.501** Following the adoption by the City Council of an REDD district and an applicant's compliance with this Ordinance, permits may be issued by the Zoning Administrator to allow construction. All permitting shall conform to the application and site plan review procedures as specified ~~in Article XV of~~ **within** this chapter.

## **1425.6 REDD-F2 and REDD-F3 Floating Zone Amendments.**

### **1425.601 Minor Amendments.**

Minor changes in an REDD floating zone's district standards may be approved by the Zoning Administrator provided that such changes:

- (1) Do not increase the density of the district;

- (2) Do not change the exterior boundaries of the district or alter the permitted height of structures,
- (3) Do not increase the intensity of land use;
- (4) Do not increase the number of lots (where subdivision has been approved);
- (5) Do not materially change the location or amount of land devoted to a specific land use;
- (6) Do not alter or conflict with the district's zoning text; and,
- (7) May include, but not be limited to the minor shifting of buildings, proposed streets, public or private ways, utility easements, parks or other public open spaces, or other features of the plan. Minor shifting of buildings does not include encroaching into any required setback.

All minor changes approved by the Zoning Administrator and all amended plans or plats shall be recorded in the Office of the Clerk of Court of Georgetown County.

#### **1425.602 Major Amendments.**

Major changes in an approved REDD floating zone's district standards shall be considered an amendment to the original ordinance and shall require a public hearing, review and recommendation by the Planning Commission, and approval by City Council as required by South Carolina law and the City Zoning Ordinance. Major changes may include, but are not limited to, the following:

- (1) Increases in density, within any limitations described in this Ordinance or the City comprehensive plan,
- (2) Changes in the exterior boundary lines of the REDD floating zone district or alterations in the district's lot size, density, or dimensional requirements;
- (3) Changes in the location or amount of land devoted to specific land uses;
- (4) The creation of any new lot; or
- (5) Any change that requires the zoning text of the floating zone district to be altered.

A major change(s) to an REDD floating zone district shall be approved or denied pursuant the procedures established in Section ~~1425.2 2181~~.

## Article XV: Public Service Use Standards

### **1500 Publicly Owned and Operated Buildings, Facilities, or Land**

Publicly owned and operated buildings, facilities, or land include as branch libraries, recycling drop-off sites and recreation centers. These uses are subject to the following requirements:

**1500.1** The locations of such use is reviewed and approved by the Zoning Administrator.

## Article XVI: Subdivision and Land Development Regulations

### 1600 Purpose.

The purpose of this Ordinance is to provide for the orderly development of the City of Georgetown through the control and regulation of the subdivision of land, The standards contained herein are intended to encourage the development of an economically sound and stable urban area; to assure the timely provision of required streets utilities and other facilities and services to new land developments; to assure the adequate provision of safe and convenient traffic access and circulation (both vehicular and pedestrian) in and through new land developments; to assure the provision of needed public open space and building sites in new land developments through the dedication of reservation of land for recreational, educational and other public purposes; and assure, in general, the wise and timely development of new areas, in harmony with the City of Georgetown **Unified Development Ordinance and adopted Comprehensive Plan.** ~~Land Use Plan and Major Thoroughfare Plan.~~

### 1601 Limitations on Modification of Standard Procedures.

The standards and provisions of this Article shall not be waived, altered, or otherwise modified through any documents, conditions, or applications submitted in connection with a rezoning request to include those for a Planned Development or Master Planned District. Any amendment to the standards of this Article must be processed in accordance with the amendment procedures of the Unified Development Ordinance.

### 1602 Recording of Plats. ~~Application.~~

No plat of the subdivision of any land within the territorial jurisdiction of the City of Georgetown shall be filed with the or recorded by the Georgetown County Register of Deeds until such plat shall have been submitted to and approved by the Planning Commission according to the procedures set forth in this Ordinance. Plats of land subdivisions, which are recorded prior to the effective date of this Ordinance and were prepared for the sole purpose of transferring the lot to another person, do not require the approval of the Planning Commission. No street, public way or public land shall be accepted or maintained, nor shall any water lines, sewer lines, street lighting or similar improvements be extended or connected, nor shall any permit be issued by any department of the City for the construction of any building or other improvement in any subdivision established hereafter which has not been approved by the Planning Commission.

### 1603 Violations and Penalties.

Unless otherwise provided, any person firm or corporation who violates the provisions of **this Article** ~~the Ordinance~~, or the owner or agent or the owner of any land to be subdivided within the City of Georgetown who transfers or sells or agrees to sell or negotiates or advertises to sell such land by reference to or exhibition of or by other use of a plat of subdivision of such land before such plat has been approved by the Planning Commission and recorded in the Register of Deeds in and for the County of Georgetown, shall be guilty of a misdemeanor. The violation(s) shall be tried in Recorder's Court as deemed necessary by Mayor and City Council, and upon conviction, shall be fined as determined by the Recorder's Court. Each lot or parcel involved constitutes a separate violation and each day such violation(s) occurs shall constitute a separate offense. The description of metes and bounds in the instrument of transfer of other documents used in the process of selling or transfer shall not exempt the transaction from these penalties. Nothing herein shall prevent the City from taking such other lawful action as in necessary to prevent or remedy any violations.

## **1604 Interpretation and Conflict.**

The standards and provisions of this ~~Article Ordinance~~ shall be interpreted as being the minimum requirements necessary to uphold the purpose of the Ordinance and for the protection of the health, safety, economy, good order, appearance, convenience and welfare of the general public. Whenever this ~~Article Ordinance~~ imposes a higher standard than required by other resolutions, ordinances, ~~articles~~, rules or regulations, or by easements, covenants, or agreements, the provisions of this ~~Article Ordinance~~ shall govern. ~~However, where a state or federal statute imposes a higher standard, that statute shall govern. When the provisions of such statute shall govern.~~

## **1605 Subdivision Sketch Plan.**

The Sketch Plan of a proposed subdivision shall be drawn at a scale not smaller than on hundred (100) feet to one (1) inch and shall be drawn on material not larger than eighteen (18) inches by twenty-four (24) inches. On large subdivisions, matched sheets shall be used. Sketch Plans shall include the following data:

- 1605.1** North arrow, written and graphic scales, and a location map showing the relationship between the proposed subdivision and the surrounding area;
- 1605.2** Tract boundaries and total acreage;
- 1605.3** Significant topographical and physical features, including the location of any water courses within the tract;
- 1605.4** Location, names, and right-of-way widths of existing streets in the vicinity of the tract.
- 1605.5** Tentative streets and lot arrangement showing average lot size and the number of lots.
- 1605.6** Existing and proposed land use and/or structure locations throughout the subdivision;
- 1605.7** Zoning classifications; and,
- 1605.8** Time schedule, if only part of the subdivision is to be developed at one time (the subdivider may, and is encouraged to, submit a Sketch Plan of his entire tract even though his present plans call for the development of only a part of the property).

## **1606 Preliminary Subdivision Plat.**

The Preliminary Plat of a proposed subdivision shall be clearly and legibly drawn at a scale not smaller than on hundred (100) feet to one (1) inch and shall be drawn on material not larger than eighteen (18) inches by twenty-four (24) inches, of an approved size to correspond to plat book dimensions used in the Georgetown County Courthouse. If the Preliminary Plat require more than on sheet, a key diagram showing the relative location of the various sections shall be drawn on each sheet. The Preliminary Plat shall include or be accompanied by the following data:

- 1606.1** Proposed name of subdivision (the name should not duplicate, phonetically or otherwise, the name of any subdivision within the City of Georgetown or its environs);
- 1606.2** North arrow, graphic scale, written scale, date that the original drawing was completed and dates of any revisions to the original drawing;
- 1606.3** Supplementary Data
  - 1606.301** Draft of any restriction, including protective covenants proposed to be included in the owner's declaration of plat;

**1606.4** If any portion of the Proposed subdivision is located within the “A14 flood zone” according to the Flood Insurance Rate Map for the City of Georgetown, filling or other alterations to the flood-prone areas and shall be accompanied by a report prepared by a registered engineer containing, as a minimum, the following information:

**1606.401** Source and characteristics of all fill material;

**1606.402** Proposed deposition of all spoil material;

**1606.403** Engineering evaluation of proposed filling or dredging operations with Specific reference to anticipated engineering problems such as drainage, siltation, slope, erosion, fill settlement, etc.;

**1606.404** Evaluation of the impact of the subdivision on the ecology of the area and the overall environment of the community; and,

**1606.405** Conformance of the requirements contained in the Georgetown Flood Damage Prevention Ordinance.

**1606.406** Conformance to the requirements contained in the Georgetown Flood Damage Prevention Ordinance.

**1606.5** Any other information considered by either the subdivider or the Planning Commission to be pertinent to the review of the Preliminary Plat.

## **1607 Final Subdivision Plat.**

The Final Plat of a proposed subdivision shall be clearly and legibly drawn to a scale not smaller than one inch equal to one hundred (100) feet and shall be eighteen (18) inches by twenty-four (24) inches, or of an approved size to correspond to local plat book dimensions. If the Final Plat requires more than one sheet, a key diagram showing relative location of the several sections shall be drawn on each other. The Final Plat shall contain or be accompanied by the following information:

### **1607.1 General Information**

**1607.101** Name of subdivision

**1607.102** Name of record owner, subdivider and surveyor or engineer;

**1607.103** North point, graphic and written scales, date (including the month, day and year that the original drawing was completed, the month, day and year for each revision of the original drawing);

**1607.104** Name and locations of all abutting subdivision, if any, and location and ownership of adjoining unsubsidized, drawn at a scale of one inch equals on thousand feet and showing the relations of the property, differentiated by tone or pattern, to adjoining property and to all streets, roads, municipal boundaries and recorded subdivision plats existing within four hundred (400) feet of any part of the property;

**1607.105** Existing zoning classification; and,

**1607.106** A location map showing the relationship between the proposed subdivision and the surrounding area.



## **1607.2 Existing Data**

- 1607.201** The distance and bearing of one of the corners of the boundary of the subdivision to the nearest intersection of existing streets or roads;
- 1607.202** Total tract boundaries of the property being subdivided, showing bearings and distances, and a statement of the total acreage of the property;
- 1607.203** Contour lines at vertical intervals of two feet or less. The location and elevation of the bench mark to which the elevations refer should be noted;
- 1607.204** All existing city limit lines, property lines, right-of-ways, easements, railroads, sewer lines, fire hydrants, utility transmission lines, culverts, bridges, ditches, water courses, buildings, floodplains (based on one hundred year storms), wooded areas and all other significant man-made or natural features within the property boundaries of the subdivision; and,
- 1607.205** All existing streets (including streets that are recorded, but not constructed) on or abutting the tract, including the names, right-of-way, widths, pavement widths and approximate grades.

## **1607.3 Proposed Site Data**

- 1607.301** Street right-of-ways, pavement widths, grades and street names. Street profiles and cross sections shall be provided when required by the Planning Commission;
- 1607.302** Lot lines, lot dimensions, lot and block numbers, and minimum setback lines for buildings along streets as well as along rear and side property lines;
- 1607.303** Preliminary plans prepared by a registered engineer for sanitary sewers, storm sewers, water, electric, and gas line. Storm and sanitary sewer profiles, cross-sections and sizes shall be provided when required by the Planning Commission;
- 1607.304** Plans for the protection of on-site soils from wash and erosion during the construction period;
- 1607.305** Other easements and right-of-ways, including location, dimension and functions;
- 1607.306** Contour changes to be made by grading;
- 1607.307** Areas, other than streets and easements, designated for public use with any conditions governing their use; and,
- 1607.308** Areas to be used for purposes other than residential or public, with the purpose, location and dimensions located.

## **1607.4 Platting Information**

- 1607.401** The total tract boundary lines of the area being subdivided shall be in accordance with the “Minimum Standards Manual for the Practice of Land Surveying in South Carolina” Code of Regulations, Chapter 49, Article 3;
- 1607.402** Correct courses and distances to the nearest established street lines of official monument which accurately describe the location of the plat and are accurately tied to the primary control points of the subdivision;
- 1607.403** Street designations according to the provisions of the Comprehensive Plan and this Ordinance;



- 1607.404** Names, widths and lines of all streets within or on the perimeter of the subdivision, with accurate dimensions in feet and hundredths and showing angles to streets, alleys and lot lines to the nearest thirty seconds;
- 1607.405** Radii, central angles, tangents, lengths of arcs and curvatures of all street lines;
- 1607.406** Lengths and widths of all easements provided for or owned by public services and utilities, with accurate dimensions in feet and hundredths, including notation of any limitations on such easements;
- 1607.407** All water courses, streams, lake shores, wetlands, and flood plains (based on 100 year flood) meander lines with distances and bearings, including the fluctuation distance indicating ordinary high and low marks;
- 1607.408** Lot numbers and a statement of the total number of lots. Lot lines shall be defined by distances in hundredths of a foot and in degrees to the nearest one-half of a minute, either by magnetic bearings or by angles of deflection from other lot and street lines; and,
- 1607.409** The location (and elevation, if established) of all existing and proposed street monuments as required in Section ~~1617.1 501.1~~.

#### **1607.5 Additional Information**

- 1607.501** On a separate sheet the correct street names and property numbers for all lots and parcels in accordance with the requirements of the ~~City of Georgetown Code of Ordinances Chapter 20: Article IV – Numbering Buildings and Naming Streets. Georgetown Street Department and the Postmaster for the City of Georgetown;~~
- 1607.502** Building setback lines accurately shown with dimensions;
- 1607.503** A statement of the intended use of all nonresidential lots, with reference to existing or proposed restrictions as will exist as covenants in the deed; and,
- 1607.504** Accurate boundaries of any area to be dedicated or reserved for public use or acquisition designated as blocks “A”, “B”, “C”, etc. With the purpose indicated thereon and in the dedication. Any area to be reserved by deed covenants or restriction for the common use by owners of land contained within the subdivision shall be indicated.

#### **1607.6 Certification.**

The following certificates shall be lettered or printed on the face of the Final Plat in substantially the same form as provided in the Appendix:

##### **1607.601 Surveyor of Engineer.**

The signature, seal and certification of a registered professional land surveyor or engineer to the effect that the Final Plat accurately reflects a survey made by him, that any changes for the description appearing in the last record transfer of land contained in the Final Plat are so designated, that all monuments shown thereof actually exist or will be installed and their positions are accurately shown, and that all dimensional and geodetic details are correct (~~See Appendix A~~). Only the Engineer or Land Surveyor’s signature is required on the reproducible copy. Both seal and signature are required on the paper copies.

### **1607.602 Owners Certification.**

A notarized certification of title showing the applicants are the owners and statements by such owners acknowledging offers of dedication of land for public use and restricting land by protective covenants. This certification shall also indicate that the title thereof is free and unencumbered ~~(See Appendix A).~~

### **1607.603 Certification by City-Designated Engineer or Representative.**

The signature and approval of the City designated engineer or representative shall be construed as acceptance by the City of the applicant's offer of dedication of land for public use, unless otherwise noted on the plat. Such approval shall indicate that required improvements have been satisfactorily installed or that adequate financial guarantees have been provided in accordance with Section ~~1618 502~~ ~~(See Appendix A).~~

### **1607.604 Recording notations.**

Appropriate notations for transfer and recording by the County Clerk of Court, indication date and time of recording, the plat book location thereof, and instrument number.

### **1607.605 Certification by Planning Commission.**

The signature of the Chairman of the Georgetown Planning Commission together with the endorsement stamp thereof ~~(See Appendix A).~~

## **1607.7 Improvement Plans and Data.**

**1607.701** The subdivider shall submit construction plans and specifications for all improvements and installations required by ~~Section 2702 Article V~~ of this Ordinance. The construction plans and specifications shall consist of all cross-sections, profiles and other engineering data deemed necessary by the City designated engineer for the proper design and construction of all required improvements and installations.

**1607.702** No installation work or construction, other than rough grading shall be done on any said improvements and installations until a construction agreement or financial guarantee is posted in accordance, and until such plans and specifications have been submitted to the Planning Commission. The subdivider shall notify the City-Designated Engineer of his intention to begin such work at least twenty-four hours in advance, in order that inspection may be made as the work progresses.

## **1607.8 Financial Guarantees.**

Financial guarantees as required in Section ~~1618 502~~ shall be submitted to the Planning Commission along with the Final Plat. Approval shall not be granted in the absence of such guarantee.

## **1608 Streets**

### **1608.1 Conformity to Roadway Requirements ~~Major Thoroughfare Plan~~**

The location and width of all streets and roads shall conform to ~~the roadway requirements established herein as well as those, if any, defined in the City of Georgetown Code of Ordinances. Official Major Thoroughfare Plan of the City of Georgetown of current adoption.~~

## **1608.2 Relation to Adjoining Street System**

The proposed street system shall extend existing streets when possible. These streets shall be extended at a width no less than the required minimum width as referred to in this Article or the width of the existing street whichever is greater.

## **1608.3 Access Streets to Subdivision Boundaries**

Sufficient access streets to adjoining properties shall be provided in subdivision to permit harmonious development of the area.

## **1608.4 Street Widths**

The minimum width of right-of-way, measured from lot line to lot line, ~~shall be in conformance with the Major Thoroughfare Plan and~~ shall not be less than as follows:

**1608.401** Arterial Streets and Highways, 80-150 feet

**1608.402** Collector Streets, 60 feet

**1608.403** Minor Residential Streets and Marginal Access Streets, 50 feet

**1608.404** Dead-End Streets and/or Cul-de-sacs, 40 feet

**1608.405** Alleys, 20 feet

## **1608.5 Additional Width on Existing Streets**

Subdivisions on existing streets shall dedicate additional right-of-way to meet the minimum widths listed above.

## **1608.6 Restriction of Access**

Where a subdivision abuts or contains an existing or proposed arterial or collector street, the Planning Commission may require marginal access streets separated from the major street by a screen planting contained in a non-access reservation or such other treatment as may be required for adequate protection of residential and commercial properties and to afford separation of through and local traffic.

## **1608.7 Intersections**

Street intersections shall be as nearly at right angles as is possible and not intersection shall be at an angle of less than sixty degrees. To permit the construction of a curb having a desirable radius, property line radii at all street intersections shall not be less than twenty (20) feet. Where the angle of the street intersection is less than ninety degrees, the Planning Commission may require a greater radius.

## **1608.8 Tangents**

A tangent of at least one hundred (100) feet long shall be introduced between reverse curves on arterial and collector streets.

## **1608.9 Street Jogs**

Street jogs with centerline offsets of less than one hundred twenty-five (125) feet shall not be allowed.

## **1608.10 Dead-End Streets**

Minor terminal streets or courts designed to have one end permanently closed shall be no more than four hundred (400) feet in length, unless necessitated by topography. The termination point of these streets shall be provided with a turnaround having an outside paved diameter at least eighty (80) feet and a street right-of-way diameter of at least one hundred (100) feet. The Planning Commission may allow an alternate design such as the “T” or “Y” background ~~shown on Illustration 4.~~

Where, in the opinion of the Planning Commission, it is desirable to provide for street access to adjoining property, proposed streets shall be extended to the boundary of such property. Such dead-end streets shall be provided with a temporary turnaround having a roadway diameter of at least eighty (80) feet.

## **1608.11 Private Streets**

Private streets shall only be allowed if constructed to SCDOT construction standards and as part of the Planned Development ~~or Master Planned~~ District. Every subdivided property shall be served from a publicly dedicated and accepted street. There shall be no reserve strips controlling access to streets.

## **1608.12 Drainage**

All streets shall be designed to provide for the discharge for surface water for the right-of-way by grading or other means as approved by the Planning Commission. Where it is the opinion of the Planning Commission that surface water cannot be adequately or safely discharges by surface drainage, the Planning Commission may require the installation of a storm sewer system.

## **1608.13 Street Names**

Proposed streets, which are obviously in alignment with others already exist and named, shall bear the name of the existing street. In no case shall the names for proposed streets duplicate existing street names, irrespective of the use of the suffixes; street, avenue, boulevard, drive, place, or court ~~located either in the City of Georgetown or Georgetown County.~~ Through its index of existing street names, the Planning Commission can assist the subdivider in avoiding duplication of street names.

## **1608.14 Alleys**

Alleys shall be provided to the rear of all lots used for business purposes, and shall or be provided in residential areas unless the subdivider produces satisfactory evidence to the Planning Commission of the need, or lack of need for alleys.

## **1609 Blocks.**

### **1609.1 Length**

Blocks shall not be less than three hundred (300) feet nor more than one thousand (1,000) feet in length, except as the Planning Commission considers necessary to secure efficient use of land or desired features of street patterns. In blocks over eight hundred (800) feet in length, the Planning Commission may require one or more public crosswalks (not elevated) of not less than ten (10) feet in width to extend entirely across the blocks and at locations deemed necessary.

## **1609.2 Width**

Blocks shall be wide enough to allow for two rows of lots of minimum depth, except where fronting on a major street or the size of the property makes this requirement impractical. In this case, the Planning Commission may approve a single tier of lots of minimum depth.

## **1610 Lots**

### **1610.1 Arrangement**

Insofar as practical, side lot lines shall be at right angles to straight street lines or radial to curved street lines. Each lot must front for the minimum with established in the **Zoning Unified Development** Ordinance, except on culled-sacs or loop streets where a minimum of thirty feet of frontage may be allowed.

### **1610.2 Corner Lots**

Corner lots shall be sufficiently wider and larger to permit the additional side yard require

## **1611 Public Use and Service Areas**

In large subdivisions, due consideration shall be given to the allocation of areas suitably located and of adequate size of playgrounds and parks for local or neighborhood use as well as public service areas. The Planning Commission may require the applicant to dedicate or reserve up to five percent (5%) of the gross area of the subdivision for open space or recreation purposes.

### **1611.1 Easements of Utilities**

**1611.101** Drainage and utility easements shall be provided on each side and rear lot line where deemed necessary by the Planning Commission. The easements shall be designed to adequately provide utilities and drainage for all lots in the proposed subdivision. Drainage shall not be designed to cross any lot except at her side or corner of sub lot. Cul-de-sacs shall have provisions for a fifteen (15) feet wide utility easement extending from the terminating point of the cul-de-sacs in order to prevent dead-end water mains. Easements of the same or greater width maybe required along the lines of lots within the subdivision when necessary for the extension of existing or planned utilities.

**1611.102** Where in the opinion of the Planning Commission, the flow of water cannot be accommodated with surface drainage storm sewers may be required. The Planning Commission shall determine, on the basis of the watershed and the probable runoff, the size of storm sewers. In ascertaining the size of the storm sewers, the Planning Commission may call upon its technical staff or any public or private agency to assist them in their determinations.

### **1611.2 Water Supply and Sewerage Connections**

Where City water and sewer services are reasonably accessible, the subdivider shall indicate a connection with such water or sewer service for each lot with such material and to such size and length as shall be approved by the Planning Commission. Where access to water and/or sewer services is not reasonably accessible, or not planned for in the future, an alternate method of water supply or sewerage disposal may be indicated and shall be approved in writing by the appropriate health officer.

### 1611.3 Community Assets

In all subdivisions due regard shall be shown for all natural features such as large trees, water courses, historical sites, and similar community assets which, if preserved, will add attractiveness and value to the property.

### 1612 Suitability of the Land

The Planning Commission shall not approve the subdivision of land if, from adequate investigations conducted by all public agencies concerned, it has been determined that in the best interest of the public site is not suitable for platting and development purposes of the kind proposed. Land subject to frequent floods and land deemed to be topographically unsuitable should not be platted for residential occupancy, or for such other uses as might increase danger to health, life or property or aggravate erosion of flood hazard. Such land within the subdivision shall set aside for such uses as shall not be endangered by frequent inundation or shall not produce unsatisfactory living conditions. Fill may not be used to raise land areas subject to flood unless the fill proposed does not restrict the flow of water and unduly increase flood heights.

### 1613 Large Tracts of Parcels

When land is subdivided into larger parcels than ordinary building lots, such parcels shall be arranged so as to allow for the opening of future streets and logical further subdivision.

### 1614 Group Housing Developments and Shopping Centers

The Planning Commission shall approve a group housing development or shopping center, even though the design of the project does not include standard street, lot and subdivision arrangements if departure from the foregoing standards can be made without destroying the intent of these regulations. Any such development shall conform to all applicable regulations contained in the **City of Georgetown Unified Development Zoning** Ordinance.

### 1615 Flood Prone Areas

Subdivisions or parts of subdivision, within ~~any flood zone~~ **the “A14 Zone”** as shown on the Flood Insurance Rate Map (FIRM) for the City of Georgetown, shall meet the requirements of the City of Georgetown Flood Damage Prevention Ordinance.

### 1616 Traffic Impact Study Requirements

**1616.1** The Planning Department and/or Planning Commission shall require that a traffic study be conducted prior to the approval of development plans when any of the following conditions exist:

**1616.101** The proposed development is in a location where there is a high vehicle accident rate; or

**1616.102** The proposed development is determined by the Planning Department or Planning Commission to be of local significance based on existing developments and existing traffic issues in the area in which the new development is being proposed; or

**1616.103** When the Planning Department or Planning Commission upon review of the development plans, indicates that a study would be in the public interest.

**1616.2** The scope of which shall consider the current traffic conditions, the traffic generated by the proposed Planned Development site at full development, traffic generated by developments approved in the areas that would affect future traffic flows, and an estimate of future traffic on the



system at the time of build out. Calculations shall reference to the current edition of the Institute of Transportation Engineer's Trip generation Manuel.

## **1617 Required Improvements.**

Every subdivision developer shall be required to grade and improve streets and alleys, and to install curbs, monuments, sewers, storm water inlets, and water mains, in accordance with specifications established by the City of Georgetown Planning Commission. Where specifications adopted by local authorities conflict with standards as set forth in these subdivision regulations, the higher set of standards as determined by the Planning Commission, shall govern.

### **1617.1 Monuments**

Concrete monuments four (4) inches in diameter or square, three (3) feet long, with a flat top, shall be set at all street corners, at all points where the street lines intersect the exterior boundaries of the subdivision, and at angle points and points of curve in each street. The top of the monument shall have an indented cross to identify properly the location and shall be set flush with the finished grade. All other corners and points shall be marked with iron pipe or solid steel rod not less than one-half inch in diameter and twenty-four inches long and driven so as to be flush with the finished grade.

### **1617.2 Grading**

All streets, roads and alleys shall be graded or filled horizontally to the full width of their rights-of-way by the subdivider or developer. Due to special topographical conditions, deviation from the above will be allowed only with special approval of the Planning Commission.

**1617.201** Preparation-Before grading is started; the entire right-of-way area shall be cleared of all trees, stumps, roots, brush, and other objectionable materials.

**1617.202** Cuts- all tree stumps, boulders and other obstructions shall be removed to the depth of two feet below the sub grade. Rock, when encountered, shall be scarified to the depth of twelve inches below sub grade.

**1617.203** Fill- all suitable material from roadway cuts may be used in the construction fills, approaches, or at other places as needed. Excess materials including organic materials, soft clays, etc., shall be removed from the development site. The fill shall be spread in layers not to exceed six inches loose and compacted by sheep's foot roller, unless another method of preparation of the sub grade is approved by the Planning Commission or **South Carolina Department Of Transportation. District Highway Engineer.**

### **1617.3 Storm Drainage**

An adequate drainage system, including storm sewers, necessary open ditches, pipes, culverts, intersectional drains, drip inlets, bridges, etc., shall be provided for the proposed drainage of all surface water. Cross drains shall be provided to accommodate all natural water flow, and shall be sufficient length to permit a full width roadway and the required slopes. The size openings to be provided shall be determined by Talbot's formula, but in no case shall the pipe be less than fifteen inches. Cross drains shall be built on straight line and grade, and shall be laid on a firm base but not on rock. Pipes shall be laid with spigot end pointing in the direction of the flow and with the ends fitted and matched to provide tight joints and a smooth uniform invert.

#### **1617.4 Roadway Improvement**

All streets designated and shown on the Final Plat shall be graded, constructed and surfaces in accordance with the current requirements of the South Carolina Department of Highways and Public Transportation for paved streets. \*The Planning Commission may require higher standards than those required by the Standard Specifications or governing authority to provide adequately for unusual soil conditions, extraordinary traffic volume or other abnormal conditions.

#### **1617.5 Shoulders, Side Slopes and Ditches**

All shoulders, side slopes and ditches shall be prepared in compliance with the Standard Specifications. All shoulder, side slopes and ditches shall be protected from erosion by either sodding or seeding as set forth in the Standard Specifications for erosion control and shall be a part of the required improvement plans to be submitted by the subdivide with the Preliminary Plat.

#### **1617.6 Curbs**

The subdivide shall install curbs of no lower classification than machine formed concrete extruded curb, nine inches wide at her base and seven and one-half inches high. The curb shall be installed after the prime coat is applied to the base. Back fill shall be towards the curb to insure drainage of surface water into the drainage system. In lieu of curbs as the drainage system on cul-de-sacs and loop streets, the Planning Commission may accept one of two alternatives:

**1617.601** Swales must be used on streets where the finished grade does not exceed two percent; and,

**1617.602** Streets with an inverted crown may be used provided that the drainage area of the streets does not exceed five acre, One-half inch to three-fourths inch expansion and contraction joints for the curbs shall be placed at intervals not exceeding four feet.

#### **1617.7 Minimum Pavement Widths**

Minimum pavement widths for surface treatment of streets shall be as follows:

**1617.701** Arterial Streets (not paved by the subdivider), 12 feet per lane.

**1617.702** Collector Streets (usually not paved by the subdivider) 36 feet.

**1617.703** Minor Residential Streets and Marginal Access Streets, 28 feet.

**1617.704** Cul-de-sacs, Dead-end Streets and Alleys, 20 feet.

#### **1617.8 Installation of Utilities**

After grading is completed and approved and before any base is applied, all of the underground work, water mains, gas mains, etc., and all service connections shall be installed and approved throughout the length of the road and across the flat section. All driveways for houses to be built by the subdivider shall be cut and drained.

#### **1617.9 Water Supply System**

Water mains properly connected with the City water supply system or with an alternative supply approved by the appropriate health officer shall be constructed in such a manner as to adequately serve all lots shown on the subdivision plat for both domestic use and fire protection. The size of water mains, the location and type of valves and hydrants, the amount of soil cover and the pipes and other features of the installation shall be approved by the Planning Commission upon the



recommendation of the applicable inspection agencies, and shall conform with accepted standards of good practice for public water systems.

#### **1617.10 Sanitary Sewers**

Sewer lines properly connected with the City sewerage system shall be constructed in such a manner as to serve all lots shown on the Final Plat. Such lines shall be constructed according to the requirements established by the City of Georgetown and South Carolina Department of Health and Environmental Control. The size of the sewer lines, the amount of soil cover and pipes and other features of the installation shall be approved by the Planning Commission upon the recommendation of the applicable inspection agencies and shall conform with accepted standards of good practice for public sewer systems. Where lots cannot be economically connected to the City sewerage system, they shall contain adequate area for the installation of approved septic tank and disposal fields and shall be approved in writing by the appropriate health officer.

#### **1617.11 Street name**

Signs The City of Georgetown ~~Public Works Department~~ ~~Street Department~~ will be responsible for erecting and maintaining standard street name signs for an approved subdivision. The developers will incur the cost of the materials (posts, signs, and letters).

#### **1617.12 Off-Site Extensions**

When streets or utilities are not available at the boundary of a proposed subdivision, the Planning Commission may require, as precedence to approval of a preliminary Plat or Final Plat, assurance that such improvement extensions shall be provided onto the property involved and shall be adequate to serve the total development requirements of the service or drainage area. Facilities leaving the property shall be constructed in such a manner as to make their extension practical for servicing the adjacent areas of the service or drainage areas.

#### **1617.13 Underground Utilities**

The subdivider shall have the option of requesting the placement of electrical lines underground as opposed to above ground. If the proposed location of all writing on the plat, together with any design, drainage and specifications as may be required by the manager of the Electric ~~Department~~ and Water Department for ~~his~~ ~~their~~ approval. Final Construction plans shall show underground utilities as constructed, with permanent reference points shown, as a condition of acceptance by the City of Georgetown of said subdivision. The design and construction of the underground system shall meet all requirements contained in ~~The City of Georgetown Code of Ordinances Chapter 22. in Division 2 (City Service Installation), Section C of the City of Georgetown Terms and Conditions of Utility Services and Charges.~~

#### **1617.14 Sidewalks**

The Planning Commission may require sidewalks where pedestrian traffic necessitates, when required, they shall be constructed in accordance with the ~~South Carolina Department of Transportation SCDHPT~~ Standard Specifications and located in a manner so as not to interfere with the maintenance of utility systems.

#### **1617.15 Fire Hydrants**

The subdivider shall install fire hydrants connected to adequately sized lines in locations required by the Planning Commission upon the recommendations of the manager of the Electric and Water Department.

## **1618 Financial Guarantees.**

### **1618.1 General**

Financial Guarantees covering all improvements required by this ~~Article Ordinance~~ shall be prerequisite to Planning Commission action on the application for Final Plat approval. The subdivider shall submit such guarantees to the Commission and the appropriate governing authority in accordance with the requirements of this section.

### **1618.2 Certification of Construction**

In subdivisions where the subdivider has completed the construction and installation of all required improvements, the subdivider shall file with the Planning Commission written certification by their governing authority and all applicable governmental units that said improvements have been completed according to the requirements of ~~this Article the Ordinance~~, and that said improvements have been accepted by the governing authority or the appropriate governmental unit for maintenance.

### **1618.3 Performance Bond.**

Prior to completion of any or all required improvements by the subdivider, the subdivider may post a performance bond with the governing authority guaranteeing the completion of said improvements in compliance with the requirements herein below:

**1618.301** The governing authority shall have the right to refuse a performance bond of any and/or all required improvements and require construction and installation thereof by the subdivider.

**1618.302** Where accepted by the governing authority, the performance bond shall:

- (1) Run to the governing authority or, if applicable, any other governmental unit having a legal responsibility for the construction and completion of said improvements;
- (2) Be in an amount equal to 125% of the cost as estimated by the governing authority of any improvements which have not been constructed, installed and completed in compliance with the requirements of this ~~Article Ordinance~~ prior to the posting of said bond and for which sufficient certification has been furnished in compliance with Section ~~1618.2 502.2~~;
- (3) Be with surety as approves by the governing authority;
- (4) Specify that all said required improvements shall be completed in accordance with the requirements of this ~~Article Ordinance~~ within a period not to exceed one year from the date of posting said bond; provided, however, that the governing authority may, by proper application, for good cause shown, extend the time of completion of all or a part of such improvements for such period of time as it deems is in the public interest; and,
- (5) Run until and terminate ninety days after filing certification of completion and acceptance as required in Section ~~1618.2 502.2~~, unless the Planning Commission or governing authority determines that the requirements, standards and specification of this ~~Article Ordinance~~ applicable to the construction, installation and completion of said improvements have not been met and notified the applicant of such determination by certified mail, in which event said bond shall continue to run until the filing of acceptance proof that said standards, requirements and specification have been met.

**1618.303** In the event that any or all of the required improvements are not completed within the time specified in said bond, the governing authority may let or re-let the contract and the subdivider

and jointly liable for the cost thereof to the amount specified for such improvement(s) in said bond.

#### **1618.4 Prepayment.**

In lieu of construction by the subdivider of any or all required improvements, the subdivider may make payment to the governing authority of the full amount of said improvements in compliance with the requirements herein below:

**1618.401** The governing authority shall have the right to refuse prepayment for any and/or all required improvements and require construction and installation thereof by the subdivider.

**1618.402** Where accepted by the governing authority, prepayment shall be in an amount equal to 125% of the cost as established by the governing authority for the required improvements which have not been either completed and certified and accepted as provided in Section ~~1618.2 502.2~~ or covered by a performance bond as provided in Section ~~1618.3 502.3~~.

**1618.403** Where the governing authority accepts prepayment. After completion of said improvements, any unexpected amounts shall be refunded to the subdivider by the governing authority.

#### **1618.5 Bond Funds**

Any funds received from the financial guarantees required by this ~~Article Ordinance~~ shall be used only for the purpose of making the improvements for which said guarantees were provided.

## Article XVII: Sign Regulations

### 1700 Intent

The purpose or intent of these sign regulations ~~[Article X]~~ is to provide fair and comprehensive regulations that will eliminate confusing and unsafe signs, foster a good visual environment and yet assure the efficient transfer of information. These regulations are intended to enhance the City of Georgetown as a place to live, to conduct business, and to visit. It is declared that the regulation of signs within the City is necessary and in the public interest:

- 1700.1** To protect the general public from damage or injury caused, or partially attributable to the distractions and obstructions which are caused by improperly designed or situated signs;
- 1700.2** To promote the public safety and welfare by regulating the location, erection, maintenance, size, and number of signs;
- 1700.3** To provide a pleasing overall environmental setting and good community appearance that is deemed vital to the continued economic attractiveness of the City;
- 1700.4** To protect property values within the City;
- 1700.5** Restrict signs and lights which overload the public's capacity to receive information or which increase the probability of traffic congestion and accidents by distracting attention or obstructing vision.
- 1700.6** To improve the effectiveness of commercial and governmental signs;
- 1700.7** To allow signs appropriate to the character of each zoning district.

### 1701 Interpretation

In their interpretation and application, the provisions of this Ordinance shall be held to be minimum requirements necessary for the promotion and protection of the public health, safety, comfort, morals, convenience and aesthetics.

### 1702 Affected Signs/Sign Owner Responsibility

This article shall apply to any sign located within the city limits of Georgetown. It shall be the responsibility of the sign owner to maintain the sign and ensure compliance with the provisions

### 1703 Regulations applying to all types of signs

A permit shall be required for the erection, alteration, panel replacement or reconstruction of any sign or sign panel and such permit shall be issued by the Zoning Administrator for the city of Georgetown.

### 1704 Sign Content

Any sign allowed under this ordinance may contain, in lieu of any other copy, any otherwise lawful, noncommercial message that does not direct attention to a business, activity conducted, or product sold or offered at a location not on the same premises where such business sign is located.

### 1705 Measurement of Face area

The dimensional requirements for sign faces shall be considered the allowable area of any one sign face, whether the sign is single-faced, back-to-back or sandwich board sign.

## 1706 Construction Specifications

- 1706.1** All signs shall be designed to meet all applicable requirements of the International Building Codes in effect at the time of issuance.
- 1706.2** All signs shall be constructed of permanent materials and shall be permanently attached to the ground, a building, or another structure except as provided for in Section **1709 Temporary Signs** ~~1010 “Temporary Signs”~~.
- 1706.3** All electrical signs ~~shall be compliant with the adopted National Electrical Code required to be approved by Underwriters Laboratory (UL) as specified in the Electric Code. An Underwriters Laboratory label is required on the outside ballast and on the cabinet which seals the sign structure.~~
- 1706.4** Flood lights or similar lighting utilized as a part of a sign illumination system shall be hooded or shielded so that the light source is not visible from any public right-of-way or adjacent property.
- 1706.5** All signs shall be made and installed by a licensed sign company/dealer having all applicable licenses to work within the City of Georgetown.

## 1707 Exempt Signs

The following signs as defined shall not be included in the application of the Sign Regulation:

- 1707.1** Signs repainted, provided no alteration or reconstruction of the framing or support structure occurs;
- 1707.2** Signs receiving new face insert panels, either plastic or metal, providing no alteration or reconstruction of the framing or support structure occurs;
- 1707.3** The changing of lettering or numbers on signs designed for changeable copy signs lettering or numbering provided the signs were legally erected and maintained for the business being advertised;
- 1707.4** Signs directing and guiding traffic and parking on private property, but shall not bear any advertising matter;
- 1707.5** Artwork that does not include any commercial messages or references(Ord. of 12-14-2000);
- 1707.6** Scoreboards and other signs at outdoor recreation facilities;
- 1707.7** Indoor signs placed a minimum of 5 feet from windows and doors and not intended to attract attention from the outside of the business;
- 1707.8** Window or door signs allowing for hours of operation and telephone number. (One (1) per business);
- 1707.9** Billboard paper displays if designed specifically for use on existing billboards;
- 1707.10** Accessory signs on vehicles and trailers
- 1707.11** Emblems and insignia
- 1707.12** Exterior holiday decorations
- 1707.13** Governmental flags
- 1707.14** Governmental signs
- 1707.15** Memorial signs

**1707.16** Name and address plates

**1707.17** No trespassing, no dumping, no parking, towing, and other similar sign

**1707.18** Public services and information signs

**1707.19** Vending machine/gas pump signs

~~and • The following signs as defined:~~

## **1708 Prohibited Signs**

The following signs are hereby expressly prohibited from erection, construction, repair, alteration, or use within the City, except as otherwise permitted in this Ordinance:

**1708.1** Any sign which emits a sound, odor, or visible matter such as smoke or vapor.

**1708.2** Any temporary sign towed behind a vehicle, or watercraft excluding those associated with an approved special event.

**1708.3** Any sign which is portable or not securely attached to a building or to the ground except as provided for in **Section 1709 Temporary Signs.** ~~Section 1010 "Temporary Signs".~~

**1708.4** No sign or advertising display shall be attached to or placed against the outside of a building in such a manner as to prevent ingress and egress through any door obstruct access from windows, nor shall any sign or advertising display obstruct or be attached to a fire escape.

**1708.5** No sign shall obstruct the view of motor vehicle operators entering a public roadway from any other public roadway, driveway, or alley. There shall be no sign, structure, or other obstruction to vision between the height of three feet and eight feet within the sign distance triangles established on ~~Section 804~~ **404** of this ordinance. In the event conditions at the time a permit is issued change due to street widening, driveway relocation or similar event, the sign owner shall relocate any sign, (at the owners expense) deemed an obstruction to vision.

**1708.6** Any sign erected in a street or highway right-of-way except for signs of a governmental body used to convey legal notices, identify public property, convey public information, and direct or regulate pedestrian and vehicular traffic. The Zoning Administrator shall be authorized to remove any unauthorized permanent, temporary, or portable signs erected or situated upon any right of way. Abandoned or dilapidated signs.

**1708.7** Roof signs and fixed projection signs where signs where any portion of the sign extends above the lowest point of the roof line of the building where the sign is located with the exception of facades.

**1708.8** Any sign which exhibits statements, words or pictures of obscene or pornographic subjects.

**1708.9** Signs of any material including, but not limited to paper, paint, cardboard, plastic, wood, and metal which are painted on or attached to trees, lamp posts, hydrants, traffic signs, stairways, benches, refuse containers, rocks or other natural features, fences (except for warning signs on fences) or telephone or utility poles.

**1708.10** Neon lights (interior or exterior) visible from the street(s) or right-of-way(s) shall be deemed signs and are prohibited with the exception of open/closed signs and ATM signs. Open/closed signs and or ATM signs shall not exceed one (1) sq. ft. and shall be allowed one (1) sign per business.



- 1708.11** Circulars, handbills, banners, inflatable signs, any and all other type inflatable, balloons, flags, streamers, spinners, placards, pennants or any other attention seizing device except as provided for in **Section 1709 Temporary Signs** ~~Section 1010 "Temporary Signs"~~.
- 1708.12** No lighting shall be utilized as a part of a sign illumination system that are not hooded or shielded so that the light source is not visible from any right-of-way or adjacent property. Such illumination system or sign shall not emit or reflect a glaring light so as to impair the vision of a motor vehicle operator as determined by the Zoning Administrator. Such illumination, when utilized, shall be white or off-white with no color shades, filters, etc.
- 1708.13** All off premises signs are prohibited and no permit shall be granted for construction of any off premises sign on or after the effective date of this ordinance.
- 1708.14** No sign, sign structure or attention-seizing device shall be shaped in the form of a statue of a human or animal figure or in the form of a three-dimensional model (i.e. dinner bucket, paint cans, cows, etc.).
- 1708.15** No sign which involves motion or rotation of any part of the sign structure or sign face using intermittent flashing lights, animation, or automatically changed copy or design, except Public Service Signs in allowed zoning districts as listed in this ordinance and shall be limited to only public service information such as time, date, temperature, weather, or other similar information. No advertising shall be permitted on such Public Service signs.
- 1708.16** No sign illumination system shall contain or utilize any beacon, spot, search or stroboscopic light, glaring light or reflector, which is visible from any public right-of-way or adjacent property, nor shall such lights be operated outside, under any circumstances, except by authorized public agencies.
- 1708.17** Advertising flags.
- 1708.18** Signs using the words "stop", "danger" or any other word, phrase, symbol, or character in a manner that misleads, confuses, or distracts a vehicle driver.
- 1708.19** No sign shall display lights resembling by color and design or other characteristics customarily associated with danger or those used by police, fire, ambulance and other emergency vehicles or for navigation. Automotive warning or flashing signs shall not be utilized as commercial attention-seizing devices.
- 1708.20** 'Spin' Advertising: persons standing on street corners or on private property with a sign to advertise a business, they toss, twirl and maneuver the cardboard and or any other type material used for signage like a baton to entertain and catch the eye of people who walk or drive by their performance.
- 1708.21** Any vehicle sign where the sign projects beyond the manufacturer's profile of the vehicle and is displayed in public view under such circumstances as to indicate that the primary purpose of such display is to attract the attention of the public rather than to serve the business of the owner thereof in the manner which is customary for such vehicle. Floats in parades shall not be included in this prohibition.
- 1708.22** No sign shall project or be located beyond property boundaries, except in the Core Commercial District. The exception regarding this zoning district applies only to projecting signs and sandwich board signs placed within the multipurpose Downtown Parking and Street Franchise District.

Projecting signs and/or Sandwich Board signs located on public property or in the public right of way shall be required to obtain a city encroachment permit.

**1708.23** Pylon signs except in cases where site conditions would impair visibility of drivers to enter and exit safely due to the placement of a free-standing monument sign as determined by the Zoning Administrator. Such freestanding signs, when determined to be appropriate due to conditions, shall have a maximum height of 20’.

**1708.24** Signs placed on boardwalk except those signs placed by the City of Georgetown for governmental use or information.

**1708.25** Any type of sign not specifically listed under each zoning district, as allowable signage shall be prohibited.

**1708.26** Any sign erected, altered, displayed, or changed without approval from the Building and Planning Department, and fails to have a valid sign permit from the Building and Planning Department.

**1708.27** Any other type or kind of sign which does not comply with the terms, conditions, and provisions contained in this Ordinance.

**1708.28** Projected Image signs are prohibited in all zoning districts.

## **1709 Temporary Signs**

Temporary signs may be erected and maintained in the City of Georgetown only in accordance with the following provisions:

### **1709.1 General Provisions:**

#### **1709.101 Permit Required:**

Temporary business signs, Real Estate special event signs, political signs, construction signs and temporary event signs shall require a temporary sign permit from the Zoning Administrator. Temporary real estate on-site signs and temporary on-site subdivision signs shall be exempt from temporary sign permit procedures provided all applicable requirements set forth here in are met.

#### **1709.102 Materials and Methods:**

The Zoning Administrator shall impose as a condition of approval such requirements as to the material, manner of construction, location of sign(s) and method of erection of a sign as are reasonably necessary to assure the health, safety, welfare, aesthetics, and convenience of the public.

#### **1709.103 Location and Placement.**

~~sof~~ Signs shall be prescribed under each event in this article. No sign shall be located within the public right-of-way.

### **1709.2 Business Signs:**

Temporary signs identifying a special, unique, or limited activity, service, product, or sale of limited duration shall be subject to the following:



### **1709.201 Type of sign:**

Temporary business signs may include banners, and non-illuminated portable signs.

### **1709.202 Number:**

There shall not be more than five (5) permits for temporary business signs issued for the same business location within one (1) calendar year. One (1) sign per event.

### **1709.203 Sign area:**

Temporary Business signs shall not exceed twenty four (24) square feet in gross area for each exposed face nor exceed an aggregate gross surface area of forty-eight (48) square feet.

### **1709.204 Location:**

Temporary business signs shall be located only upon the zoning lot on which the special, unique, or limited activity, service product, or sale is to occur. Such signs may be located in any yard but shall not extend over any lot line. Such signs shall not be located in a required site triangle as set forth in ~~Section 804 Vision Clearance Section 404 of this ordinance, “Vision Clearance”~~.

### **1709.205 Special Conditions:**

Temporary business signs shall be erected and maintained for a period not to exceed fifteen (15) consecutive days. “Going out of Business” signs shall be permitted for a total of thirty (30) days. All special, unique, or limited activity, service, product, or sale of limited duration requires a temporary business sign permit issued by the Zoning Administrator.

## **1709.3 Construction Signs:**

Temporary Construction signs identifying the parties involved in the construction to occur or occurring on the premises on which the sign is placed shall be subject to the following:

### **1709.301 Number:**

One (1) temporary construction sign for each project or development shall be permitted.

### **1709.302 Size:**

Temporary construction signs shall not exceed twenty-four square feet in gross surface area for each exposed face nor exceed and aggregate gross surface area of forty-eight (48) square feet.

### **1709.303 Location:**

Temporary construction signs shall be located only upon the premises which construction either is about to occur or is occurring. Such signs shall not be located in any required site triangle as set forth in ~~Section 804 Vision Clearance Section 404 of this ordinance “Vision Clearance”~~.

### **1709.304 Special Conditions:**

Temporary construction signs shall be permitted only as accessory to an approved building permit for the project or development. Temporary construction signs may be erected and maintained for a period not to exceed thirty (30) days prior to the commencement of construction and shall be removed within ten (10) days of the termination of construction of the project or development.

#### **1709.4 Political Signs:**

Temporary political signs announcing political candidates seeking public office, political parties, and/or political and public issues contained on a ballot shall be subject to the following requirements:

##### **1709.401 Size:**

Political signs shall not exceed six (6) square feet in gross area for each exposed face, nor exceed an aggregate of twelve (12) sq. ft.

##### **1709.402 Location:**

Such signs shall not be located in a required site triangle as set forth in Section 804 Vision Clearance ~~404 of this ordinance, "Vision Clearance"~~.

##### **1709.403 Deposit:**

Each candidate shall post a \$250.00 deposit with the City in order to obtain a permit to erect campaign signs. Candidates will be refunded this deposit if all signs are removed by the seventh (7) day following an election. In case of a run off election signs can remain until the seventh (7) day following the run off election. Upon failure to remove the signs in required time, the deposit will be forfeited to the City to cover the cost of removal.

##### **1709.404 Special Conditions:**

No campaign signs shall be erected until 30 days prior to a primary or general election.

#### **1709.5 Real Estate Signs:**

Temporary signs advertising the sale, lease, or rent of the premises upon which such sign is located shall be subject to the following:

##### **1709.501 Number:**

One (1) temporary real estate sign for each zoning lot shall be permitted.

##### **1709.502 Size Area:**

Residential Districts: In residential districts, temporary real estates signs shall not exceed six (6) square feet in gross surface area for each exposed face nor exceed an aggregate gross surface area of twelve (12) square feet. Commercial Districts: In commercial districts, temporary real estate signs shall not exceed twenty four (24) sq. ft. in gross surface area for each face nor exceed an aggregate gross surface area of forty eight (48) sq. ft. Such signs shall not exceed a maximum height of eight (8) feet.

##### **1709.503 Location:**

Temporary real estate signs shall be located only upon the property for lease, sale, or rent. Such signs shall be allowed in any yard but shall not extend over the property line. Such signs shall not be located in any site triangle as set forth in Section 804 Vision Clearance ~~404 of this ordinance, "Vision Clearance"~~.

##### **1709.504 Special Conditions:**

Temporary real estate signs shall be removed within seven (7) days of the sale or lease of the premises upon which the sign is located.

## **1709.6 Real Estate Special Event Signs:**

Temporary signs for the purpose of sales of property or homes and/or open houses to be held only for a limited time shall be subjected to the following:

### **1709.601 Type of sign:**

May include banners or non-illuminated portable signs.

### **1709.602 Location:**

Such signs shall not be located in a required site triangle as set forth in Section ~~804 Vision Clearance 404 of this ordinance, "Vision Clearance"~~.

### **1709.603 Deposit:**

Each Real Estate Event Agent shall post a \$250.00 deposit with the City in order to obtain a permit to place the Temporary Real Estate signs. Agents will be refunded this deposit if all signs are removed within (2) days following the event. Failure to remove the signs in the required time will result in the deposit being forfeited to the City to cover the cost of removal.

### **1709.604 Special Conditions:**

Temporary Real Estate Signs shall be allowed only on the days of the event, with the maximum days allowed for display being five (5).

## **1709.7 Subdivision Signs:**

Temporary Subdivision Signs announcing a new subdivision development shall be subject to the following requirements:

### **1709.701 Number:**

One (1) temporary subdivision sign shall be permitted per principle entrance to the subdivision.

### **1709.702 Sign Area:**

The sign area shall not exceed thirty two (32) square feet in gross surface area for each exposed face nor exceed an aggregate gross surface area of sixty four (64) square feet.

### **1709.703 Location:**

Temporary subdivision signs shall be located on the premises of the land subdivision. Such signs shall not be located in a required site triangle as set forth in Section ~~804 Vision Clearance 404 of this ordinance, "Vision Clearance"~~.

### **1709.704 Height:**

Temporary subdivision signs shall not exceed twelve (12) feet in height as measured from average grade of lot.

### **1709.705 Special Conditions:**

Temporary subdivision signs shall be removed from the premise once fifty (50%) percent of the lots are sold.

## **1709.8 Temporary Event Signs (other than Real Estate Special events):**

Temporary event signs announcing a drive, special activity, festival, or event of a civic, charitable, educational, or religious organization for non-commercial purposes shall be subject to the following:

### **1709.801 Type of sign:**

Temporary event signs may include banners or non-illuminated portable signs.

### **1709.802 Time Limits**

Temporary event signs may be erected and maintained for a period of thirty (30) days prior to the date of which the drive, special activity, festival, or event advertised is scheduled to occur and shall be removed within five (5) days of the termination of such drive, special activity, festival, or event.

## **1710 Signs permitted in Low Density Residential (R-1), Medium Density Residential (R-2 and R-3), High Density Residential (R-4 & R-5) and Medical Residential (MR)**

**1710.1** For all non-residential uses, excluding home occupations, permitted in residential districts, one (1) single, non-illuminated business identification sign (wall or freestanding) not exceeding a gross surface area of ten (10) square feet per sign face and an aggregate gross surface area of twenty (20) square feet for freestanding. Such signs shall not exceed eight (8) feet in height. Such signs shall be located a minimum of ten (10) feet from any adjoining property boundary and cannot interfere with the Vision Clearance as described in Section ~~804 Vision Clearance 404 of this ordinance~~—“~~Vision Clearance~~”. Internally illuminated signs shall be prohibited within all residential zoning districts. Such signs shall be allowed to use decorative post signs as defined herein. All signs proposed for location within the boundaries of the Historical district shall conform in size, number and location to—99 the regulations of the underlying zoning district, and to the requirements contained in the Board of Architectural Review Guidelines.

**1710.2** Home occupation signs shall be allowed as one (1) non-illuminated sign not to exceed two (2) square feet in gross surface area. Home occupation shall not qualify for temporary signage as described in Section ~~1709 1010(F)~~ of this ordinance. Internally illuminated signs shall be prohibited within all residential zoning districts. All signs proposed for location within the boundaries of the Historical district shall conform in size, number and location to the regulations of the underlying zoning district, and to the requirements contained in the Board of Architectural Review Guidelines.

**1710.3** Residential Subdivisions shall be permitted two (2) monument signs per principal entrance. Such signs shall not exceed a gross surface area of forty (40) square feet per sign face and an aggregate gross surface area of eighty (80) square feet. Such signs shall not exceed eight (8) feet in height and shall not be internally illuminated. Such signs shall be located a minimum of ten (10) feet from any adjoining property boundary and cannot interfere with the Vision Clearance as described in Section ~~804 Vision Clearance 404 of this Ordinance~~—“~~Vision Clearance~~”. Internally illuminated signs shall be prohibited within all residential zoning districts.

**1710.4** Single Family attached developments and multi-family developments shall be permitted two (2) monument signs for the purpose of identifying the premises. Such signs shall not exceed a gross surface area of twenty-four (24) square feet per sign face and an aggregate gross surface area of forty-eight (48) square feet. Such signs shall not exceed eight (8) feet in height and shall not be internally illuminated. Such signs shall be located a minimum of ten (10) feet from any adjoining property boundary and shall not interfere with the Vision Clearance as described in Section ~~804~~

~~Vision Clearance 404 of this Ordinance—Vision Clearance~~". Internally illuminated signs shall be prohibited within all residential zoning districts.

**1710.5** The following types of signs shall be permitted in addition to the signs permitted in the proceeding sections of the ordinance. The square footage of additional signage shall not count against the permitted square footage within each district.

**1710.6 Directory Signs: Medical Residential (MR)**

All signage proposed in the Historic District must be approved by the prior to receiving a sign permit in compliance with ~~Article XX: Historic Buildings District~~ with the exception of temporary signs as described in Section ~~1709 10\*\*~~ of this article. All signage proposed in the Design Overlay district for the Main Corridors must also meet the requirement set forth in ~~Article XXI: Commercial Corridor Design Overlay Districts Article XVI~~ as they pertain to signage as well as the underlying zoning requirements.

**1710.601 Number:**

Commercial centers and office parks containing three (3) or more businesses shall be permitted one (1) on-premise directory sign.

**1710.602 Sign Area:**

The gross surface area per sign face shall not exceed three (3) square feet for each occupant located in the building or complex.

**1710.603 Type of Sign:**

Directory signs shall be either wall signs or freestanding monument signs under Medical Residential (MR) shall be allowed only wall signs for directory uses.

**1710.604 Height:**

Directory signs shall not exceed eight (8) feet in height.

**1710.605 Content:**

Directory signs shall contain only the name and address of the businesses on the premises. No advertising messages shall be permitted.

**1711 Core Commercial (CC)**

The following signs are permitted in the Core Commercial Zoning District. Total number of signs allowed per premises/building is three. Any sign not listed as allowable signage shall not be permitted. Internally illuminated signs shall be prohibited within the Core Commercial zoning district.

**1711.1 Wall Signs:**

Any sign affixed in such a way that its exposed face and sign area is parallel to the plane of the building.

**1711.101** Wall signs must fit within the architectural details of the building.

**1711.102 Area:**

Area of the wall sign shall not exceed one times the linear frontage of the building or unit (where a building has been sub-divided into individual stores with separate entrances). (i.e. if a principal building/unit is 20 feet in width, then a 20 square foot sign shall be permitted and the

maximum square footage for any wall sign shall not exceed sixty (60) square feet). In cases where a business in the Core Commercial District has frontage on the public –100 boardwalk along the Sampit River, the owner may utilize a single additional sign on the river side of the building. The sign area may not exceed twenty (20) sq. ft. on the rear sign.

#### **1711.103 Number:**

One (1) wall sign shall be permitted per principal building except where a building has been sub-divided into individual stores with separate entrances. In this instance, each business shall be permitted one (1) wall sign. The gross surface area for each sign shall be calculated based on the width of each store front.

#### **1711.104 Perpendicular Signage:**

One (1) additional wall sign may be installed perpendicular to the street frontage for buildings with primary frontage on Queen, Screven, Broad, Orange, King or Wood streets, provided adequate wall space is available. Signage shall count towards total allowable signage for the business and must comply with the size requirements outlined in Section ~~1711.102~~ ~~1012.102~~. Signage shall not extend beyond the architectural features of the building. Such signs must be removed by the sign owner if an adjacent property owner begins vertical expansion or new construction.

#### **1711.2 Window Signs:**

Signs attached to, or suspended behind any window or door that serves as identification of business.

**1711.201** The ratio of the sign to glass shall not exceed 25% of the window area on which the signage is placed. (Unbroken pane)

**1711.202** No more than two (2) window signs shall be permitted per business. Window bands signs shall be permitted and counted as one (1) sign.

**1711.203** Temporary signage shall be allowed only after the requirements set forth in Section ~~1709~~ ~~1010~~ of this ordinance have been met.

#### **1711.3 Awning Signs:**

Signs which are applied (not painted) to awning valances.

**1711.301** Only the front of the valance area of the awning may be used as a message area and shall not count towards the allowed signage allotment nor shall it count against the total allowed square footage of signage per business.

**1711.302** Lettering for awning signs should not exceed six (6) inches in height.

**1711.303** Lettering should be centered on the valance equal distance from the ends. This also applies to addresses and accents to signage or addresses.

**1711.304** Awning signs should consist of only the name of the business, address, logo and or motto may be placed on the valance area.

#### **1711.4 Sandwich Board Signs:**

Sandwich board signs shall be reviewed and approved by the Building and Planning Department with the following conditions:

**1711.401 Sign Area:**

Sandwich Boards shall not exceed 3 feet 6 inches in height, twenty-four (24) inches in width. (Sandwich Board sign area shall not count against the total allowed square footage of signage per business).

**1711.402 Location:**

Sandwich Boards shall be located so that they do not block sidewalks. Signs should be located in front of the advertised business entrance only. Sandwich boards located on public property or in the public right of way shall be required to obtain a city encroachment permit. Sandwich boards are prohibited from placement on the city boardwalk.

**1711.403 Number:**

Only one (1) sandwich board shall be permitted per business.

**1711.404** All such signs must be removed and stored inside a structure at the close of business each day, and may be placed in the permitted location at the opening of business the following day, for the period that the sign permit is valid.

**1711.405** All such signs must be constructed of a durable, weather-resistant wood or wood product. Plastic, metal, and other non-natural materials may not be used

**1711.406** Sandwich boards shall have a maximum of two panels.

**1711.5 Projecting Signs:**

Signs that protrude perpendicular to the face of the building and hang from decorative brackets.

**1711.501 Size:**

Size of individual signs should be limited to the extent necessary to prevent them from obscuring or competing with other elements of the building. The scale and proportions of the sign should take into account the scale and proportions of the building on which it is located.

**1711.502 Sign Area:**

The gross surface area per sign face shall not exceed a square footage greater than four (4) square feet and an aggregate gross surface area of twelve (12) square feet.

**1711.503 Placement:**

Projecting signs may not extend more than four (4) feet from the surface of the building. Signs shall be located no closer than 18 inches to a vertical plane at the street curb line. Brackets for signs shall not be located any higher than second story window sills. Projecting signs shall be mounted so the lowest point of the sign is level with the storefront opening or not less than eight (8) feet above the sidewalk.

**1711.504 Number:**

No more than one (1) projecting sign is permitted per building.

**1711.505 Lighting:**

Lighting for projecting signs shall be directed at the sign only and shall not be permitted to interfere with traffic or create a driving hazard. If utilizing lighting for projecting signs, low wattage shall be used.



## **1711.506 Materials:**

Projecting signs shall be made of wood, painted metal, brass, or bronze. Sign materials should compliment but not necessarily match the building materials. Sign brackets should be flat iron or wrought iron.

## **1712 The following types of signs shall be permitted in addition to the signs permitted in the proceeding sections of the ordinance.**

The square footage of additional signage shall not count against the permitted square footage within each district.

### **1712.1 Core Commercial (CC)**

All signage proposed in the Historic District must be approved by the prior to receiving a sign permit in compliance with **Article XX: Historic Buildings District** with the exception of temporary signs as described in Section **1709 10\*\*** of this article. All signage proposed in the Design Overlay district for the Main Corridors must also meet the requirement set forth in **Article XXI: Commercial Corridor Design Overlay Districts** ~~Article XVI~~ as they pertain to signage as well as the underlying zoning requirements.

#### **1712.101 Directory Signs**

##### **(1) Number:**

Commercial centers and office parks containing three (3) or more businesses shall be permitted one (1) on-premise directory sign.

##### **(2) Sign Area:**

The gross surface area per sign face shall not exceed three (3) square feet for each occupant located in the building or complex.

##### **(3) Type of Sign:**

Directory signs shall be either wall signs or freestanding monument signs under Core Commercial (CC) shall be allowed only wall signs for directory uses.

##### **(4) Height:**

Directory signs shall not exceed eight (8) feet in height.

##### **(5) Content:**

Directory signs shall contain only the name and address of the businesses on the premises. No advertising messages shall be permitted.

#### **1712.102 Neon Signs:**

Core Commercial (CC) Neon signs may be deemed appropriate for open/closed and ATM signage. Such signage shall not exceed one (1) sq. ft. and shall allow for only one (1) sign per business.

#### **1712.2 Rear Entrance Signs: (all commercial zoning districts) provided:**

**1712.201** Signage shall not exceed one times the linear footage of the rear of the building or unit. (i.e. if a principal building/unit rear linear footage is 30 feet in width, then a 30 square foot sign shall be permitted). The maximum gross surface area permitted shall be sixty (60) square feet.



**1712.202** Signage shall fit into the architectural details of the building.

**1712.203** Sign shall be a wall-mounted sign.

### **1713 Intermediate Commercial (IC) and Waterfront Commercial (WC) Districts**

Each business shall be permitted one (1) sign that is perpendicular to the principal frontage and one (1) sign that is parallel to the principal frontage unless otherwise stated herein. All signs proposed for location within the boundaries of the Historical district shall conform in size, number and location to the regulations of the underlying zoning district, and to the requirements contained in the Board of Architectural Review Guidelines. All signage proposed in the Design Overlay district for the Main Corridors must also meet the requirement set forth in **Article XXI: Commercial Corridor Design Overlay Districts** ~~Article XIII~~ as they pertain to signage as well as the underlying zoning requirements. Internally illuminated signs shall be prohibited within the Waterfront Commercial zoning district

#### **1713.1 Perpendicular signs:**

Each parcel shall be permitted one (1) of the following types of signs provided all applicable requirements are met.

##### **1713.101 Monument Freestanding Sign:**

Each parcel shall be permitted one (1) freestanding monument sign provided that:

##### **(1) Number:**

One (1) monument freestanding sign shall be permitted per lot. A lot with two or more businesses located on it shall be permitted one (1) monument freestanding sign for the entire premises and shall be subject to all requirements stated herein.

##### **(2) Sign Area:**

The gross surface area per sign face shall not exceed a square footage greater than forty percent (40%) (thirty percent (30% in Waterfront Commercial) of the principal street frontage of the premise upon which the sign is to be located; and the aggregate gross surface area shall not exceed a total square footage greater than twice the permitted square footage of one (1) sign face. The maximum gross surface area permitted for a freestanding sign shall be sixty (60) square feet per sign face and an aggregate gross surface area of one hundred twenty (120) square feet. If the principal street frontage is less than thirty (30) feet no freestanding sign shall be permitted.

##### **(3) Location:**

The nearest point of a freestanding sign shall be located a minimum of ten (10) feet from any right-of-way line or adjacent property boundary. No freestanding sign shall extend over any structure or adjoining property line. No freestanding sign shall be located within thirty (30) linear feet of another freestanding sign.

##### **(4) Width and Height:**

The width of the supporting sign base may not be less than the width of the sign face. Freestanding signs shall not exceed eight (8) feet in height except as provided for in Section **1706 1006**

### **1713.102 Wall Signs:**

Each principal building shall be permitted two (2) wall signs perpendicular to the principal frontage provided that:

#### **(1) Number:**

Two (2) wall signs shall be permitted per principal building but shall not coexist on the same facade.

#### **(2) Sign Area:**

The gross surface area per sign face shall not exceed a square footage greater than twenty percent (20%) of the building width. The maximum gross surface area permitted per sign face shall be twenty (20) square feet.

#### **(3) Location:**

Each one of the two permitted wall signs shall be located on side facades opposite one another. No such sign shall project beyond the wall surface of a building.

### **1713.2 Parallel Signs:**

In the case of parallel signs, each business shall be permitted one (1) of the following types of signs provided all applicable requirements are met.

#### **1713.201 Monument Freestanding Signs:**

One (1) monument freestanding sign shall be permitted subject to the requirements set forth in Section ~~1714.101 1014.A.1~~. Such sign shall not coexist on the same premises as a sign permitted in Section ~~1714.301 1014.A.1\*\*\*~~.

#### **1713.202 Wall Signs:**

Each principal building shall be permitted one (1) wall sign provided that:

##### **(1) Sign Area:**

The gross surface area shall not exceed a square footage equal to the building width (i.e. If a principal building is 30 feet in width, then a 30 square foot sign shall be permitted). The maximum gross surface area permitted shall be sixty (60) square feet.

##### **(2) Number:**

One (1) wall sign shall be permitted per principal building except where a building has been sub-divided into individual stores with separate entrances (i.e. strip mall). In this instance, each business shall be permitted one (1) wall sign. The gross surface area for each sign shall be calculated based on the width of each storefront. In the instance that a principal building has parallel road frontages, a wall sign shall be permitted for each frontage.

##### **(3) Corner lots:**

Principal buildings located on corner lots shall be permitted one (1) additional wall sign oriented toward the secondary frontage. The gross surface area shall not exceed a square footage equal to the depth of the building (sidewall of building parallel to secondary frontage). The maximum gross surface area permitted shall be thirty (30) square feet. Such sign shall not coexist on the same facade as a sign permitted in Section ~~1714.102 1014.A.2~~.

### **1713.203 Window Signs:**

Intermediate Commercial (IC) and Waterfront Commercial (WC) One (1) permanent window sign attached to a window or glass door provided the gross surface area of the sign displayed should not exceed twenty five percent (25%) of the total area of the window. Window bans signs shall be considered one sign.

### **1713.204 Neon Signs:**

(Intermediate Commercial (IC) and Waterfront Commercial (WC), Neon signs may be deemed appropriate for open/closed and ATM signage. Such signage shall not exceed one (1) sq. ft. and shall allow for only one (1) sign per business.

### **1713.205 Outdoor Drive-Through menu boards (all zoning districts allowing Restaurants, excluding the Core Commercial District) provided:**

- (1) Menu Boards shall be no more than 32 square feet per side in size and shall be designed, located, and landscaped so that to the degree feasible, they are not visible from any street or right-of-way. The Base of the menu board shall be landscaped and/or incorporated into the landscape plan.
- (2) Outdoor Drive-Through menu boards shall not count toward the total maximum signage permitted in this section.

### **1713.206 Rear Entrance Signs:**

(all commercial zoning districts) provided:

- (1) Signage shall not exceed one times the linear footage of the rear of the building or unit. (i.e. if a principal building/unit rear linear footage is 30 feet in width, then a 30 square foot sign shall be permitted). The maximum gross surface area permitted shall be sixty (60) square feet..
- (2) Signage shall fit into the architectural details of the building.
- (3) Sign shall be a wall-mounted sign.

### **1713.207 Directory Signs:**

Intermediate Commercial (IC) and Waterfront Commercial (WC) All signage proposed in the Historic District must be approved ~~by the~~ prior to receiving a sign permit in compliance with **Article XX: Historic Buildings District** with the exception of temporary signs as described in Section ~~1709 40\*\*~~ of this article. All signage proposed in the Design Overlay district for the Main Corridors must also meet the requirement set forth in **Article XXI: Commercial Corridor Design Overlay Districts** ~~Article XVI~~ as they pertain to signage as well as the underlying zoning requirements.

#### **(1) Number:**

Commercial centers and office parks containing three (3) or more businesses shall be permitted one (1) on-premise directory sign.

#### **(2) Sign Area:**

The gross surface area per sign face shall not exceed three (3) square feet for each occupant located in the building or complex.

**(3) Type of Sign:**

Directory signs shall be either wall signs or freestanding monument signs under Intermediate Commercial (IC) and Waterfront Commercial (WC) Districts shall be allowed only wall signs for directory uses.

**(4) Height:**

Directory signs shall not exceed eight (8) feet in height.

**(5) Content:**

Directory signs shall contain only the name and address of the businesses on the premises. No advertising messages shall be permitted.

**1714 General Commercial (GC), Neighborhood Commercial (NC), Light Industry (LI), and Heavy Industrial (HI) Districts**

Each business shall be permitted one (1) sign that is perpendicular to the principal frontage and one (1) sign that is parallel to the principal frontage unless otherwise stated herein. All signs proposed for location within the boundaries of the Historical district shall conform in size, number and location to the regulations of the underlying zoning district, and to the requirements contained in ~~Article XX: Historic Buildings District~~ ~~the Board of Architectural Review Guidelines~~. All signage proposed in the Design Overlay district for the Main Corridors must also meet the requirement set forth in ~~Article XXI: Commercial Corridor Design Overlay Districts~~ ~~Article XVI~~ as they pertain to signage as well as the underlying zoning requirements.

**1714.1 Perpendicular Signs:**

Each parcel shall be permitted one (1) of the following types of signs provided all applicable requirements are met.

**1714.101 Monument Freestanding Sign:**

Each parcel shall be permitted one (1) freestanding sign provided that:

**(1) Number:**

One (1) monument freestanding sign shall be permitted per lot except where a lot has parallel road frontages; then one (1) monument freestanding sign for each frontage shall be permitted provided the signs are located a minimum of one hundred (100) linear feet from each other. A lot with two or more businesses located on it shall be permitted one (1) monument sign for the entire premises and shall be subject to all requirements stated herein.

**(2) Sign Area:**

The gross surface area per sign face shall not exceed a square footage greater than forty percent (40%) [Thirty percent 30% in Neighborhood Commercial] of the principal street frontage of the premise upon which the sign is to be located; and the aggregate gross surface area shall not exceed a total square footage greater than twice the permitted square footage of one (1) sign face. The maximum gross surface area permitted for a monument sign shall be one hundred fifty (150) square feet [sixty (60) square feet in Neighborhood Commercial] per sign face and an aggregate gross surface area of three hundred (300) square feet [one hundred twenty (120) square feet in Neighborhood Commercial]. If the principal street frontage is less than thirty (30) feet no monument sign shall be permitted.

**(3) Location:**

The nearest point of a monument sign shall be located a minimum of ten (10) feet from any right-of-way line or adjacent property boundary. No monument sign shall extend over any structure or adjoining property line. No monument sign shall be located within thirty (30) linear feet of another monument sign.

**(4) Width and Height:**

The width of the supporting sign base may not be less than the width of the sign face. Monument Freestanding signs shall not exceed eight (8) feet in height.

**1714.102 Wall Signs:**

Each principal building shall be permitted two (2) wall signs perpendicular to the principal frontage provided that:

**(1) Sign Area:**

The gross surface area per sign face shall not exceed a square footage greater than forty percent (40%) of the building width. The maximum gross surface area permitted per sign face shall be sixty (60) square feet.

**(2) Number:**

Two (2) wall signs shall be permitted per principal building but shall not coexist on the same facade.

**(3) Location:**

Each one of the two permitted wall signs shall be located on side facades opposite one another. No such sign shall project beyond the wall surface of a building.

**1714.2 Parallel Signs:**

In the case of parallel signs, each business shall be permitted one (1) of the following types of signs provided all applicable requirements are met.

**1714.201 Monument Freestanding Signs:**

One (1) monument freestanding sign shall be permitted subject to the requirements set forth in Section ~~1714.101 1015-A.1~~. Such sign shall not coexist on the same premises as a sign permitted in Section ~~1714.101 1015-A.1=105~~

**1714.202 Wall Signs:**

Each principal building shall be permitted one (1) wall sign provided that:

**(1) Sign Area:**

The gross surface area shall not exceed a square footage equal to the building width (i.e. If a principal building is 30 feet in width, then a 30 square foot sign shall be permitted). The maximum gross surface area permitted shall be one hundred (100) square feet.

**(2) Number:**

One (1) wall sign shall be permitted per principal building except where a building has been sub-divided into individual stores with separate entrances (i.e. strip mall). In this instance,

each business shall be permitted one (1) wall sign. The gross surface area for each sign shall be calculated based on the width of each store front.

**(3) Corner lots:**

Principal buildings located on corner lots shall be permitted one (1) additional wall sign oriented toward the secondary frontage. The gross surface area shall not exceed a square footage equal to the depth of the building (sidewall of building parallel to secondary frontage). The maximum gross surface area permitted shall be eighty (80) square feet. Such sign shall not coexist on the same facade as a sign permitted in Section ~~1714.102 10\*\*\*~~.

**1714.203 Roof Signs or Fixed Projecting Signs:**

Each principle building shall be permitted one (1) roof sign or fixed projecting sign provided that:

**(1) Sign area:**

The gross surface area shall not exceed a square footage equal to the building width. The maximum gross surface area permitted shall be one hundred (100) square feet.

**(2) Number:**

One (1) roof sign or fixed projecting sign shall be permitted per principal building except where a building has been subdivided into individual stores with separate entrances. In this instance, each business shall be permitted one (1) roof sign or fixed projecting sign. The gross surface area for each sign shall be calculated based in the width of each storefront.

**(3) Location:**

No portion of a roof sign or fixed projecting sign shall extend into a public right-of-way.

**(4) Roof signs or fixed projecting signs shall not extend above the lowest point of the roofline or parapet, whichever is lower. Roof signs or fixed projecting signs shall not extend more than five (5) feet from the face of the wall that it is attached to. Roof signs or fixed projecting signs shall not project into a pedestrian walkway unless the lowest point of the sign is a minimum of ten (10) feet above grade.**

**(5) Roof signs or fixed projecting signs shall be parallel to the front wall of the building.**

**1714.3 Public Service Signs: General Commercial (GC)**

**1714.301 Number:**

Financial institutions and professional offices shall be permitted one (1) time, temperature, date and or public service sign unit incorporated into the permitted freestanding monument sign.

**1714.302 Sign Area:**

The gross surface area of the time and temperature unit shall not exceed thirty (30) square feet per sign face and an aggregate gross surface area of sixty (60) square feet. Such sign area shall be in addition to that permitted under the General Commercial (GC) zoning district. The additional gross surface area allowance for such sign units shall contain no advertising messages.

#### **1714.4 Gasoline Pricing Signs:**

(All zoning districts allowing the sale of gasoline) Businesses engaged in the retail sale of gasoline shall be permitted an additional fifteen (15) square feet of gross surface area per sign face incorporated into a permitted freestanding monument sign for the purpose of advertising gasoline prices.

#### **1714.5 Neon Signs:**

General Commercial (GC), and Neighborhood Commercial (NC) Neon signs may be deemed appropriate for open/closed and ATM signage. Such signage shall not exceed one (1) sq. ft. and shall allow for only one (1) sign per business.

#### **1714.6 Outdoor Drive-Through menu boards (all zoning districts allowing Restaurants, excluding the Core Commercial District) provided:**

**1714.601** Menu Boards shall be no more than 32 square feet per side in size and shall be designed, located, and landscaped so that to the degree feasible, they are not visible from any street or right-of-way. The Base of the menu board shall be landscaped and/or incorporated into the landscape plan.

**1714.602** Outdoor Drive-Through menu boards shall not count toward the total maximum signage permitted in this section.

#### **1714.7 Rear Entrance Signs: (all commercial zoning districts) provided:**

**1714.701** Signage shall not exceed one times the linear footage of the rear of the building or unit. (i.e. if a principal building/unit rear linear footage is 30 feet in width, then a 30 square foot sign shall be permitted). The maximum gross surface area permitted shall be sixty (60) square feet.

**1714.702** Signage shall fit into the architectural details of the building.

**1714.703** Sign shall be a wall-mounted sign.

#### **1714.8 Window Signs:**

General Commercial (GC), Neighborhood Commercial (NC), Light Industry (LI), and Heavy Industrial (HI) One (1) permanent window sign attached to a window or glass door provided the gross surface area of the sign displayed should not exceed twenty five percent (25%) of the total area of the window. Window bans signs shall be considered one sign.

#### **1714.9 Directory Signs: General Commercial (GC), Neighborhood Commercial (NC), Light Industry (LI), and Heavy Industrial (HI) Districts:**

All signage proposed in the Historic District must be approved ~~by the~~ prior to receiving a sign permit ~~in compliance with Article XX: Historic Buildings District~~ with the exception of temporary signs as described in Section ~~1709 10\*\*~~ of this article. All signage proposed in the Design Overlay district for the Main Corridors must also meet the requirement set forth in ~~Article XXI: Commercial Corridor Design Overlay Districts Article XVI~~ as they pertain to signage as well as the underlying zoning requirements.

#### **1714.901 Number:**

Commercial centers and office parks containing three (3) or more businesses shall be permitted one (1) on-premise directory sign.



#### **1714.902 Sign Area:**

The gross surface area per sign face shall not exceed three (3) square feet for each occupant located in the building or complex.

#### **1714.903 Type of Sign:**

Directory signs shall be either wall signs or freestanding monument signs under General Commercial (GC), Neighborhood Commercial (NC), Light Industry (LI), and Heavy Industrial (HI) Districts shall be allowed only wall signs for directory uses.

#### **1714.904 Height:**

Directory signs shall not exceed eight (8) feet in height.

#### **1714.905 Content:**

Directory signs shall contain only the name and address of the businesses on the premises. No advertising messages shall be permitted.

#### **1715 Conservation Preservation Districts:**

Only signs identifying the area as wetlands shall be permitted within this zoning district as approved by the Zoning Administrator.

#### **1716 Planned Development Districts:**

Signs within a Planned Development District shall be set forth in the approved PD applications. Although applications for signs within PD districts shall be reviewed on their merit, a major factor shall be compatibility with the sign regulations specified for the zoning district that would most closely accommodate the proposed development.

#### **1717 Special Overlay Signs Districts:**

In order to allow for greater flexibility yet carefully review signage of large comprehensively designed projects, City Council may establish by ordinance, special overlay sign districts for major development proposals encompassing one or more contiguous tracts of land at least ten (10) acres in size. Such ordinance shall specify the sign restrictions pertaining to that special overlay sign district and shall supersede the restrictions of certain sections of this ordinance. Applications for special sign districts shall be prepared by an approved design professional and shall be evaluated by the Planning Commission and City Council in terms of appropriateness of the proposed graphic design system to the district's architecture, site plan, function, land use, traffic patterns, and information requirements, and compatibility with the surrounding development(s).

#### **1718 Permit Procedures**

**1718.1** A permit shall be required for the erection, alteration, panel replacement or reconstruction of any sign and such permit shall be issued by the Zoning Administrator for the City of Georgetown.

**1718.101** Application for a sign permit shall be made to the Zoning Administrator to erect, alter, and replace panel (s) or to relocate a sign within the City of Georgetown. A form provided by the Zoning Administrator and shall include but not be limited to the following information:

- (1) Name, address, telephone number, and signature of the owner of premises (and occupant if different) granting permission for the construction, maintenance, or display of the proposed signage.



- (2) Name, address, telephone number, and signature of sign contractor.
- (3) The approximate value of the sign to be installed, including the installation cost.
- (4) Two copies of a sketch or blue print site plan of the proposed signage drawn to scale, showing elevations of the sign as proposed on the building facade, awning, or canopy. In the case of a monument sign, a sketch plan of the property drawn to scale illustrating the proposed location of the sign. Proposed signage superimposed on a scaled drawing.
- (5) Specifications and scaled drawings showing the materials, design, dimensions, structural supports, and electrical components of the proposed sign.
- (6) Size, number and location of existing signs.
- (7) Any other information, specifications, photographs, or the like deemed necessary by the Zoning Administrator in order to assure compliance with requirements set forth herein.

**1718.102** If the proposed sign(s) is located in the Design Overlay District for Main Corridors, ~~(Article XVI of the Zoning Ordinance)~~ then such sign(s) shall be subject to meet all standards set forth in **Article XXI: Commercial Corridor Design Overlay Districts** ~~Article XVI~~ as they pertain to signage as well as the underlying zoning requirements.

**1718.103** Upon compliance with the requirements set forth herein, the Zoning Administrator shall have fifteen (15) days to approve or deny the application for a sign permit.

**1718.104** The sign owner must complete construction of the permitted sign within six (6) months after receiving the sign permit. After installation of the approved sign the sign owner shall notify the Zoning Administrator of completion and an inspection shall be made to ensure compliance.

**1718.105** The Building and Planning Department may make or require any inspections of any construction work to ascertain compliance with the provisions of this Ordinance and other laws which are in force and to ascertain that the sign is erected or displayed as indicated on the approved sign permit application.

**1718.106** Double permit fees shall be required of any person(s) or firm who actually begins any work for which a permit is required by this ordinance before obtaining such permit. Signs installed without a sign permit shall be removed at the owner's expense until an approved permit is obtained. Such person(s) or firm shall, in addition, be subject to all other penalty provisions of this ordinance.

## **1719 Nonconforming Signs**

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

change. At such time, the nonconforming directory signs shall be removed by the landowner, and may be replaced with a conforming monument style directory sign. Failure to do so shall constitute authorization for the City to remove it and assess the full cost to the sign owner; in addition to any other penalties prescribed for violation of this Ordinance. Such signs shall not be expanded, even if the tenant(s) does (do) not change.

## **1720 Obsolete and Abandoned Signs**

### **1720.1 Abandoned Sign:**

A signs structure that does not have a permanent sign face; or a sign advertising a business activity or firm which is no longer in operation at the location identified by the sign. An abandoned sign includes the sign face, sign copy and all elements of the sign structure.

### **1720.2 Obsolete Sign.**

When any sign is relocated, made inoperative, or removed for any reason, except for maintenance, all structural components including the sign face and sign structure, shall be removed or relocated with the sign. All structural components of freestanding or freestanding monument signs shall be removed to ground level. The structural components of all other signs, including painted wall signs, shall be removed back to the original building configuration.

## **1721 Signs Maintenance required or signs in Disrepair and Unsafe Signs**

All signs shall meet the following provisions for maintenance, disrepair and unsafe signs. Signs that do not meet these provisions shall be repaired or removed within thirty (30) days after receipt of notification from the Zoning Administrator.

**1721.1** The area around a sign shall be property maintained clear of brush, trees, and other obstacles so as to make the sign readily visible.

**1721.2** Any burned-out bulb or damaged sign face shall be replaced or repainted.

**1721.3** All sign copy shall be maintained securely on the sign face and all missing copy must be replaced.

**1721.4** All sign structures, framework and poles shall be structurally sound.

**1721.5** Any sign face advertising a business that no longer operates on the premises where the sign is located shall be replaced with either an approved, permitted sign face or in instances where there is a conforming directory sign, a blank sign face.

**1721.6** All signs and supports, braces, guys, and anchors thereof shall be kept in good repair, refurbished and repaired from time to time, as necessary, and perpetually maintained in safe condition, free from deterioration, defective or missing parts, or peeling or faded paint, and able to withstand the wind pressure for which such sign was originally designed and able to meet the structural standards described in the building code.

**1721.7** Any sign not in compliance with this provision is hereby declared to be a nuisance and a prohibited sign. If the sign is declared to be a nuisance, the Zoning Administrator shall notify the appropriate person(s) by certified mail that the condition must be corrected within a specific time period. If no action is taken within the time period by the person(s) charged with maintaining such sign, the Zoning Administrator shall be authorized to remove or have removed the sign deemed a nuisance, at the person(s) expense, in addition to being subject to all penalty provisions of this ordinance.

## **1722 Repair and Reconstruction of Off-Premise Signs**

Should any sign be damaged by acts of God, weather, unintentional harm or negligence or should any off-premise sign deteriorate due to failure to properly maintain said sign to the point that the cost of repair is greater than fifty (50) percent of the total replacement cost of the physical sign structure, the City shall not grant any permits for the repair or reconstruction of the sign.

## **1723 Removal of Signs Erected on Public Property or Rights-of-Way**

It shall be unlawful to erect, use or maintain a sign or sign structure on public property or public right-of-way without the approval of the City of Georgetown. The Zoning Administrator shall be authorized to remove or have said signs removed. The Zoning Administrator shall attempt to contact the owner(s) of signs and store said signs, (size permitting) for a total of ten (10) days. If signs have not been claimed and picked up within the ten (10) days, signs shall be disposed of.

## **1724 Indemnification**

All persons involved in the maintenance, installation, alteration, or relocation of signs near or upon any public right-of-way or property shall agree to hold harmless and indemnify the City, its officers, agents, and employees against any and all claims of negligence resulting from such work.

## **1725 Revoking Permits**

The Zoning Administrator may revoke and require the return of any permit by giving written notice using certified mail to the permit holder, stating the reason for the revocation. Permits shall be revoked for any substantial departure from the approved application or plans and specifications, for refusal or failure to comply with the requirements of any applicable State or local laws or local ordinances or regulations, or for false statements or misrepresentations made in securing the permit. A permit mistakenly issued in violation of an applicable State or local law or local ordinance or regulation also may be revoked.

## **1726 Severability and Conflict**

This ordinance and its various parts are hereby declared to be servable. If any section, clause, provisions or portion of this ordinance is declared invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of either this ordinance as a whole or any parts not declared invalid or unconstitutional. If any part of this ordinance is found to be in conflict with any other ordinance of the City of Georgetown, the most restrictive or highest standard shall prevail.

## **1727 Enforcement**

Signs, which are found to be in violation of the provision of this article, shall be subject to the following provisions. Where notice is required, such notice shall be by certified mail and may be reasonable under the circumstances surrounding the violation. Notices shall be addressed to the last known address of the sign owner.

### **1727.1 Notice of violation.**

**1727.101** The Zoning Administrator shall send notice, by certified mail to the sign owner, stating the nature of the violation and granting an appropriate period of time to correct the violation.

**1727.102** In the event the certified mail is not accepted, notification of the violation shall be posted on the sign with a description of the violation and timeline to remedy the violation.

### **1727.2 Continued violation.**

In the case where the Zoning Administrator has sent notice to the sign owner, or posted the sign when notice is not accepted and granted an appropriate period of time to correct the violation and the violation has not been remedied a citation may be issued to the sign owner. Each day such violation continues shall constitute a separate offense.

**1727.3** Nothing herein contained shall prevent the city from taking such other lawful action as is necessary to prevent or remedy any violation.

## Article XVIII: Off-Street Parking

### 1800 Off-street Parking

Off-street automobile storage or parking space shall be provided on each lot on which any of the following uses are hereafter established except in the Core Commercial District. The number of parking spaces provided shall be at least as great as the number specified herein for various uses. When application of said provision results in a fractional space requirement, the next larger requirement shall prevail. Parking requirements in the Core Commercial District shall be approved by the Zoning Administrator.

**1800.1** All off-street parking areas shall be designed so that, without resorting to extraordinary movements, vehicles may exit such areas without backing onto a public street.

**1800.2** Off-street parking areas of all developments shall be designed so that sanitation, emergency, and other public service vehicles can serve such developments.

**1800.3** Every off-street parking space shall be arranged so that any vehicle may be moved into and out of such space without moving another vehicle.

**1800.4** Circulation areas shall be designed so that vehicles can proceed safely without posing a danger to pedestrians and without interfering with parking areas.

**1800.5** The required parking areas for any development shall be paved and properly marked prior to the issuance of a Certificate of Zoning Compliance or a Temporary Certificate of Zoning Compliance. The City of Georgetown shall not accept any type of improvement guarantee in lieu of the completion of required parking.

### 1801 Off-street parking in the Core Commercial District.

The off-street parking requirements in this Ordinance shall not apply to permitted uses in the Core Commercial District. The Zoning Administrator shall determine the off-street parking requirements for conditional uses in the Core Commercial District.

### 1802 Site Plan Submission Requirements

As part of the normal site plan requirements of the ~~Zoning~~ Unified Development Ordinance, parking and landscaping plans shall be provided to the Building and Planning Department for review. These plans shall clearly illustrate the proposed parking layout in relation to the building site, and the location of the required landscaping buffers. Additionally, a proposed planting plan shall detail the location and species of all plants used to fulfill these requirements. The plans need not necessarily be prepared by a registered architect or landscape architect. Information regarding the proposed surfacing of the lot shall also be included.

### 1803 Parking Space and Aisle Dimensions

Regular parking spaces intended for the use of standard sized automobiles shall have a minimum dimension of nine feet by eighteen feet for non-angled spaces. Compact car parking stalls shall have a minimum size of seven feet by fifteen feet, and may account for a maximum of ten per cent of the total spaces provided. All compact stalls shall be marked by appropriate signage with a sign face no larger than one hundred square inches. Parking spaces intended for the use of cars or trucks with boat trailers attached are a minimum of ten feet wide and thirty-five feet long.

### 1803.1 Angled parking stalls.

When angled parking stalls are chosen, they shall be provided with the dimensions illustrated in the Approved Plant and Parking Space Dimension List maintained by the building and planning department; and shall require the provision of traffic circulation aisle widths specified below according to the degree of angle.

### 1803.2 Aisles.

The width of all driving aisles between parking spaces shall be determined as designated in **Section 1803.3 ~~Table 1102.2~~**. The angle shall be measured between the centerline of the parking space and the centerline of the aisle.

### 1803.3 Aisle Requirements Table.

| Parking Angle                       | Required Aisle width (feet) |
|-------------------------------------|-----------------------------|
| 45                                  | 16                          |
| 60                                  | 18                          |
| 80                                  | 22                          |
| 90                                  | 24                          |
| Two way traffic regardless of angle | 24                          |
| Aisles without parking              | 20                          |

### 1803.4 Parallel parking.

Parallel parking stalls for standard sized automobiles shall have a minimum size of eight feet by twenty-three feet, and seven feet by nineteen feet for compact autos. All parallel parking stalls shall have a minimum of twelve feet for maneuvering space in one-way traffic and twenty-two feet maneuvering space for two-way traffic.

### 1803.5 Wheel stops.

Wheel stops shall be required on all handicapped parking spaces, spaces that abut sidewalks, and parking spaces that abut landscape areas where the parking area does not contain curbing. Wheel stops shall be located thirty (30) inches on center from the front of the parking space. The stop shall be a minimum of four (4) inches in height and shall have the capacity to stop both wheels of a vehicle.

## 1804 Handicapped Parking Requirements

All handicap parking areas shall comply with the Building Codes and all state codes and be compatible with ADA requirements and specifications for handicapped parking including but not limited to the number of spaces, location of spaces, dimension of spaces, markings, signage, and accessibility to sidewalks.

### 1804.1 Handicapped parking spaces.

**Section 1804.2 ~~Table Inset 1103.1~~** shall govern the minimum number of handicapped spaces that must be provided on the lot. Handicapped stalls shall have a minimum size of twelve feet by eighteen feet, and shall be adjacent to a three-foot-wide handicapped-accessible sidewalk that allows easy access to the building entrance. In the event of a conflict in the number of spaces required under the provisions of the Standard Building Code, as adopted, the stricter regulations shall apply.

## 1804.2 Handicapped Parking Spaces Requirement Table.

| Total Spaces in Lot | Required Handicapped Spaces |
|---------------------|-----------------------------|
| Up to 25            | 1                           |
| 26 to 50            | 2                           |
| 51 to 75            | 3                           |
| 75 to 100           | 4                           |
| 101 to 150          | 5                           |
| 151 to 200          | 6                           |
| Over 200            | 4% of total                 |

### 1804.3 Handicapped signage requirements.

Handicapped stalls shall each display one handicapped parking sign (international symbol of access) and the parking surface shall be identified with the handicapped parking symbol and suitable pavement striping. Handicapped stalls shall be situated as close to building entrances as is feasible.

## 1805 General Parking Requirements

All parking lots containing six or more spaces shall be composed of a dust-free surface, such as asphalt paving, concrete, pea-gravel, or slag. Grass turf in the form of commercially produced sod shall be allowed for parking lots containing between six and ten spaces (inclusive); but must be properly maintained by the property owner and replaced when necessary to repair damage from vehicular or pedestrian traffic. The first ten feet of any access driveway, measured from the edge of pavement of the street, shall be surfaced in a manner consistent with the surfacing material of the street that the driveway accesses. Coquina and/or dirt lots shall not be permitted. The property owner is encouraged to utilize porous paver bricks or asphalt where feasible to allow surface water runoff to infiltrate the earth without leaving the lot.

### 1805.1 Delineation of parking stalls.

For all parking lots, regardless of the number of spaces and the manner in which they are surfaced, each individual stall shall have its dimensions clearly marked with white or yellow traffic paint if the lot is surfaced with concrete or asphalt; and with four inch by four inch by twelve foot or larger landscape timbers firmly anchored to the parking surface for lots surfaced in any other acceptable manner. A four inch by four inch by eight foot timber shall be installed across the front of such stalls to act as a wheel stop.

### 1805.2 Protection of landscaping.

Stalls shall be arranged in such a manner as to not allow any part of an automobile to overhang across any required buffer strip if such overhang can endanger the required landscaping, (i.e. bumper overhangs knocking over shrubs). To accomplish this, the property owner shall be required to protect landscape buffers and islands with concrete border curbing, or in the case of parking lots that are not surfaced with asphalt or concrete, large landscape timbers, or railroad ties.

### 1805.3 Provision for backing-room.

Individual parking stalls located in parking pods that do not have through-access shall not be allowed to abut a property line of landscaping buffer in such a manner that there is no room for backing an automobile out of the stall. Parking stall layout shall include a turnaround area of a minimum dimension as wide as the corresponding aisle and ten feet deep to prevent this.

## **1806 Landscaping Requirements**

Off-street parking areas containing six or more parking spaces shall be required to reserve a five-foot wide buffer strip along the exterior lot lines surrounding all automobile circulation and parking areas. The exception to this is when a commercially zoned property does not abut any residentially used or zoned parcels. In this case, the property owner shall be exempt from having to provide the buffer along the rear yard property line if the rear yard is used only for merchandise delivery and employee parking. Any customer parking that is located in the rear yard negates this exception. Within this buffer, trees and shrubs shall be planted of a height and density to be determined by the Approved Plant and Parking Space Dimension List.

### **1806.1 Trees in buffer areas.**

Regardless of varieties used, an approved tree must be planted at least every thirty feet, with some species requiring smaller spacing, as determined by the Approved Plant and Parking Space Dimension List. A maximum of fifty per cent of the required trees may be of the ornamental variety, as determined by the plant list, with the remainder being shade trees. In addition, no more than ten per cent of required trees may be represented by any pine species.

### **1806.2 Shrubs in buffer areas.**

The area between the required trees shall be planted with a dense strip of bushes or other shrubbery that provides maximum opacity, while not inducing overcrowding of planted material. Existing shrubs and trees that are on the approved plant list and meet the minimum size requirements may be counted toward fulfilling this requirement. Trees and shrubs may be planted in a staggered pattern within the required buffers, as opposed to a straight row, to provide for a more visually appealing buffer.

### **1806.3 Owner's maintenance of planted materials.**

All plants used for landscaping shall be indigenous to this climate and shall be properly maintained in a healthy, controlled manner by the property owner. Any required planting material that dies or is allowed to lapse into a state of unhealthiness shall be replaced by the property owner during the species' growing season.

### **1806.4 Alternate designs allowed.**

The Planning Commission may, at its discretion, approve an alternate buffer design incorporating visually appealing fencing or earthen berms. The Building and Planning Department may, at its discretion, approve alternate species not included on the approved plant list if the property owner submits a letter from a registered landscape architect, horticulturist, botanist, or plant nursery operator stating that the growing conditions in the City favor the healthy growth and maintenance of that species. The Building Department may also require landscaping to be installed in locations left empty from the parking layout, such as corner islands associated with angled parking layouts, etc., at its discretion.

### **1806.5 Access between adjacent lots.**

One access drive of twenty feet in width shall be allowed to connect adjacent parcels every one hundred linear feet, if both property owners so desire. This drive may cut through the required side or rear yard perimeter buffer. A notarized letter of agreement signed by both property owners in question shall be provided to the Building Department before an access drive may be allowed between adjacent parcels.



### **1806.501 Parking lots abutting residentially used or zoned parcels.**

Wherever a parking lot abuts a residentially used or zoned property, the required buffer strip shall be ten feet in width along the property line separating them. The property owner shall then have the option of doubling the amount of planted material provided in the buffer strip by staggering the distribution of the plants, or installing a fence or wall constructed of suitable materials (to be determined by the Zoning Administrator) in addition to the normal amount of landscaping materials for a five-foot buffer strip.

### **1806.502 Interior landscape islands.**

For parking areas containing twenty-five or more spaces the property owner shall reserve at least fifteen per cent of the total lot area minus the square footage of the building(s) footprint for internal landscape islands in addition to any other buffering requirements. These islands are to be at least fifty square feet in size and arranged in such a manner as to break up broad expanses of paving and provide directional guidance for both vehicular and pedestrian traffic flows. No individual island may be less than five feet in width. At least seventy-five per cent of the required landscape islands must be located in that section of the parking lot that contains the majority of customer parking. The property owner is encouraged to landscape in areas immediately surrounding the principal building itself. To allow for this, a maximum of fifteen per cent of the required square footage of internal landscape islands may be accounted for with exterior building landscape treatments. These islands shall be planted in a manner similar to the required perimeter buffer strips. Grouping of trees is encouraged in the islands for visual appeal and variety.

### **1806.503 Landscaping in sight triangles.**

No landscaping that obscures vision may be placed in any required sight triangle. The property owner is encouraged to plant low-growing (never exceeding heights of three or more feet) ground cover as recommended in the approved plant list within the sight triangles to provide a visually appealing treatment of the entrances to the parcel. Trees whose lowest branches and canopy exceed ten feet in height may also be used in the sight triangle.

## **1807 Timing of Installation of Required Improvements**

Parking lots, with their attendant landscaping, must be completed before the issuance of a Certificate of Occupancy (CO), or in the case of a building remodeling or addition which does not require a CO, as a condition of the issuance of a building permit or business license. However, under certain circumstances such as unavailability of contractors, poor weather, or seasonal limitations to planting, the property owner may obtain a conditional Certificate of Occupancy or business license, contingent upon the completion of the parking and landscaping improvements detailed on the approved site plan within a specified time frame to be decided by the Building Department, but not to exceed six months from the date of issuance. Failure to install the necessary parking and landscaping by the specified date shall be considered a misdemeanor, and shall be punishable by a fine of up to two hundred dollars and/or thirty days in prison for each offense, with each day of noncompliance being considered a separate offense. Under cases of special hardship, the Building Department may, at its discretion, grant one extension of up to thirty days to the specified completion date, upon written request of the property owner.

## **1808 Nonconforming Parcels**

Any use governed under these provisions that locates in an existing building on a parcel that was nonconforming as of 12-15-94 [S.C. Code of Laws], with respect to any parking and/or landscaping

provision shall be exempt from the landscaping provisions herein; except those uses which are required to provide ten per cent more parking spaces than were required of, or provided by, the previous occupant of the structure. For parcels that do not meet the minimum size requirements of the **Zoning Unified Development** Ordinance, the Building Department may, at its discretion, grant up to a twenty-five-per cent variance on the number of parking spaces required, or any landscaping provision herein. If that does not provide sufficient relief, the property owner may submit a formal application to the Board of Zoning Appeals for further relief. No expansion of an existing business that is nonconforming with respect to these parking and landscaping standards may occur unless the property owner agrees to bring the use into full compliance. The exception to this rule exempts commercial developments of two or more businesses located in a common building and utilizing shared parking on one parcel of land (such as strip shopping centers, malls, etc.). Any new use or combination of uses which cause the total number of parking spaces required under these provisions to exceed one hundred and ten per cent of the total number of existing spaces on the nonconforming parcel shall require the property owner to bring the entire parcel into compliance with all parking and landscaping provisions herein.

### 1809 Parking Space Requirements

The number of off-street parking spaces to be provided shall be calculated as designated in **Section 1810 Table 1108**. If the calculation of the required number of parking spaces results in a fractional or decimal number, the number may be rounded down to the nearest whole number.

### 1810 Parking Space Requirement Table.

| Use                                                 | Parking Requirement                                                                                                                                                                                                                                                    |
|-----------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <i>Professional Services</i>                        |                                                                                                                                                                                                                                                                        |
| ATM (Separate building located on same parcel)      | One space per machine                                                                                                                                                                                                                                                  |
| ATM (Separate building located on different parcel) | Two spaces per machine                                                                                                                                                                                                                                                 |
| Banks and financial institutions                    | Three waiting spaces per drive-in service unit plus one space per employee at largest shift, plus one space per 400 sq ft of gross floor area                                                                                                                          |
| <i>Recreational Uses</i>                            |                                                                                                                                                                                                                                                                        |
| Bingo                                               | One space per three customers                                                                                                                                                                                                                                          |
| Health club or gym                                  | One space per four persons to max capacity, plus one per employee at largest shift                                                                                                                                                                                     |
| Wet slip marinas                                    | One space for every five slips utilized for long-term docking. If a boat landing is provided, 10% of the total required spaces shall be large enough to accommodate cars or trucks with boat trailers attached. Dimensions are listed on Section 1803 of this Article. |
| Dry slip marinas                                    | One space for each five berths                                                                                                                                                                                                                                         |
| Tennis courts                                       | Three spaces per court                                                                                                                                                                                                                                                 |
| <i>Retail/Trade</i>                                 |                                                                                                                                                                                                                                                                        |
| Convenience store                                   | One space per 100 sq ft of retail floor area                                                                                                                                                                                                                           |
| Grocery store                                       | One space per 100 sq ft of retail and service floor area, plus one space per 500 sq ft of gross storage area                                                                                                                                                           |
| Retail (Single tenant):                             |                                                                                                                                                                                                                                                                        |
| Retail floor area less than 1,000 sq ft             | Minimum one space per 200 sq ft of retail floor area (or fraction thereof)<br>Maximum one stall per 100 sq ft of retail floor area                                                                                                                                     |
| Retail floor area 1,000-5,000 sq ft                 | Minimum three spaces, plus one per 250 sq ft retail floor area<br>Maximum three spaces, plus one per 200 sq ft retail floor area                                                                                                                                       |

| Use                                                   | Parking Requirement                                                                                                                                                                                                                              |
|-------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Retail floor area 5,000-50,000 sq ft                  | Minimum eight spaces, plus one per 300 sq ft retail floor area<br>Maximum eight spaces, plus one per 250 sq ft retail floor area                                                                                                                 |
| Retail floor area over 50,000 sq ft                   | Minimum thirty-three spaces, plus one per 350 sq ft retail floor area<br>Maximum thirty-three spaces, plus one per 300 sq ft retail floor area                                                                                                   |
| Mini shopping mall                                    | Minimum of one stall per 300 sq ft of retail floor area<br>Maximum of one stall per 250 sq ft of retail floor area                                                                                                                               |
| Regional shopping mall                                | Minimum of eight stalls, plus one per 350 sq ft of retail floor area<br>Maximum of eight stalls, plus one per 300 sq ft of retail floor area                                                                                                     |
| Vehicle Sales and/or service                          | One space per 200 sq ft of gross retail floor area, plus one space per employee on largest shift                                                                                                                                                 |
| Wholesale business                                    | One space for every three employees based on maximum seasonal employment                                                                                                                                                                         |
| <i>Services/Personal Care</i>                         |                                                                                                                                                                                                                                                  |
| Auto repair garage                                    | One space for each employee on the largest shift, plus two spaces for each repair bay or service space. If automobile parts are sold as an ancillary retail use within the same building, one space per 250 sq ft of such use shall be provided. |
| Beauty parlors, barber shops, tanning salons          | One space per employee, plus one space per customer chair or bed                                                                                                                                                                                 |
| Car wash (full service)                               | One space per employee on largest shift, plus one space for drying, plus stacking room for two cars per washing bay (washing bay is not considered a space)                                                                                      |
| Standard Restaurant                                   | One space per 100 sq ft of gross floor area, plus one space per 150 sq ft of outdoor seating area                                                                                                                                                |
| Restaurant Fast Food (with DriveThru)                 | One space per 75 sq ft of gross floor area, plus five spaces of stacking area –per drive-thru window, plus one space per 150 sq ft of outdoor seating area                                                                                       |
| Equipment rental                                      | One space per 200 sq ft of gross floor area                                                                                                                                                                                                      |
| Funeral homes                                         | One space for every four seats in the chapel or parlor                                                                                                                                                                                           |
| Gasoline service station (excluding convenience mart) | Four spaces for each bay or similar facility, plus one space per employee                                                                                                                                                                        |
| Indoor recreation                                     | One space per 250 sq ft of gross work area; or one space for every three patrons to the max capacity of the facility as determined by the Fire Department Whichever is greater)                                                                  |
| Hotels and motels                                     | One space for every four employees, plus one for each guest room                                                                                                                                                                                 |
| Laundromat                                            | One space for every two washing machines, plus one space for facility manager                                                                                                                                                                    |
| Oil change/lubing shop                                | One space per employee on largest shift, plus two spaces per service bay. A service bay itself is not considered a parking space.                                                                                                                |
| Dry cleaning                                          | One space per employee on the largest shift, plus three customer spaces                                                                                                                                                                          |
| Auction house                                         | One space per two patron seats                                                                                                                                                                                                                   |
| Taxi stand                                            | One space per employee on largest shift, plus one space per taxi                                                                                                                                                                                 |
| <i>Residential</i>                                    |                                                                                                                                                                                                                                                  |
| Single family (including mobile homes)                | Two spaces                                                                                                                                                                                                                                       |
| Duplex                                                | Four spaces                                                                                                                                                                                                                                      |
| Multi-family                                          | Two spaces per unit                                                                                                                                                                                                                              |
| Group dwellings                                       | One space per guest room                                                                                                                                                                                                                         |
| <i>Public and Institutional Uses</i>                  |                                                                                                                                                                                                                                                  |

| Use                                                                               | Parking Requirement                                                                                                                                                                                                                                                                                  |
|-----------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Adult day care center, mini-adult day care centers, family adult day care centers | One space per employee, plus one space for every five adults enrolled. A pick up zone shall be provided with one unloading space for every 12 adults. Unloading and loading of adults from vehicles shall be permitted in the driveway, approved parking area, or directly in front of the facility. |
| Day care center, mini care center, family day care homes                          | One space per employee, plus one space for every six children. A pickup space shall be provided with one unloading space for every twelve children. Unloading and loading of children from vehicles shall be permitted in the driveway, approved parking area, or directly in front of the facility. |
| Eleemosynary institutions, clubs, charity halls, lodges                           | One space for every three persons based on the maximum seating capacity as determined by the Fire Department                                                                                                                                                                                         |
| Hospitals and nursing homes                                                       | One space for every two staff or visiting doctors, plus one space for every two employees, plus one space for every four beds, computed on the largest number of employees on duty at any period of time                                                                                             |
| Places of public assembly                                                         | One space for every five seats in the principal assembly room or area                                                                                                                                                                                                                                |
| Library and museums                                                               | One space per 250 sq ft of gross floor area, plus one space per employee                                                                                                                                                                                                                             |
| Medical Office                                                                    | One space per 300 sq ft of floor area                                                                                                                                                                                                                                                                |
| Churches                                                                          | One space for every four seats in main sanctuary                                                                                                                                                                                                                                                     |
| Elementary and junior high schools                                                | One space per faculty member, plus one space for each twenty students.                                                                                                                                                                                                                               |
| Schools excluding elementary and junior high)                                     | One space per faculty member, plus one space for each three non-bussed pupils                                                                                                                                                                                                                        |
| College                                                                           | One per employee on largest shift, plus one space for each two students during the largest attendance period of the day                                                                                                                                                                              |
| <i><u>Industrial Uses</u></i>                                                     |                                                                                                                                                                                                                                                                                                      |
| Industry                                                                          | One space for each three employees, computed on the largest number of persons on the premises at any period during the day or night                                                                                                                                                                  |
| Junkyards                                                                         | One space per 10,000 sq ft of gross land area                                                                                                                                                                                                                                                        |
| Mini warehouses                                                                   | One space per ten storage cubicles, plus one space per employee, plus one space for twenty-five cubicles, to be located at the warehouse office                                                                                                                                                      |
| Warehouse                                                                         | One space per 4000 sq ft of gross floor area, plus one space per two employees on the largest shift                                                                                                                                                                                                  |
| <i><u>Adult</u></i>                                                               |                                                                                                                                                                                                                                                                                                      |
| Sexually Oriented businesses                                                      | One space per three patrons based on the maximum capacity as determined by the Fire Department and/or Zoning Administrator                                                                                                                                                                           |
| <i><u>Special Development</u></i>                                                 |                                                                                                                                                                                                                                                                                                      |
| Theme parks, unusual land uses, uses and not covered                              | Requirements to be determined by the Zoning Administrator                                                                                                                                                                                                                                            |

## 1811 Extension of Parking Space into a Residential District

Required parking space may extend up to one hundred twenty feet into a residential zoning district, provided that:

**1811.1** The parking space adjoins a commercial or industrial district;

**1811.2** Has its only exit to or fronts upon the same street as the property in the commercial or industrial district from which it provides the required parking space; and

**1811.3** Is separated from abutting properties in the residential district by a buffer strip.

## **1812 Off-street Loading and Unloading Space**

On every lot on which a business, trade, or industrial use is hereafter established, except in the Core Commercial and Intermediate Commercial Districts, space with access to a public street or alley shall be provided as indicated below for the loading and unloading of vehicles off of the public street or alley.

### **1812.1 Retail business.**

One space of at least twelve by twenty-five feet for each three thousand square feet of floor area or part thereof.

### **1812.2 Wholesale and industrial.**

One space of at least twelve by fifty feet for each ten thousand square feet of floor area or part thereof.

### **1812.3 Bus and truck terminal.**

Sufficient space to accommodate the maximum number of buses or trucks that will be stored or loading or unloading at the terminal at any one time.

## **1813 Driveways and Curb Cuts**

**1813.1** A maximum of two (2) driveways per lot shall be permitted plus one (1) additional driveway for each 150 feet of roadway frontage in excess of 200 feet. Curb cuts shall be a minimum of twenty (20') wide and not exceed thirty-six (36) feet in width.

**1813.2** Curb cuts shall not intersect a site triangle and shall not be located within twenty-five (25) feet of another curb cut.

## **1814 Queuing Lanes**

In addition to the number of spaces required in the Parking Section of the ~~Zoning~~ Unified Development Ordinance, uses which provide drive-thru services shall provide queuing lanes to accommodate the stacking of vehicles. Nine (9) feet by eighteen (11) feet area shall be provided for each car length required in ~~Section 1815. Table Inset 1113 shown below.~~

## **1815 Queuing Lane Requirements Table**

| Type of Use            | Number of Car Lengths             |
|------------------------|-----------------------------------|
| Financial Institutions | 4 car lengths per window or ATM   |
| Restaurants            | 6 car lengths per window          |
| Dry Cleaners           | 3 car lengths per window          |
|                        | 2 car lengths per manual wash bay |

~~Editor's note (deleted Article IV, Sections 402, 402.1, 402.2, 402.201, 402.2011, 402.2012, 402.202, 402.3, 402.301, 402.4, 402.401, 402.402, 402.403, 402.5, 402.501, 402.502, 402.503, 402.504, 402.505, 402.506, 402.507, 402.508, 402.6, 402.7, 402.8 through 402.8432, 403, 403.1, 403.2, and 403.3, and moved to new Article XI, Sections 1100, 1100.1, 1100.2, 1100.3, 1100.4, 1100.5, 1100.6, 1101, 1102, 1102.1, 1102.2, 1102.3, 1102.4, 1103, 1103.1, 1103.2, 1104, 1104.1, 1104.2, 1104.3, 1105, 1105.1, 1105.2, 1105.3, 1105.4, 1105.5, 1105.501, 1105.502, 1105.503, 1106, 1107, 1108, 1109, 1110, 1110.1, 1110.2, 1110.3, 1111, 1111.1,~~

~~1111.2, 1111.3, 1112, 1112.1, 1112.2, and 1113 ord. of 4-21-11) and further (renumbered Article XI, Sections 1100, 1101, 1102, 1103, 1103.1, 1103.2, 1103.201, 1103.202, 1103.203, 1103.204, 1103.205, 1103.206, 1103.207, 1103.3, 1103.4, , 1104, 1105, and 1106 to new Article XIV, Sections 1400, 1401, 1402, 1403, 1403.1, 1403.2, 1403.201, 1403.202, 1403.203, 1403.204, 1403.205, 1403.206, 1403.207, 1403.3, 1403.4, 1404, 1405, and 1406 ord. of 4-21-2011)~~

## Article XIX: Tree Protection Regulations

### 1900 Historic Tree.

Any tree to which local legend or lore has attached or which is known by a common name within the community, as determined by the Planning Commission; or any tree whose DBH is at least four times the diameter specified for that species under the definition of a significant tree. (Example: A Significant Live Oak is 8 inches DBH, therefore an Historic Live Oak is  $4 \times 8 = 32$  inches DBH). The one exception to this formula is for Pine species; where the multiplier shall be two instead of four times the significant diameter. (~~Ord. of 10-17-2002~~)

### 1901 Scenic Tree

Any tree which, because of its size, shape, location, or other aesthetic feature is deemed by the Planning Commission to significantly add to the scenic beauty of the general location in which it is situated.

### 1902 Significant Tree

The following table shall define the minimum diameter criteria for the designation of a tree as significant:

| Species                 | Common Name           | Diameter (inches) |
|-------------------------|-----------------------|-------------------|
| Quercus virginiana      | Live Oak              | 8                 |
| Quercus albs            | White Oak             | 8                 |
| Quercus stellata        | Post Oak              | 8                 |
| Quercus nigra           | Water Oak             | 8                 |
| Quercus falcata         | Southern Red Oak      | 8                 |
| Quercus palustris       | Pin Oak               | 8                 |
| Quercus laurifolia      | Laurel Oak            | 8                 |
| Quercus phellos         | Willow Oak            | 8                 |
| Acer rubrum             | Red Maple             | 8                 |
| Liquidambar styraciflua | Sweetgum              | 8                 |
| Liriodendron tulipifera | Yellow-poplar         | 8                 |
| Taxodium distichum      | Bald Cypress          | 8                 |
| Cercis canadensis       | Eastern Redbud        | 4                 |
| Ilex opaca              | American Holly        | 4                 |
| Cornus florida          | Flowering Dogwood     | 4                 |
| Fagus grandifolia       | American Beech        | 8                 |
| Magnolia grandiflora    | Southern Magnolia     | 8                 |
| Carya tomentosa         | Mockernut Hickory     | 8                 |
| Carya glabra            | Pignut Hickory        | 8                 |
| Carya ovata             | Shagbark Hickory      | 8                 |
| Ulmus parvifolia        | Chinese Elm           | 6                 |
| Ulmus americana         | Elm                   | 8                 |
| Nyssa aquatica          | Black Gum             | 6                 |
| Diospyros virginiana    | Persimmon             | 8                 |
| Magnolia virginiana     | Sweet Bay             | 6                 |
| Lagerstroemia indica    | Crape Myrtle          | 4                 |
| Gordonia lasianthus     | Gordonia              | 6                 |
| Cedrus deodara          | Deodar Cedar          | 6                 |
| Betula nigra            | River Birch           | 8                 |
| Ostrya virginiana       | American Hop Hornbeam | 8                 |
| Elaeagnus pungens       | Russian Olive         | 6                 |

| Species                | Common Name            | Diameter (inches) |
|------------------------|------------------------|-------------------|
| Oxydendrum arboreum    | Sourwood               | 4                 |
| Prunus carolinana      | Carolina Cherry-Laurel | 8                 |
| Pyrus calleryana       | Callery Pear           | 6                 |
| Ginko biloba           | Ginko                  | 6                 |
| Gleditsia tricanthos   | Honeylocust            | 6                 |
| Plantanus occidentalis | Sycamore               | 8                 |

### **1903 Tree Removal, Damage, or Abuse prohibited**

It is hereafter prohibited for any person or other entity to cause or allow to be caused the removal, damage, or abuse of any protected tree, as defined in **Article III: Definitions Article III** of this Ordinance, which is situated upon any privately owned parcel of land within the corporate limits of the City of Georgetown without first obtaining a permit to do so from the Zoning Administrator.

### **1904 Tree Topping Prohibited**

It is hereafter prohibited for any person or other entity to prune a tree to the extent that such pruning is considered to be tree topping.

### **1905 Protected Trees During Development**

For parcels of land proposed for development, a minimum number of existing protected trees on the entire parcel equal to ten protected trees per acre shall be saved. For parcels containing fewer than ten protected trees per acre, the number of protected trees required to be saved shall equal the total already in existence on the parcel. Any tree required under the parking and landscaping provisions herein may count toward fulfilling the tree replacement requirements of this Article. Special consideration will be given to protected trees situated within the one-hundred-year floodplain, as their removal can cause critical flooding and soil erosion problems.

### **1906 Tree Protection Practices During Development**

#### **1906.1 Protective barricades required.**

Protective barricades shall be placed around all protected trees located in the development area prior to the commencement of any work, and shall remain in place until development activities are complete. The area within the protective barricade shall remain free of all building materials, dirt or other construction materials, debris, machinery, vehicles and development activities. Barricades shall be erected at a minimum distance from the base of a protected tree according to the following standards:

**1906.101** For protected trees under ten inches DBH, protective barricades shall be placed a minimum distance of five feet from the base of each protected tree, or to the dripline, whichever is greater.

**1906.102** For protected trees greater than ten inches DBH, protective barricades shall be placed a minimum distance of ten feet from the base of each protected tree, or to the dripline, whichever is greater.

#### **1906.2 Encroachment.**

Changes of grade or construction of impervious surfaces or utilities may be permitted within the protective barricade subject to the following guidelines:



- 1906.201** Impervious surfaces may not be constructed within five feet of the base of any protected tree smaller than ten inches DBH; nor within ten feet of the base of any tree ten inches or larger DBH unless special construction techniques, including, but not limited to, tree feeders and porous asphalt, are employed and certified as acceptable by a reputable tree expert or other qualified person.
- 1906.202** All roots outside of the protective barricade to be removed during the development of a parcel shall be severed clean and a two-inch layer of mulch shall be applied over the surface of exposed roots.
- 1906.203** The installation of utilities through a protective zone should occur by way of tunneling rather than trenching. No tunneling may occur within five feet of the trunk of a protected tree. If roots must be cut, proper root pruning procedures must be employed.
- 1906.204** Moderate fill can be tolerated within a tree's critical root zone with the proper utilization of an aeration system. Commercially available systems are subject to approval by the City Grounds Maintenance Supervisor. A decrease in grade is best accomplished with the use of retaining walls or with terracing.
- 1906.205** Where it has been determined by the City that irreparable damage has occurred to protected trees within tree protective zones, the trees must be removed and replaced.
- 1906.206** Remedial site reclamation and tree care procedures shall be required when encroachment into the tree protective zone results in repairable damage to a protected tree. Standard arboricultural practices, including, but not limited to, pruning, aeration, grade changes, fertilization, or any other recommended practice made by City staff shall be employed to effect remediation and repair.
- 1906.207** In the event of an appeal to any section of this Article, the City reserves the right to employ the advice of professional foresters, horticulturists, arbor culturists, or any other qualified tree expert in representing the best interests of the City.

## **1907 Tree Removal, Replacement, and Relocation.**

- 1907.1** Removal of each protected tree or replacement tree without approval of the Zoning Administrator or his designee is a violation of this Ordinance, and the violator may be subject to replacing trees in caliper inches equal to the number of inches DBH removed from the site, in addition to the standard penalties for violation of this Ordinance.
- 1907.2** Relocation is accomplished by relocating a protected tree, under the guidance of City staff, with a tree spade on land under the same ownership which is to be developed pursuant to the same development order.
- 1907.3** Replacement for all sites. When development of a site will cause the number of protected trees saved on a parcel to fall below the ten minimum specified under Section ~~1905 1202~~, then the following replacement schedule shall apply:
- 1907.301** Regardless of zoning classification, replacement of significant trees shall be on a one tree to one tree ratio. Historic or scenic trees are governed under Section ~~1908 1205~~.
- 1907.4** Replanting standards. To prevent a monoculture of tree plantings, the City of Georgetown requires a diversity of trees to be planted:
- 1907.401** Required Number of Replacement Trees:

1--3 trees: One type of replacement tree may be used.

4--8 trees: Minimum of 2 types of trees to be planted.

9--15 trees: Minimum of 3 types of trees to be planted.

16--50 trees: Minimum of 4 types of trees to be planted.

Over 50 trees: Minimum of 6 types of trees to be planted.

**1907.5** For any protected tree situated in a one-hundred-year floodplain, the tree replacement requirements shall be one and one-half the number required otherwise.

**1907.6 Timing of tree replacement.**

All approved replacement trees must be planted within thirty days of the first date of the recommended planting season for that species, as determined by a registered nursery operator, landscape architect, tree expert or the City Grounds Maintenance Supervisor. Replacement trees not so planted will constitute a violation of this Ordinance.

**1908 Historic and Scenic Trees**

It shall be unlawful to damage, remove, fell, injure, or abuse any historic or scenic tree. In the event that this provision causes undue hardship upon a property owner, he or she may make application to the Board of Zoning Appeals for relief from this provision. The property owner must provide proof that strict application of this provision will exclude all reasonable use of the property as a building site. A successful appeal to remove an historic or scenic tree will then necessitate the property owner to meet with the Zoning Administrator to determine an acceptable schedule of replacement, depending on the value of the historic or scenic tree(s) removed.

**1909 Site Plan Submission Requirements**

In addition to the information required on site plans pursuant to other sections of the **Zoning-Unified Development** Ordinance, site plans for nonresidential and multi-family residential developments shall contain the following information:

**1909.1** A registered survey of existing protected trees prepared by a South Carolina licensed Landscape Architect, Surveyor or Civil Engineer. Such survey shall indicate the location, species, and size (DBH) of each protected tree. Once such a comprehensive survey is on file with the Zoning Administrator, future tree cutting proposals may be applied for by updating the existing plan on file. Such updates may be submitted without further requirements for certification by the engineer, architect, and landscape architect or surveyor.

**1909.2** Trees to be retained with their location shown with reasonable accuracy.

**1909.3** Specifications for protection of trees to be maintained during the development of the site.

**1909.4** A tree replacement schedule in the event that the minimum number of trees per acre specified in Section **1905 1202** cannot be retained during the development process. Such schedule shall show the location, species, and size of any trees to be removed from the site; and any that are to be planted in order to fulfill replacement requirements.

**1909.5** Site plans for single-family or duplex residential developments must show protected tree locations in a reasonably accurate manner, but need not necessarily be prepared by a licensed surveyor, architect, landscape architect, or engineer.

**1909.6** No building permit shall be issued until the site plan has been reviewed and approved by the Building Official or his designee. If the plan is disapproved or approved conditionally, the reasons for such action and the necessary steps to gain full approval must be relayed to the developer.

## **1910 Exemptions and Exceptions.**

**1910.1** The Zoning Administrator may issue a letter authorizing immediate removal of a protected tree, in the event that such tree shall be determined to meet one of the following criteria:

**1910.101** It is diseased, decayed, infested, or in a poor state of health that will likely significantly reduce the natural life span of the tree; or

**1910.102** It is determined to pose a risk to life or property due to likely potential of limb and/or trunk failure. The Zoning Administrator may consult the opinion of any recognized tree expert, as defined herein, in concluding that there is the possibility of risk.

**1910.103** It is determined that, due to the significant tree's location within the building envelope on the property, all reasonable use of the property is severely restricted or prohibited. The building envelope is defined as the area of the lot remaining after all required setbacks have been applied. "Reasonable use" for nonresidential uses is defined as having a minimum of seventy- five (75) per cent of the building envelope unobstructed by a significant tree or trees (which may include the tree's canopy). For residential uses, "reasonable use" is defined as having a minimum of thirty-five (35) per cent of the building envelope unobstructed by a significant tree or trees (which may include the tree's canopy).

**1910.2** In the event of an emergency, such as a tornado, earthquake, hurricane, ice storm, flood or any other act of nature, the Mayor or his assignee may order a suspension of this Article to allow for the cutting and removal of felled or damaged trees without a permit until such time as is deemed appropriate.

**1910.3** No provision of this Article shall be deemed to restrict the proper and necessary pruning or removal of trees on private property by any utility company, as long as such actions are done according to good arboricultural practices as specified by the City Tree Protection Board to the extent possible.

**1910.4** Protected trees that need to be removed in order to carry out a permitted wetland alteration and/or any mitigation action required by the U.S. Army Corps of Engineers are exempt from the provisions of this Article.

**1910.5** Commercial timber operations shall be exempt from the provisions of this Article, except that a fifty foot-wide perimeter buffer around the site of timber operations shall be maintained in which no trees may be removed.

**1910.6** Trees grown specifically for sale by commercial nurseries are exempt from the provisions of this Article with respect to their removal from the commercial site upon which they are grown.

**1910.7** Trees situated in whole or in part on publicly owned property are exempt from the provisions of this Article. (~~Ord. of 10-17-2002~~)

## **1911 Permit Fees**

### **1911.1 Residential property.**

A ten-dollar fee must be paid to the City to cover the costs of site plan approval of any site plan in which protected tree removal is proposed.

## **1911.2 Commercial, industrial, institutional uses.**

A fifty-dollar fee must be paid in order to cover the cost of site plan review of parking, landscaping, and tree removal/replacement plans.

## **1912 Fines and penalties.**

Any person found guilty of violating any provision of this ordinance Article shall be guilty of a misdemeanor, with each tree unlawfully removed, damaged, or abused considered to be a separate offense.

~~Editor's note (revised and renumbered Article XIV, Sections 1400, 1401, 1402, 1403, 1403.1, 1403.101, 1403.102, 1403.2, 1403.201, 1403.202, 1403.203, 1403.204, 1403.205, 1403.206, 1403.207, 1404, 1404.1, 1404.2, 1404.3, 1404.301, 1404.4, 1404.5, 1404.6, 1405, 1406, 1406.1, 1406.2, 1406.3, 1406.4, 1406.5, 1404.6, 1407, 1407.1, 1407.2, 1407.2, 1407.3, 1407.4, 1407.5, 1407.6, 1407.7, 1408, 1408.1, 1408.2, and 1409 to Article XII Sections 1200, 1201, 1202, 1203, 1204, 1204.1, 1204.101, 1204.102, 1204.2, 1204.201, 1204.202, 1204.203, 1204.204, 1204.205, 1204.206, 1204.207, 1205, 1205.1, 1205.2, 1205.3, 1205.4, 1205.5, 1205.6, 1206, 1207, 1207.1, 1207.2, 1207.3, 1207.4, 1207.5, 1207.6, 1208, 1208.1, 1208.2, 1208.3, 1208.4, 1208.5, 1208.6, 1208.7, 1209, 1209.1, 1209.2 and 1210 ord. of 4-21-11) and further (renumbered Article XII, Sections 1200, 1201, 1202, 1203, 1204, 1204.1, 1204.2, 1204.201, 1204.202, 1204.203, 1204.204, 1204.205, 1204.3, and 1205 to new Article XV, Sections 1500, 1501, 1502, 1503, 1504, 1504.1, 1504.2, 1504.201, 1504.202, 1504.203, 1504.204, 1504.205, 1504.3 and 1505, ord. of 4-21-2011).~~

## Article XX: Historic Buildings District

### 2000 Purpose

**2000.1** Georgetown has a unique sense of place and an architectural legacy that stretches across centuries. The Georgetown Historic District ~~and along with~~ other older areas link present and future residents with the city's past and provides ~~them residents~~ with a distinctive quality of life. Many of the city's buildings date to the 18th century and reflect the stewardship and care of generations. This heritage is ~~one which Georgetown's citizens~~ recognized as vital to protect, preserve, and enhance.

**2000.2** The protection and preservation of the city's heritage is a guiding principle for residents, businesses, and city leaders. This principle ~~has been demonstrated over time through~~ is reflected in the passage of a historic preservation ordinance, creation of an Architectural Review Board, completion of historic studies and architectural surveys, and the publishing of a series of design guideline manuals. These actions not only recognize the importance of the city's historic resources ~~for the enhancement of its residents but also~~ and the resulting economic benefits from increased property values, tourism, and tax revenue.

**2000.3** The city's commitment to its heritage supports these objectives:

**2000.301** Preserve the architectural and historical character of the Georgetown Historic District and other significant areas.

**2000.302** Encourage development that is compatible with the character of the city's historic resources.

**2000.303** Conduct design review to assist property owners ~~to be good stewards and utilize best practices for their properties.~~ in using best practices to maintain and enhance their properties.

**2000.304** Recognize that historic preservation conserves resources and is part of a city's sustainability ethic.

**2000.305** Promote the city's historic resources to encourage economic benefits through investment and tourism.

### 2001 Modification of Article XX: Historic Buildings District provisions

Modification of the standards of this article shall:

**2001.101** Be approved by the City of Georgetown Architectural Review Board (ARB); and

**2001.102** Follow the UDO amendment procedures as defined in Article XXIX: Amendments

### ~~Benefits of Preserving Georgetown's Heritage~~

~~Historic preservation helps build and reinforce community character. Without a preservation ethic, Georgetown's character in ten or twenty years would be uncertain. Design review standards represent a framework for protecting the city's unique story and overseeing future evolution of its historic resources. Design standards give assurance to property owners that their investments will be protected.~~

### ~~Historic Preservation Promotes Quality of Life~~

~~Through historic buildings and landscape, a community differentiates itself from any other place. Historic buildings often house cultural amenities like museums, theaters, and libraries; however, most buildings and sites within a historic district are not distinct, but it is their collective sum that expresses the character of the~~

historic district. The quality and condition of buildings and landscape reflects a community's self image; well-maintained and unique historic sections make a place more inviting to visitors and improve life for its residents.

### Historic Buildings Often Last Longer than New Ones

Often, buildings constructed before the 1960s are superior in materials and construction than those built in the past 50 years. Pre-1960s buildings have greater sustainability and, after rehabilitation, may outlast new buildings.

### Historic Preservation Supports Taxpayers' Investments

Georgetown has invested in infrastructure like sidewalks, lights, water and sewer lines, telephone and electrical service, gutters and curbs, and roads and streets. Maintaining existing neighborhoods and infrastructure instead of expanding outward lessens the pressure on Georgetown and its residents to expend more money, burn more gas, and develop more land. Allowing downtown and neighborhoods to decline is financially irresponsible. Commitment to revitalize and reuse historic neighborhoods is among local government's most effective acts of responsibility.

### Historic Preservation Creates Jobs

Rehabilitation and revitalization projects create thousands of construction jobs annually, and historic preservation creates more jobs than new construction. In a typical new construction project, about half of the expenses are for labor and half for materials. In a rehabilitation initiative, between 60 and 70 percent of expenditures are usually for labor. Because labor is often local, the economic benefits of rehabilitation are more likely to stay within the community, benefitting workers and the local businesses where they spend their money. Supplies are also likely to be purchased locally for rehabilitation projects, whereas new construction typically bring in supplies from outside.

### Historic Preservation Increases Property Values

Nationally, studies consistently illustrate that National Register listing benefits homeowners by increasing property values. Neighborhoods within National Register historic districts tend to have higher property values than adjoining neighborhoods not designated as historic, even with similar architecture and landscape. This benefit is especially pronounced where an overlay of historic district zoning and design review exist.

### Historic Preservation Attracts Visitors to Cities and Towns

Heritage tourism, which focuses on historic areas and sites, is a rapidly growing segment of the tourism industry. Heritage tourists tend to linger and spend more than other types of tourists, bringing economic benefit to merchants in the communities they visit. Georgetown's historic architecture provides opportunities to enhance tourism by promoting rehabilitation that reinforces the city's history and sense of place.

### Historic Preservation Benefits Property Owners

Design standards help to ensure that owners' investments in a historic area are protected from inappropriate new construction or remodeling. Because the value and character of each property is influenced by the actions of its neighbors, design review helps protect the overall value and character of a neighborhood by providing consistent and proven guidance for treatment of properties.

### Historic Preservation Provides Financial Benefits

Property owners in the Georgetown Historic District may be eligible for federal and state tax credits for building rehabilitation projects as well as other financial incentives. Information on the available financial incentives is located in Appendix E.

### Georgetown's Design Standards, Creation, and Development

Historic preservation is a major factor in the community and economic development of South Carolina's towns and cities. Charleston was the first city in the country to enact historic district zoning and dozens of communities across the state have followed its example. Historic preservation is now incorporated in most city and county planning efforts. The City of Georgetown created the Georgetown Historic District in an effort to safeguard its historical and architectural legacy. In doing so, the City recognized the importance of revitalizing the older residential and commercial areas of Georgetown as part of its economic goals. To further the goals of historic preservation, Georgetown enacted a Design Review Ordinance during the mid-1970s. The purpose of the ordinance is:

To protect, preserve and enhance the distinctive architectural and cultural heritage of the City of Georgetown as part of the educational and patriotic heritage of future generations

To promote the cultural, economic, and general welfare of the people of Georgetown

To foster civic pride

To encourage harmonious, orderly, and efficient growth and development of the City of Georgetown

To strengthen the local economy, and

To improve property values.

The aim of the ordinance is "that by encouraging a general harmony of style, form, proportion and material between buildings of historic design and those of contemporary design, the City's historic building district will continue to be a distinctive aspect of the City and will serve as visible reminders of the significant historical and cultural heritage of the City of Georgetown and the State of South Carolina."

The ordinance established a seven-member Board of Architectural Review (ARB). Included in the responsibilities of the ARB is the review of plans and applications for construction, demolition, and alterations within locally established historic districts. The ARB has the power to approve, approve with modifications, or deny approval for such applications in accordance with the adopted procedures and guidelines.

In 1986, the Architectural Review Board Design Guidelines manual was completed for the City of Georgetown. The manual included information on issues of design review for both residential and commercial areas within the City. The manual's guidelines were based on the Secretary of the Interior's Standards for Rehabilitation (see page 13). Since the early 1980s, communities such as Georgetown have revised or enhanced their guidelines to clarify design issues and to provide updated information to property owners. The City of Georgetown published a set of guidelines specifically for the waterfront commercial area in 2003. The Georgetown Waterfront Area Design Guidelines provides design criteria which addresses issues within the commercial district along Front Street and adjacent streets.

Thereafter, the City of Georgetown, in association with the South Carolina Department of Archives and History, funded a revised manual for the city's historical residential district. The Georgetown Residential Area Design Guideline Manual published in 2004 provided specific criteria for appropriate rehabilitation work, new construction, and demolition in Georgetown's designated residential historic districts.



The current set of design standards was created in 2017 with assistance from the South Carolina Department of Archives and History. It was the desire of the city's ARB to combine the residential, commercial, and waterfront guidelines into one manual, to enhance the text and illustrations and to address design issues that have been at the forefront of the ARB's review. This manual blends information from the past design guideline efforts with input and direction from the ARB and Georgetown citizens. This manual is intended to provide specific design criteria and standards to ensure the preservation of Georgetown's unique heritage and character while promoting the livability and vitality of its designated historic districts.

The boundaries of the Georgetown Historic District were established by the 1971 National Register nomination form as follows: The Historic District is bounded on the north by the south side of Church Street (US 17), on the east by the west side of Meeting Street, on the south by the Sampit River, and on the west by the east side of Wood Street (see map on page 7). The 1971 National Register nomination and the boundaries of the Georgetown National Register Historic District along with the results of the 2000 Georgetown architectural survey also serve as the basis for the designated and administered Georgetown Historic District.

The ARB oversees rehabilitation, new construction, and demolition within the Historic District in accordance with national and state standards. The National Historic Preservation Act of 1966 established the National Register of Historic Places and State Historic Preservation Offices. The Secretary of the Department of Interior through the National Park Service (NPS) is responsible for establishing professional standards and for providing guidance on the preservation of the nation's historic properties. The Secretary of the Interior's Standards for the Treatment of Historic Properties apply to all grants-in-aid projects and are intended to be applied to buildings, structures, and districts. The Standards address four treatments: preservation, rehabilitation, restoration, and reconstruction. The treatment Standards, first developed in 1978, have been updated several times and the most recent version was published in 2017.

This updated version of the Georgetown Design Standards Manual is based upon previous manuals prepared for the ARB and has been funded partially by a grant from the NPS and administered through the State Historic Preservation Office, the South Carolina Department of Archives and History. On the local level, the City of Georgetown participates in the identification, registration, and protection of historic resources and the ARB serves as the governmental body responsible for this oversight role.

These Standards are based on the Secretary of the Interior's Standards for Rehabilitation which are incorporated herein by reference. For more information and situations not covered by these Standards, refer to the Secretary of the Interior's Standards. Users should also refer for guidance to the publications identified in the NPS Preservation Briefs (Appendix I), Sources of Information (Appendix N), and other authoritative resources.

### Architectural Review Board Mission Statement

Protecting the physical and cultural assets of the Historic District, and the National Register classification, has significant economic benefits to the City of Georgetown, Georgetown County, and the state of South Carolina.

It is the responsibility and duty of the members of the ARB to identify and protect the overall character of Georgetown's Historic District and other resources that have been designated as historic by the City Council. It is also recognized that these historic resources belong to the entire community as part of our shared and collective heritage. The members of the ARB and City Staff acknowledge that the property owners and residents within the Historic District are fellow stewards of Georgetown's architectural and cultural history.

In keeping with the stewardship responsibilities and efforts to preserve the City's character, the ARB has established the following guiding principles and objectives:



~~Protect the unique character of the city's Historic Districts and resources.~~

~~Preserve the historic human scale, pedestrian orientation, and varied architectural character of the streetscapes.~~

~~Maintain the city's tree canopy and encourage traditional landscape features and plant palette.~~

~~Balance changes to accommodate modern living while respecting the historic and architectural integrity of structures.~~

~~Base decisions on the Design Standards and authoritative resources without regard to individual personal likes and dislikes.~~

~~Work collaboratively with property owners and help them be good stewards and achieve practical pragmatic economically viable solutions that meet owner needs while retaining the character, integrity, and viability of the Historic District.~~

~~Insure the review process is conducted in a timely manner and is a positive experience.~~

~~Promote the longevity of buildings through encouraging rehabilitation using available local, state, and federal financial incentives.~~

~~Promote the overall economic viability of the city through best practices of rehabilitation and new construction.~~

## **2002 Properties Protected by the Architectural Review Board Protects**

**2002.1** The powers of the Architectural Review Board (ARB) are outlined in Article XXV: Architectural Review Board ~~Article XVI of the Georgetown Zoning Code~~ and the South Carolina Code of Laws Unannotated, Title 6, Chapter 29, Article 5. ~~and summarized in these Standards in the section entitled "The Architectural Review Board and Its Duties" on page 11.~~

**2002.2** The ARB conducts design review within the Georgetown Historic District which was listed in the National Register of Historic Places in 1971. ~~Listing in the National Register is an honorary designation and provides only limited protection of historic resources.~~ The National Register designation is honorary and offers limited protection. In order to more fully preserve and maintain properties in the National Register district, a local historic overlay district and the ARB were established by the City government. The National Register Historic District ~~and falls within the local established Historic Buildings district have the same boundaries (see map on page 7).~~

~~The ARB plays an important oversight role in reviewing applications for rehabilitation, new construction, and demolition. The ARB has design approval authority to review all work proposed for a property. This includes all buildings, outbuildings, fences, walls, pergolas, gazebos, and above-grade landscaping features such as elevated plantings and berms. The ARB also works closely with the City staff in the Building and Planning Department in its day-to-day operations.~~

~~Design approval authority without ARB review has been delegated to this office's City staff for improvements within the historic district that are at, or no more than, 10 inches above grade. City staff may also review all repairs and replacements with like-kind materials, except where materials that are no longer appropriate for the historic district are involved such as aluminum and vinyl siding, and T1-11 siding. Periodically, approval authority for other matters may be delegated to City staff. The City Building and Planning Department can advise whether your project can be approved by staff.~~

**2002.3** The ARB has design approval authority over all exterior work in the historic district regardless of age, design, or contributing/noncontributing status, including buildings, accessory structures, fences,

walls, and above-grade landscaping features. The ARB does not regulate interior design, or paint color. Signage is reviewed and approved by the staff of the ARB. Authority applies to all properties in the district, except City- or SCDOT-owned streets and sidewalks. Less stringent criteria may be applied to non-contributing properties at the discretion of the board.

**2002.4** In the event of an emergency, any two of the head of the Building and Planning Department, the ARB Chair, and the ARB Vice-Chair may give temporary approval of repairs or replacements pending the next ARB meeting.

~~The ARB does not have review authority over a structure's interior arrangement or interior design or paint color. There is a separate City Sign Ordinance (Zoning Ordinance, Article X) that governs signage citywide. Otherwise, the ARB's design approval authority extends to all construction in the historic district, except streets and sidewalks which are owned by the City or the South Carolina Dept. of Transportation. This includes all properties regardless of age, design and contributing or non-contributing status. Although both contributing and non-contributing properties are subject to the same review criteria, in some instances it may be appropriate to apply less stringent criteria to non-contributing properties.~~

~~A key factor in applying design guidelines and standards to a property is whether it dates from a historic district's "period of significance." The period of significance is the time in which the area gained its architectural and historical importance. Typically, 50 years is considered the time that must pass before a property can be evaluated for historical or architectural significance. In addition, a property must also retain its essential architectural character or "integrity" from this period. The aspects of integrity include retaining original materials and workmanship, original design, the property's site and setting, and a property's feeling and association from its period of significance. Buildings which were constructed during the historic district's period of significance and retain integrity are considered "contributing" to the character of the district. Buildings which have lost integrity or were not built during the district's period of significance are considered "non-contributing."~~

~~Non-contributing buildings may still possess characteristics that make them important to overall district character. They may possess design elements such as scale, massing, setback, lot placement, and materials that have the potential to positively effect neighboring historic structures. A building's designation as non-contributing does not exclude it from the application of design review by the ARB. Each case will be evaluated on an individual basis to determine how the proposed work will impact the property, adjacent properties, the blockscape, streetscape, and neighborhood as a whole, and the historic district.~~

**2002.5** Buildings constructed during the historic district's period of significance (generally 50 years or older) that retain architectural integrity are "contributing"; others are "non-contributing." Contributing and non-contributing buildings are subject to ARB review. Non-contributing buildings may still affect district character through scale, massing, setback, lot placement, or materials, and will be reviewed on a case-by-case basis for their impact on the property, adjacent properties, and the district as a whole.

**2002.6** Restoration back to its original design of a building that has lost its contributing status due to alterations is strongly encouraged, and the ARB can provide guidance as requested.

**2002.7** The Georgetown Historic District was listed in the National Register in 1971 with a period of significance of 1729–1921. The ARB may apply contributing structure criteria to properties 50 years or older with architectural or historic significance.

~~The Georgetown Historic District was listed in the National Register of Historic Places in 1971, and its period of significance was defined as 1729 to 1921; it ended in 1921 because that was the year 50 years before of its listing. There are numerous notable examples of significant properties constructed after 1921 in the Georgetown Historic District. The Georgetown Historic District Survey completed by TRC Inc. in 2010 identified many additional structures that would be considered as contributing if the period of significance were extended to 1960, and TRC recommended that the City pursue amending the National Register nomination to do so. If done, it would allow many more properties in the Historic District to take advantage of state and federal tax incentives for rehabilitation and recognize the significance of this era in Georgetown's history.~~

~~There are two separate districts (the National Register historic district and the locally designated overlay historic district) with identical boundaries governed by these Standards. Therefore, when used in these Standards the term "Historic District" refers to and includes both historic districts, unless one or the other is specifically identified. The City is not bound by the Georgetown National Register historic district's period of significance in its locally designated overlay historic district, and the ARB can require the use of contributing structure design review criteria for those properties which are 50 years old or older and have architectural or historic significance.~~

~~Architectural Review Board and Its Duties In order to achieve the purpose of the city's National Register Historic District and to further historic preservation city-wide, the City of Georgetown created the Architectural Review Board (ARB). The Board consists of seven members appointed by the City Council and includes (1) a historian knowledgeable in local history, (2) a planner, (3) an archaeologist, (4) an architect, or if an architect is not available to serve, someone knowledgeable in building design and construction, (5) a resident of the Historic Buildings District, (6) a representative from the Core Commercial Buildings District, (7) a member of the Georgetown Historical Society. In the event an architect, historian, planner, and archaeologist are unavailable, then a resident of the Historic District and two at-large members shall be selected for these positions. All members appointed to serve on the ARB are residents of the City of Georgetown with the possible exception of the architect.~~

~~The ARB has powers and duties with respect to properties for which a Certificate of Appropriateness (COA) is a prerequisite to a building or demolition permit, or an application for a Historic Rehabilitation Tax Incentive Assessment. The following considerations fall under the purview of the ARB: (1) application to demolish in whole or in part, remove, or alter the exterior architectural appearance of any existing structure; the ARB reviews the historic, architectural and aesthetic arrangement, composition or features of the structure, the relationship between such structures and the surrounding area, and its importance to the City; (2) application for new construction including additions: the ARB reviews the character and appropriateness of the design, scale, texture, and materials of the structure in question, and the relationship of such design elements to similar features of structures in the surrounding area; (3) the Board shall not consider interior arrangement or interior design; nor shall it make requirements except for the purpose of preventing developments which are not in harmony with the prevailing character of the Historic Buildings District or which are obviously incongruous with its character; (4) the ARB may refuse to issue a Certificate of Appropriateness for the erection, reconstruction, alteration, demolition in whole or in part, or removal of any structure, sign, freestanding mailbox, newspaper receptacle, or other similar structure within the Historic Buildings District which in the opinion of the Board would be detrimental to the interests of the Historic Buildings District and against the public interest of the City of Georgetown; (5) the Board shall use the design guidelines approved by City Council in reviewing requests; and, (6) in its review under an application for the Historic Rehabilitation Tax Incentive Assessment, the Board and its chair shall have the powers and duties delegated in Article V, Chapter 21 (§21-80-84 Bailey Bill).~~

## 2003 National Standards Followed by the ARB

~~Yes,~~ The ARB follows the standards set forth in the Secretary of the Interior's Standards for Rehabilitation. These guidelines provide detailed information on best practices for rehabilitation and new construction, ~~a document created in 1978 and revised in 2017.~~ The Standards represent the ten basic principles for rehabilitating a historic building and its site, while allowing for reasonable changes to meet new needs. ~~The Secretary of the Interior uses the Standards when reviewing projects involving federal funding or requiring federal licenses or permits.~~ The Georgetown Standards expand on these general principles to provide guidance specific to the city's character.

## 2004 The Secretary of the Interior's Standards for Rehabilitation

- 2004.1 A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
- 2004.2 The historic character of a property shall be retained and preserved. Avoid the removal of historic materials or alteration of features and spaces that characterize a property.
- 2004.3 Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
- 2004.4 Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
- 2004.5 Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
- 2004.6 Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
- 2004.7 Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
- 2004.8 Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
- 2004.9 New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
- 2004.10 New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

## 2005 ~~How the Certificate of Appropriateness Process Works~~ Application Procedure

Within the Georgetown Historic District or any other designated district, exterior changes require a Certificate of Appropriateness (COA) and, where applicable, a building permit. The COA confirms compliance with design standards; the building permit confirms structural safety. A COA is required in addition to a building permit, or independently when no permit is required.

~~If a building is within the Georgetown Historic District or any other designated district, and a property owner wants to make changes to the exterior of the property, the owner must first obtain a Certificate of Appropriateness and a building permit where applicable. A Certificate of Appropriateness (COA) is a form issued to ensure that the exterior work planned for a building's rehabilitation or new construction meets the criteria of the design Standards. A building permit is a separate form and type of review which ensures the structural soundness and safety of the building. The COA needs to be obtained in addition to the regular building permit and in some cases where a building permit is not required. A copy of the COA is located in Appendix C.~~

## **2005.1 ~~Step One~~ Does Your Work Require a COA?**

### **2005.101 ~~Within the Georgetown Historic District~~ A COA is generally required for the following:**

- (1) Any construction, alteration, demolition, or removal which requires a building or demolition permit such as construction of any additions to buildings, demolishing buildings, moving buildings, or demolishing any element (chimney, steps, etc.).
- (2) Construction, alteration, demolition, or removal of structure(s) or appurtenances, any of which affect the exterior architectural appearance of a property but not requiring a building permit.
- (3) Maintenance, such as painting surfaces for the first time or repair of porches, windows, doors, etc. if there is a change in materials. Repair of a porch, window, door, etc. would not require a COA if they are being replaced with like materials.

### **2005.102 COAs are not required for:**

- (1) Minor maintenance such as replacing sections of wood siding or trim with identical materials (replacement in-kind), re-roofing with the same materials, etc.;
- (2) Exterior paint colors;
- (3) Installation of plant material (as opposed to above-grade planting structures/ features, which may require approval);
- (4) ~~Driveways and parking areas, and;~~
- (5) Interior changes.

## **2005.2 ~~Step Two~~ Obtain and Completion of a COA Application prior to beginning the work. Certificate of Approval Requirements.**

### **2005.201 ~~Property owners must first obtain~~ A COA must first be obtained prior to the initiation of work within the Georgetown Historic District ~~or other designated districts~~. Approvals are granted by the ARB through the issuance of a COA. ~~Repairs and replacements with like-kind materials (except where certain nonnatural materials such as aluminum, vinyl siding, and T1-11 are involved) typically do not require a COA and may be approved by City staff. The City's Building and Planning Department can advise whether your project can be approved by staff.~~**

~~The ARB will make their decisions on COA applications based on the design Standards in this manual. The Standards are the basis the Board uses to determine the architectural compatibility of proposed changes. They also guide property owners on rehabilitation and appropriate new construction to assist in planning and designing their projects or other improvements. COA applications are available from the City's Building and Planning Department in City Hall.~~

### **2005.202 Required documentation for a COA should include:**



- (1) For new construction (including garages) or extensive renovation, a complete set of plans and specifications are required for the project. Plans shall be drawn to scale and shall include a site plan showing all existing and proposed improvements. Specifications and/or samples of exterior materials need to be provided such as siding, roofing, doors, windows, and ornamentation.
- (2) For rehabilitation or repair, detailed drawings are required of proposed modifications to the structure. Photographs of the existing building are required along with specifications and/or samples of exterior materials (such as siding, roofing, doors, windows, and ornamentation),
- (3) For fences, scale drawings and a plat of the lot are required which show the proposed location of the fence, height, style, material, thickness, or spacing and what the fence will look like. Photographs of the property on which the fence is proposed and a plat of survey are also needed;
- (4) For signs, scale drawings of the sign are required to show the size of the sign and its lettering. Drawings or photographs are also needed showing the sign location on the building or site. Color samples should also be submitted, and;
- (5) For demolition, photographs of the building proposed for demolition are required along with a statement describing the reasons for demolition and proposed use of the site.

### ~~Step Three—Submit the COA Application and Meet With City Staff Board Meeting~~

~~Once a property owner has completed a COA application form, a meeting with the city staff at the Building and Planning Department is recommended prior to presenting the COA to the ARB. The Building and Planning Department staff will meet with you to discuss your project, answer questions, and advise you on whether or not your plans meet the design Standards. If there is a conflict between your plans and the Standards, the staff can offer advice on how to modify them to meet the Standards.~~

~~Not all actions require ARB approval and a COA. Some actions do not require a COA and staff approval will be sufficient. For example, projects such as in-kind repair can be approved by staff. If you have questions as to whether ARB or staff approval is required, contact the Building and Planning Department.~~

~~If the work requires review by the ARB, the application will be scheduled for the next regular meeting of the ARB. Regular meetings of the ARB are typically held on the first Monday of each month at 5:30 pm at City Hall. Applications for a COA shall be considered by the Board at its next regular meeting, provided they have been filed by the filing deadline, which is typically at least twelve (12) calendar days before the regularly scheduled meeting of the Board. Check with the Building and Planning Department, or on the City's website, to verify the deadline and next ARB meeting date and time. Upon approval, the staff issues the COA including a list of approved work.~~

~~If a COA is denied to a property owner or if the property owner feels that the requirements are unsatisfactory, he or she may work with the ARB and staff to amend a project so that it meets the Standards. The ARB and the staff are available as a resource to residents for advice on appropriate designs and available products.~~

~~If a COA is denied to a property owner, the ARB will consider substantial hardship and other factors that may affect an owner's ability to undertake and complete rehabilitation or other work considered. Substantial hardship, caused by unusual and compelling circumstances, is based on one or more of the following:~~

~~The property cannot reasonably be maintained in the manner dictated by the ordinance, or;~~

~~There are no other means of saving the property from deterioration or collapse.~~

~~Appeals of ARB decisions may be made to the Courts of South Carolina pursuant to the South Carolina Code of Laws.~~

~~If the ARB fails to take action upon any application within 45 days after the complete application is received, the application shall be considered approved, except in cases where the ARB has postponed an application to demolish a structure under the provisions contained in the Georgetown Zoning Ordinance.~~

~~Remember to Follow Other Requirements and Coordinate Your Work for Existing Historical and New Construction~~

~~In addition to the ARB's design review, property owners also need to follow requirements set forth in the city's zoning ordinance and building codes. There are standard building codes which will need to be followed by property owners or contractors. The city's Building and Planning Office can provide information on overall zoning and building code requirements. There may also be properties such as churches or commercial buildings which need to meet provisions of the Americans with Disabilities Act (ADA). These provisions outline methods to access buildings such as handicapped ramps. Again, questions about the city's zoning ordinance and codes can be answered by the Building and Planning Office of Georgetown (843-545-4017).~~

#### ~~Step Four--Obtain a Building Permit~~

~~Building permits (if required) are available at the Building and Planning Office at City Hall. Building permits must be posted at the job site.~~

#### **2006 Application of Revisions**

**2006.1** An application of revisions is required to be submitted before undertaking a change or deviation from the Certificate of Appropriateness.

#### **2007 Interpretation Application for Time ~~Frame~~ Extension**

**2007.1** Once commenced, all projects should be completed in an expeditious manner. If a project is commenced but not completed in a reasonable time and on or before the date the Certificate of Appropriateness or building permit expires, a formal extension approval must be obtained from the Building and Planning Department and/or ARB, as applicable.

#### **2008 ~~Step Five--Begin Work~~ Violations**

**2008.1** ~~If your plans change while work is in progress, contact the Building and Planning Office staff BEFORE undertaking a change or deviation from the Certificate of Appropriateness. Work undertaken contrary to original approval in a COA or beyond the scope of the COA requires approval from the ARB or City Staff.~~ If a violation is discovered or reported, the following steps may be taken:

**2008.101** The Building and Planning Office may issue a Stop Work Order and Zoning Violation Letter, which will outline the deadline for a response. At this point the property owner should obtain COA approval of the work from the ARB. If the work does not meet the design standards, the ARB may require that the work be redone.

**2008.102** If the property owner does not respond to the Stop Work Order, the Building and Planning Office may issue a citation for violating the ordinance, requiring appearance in court, and a fine not to exceed 25% of the valuation of the project. ~~This will outline deadlines for responding. If the property owner still does not respond, the Building and Planning Office may issue a citation to appear in court.~~

#### **How to Use This Manual**

Property owners, real estate agents, developers, contractors, tenants, architects, and building designers should use these Standards when considering any project that will affect the exterior elements of a property in the Georgetown Historic District or any future designated districts. For any project that is subject to review by the ARB or staff, the applicant should refer to the Standards at the beginning of the planning process to avoid efforts that later may prove to be inappropriate and are ultimately rejected by the ARB.

The ARB will use these Standards in its review of proposed projects in the city's historic districts. In each case, a unique combination of circumstances and preservation variables will require the ARB to conduct its review and make its decision on the merits of the particular case. In making its determination of the appropriateness of a project, the ARB will determine whether:

The proposed work complies with the criteria in the Standards.

The integrity of the individual historic building or property is preserved.

The integrity and overall character of the historic district is preserved.

New buildings or additions are designed to be compatible with surrounding historic properties.

Each chapter of these Standards is organized to provide background information and specific regulatory principles and requirements. Each design guideline element is described with a broad policy statement followed by justification of this policy based on design principles. The information in the background, policy statement and specific itemized Standards all serve as the basis for ARB decisions.

There are three primary approaches to work in the Georgetown Historic District:

### **Maintenance**

This refers to proper care and regular maintenance of a building as well as minor repairs in keeping with original design and materials. Typically regular maintenance will not require Staff or ARB review.

### **Staff Review**

Many actions involving historic buildings can be reviewed directly by the Georgetown Building and Planning Department staff and can typically be reviewed in a brief period of time as long as such actions would not require review by the ARB and are consistent with the requirements contained in the Standards.

### **Architectural Review Board Review**

Projects with greater complexity and more permanent effect on the historic district or property including extensive alterations to historic buildings, new construction, and requests for demolition are among the actions that require review by the ARB. Property owners are encouraged to contact the Building and Planning Department staff if they have any questions concerning the need for a Certificate of Appropriateness and the level of review required for their specific project.

### **Guiding Principles**

Historic preservation is a set of methods and treatments that can help you, as the owner of an older home or building, maintain the historic appearance of the house you live in and appreciate. The historic appearance of your home or building may be the first thing that drew you to it. Whenever you take steps to maintain the original appearance of your historic property, you are practicing historic preservation.

Historic preservation offers your community the means to retain its historic and architectural integrity. History has occurred, and still occurs, everywhere. The founding and development of Georgetown did not stop at some point in the past—it continues to unfold every day. The shared experience of people in the city



contributes to its ever-evolving story. Georgetown's history is made tangible through its buildings, structures, and landscapes.

As the owner of an older home or building you might be wondering about remodeling your property in the context of historic preservation. Historic preservation's "best practices" recognize that buildings must evolve with the people who use them and with their changing needs. If you live or own property in the Georgetown Historic District, the ARB will only be reviewing exterior changes, not interior. It is the intent of design review to preserve the exterior while allowing the owner to remodel the interior as they desire. As you begin a remodeling project it is helpful to consider how to achieve the right balance between keeping or restoring original features while providing updates for modern living.

The most important character-defining features on a building is its public face, the one facing the street. Here you find the architectural details, porches, windows, and doors that especially define its style and character. These are the some of the most important qualities that make properties significant for their architectural character. Therefore, the emphasis of historic preservation and design review is to maintain the essential character of a building on its front, and readily visible side elevations. The ARB does not require any review of interior remodeling unless it has some visual effect to the exterior. If you seek to remodel your property and claim the state and federal tax credits for rehabilitation there could be review of your interior work. While there is a great deal of flexibility with interior remodeling, the guidelines for the tax credits may require preserving interior character-defining features such as staircases, pressed metal ceilings, original plaster walls, etc.

Whether you are buying an older building as an investment or to live in the rest of your life, it is wise to keep future resale in mind. When considering remodeling projects, aim to keep any work consistent with the style and character of the dwelling. Potential future buyers will be drawn to the historic quality of the home just as you were. Remodeling projects should use materials and designs in keeping with the historic character of the dwelling.

If you desire new living space, the Standards generally allow for additions on the backs or rear of buildings. Such additions are usually not readily visible from the street and can be designed to be both contemporary and complimentary to the original building. Rear additions are commonplace in our historic districts and allow for remodeling projects such as attached garages, porches, and outdoor decks.

## **Planning Your Project**

Projects involving a historic structure or new construction within the Georgetown Historic District may include a variety of approaches, including maintenance, simple repairs, or adding additional commercial or living space. In understanding the history and architectural development of a structure and its use, its present condition and the actions necessary to complete your project, you can develop an overall approach. The Secretary of the Interior's Standards are based on the four types of projects:

**Preservation:** Keeping an existing structure in its current state by initiating a program of maintenance and repair.

**Rehabilitation:** Actions to return a structure to its original state by preserving features that contribute to its historic character. This can also include using appropriate in-kind or replacement materials, adaptive reuse and adding compatible additions. Most projects taken before the ARB would be considered rehabilitation.

**Restoration:** This process involves reconstructing the appearance of the structure as it looked from a particular period of time.

**Reconstruction:** Reconstruction is defined as the act or process of depicting by means of new construction the form, features and architectural character of a structure that no longer exists. This type of project

typically involves replicating a historic structure to a particular point in time—often for interpretive purposes.

After the project approach has been identified, the property owner should refer to this manual and apply the design Standards in the initial stages of planning and design. The primary approach of the ARB and the design review Standards emphasizes preservation instead of removal/ replacement and the use of sustainable practices and materials where possible. These principles are demonstrated in the use of words such as repair, retain, maintain, compatible and replace in kind. When planning a rehabilitation or new construction project, the ARB encourages property owners to consider a series of steps in their planning. This process will assist the property owner in completing the COA and facilitate project review by City staff and the ARB.

#### One—What Is the Significance of the Property?

What is the age of the property and how has it changed over time? Does the building contribute to the character of the historic district through its architectural design? The City staff and ARB can assist in determining if a property is contributing or non-contributing.

#### Two—What Is the Building's Condition and Integrity?

Very few historic buildings in Georgetown have not been changed or altered in some way. A building with historic and architectural integrity will retain most of its character defining features on its primary and secondary elevations that are visible from the street. A property's degree of integrity will help determine the desired outcome of the project.

#### Three—What Is the Intent of the Project?

Some projects may only require upgrades to interiors which are not reviewed by the ARB. Exterior changes may be limited to in-kind repair and replacement or involve entire structure rehabilitation. Projects may also involve adding living space to a historic structure.

Four—What Is the Proposed Project Treatment Plan? An appropriate project treatment plan will result once the historical significance, integrity and project intent has been determined. A project may include a variety of actions such as maintenance of some elements, repair of deteriorated materials, replacement of deteriorated materials in-kind or replacement of deteriorated materials with compatible new materials, and construction of an addition or ancillary building.

When reviewing a property owner's proposed project treatment plan the ARB will be guided by a series of principles as follows:

Proposed projects should emphasize retaining, maintaining, preserving, and repairing original or historic features.

If such features and elements cannot be retained, maintained, preserved, and repaired, then replacement in-kind is recommended. Replacement in-kind means that the new feature and element match the existing original, or historic in material, size, detail, profile, finish, and texture as closely as possible. Architectural details and materials can be documented through drawings, photographs, or physical evidence. Such documentation will aid in defining appropriate rehabilitation activities.

If material replacement in-kind is not feasible or practical, the ARB may consider the use of appropriate alternative materials that match the original as closely as possible in texture, design, and overall appearance.

Rehabilitation will be reviewed to determine the impact, compatibility, and appropriateness of the proposed work to the existing structures, site, streetscape, and district.

~~Rehabilitation shall be compatible with the historic building or structure for which it is proposed. Compatible rehabilitation efforts are those that protect and retain significant architectural and features and elements of individual buildings and the district.~~

~~New construction for primary buildings and outbuildings shall be compatible with adjacent buildings along the street and blockface in massing, scale, materials, and setback.~~

~~Elevating or hardening buildings shall be with techniques that maintain the architectural character and integrity of the property as much as possible. Hardening a building entails adopting new technology, installing new equipment, and/or constructing protective barriers against disaster, such as flooding.~~

~~Not all matters require ARB approval and a COA. Some matters do not require a COA and staff approval will be sufficient. Generally such matters will include in-kind repairs and other minor actions where no design issues exist and in those instances staff approval will be sufficient and ARB approval will not be required. From time to time the ARB in its sole discretion may approve exceptions from the strict requirements of these Standards based on militating factors particular to a specific property. If you have any questions as to whether ARB approval is required or staff approval will be sufficient, contact the Building and Planning Department.~~

## **2009 Alternative Materials ~~for Rehabilitation and New Construction~~**

**2009.1** Alternative materials (non-original, imitation, synthetic, or substitute) may be approved at the discretion of the board when compatible in texture, design and overall appearance or when a historic feature is missing or beyond repair. They may also be considered for non-contributing structures and for new construction or additions.

~~An alternative material is a material which differs from that used to create the original. Terms used to describe alternative materials also include “non-original,” “imitation,” “synthetic,” “substitute,” and “replacement.” Where a historic feature is entirely missing, or damaged beyond repair, a visually identical and physically compatible alternative material may be considered by the ARB for contributing structures, and will be considered for non-contributing structures. Alternative materials may also be appropriate in the construction of new primary or ancillary buildings or additions.~~

**2009.2** When reviewing the appropriateness of alternative materials the ARB will consider the following:

### **2009.201 Potential Impact to Architectural Character and Historical Significance.**

Retention of original or historic materials is highly preferred, as removal generally diminishes a building’s historical integrity. Alternative materials may be approved only when the ARB determines replacement is necessary, considering the importance of the feature as a character-defining element.

~~Removing and replacing historic material will generally diminish a building’s historic integrity and retaining original or historic materials is always preferred. If an applicant proposes to remove historic material and replace it with an alternative material, the ARB will need to be convinced that this is necessary. The extent to which the feature is an important character defining feature will be considered in determining whether an alternative material is an acceptable substitute in lieu of other criteria.~~

### **2009.202 Durability.**

The alternative material must be demonstrated to the ARB to have proven durability, longevity, and repairability.

### **2009.203 Appearance.**

Alternative materials shall match the historic material in profile, texture, detail, and finish, with material type being the only difference. Simulated wood graining or glossy finishes are incompatible. Visual appearance upon close inspection is the baseline standard. Replacement of historically painted wood must use paintable materials, painted at installation and maintained as painted; unpainted alternatives (e.g., baked enamel windows) may be considered where appropriate.

~~An alternative material shall have a similar profile, texture, detail, and finish as the historic material, so that the only aspect of the alternative material that varies from the original being replaced is the material itself. Products which have simulated wood graining or a bright sheen are generally incompatible with historic materials. Visual appearance on close inspection is a good baseline standard.~~

~~If a feature being replaced was historically made of painted wood, the replacement alternative material must be paintable, painted upon installation, and maintained as a painted feature, so that it appears like other painted wooded features on the exterior of the property and those properties around it. In some instances, such as windows with baked enamel finishes, unpainted alternative materials may be considered.~~

### **2009.204 Location.**

Alternative materials are more appropriate on rear or non-visible side elevations than on primary elevations. Distance from the street or sidewalk will be considered; use may be acceptable for roof cornices or other features not subject to close inspection.

~~The location of alternative materials is an important factor in their approval. Alternative materials are more appropriate for rear or non-readily visible side elevations than for primary elevations. The distance of alternative materials from the casual observer on the street or sidewalk is also important. An alternative material may be appropriate for roof cornices or other parts of a building where the material cannot be observed up close.~~

### **2009.205 Sustainability.**

The sustainability of alternative materials may also be considered including assessing the amount of recycled product content, and use of non-renewable resources. A materials manufacturing process, transport, and ability to be recycled may also be considered.

### **2009.206 Cost.**

The cost of an alternative material versus an in-kind historic material will also be considered. When evaluating alternative materials, include cost factors such as life cycle cost and payback over time. Front-end cost saving sometimes can be misleading.

### **2009.207 Interaction with Historic Building Materials.**

Alternative materials must not adversely affect adjacent historic materials. Differences in expansion, contraction, aging, or corrosion that could damage or stain original materials must be considered before approval.

~~Some alternative materials can interact negatively with historic materials. For example, some alternative siding or window materials may contract and expand differently than the historic material they replace and adversely affect weather protection properties, and future appearance. Alternative materials age differently than original historic materials and the appearance of pre-finished and painted materials differ as they age, often substantially. Because of these realities, care must be taken and future differences in appearance taken into consideration when considering whether an alternative material can be used in close proximity to the original material it will be replacing. Some metals may corrode and stain adjacent materials.~~

### **2009.3 In considering alternative materials, the ARB may review:**

**2009.301** Samples of the material;

**2009.302** Product literature, including information on the expected lifespan, durability of the material, and long term life cycle costs;

**2009.303** Ability to accurately replicate the visual and aesthetic characteristics of the historic material in the specific application requested;

**2009.304** The level of detail, significance, and characteristics of the feature being replaced;

**2009.305** Ability to expand and contract with historic materials ; and,

**2009.306** Where economic hardship is a consideration, the cost of the alternative material relative to the original material.

**2009.4** The ARB may request a mock-up of the product installed in the requested location to determine how it will appear on site.

These Standards allow for alternative materials that meet visual compatibility, but consistent with National Park Service guidelines, replacement of character-defining features is only recommended when repair is not feasible. Removal and replacement with alternative materials is not recommended for features that could reasonably be repaired and preserved. Repair is always the preferred treatment, followed by in-kind replacement, with visual compatibility as the primary approval standard.

~~These Standards leave room for the further development and acceptance of alternative materials that meet the visual standards that are ultimately the most important aspect of rehabilitation and the retention of historic character. However, while the National Park Service guidelines recommend the replacement of entire character-defining features under certain well-defined circumstances, they never recommend removal and replacement with an alternative material of a feature which, although deteriorated or damaged, could reasonably be repaired and thus preserved. Repair of deteriorated historic features is always the most appropriate treatment, followed by in-kind replacement.~~

## **2010 Standards for Residential Properties - Materials**

### **2010.1 Overview**

#### **2010.101 Policy and Justification**

Character defining exterior materials should be preserved and maintained, repaired as needed, and replaced with appropriate materials only if repair is not possible. Materials such as masonry, wood siding, concrete, stucco, stone, and metal all contribute to the historic and architectural character of a building. If historic architectural materials are damaged, replacement should be as limited as possible, retaining as much of the historic fabric as possible. In-kind materials should be used when replacement is necessary.

#### **2010.102 Standards**

- (1) ~~Repair in-kind architectural features with materials, form, scale, and design which match the original.~~ If material replacement in-kind is not feasible or practical, the ARB may consider the use of appropriate alternative materials that match the original as closely as possible in texture, design, and overall appearance.
- (2) Replace architectural materials which match the original as closely as possible in form, scale, and design.

- (3) Do not remove or alter original architectural materials from the building.
- (4) Do not add non-historic materials to a building. Added materials to a property must be accurately based on physical, pictorial, or historical evidence in scale, location, proportions, form, and detailing.
- (5) Do not cover or conceal original materials with synthetic materials such as vinyl, aluminum, exterior insulation finishing systems (EIFS), or similar materials.
- (6) The use of epoxies for wood repair and special masonry repair components may be appropriate.
- (7) ~~The use of alternative materials may be considered in some circumstances.~~

## **2010.2 Brickwork and Masonry**

### **2010.201 Policy and Justification**

The key to historic brick preservation is to keep out water and continue to use a soft mortar when repair is needed. Abrasive cleaning such as sandblasting erodes the skin of the brick and will not be approved. The use of hard mortars like Portland cement can cause the brick to crack and break when it can't expand and contract with the hot and cold weather. Low pressure water cleaning and the use of soft mortar mixes are best for Georgetown's brick buildings. Do not paint masonry which was previously unpainted.

### **2010.202 Standards**

- (1) Repair and repoint masonry walls and features using the historic brick and an appropriate mortar mix. If the original composition can't be determined, use an approvable historic compound such as one part lime and two parts sand.
- (2) Clean masonry walls or features with detergent cleaners and using water pressure not exceeding 600 pounds per square inch.
- (3) Remove paint from masonry walls and features with appropriate chemical agents and professional contractors. A test patch should be conducted first to ensure that no etching or staining of the brick will occur.
- (4) No abrasive cleaning such as sandblasting will be permitted in the historic district.
- (5) Do not cover masonry with silicone-based water sealants. Water sealants can have the affect of trapping water on the interior of the building and not allow the brick to expand and contract properly.
- (6) Masonry that has never been painted should not be painted unless the brick and mortar is extremely mismatched from earlier repairs or patching. Painting previously sandblasted brick or brick in poor condition to provide a sealing coat may be considered.
- (7) Do not apply stucco to brickwork unless stucco was a historic application that has become deteriorated.
- (8) For masonry needing repair, hand tools are recommended over electric power saws.
- (9) Missing bricks should be replaced with bricks to match as closely as possible. Salvage companies may have molded or decorative bricks to match those missing on a dwelling.



## 2010.3 Concrete and Stucco

### 2010.301 Policy and Justification

Original stucco and concrete surfaces should be repaired as needed and maintained. The original texture of the stucco and concrete should be replicated when repair or replacement is needed. The replacement of stucco with an Exterior Insulation Finishing System (EIFS) is not appropriate for historic dwellings since the material does not resemble stucco and is prone to water damage.

### 2010.302 Standards

- (1) Repair concrete walls and features using compatible materials and a stucco mix which is similar in strength, composition, texture, and color.
- (2) Clean stucco and concrete using the most gentle means possible such as low-pressure water wash and a soft bristle brush.
- (3) Remove paint from stucco and concrete with appropriate chemical agents ~~and professional contractors~~. A test patch should be conducted first to ensure that no etching or staining of the wall surfaces will occur.
- (4) Painting previously painted stucco and concrete walls and features may be appropriate.
- (5) Do not remove historic stucco surfaces from masonry walls unless more than 50 percent of the stucco has lost its bond with the masonry behind it.
- (6) Original rock-faced or textured concrete block should be repaired with materials to match as closely as possible in dimensions, design, and texture.
- (7) The replacement of stucco with a surface of Exterior Insulation Finishing System (EIFS) is not approvable in the historic district.

## 2010.4 Siding

### 2010.401 Policy and Justification

Original wood siding materials should be preserved and maintained. Removal and replacement of original wood siding materials will not be approved unless it can be demonstrated that the siding is beyond repair. If replacement is required it should be with materials to match the original as closely as possible. For contributing buildings, alternative materials may be considered for nonvisible elevations. For non-contributing buildings, alternative materials may be considered for all elevations. The concealment of original wood siding materials with vinyl, aluminum, or other synthetic sidings is not approvable. These materials do not successfully imitate the appearance of historic original wood siding. Synthetic materials also are not “breathable” and may cause condensation and damage to the original siding beneath. Asbestos shingle siding is not hazardous as long as it is kept painted and encapsulated. If an owner is concerned about the potential hazard of the asbestos shingles they may be removed and replaced with appropriate alternative materials which match the original shingles as closely as possible.

### 2010.402 Standards

- (1) Repair historic wood siding and wood elements with in-kind materials.
- (2) Replace historic wood siding and wood elements with in-kind materials.
- (3) Repair or replace non-historic siding materials with similar or compatible materials.

- (4) Wood siding and wood details original to a dwelling should be repaired rather than replaced. Original wood siding should be replaced only if it can be demonstrated that the siding is beyond repair.
- (5) Replacement of original wood siding with alternative materials may be considered if consistent with the ARB's overall approach to alternative materials outlined in Section 2009, on page 24.
- (6) Wood shingles should be repaired rather than replaced. If replacement is necessary due to deterioration, the new shingles should be in-kind and should match original in material, appearance, visual texture and profile.
- (7) Wood siding, shingles, and other exterior wood materials shall not be concealed beneath artificial or synthetic sidings. The application of materials such as vinyl or aluminum over original wood siding is not approvable.
- (8) Wood siding should be maintained through regular painting but when paint removal becomes necessary, it should be done by scraping, heat (heat guns and plates), or chemical methods, never through sandblasting or other abrasive methods. The use of circular grinders or sanders should not be used to remove paint.
- (9) Asbestos shingles which are original to a dwelling should be kept stained or painted. If individual shingles are missing or cracked, matching new shingles of cement-wood cementitious material or fiberglass are appropriate for replacement or repair.
- (10) Asbestos shingles which conceal the original wood siding exterior may be removed and the original wood siding restored. Removal will require qualified professionals with disposal meeting hazardous material requirements.

## 2011 Standards for Residential Properties – Details

### 2011.1 Architectural Features

#### 2011.101 Policy and Justification

Character defining features and details should be preserved and maintained, repaired as needed, and replaced with appropriate materials only if repair is not possible. Ornamentation such as eave brackets, dentils, cornices, moldings, trimwork, and shingles all contribute to the historic and architectural character of a building. If historic architectural features are damaged, replacement should be as limited as possible, retaining as much of the historic fabric as possible. In-kind materials should be used when replacement is necessary.

#### 2011.102 Standards

- (1) Repair in-kind architectural features with materials, form, scale, and design which match the original.
- (2) Replace architectural features which match the original as closely as possible in materials, form, scale, and design.
- (3) Do not remove or alter original architectural features or ornamentation from the dwelling.
- (4) Do not add inauthentic details to the dwelling. Added architectural features to a property must be accurately based on physical, pictorial, or historical evidence in materials, scale, location, proportions, form, and detailing.



- (5) Do not cover or conceal architectural features with synthetic materials such as vinyl, aluminum, exterior insulation finishing systems (EIFS), or similar materials.
- (6) Alternative materials may be considered if deterioration is ongoing due to flawed architectural design ~~and~~ or for non-contributing structures.

## 2011.2 Awnings

### 2011.201 Policy and Justification

The installation of awnings is appropriate as long as they are correctly sized to the opening and of fabric or canvas materials. While metal awnings became used in the mid-20th century these are not appropriate on primary or readily visible side elevations. However, metal awnings may be added on rear elevations or those not readily visible. The installation of awnings should be with the least amount of anchor hardware possible to minimize damage to historic materials and be as reversible as possible. Awnings are historically appropriate for the district and can add a design element to a dwelling as well as assist in energy conservation.

### 2011.202 Standards

- (1) Install awnings of appropriate materials, design, and dimensions.
- (2) Repair existing awnings with in-kind materials.
- (3) Replace awnings with appropriate materials, design, and dimensions.
- (4) Awnings may be added on dwellings at traditional locations such as over windows and doors and attached to porches.
- (5) Awnings should be of canvas, vinyl-coated, or acrylic material.
- (6) Awnings should not cover or conceal significant architectural details.
- (7) Awnings should be of colors to compliment the building.
- (8) Awnings should fit the opening—rectangular window and door openings should have straight across shed type awnings, not bubble or curved forms. Awnings over windows with rounded or oval shapes should have curved awnings to match the opening.
- (9) Metal awnings may be added on rear or non-readily visible side elevations.
- (10) Awning installation should be with the least amount of anchor hardware possible and be readily reversible if removed.

## 2011.3 Chimneys

### 2011.301 Policy and Justification

Preserve and maintain historic chimneys, as they help convey the architectural style and period of the dwelling. Removal of an original chimney which is readily visible detracts from the overall historic feeling of the building and will not be approved. Repair damaged chimneys following the Standards for masonry. Rebuild a missing or deteriorated chimney using historical documentation, or in similar design to chimneys on dwellings of similar style and period.

### 2011.302 Standards

- (1) Repoint and clean~~ing~~ brick chimneys according to the masonry Standards.
- (2) Do not remove or alter original chimneys on primary façades or readily visible rooflines ~~unless the chimney cannot be repaired. Do not remove chimneys above the roofline. If~~

removed above the roofline, a readily visible chimney must be replaced with a close facsimile of the original.

- (3) Do not cover brick chimneys with stucco unless the chimney was covered with stucco during its period of significance and requires re-application.
- (4) If chimneys have been extensively repointed resulting in mismatched colors and textures, painting will be considered.
- (5) Chimneys should have clay, slate, brick, or stone caps. The use of the metal caps is discouraged unless they fit right in the top of the chimney and are not readily visible.
- (6) Small ~~brick~~-chimneys or flues on rear elevations or side elevations not visible may be considered for removal if necessary due to deteriorated condition or re-roofing. ~~Removal of small metal flues and chimneys will be considered.~~

## **2011.4 Doors and Entrances**

### **2011.401 Policy and Justification**

Preserve historic façade entrance elements including original doors, surrounds, sidelights, and transoms whenever possible. If historic doors or entrance components are damaged, replacement should be as limited as possible. Use in-kind materials when replacement is necessary. The addition of wood screen doors is appropriate as long as the framing is minimal and the historic door can be viewed behind it. Retaining original entrances and their decorative elements is an important part of preserving a dwelling's character.

The installation of security doors on primary facades may be appropriate if they have minimal framework, are of full-view design and allow the visibility of the historic door behind it. Security doors which have extensive frame or grill work should only be added to entrances at rear or nonreadily visible side elevations. Storm doors are also appropriate for front facades if they are of full-view design and allow the visibility of the historic door behind it. Storm doors should be of baked-enamel aluminum or wood and in a color that blends with the door frame and is as unobtrusive as possible

### **2011.402 Standards**

- (1) Repair original doors and entrance elements with materials which match the existing.
- (2) Where repair is not possible, replace with a new door or entrance elements in-kind with similar materials, profile, and dimensions.
- (3) Do not remove or alter historic entrances, their doors, surrounds, sidelights, transoms, or detailing. Repair and reuse original hardware as long as possible.
- (4) Do not replace existing door trim or surrounds with trim that represents a different house style or design.
- (5) Where original doors have been removed, replace them with an appropriately styled door for the dwelling. The new door should be based on doors of similar age and architectural style in the district. If the original design is unknown, a secondary entrance may contain an original door that can be moved to the main entrance. Salvage companies may also have historic doors available.
- (6) The addition of a new entrance to meet life and safety codes should be sited at rear or side elevations that are not readily visible.

- (7) Entrances on primary facades may have added screen doors of appropriate design. Screen doors should be appropriate to the style of the house.
- (8) The design of added screen doors should have minimal framing (i.e., full-view or two panel ) to allow the viewing of the original door behind it.
- (9) Repair security or storm doors with materials that match the existing.
- (10) Install a storm door on the primary façade entrance only if full-view design, of baked enamel aluminum or wood, and in a color compatible with the door frame and dwelling.
- (11) The use of anodized aluminum for security and storm doors is not appropriate for primary entrances on main façades but may be added at rear or side elevations not readily visible.
- (12) Replace or install a security door on a rear entrance or side entrance not readily visible.

## **2012 Foundations**

### **2012.101 Policy and Justification**

The pattern, materials, and dimensions of original foundations contribute to the historic character of a building and help convey the style and period of the building. Proper maintenance is key to preservation, and repair should occur promptly when deterioration is observed. In cases where materials are beyond repair, replace them with material matching the original. Original foundations should not be concealed beneath added materials.

### **2012.102 Standards**

- (1) Repair masonry foundations with materials to match the original.
- (2) Replace masonry features with materials to match the original as closely as possible.
- (3) Repaint previously painted masonry foundations.
- (4) Repoint masonry with an appropriate mortar mix which closely resembles the original mortar composition.
- (5) Repair frame lattice panels between brick piers and replacement of lattice panels in keeping with traditional designs.
- (6) Foundations of brick piers should be left open or be filled in with traditional materials, such as wood lattice framed panels or brick lattice panels. Frame lattice panels should be set back from the fronts of the piers by at least 2 inches. If brick lattice panels are used, the brick should be similar in color, texture and mortar joint profile as the original brick piers. Where wood lattice panels contact dirt at base, synthetic lattice materials may be considered.
- (7) Do not conceal or enclose foundations with concrete block, plywood panels, corrugated metal, or wood shingles.
- (8) Foundations should not be painted or stuccoed but these treatments may be considered if the brick and/or mortar is mismatched or inappropriately repaired.

## **2013 Gutters and Downspouts**

### **2013.101 Policy and Justification**

Gutters and downspouts are essential to protecting a home from the effects of rain and water. They collect and move water away from the building's foundation. While their presence is functional, they can have aesthetic value through material or color, such as copper installations

that take on a green patina over time or examples intentionally matched to trim color of the dwelling. Original boxed gutters on a property should be preserved and maintained. Existing gutters should be regularly cleaned and maintained. If new gutters are required, half-round designs are the most historically accurate. If not readily available, “K” or ogee design gutters of aluminum will also be considered.

### **2013.102 Standards**

- (1) Repair existing gutters and downspouts.
- (2) Replace existing gutters and downspouts or ~~install~~<sup>ation of</sup> new gutters and downspouts. These replacements or additions should be installed with minimal hardware and damage to historic fabric.
- (3) Box gutters original to a dwelling should be preserved and repaired as needed with new materials to match as closely as possible.
- (4) Downspouts should be located on dwellings at unobtrusive locations and concealed where possible behind porch columns and building corners.
- (5) Gutters and downspouts should be of colors that blend with the dwelling’s main body or trim colors.
- (6) The use of conductor heads, where appropriate, is encouraged.

## **2013.2 Lighting**

### **2013.201 Policy and Justification**

Light fixtures which are original to a 20th century dwelling should be preserved and maintained or repaired as needed. If repair is no longer possible, replacement with a new fixture in keeping with the dwelling’s style is appropriate. New light fixtures should be appropriate for the style and period of the dwelling to which they are added. Lighting to accent sidewalks or front yards is appropriate.

### **2013.202 Standards**

- (1) Replace original light fixtures with new fixtures which compliment the style of the dwelling or are simple in design.
- (2) Light fixtures original to a dwelling should be preserved and maintained or repaired with materials to match as closely as possible.
- (3) Light fixtures introduced to the exterior of a dwelling should be appropriate for the style and era of the house For dwellings built in the 18th and 19th centuries, light fixtures based on Colonial-era lamps are appropriate. Light fixtures should be added only at traditional locations such as at porch ceilings and flanking entrances.
- (4) Light fixture installed for security, such as flood lights, should be mounted on rear or sides of buildings rather than on the front. Floodlights mounted in yards to illuminate the front of the house are discouraged but acceptable.
- (5) Light fixtures for sidewalks and front yards should be of small footlights or post-mounted fixtures compatible with the primary structure.

## **2013.3 Mechanical Systems**

### **2013.301 Policy and Justification**

Mechanical systems such as window air conditioners and exterior HVAC system components should be placed at rear elevations or non-readily visible side elevations. Mechanical systems should not be installed on primary or readily visible side elevations unless they are effectively screened by landscaping or fencing.

### **2013.302 Standards**

- (1) Mechanical systems should be located on rear or non-readily visible side elevations.
- (2) The installation of mechanical systems on primary facades or readily visible side façades is not appropriate but may be considered if the systems are effectively screened through landscaping, fencing, or lattice panels.
- (3) The addition of air conditioning units in window openings should only be in windows on rear or non-readily visible side elevations. This installation should not result in the loss of the original window and be reversible if the unit is removed at a later date.
- (4) Mechanical units and electrical and gas meters should be as unobtrusive as possible and screened if in a visible location.
- (5) Roof-mounted equipment should not be placed on front or corner side yard-facing roof planes and should be set back from the edges of roofs and screened, so that it is not visible to pedestrians and does not detract from the historic character of the dwelling.

## **2013.4 Paint and Paint Colors**

### **2013.401 Policy and Justification**

Paint colors do not require review or approval by the City staff or ARB. However, owners are encouraged to conduct paint analysis on their dwellings and match those colors or follow color palettes appropriate to the dwelling's period and style. Masonry surfaces which have not been previously painted should not be painted unless the brick and/or mortar is mismatched. Spray on siding coatings should be avoided since the permeability of these products and their longevity has yet to be demonstrated.

### **2013.402 Standards**

- (1) Paint colors and the paint application process are not reviewed by the ARB. However, owners are encouraged to use paint colors in keeping with their dwelling's style and age.
- (2) Painting of previously unpainted masonry surfaces is not appropriate but may be considered if the masonry and/or mortar has become mismatched or discolored.
- (3) The use of spray-on siding coatings is discouraged in the historic district. These products have not been demonstrated to have sufficient permeability to allow a building to "breathe" and their life expectancy is unknown.
- (4) Traditionally, most historic dwellings had no more than four colors—wall, trim, and various accents—and this approach to exterior paint colors is encouraged.

## **2013.5 Porches, Columns, and Railings**

### **2013.501 Policy and Justification**

Original porches should be repaired, preserved and maintained. Those on the primary façades of dwellings should not be enclosed with wood or glass panels. The screening of porches on the

fronts of dwellings is appropriate if the framing is kept to a minimum. If repair of porch elements is required, use materials to closely match those which exist. If porch elements such as columns, balusters, or floor boards are deteriorated and need replacement, alternative materials may be considered. If an original porch is missing, a new porch may be constructed based upon photographic or physical evidence, or based upon the design of similar style and age dwellings. In some cases dwellings had their original porches removed and replaced with Craftsman/Bungalow style porches in the 1920s and 1930s. These porches reflect the historical evolution of the property and may be significant in their own right.

#### **2013.502 Standards**

- (1) Repair porch elements with materials to match the original.
- (2) Replace porch elements with materials to match the original.
- (3) Ceiling fans may be installed on porches.
- (4) Porches on front and side facades should be maintained in their original configuration and with original materials and detailing.
- (5) Porches should not be removed if original.
- (6) Porches on front and readily visible side elevations should not be enclosed with glass or wood panels. Those on rear or non-readily visible side facades may be enclosed with acceptable glass or wood panels as long as there is no removal of extensive historic fabric and the enclosure is reversible.
- (7) The enclosure of front porches and those on readily visible side elevations with screen panels may be appropriate if the framing is minimal and the viewing of the façade behind the screen panels is not significantly impaired.
- (8) Porches which have wood floors should have wood stairs repaired or replaced as needed, not brick or concrete. On rear or non-readily visible side elevations wood stairs are also recommended but brick or cast concrete steps may be added at these locations.
- (9) Porches on the fronts of dwellings may be partially enclosed with lattice panels compatible with the style of the house for privacy. This should not exceed more than one-third of the porch area in order to maintain its traditional open appearance. Lattice panels should be compatible with the style of the house and be added behind, not in front, of porch columns and railings. Lattice panels in traditional square and diagonal designs are appropriate.
- (10) The use of trellis panels is appropriate for porches on all elevations.
- (11) Wood porch floors that are deteriorated should be replaced with wood tongue and groove flooring or boards running perpendicular to the façade. The use of alternative porch floor materials may be considered on rear elevations.
- (12) Porches that are missing their original columns and balusters should be rebuilt based upon photographic or physical evidence. If no evidence exists, porches should be rebuilt in keeping with porches of similar house styles and age.
- (13) Balusters (also called spindles) should be carefully sized for any replacement porch. Milled spindles measuring 3 feet high and 2 inches in diameter are best for Georgian, Federal, Queen Anne, and Folk Victorian dwellings. Balusters or spindles which are smaller than 2



inches in diameter are not appropriate for exterior porches. Square balusters which are 3 feet high and 2 inches to 3 inches in width and depth are best for Craftsman/Bungalow dwellings.

## **2013.6 Roofs**

### **2013.601 Policy and Justification**

Original roof forms such as gable or hipped should be preserved and maintained. If additions to roofs are desired such as new dormers or skylights, these should be added at rear or side rooflines that are not readily visible. Historic roof materials such as metal standing seam and clay tile should be repaired and preserved. If repair is no longer practical, replacement with approved metal, asphalt or fiberglass roof materials is appropriate. When replacing metal roofing the pattern must match that of the existing roof. Alternative roofing materials may be considered. Any addition to a roof such as solar panels, ventilators, and skylights requires ARB review.

### **2013.602 Standards**

- (1) Roofs should be preserved in their original size, shape, and pitch, with original features (such as cresting, chimneys, finials, cupolas, etc.), and, if possible, with original roof materials.
- (2) New metal roofs should be in keeping with traditional standing seam designs and dimensions with proper spacing and crimping. Other profiles are not appropriate for contributing buildings and commercial metal roofing profiles are not appropriate for residential buildings.
- (3) Roofs should not have new dormers introduced on front façades but may have dormers added on rear façades or secondary façades which are not readily visible and if in keeping with the character and scale of the structure.
- (4) The use of reflective roof shingles may be considered if the shingles are not shiny and are in shades of brown and other medium-dark colors. Light gray and white roofs are not appropriate for the district.
- (5) The installation of alternative materials instead of original roof materials may be considered.
- (6) Most of Georgetown's 18th and 19th century dwellings had roof surfaces of wood shingles. If a property owner wishes to reinstall a new wood shingle roof, the design should be based on historic shingle dimensions and texture. Shingles should be laid in a horizontal row with the bottom edge either in alignment with the adjacent shingle or staggered to match the historic condition.
- (7) Additions such as skylights, balconies, or roof ventilators should not be added to dwellings on front or readily visible side elevations.
- (8) Skylights should be placed at rear roof lines or behind gables and dormers and not be readily visible. Skylights should be as minimal in design as possible—flat or flush is best, but convex and “bubble” designs that are low-profile may be considered.
- (9) Solar panels on roofs should only be located on rear or side elevation rooflines which are not visible from the public right-of-way.

## 2013.7 Staircases and Steps

### 2013.701 Policy and Justification

Because of their exposure to the elements most of the wood staircases built prior to 1900 have been rebuilt. In many cases the original wood steps have been replaced with steps of brick or concrete. Replacement of deteriorated wood steps with wood is preferable to replacement with brick, pre-cast concrete, or wrought iron.

### 2013.702 Standards

- (1) ~~Repair existing wood, brick or concrete staircases and steps with in-kind materials.~~
- (2) Replace non-historic wood, brick, or concrete staircases and steps with in-kind or compatible materials.
- (3) Add staircases and steps on rear elevations and side elevations not readily visible.
- (4) Staircases and steps original to a dwelling should be repaired and retained. Wood, brick, and concrete steps should be repaired with materials to match the original.
- (5) The installation of brick staircases and steps to replace wood staircases and steps on primary elevations is discouraged but will be considered. The use of pre-cast concrete staircases and steps is not appropriate on contributing houses, or on primary elevations of non-contributing buildings and new dwellings.
- (6) Where required by codes, new stairs should be designed with “graspable” handrails which are no larger than 1-1/2 inch in diameter. These handrails can be attached to existing wood staircases when required for codes.

## 2013.8 Windows and Shutters

### 2013.801 Policy and Justification

Windows on historic dwellings should be maintained or repaired to match the original design. Approval to remove original wood sash or steel casement windows will only be granted if the windows can be demonstrated to be beyond repair. If windows are deteriorated beyond repair, the installation of new wood or steel windows to match the original designs is preferred. Alternative materials may be considered. Original window openings on primary facades or readily visible side elevations should not be covered or concealed. Original window openings should not be enclosed for the addition of smaller windows. New window openings should not be added on the fronts of dwellings but may be added at the rear or side elevations if not readily visible.

Window shutters have been traditional features on houses in Georgetown in both louvered and paneled wood designs and their continued use is encouraged. Historic wood shutters should be preserved and maintained. New shutters may be added if they are of wood, of traditional design and with dimensions which match the window opening. The installation of storm windows can help in lowering energy costs and are appropriate for Georgetown’s historic dwellings.

Storm windows should be full-view design or have the central meeting rail at the same location as the historic window behind it. The installation of screen panels is also appropriate as long as they retain the open appearance and the visibility of the windows behind them. The installation of visible security bars on the exterior of windows is not appropriate on primary facades. Window bars may be added on the exterior of windows on rear or side elevations not readily visible.



## 2013.802 Standards

- (1) Repair a historic or non-historic window with in-kind materials of similar design.
- (2) ~~Replace a non-historic window with in-kind materials of similar design.~~
- (3) Original windows should be preserved in their original location, size, and design and with their original materials and numbers of panes.
- (4) Windows should be repaired rather than replaced. Window replacement will only be approved if it can be demonstrated that the historic windows are beyond repair.
- (5) If replacement of original or historic windows is demonstrated to be necessary, the replacement windows should be in-kind.
- (6) Windows of alternative materials may be considered.
- (7) New window openings should not be added to primary façades or to readily visible side elevations.
- (8) Windows of steel or other metal designs should be preserved and maintained, or replaced with new metal windows which are similar in appearance and materials.
- (9) Replacement windows should not have snap-on, flush, or simulated divided muntins. Muntins sandwiched between layers of glass, snap-on muntins, and surface-applied muntins are not appropriate and shall not be approved.
- (10) Clear glass must be used in windows on the primary and readily visible side elevations. Do not use reflective, tinted, patterned, or ~~sandblasted-frosted~~ glass in windows. The addition of these glass materials may be used on rear elevations or those not readily visible.
- (11) If an interior dropped ceiling is lower than the top of the window, the ceiling must be stepped back from the window to not obscure the top of the window from outside view.
- (12) ~~Repair historic wood shutters with in-kind materials.~~
- (13) Shutters that are original to the dwelling should be preserved and maintained. If not possible, replace historic wood shutters with in-kind materials or similar design.
- (14) Add wood shutters based on traditional designs and that fit the window opening.
- (15) Add screen panels with wood or metal frames that are full-view design and allow the visibility of the historic window behind it.
- (16) Add storm windows of wood or metal frames which are full-view design or match the meeting rail of the window behind it. Storm windows should be of anodized or baked enamel surfaces and not unfinished metal.
- (17) ~~Add security bars on windows on rear or non-readily visible side elevations.~~
- (18) ~~Shutters that are original to the dwelling should be preserved and maintained.~~
- (19) Shutters should not be added to contributing buildings unless historically appropriate to that style house in Georgetown or there is physical or photographic evidence that shutters were original to the dwelling. Adding shutters to non-contributing and new buildings will be considered.

- (20) New shutters shall be of louvered or paneled wood construction or another documented historical style appropriate for that style of the building in Georgetown. They must be either working shutters or shutters that appear to be working shutters with appropriate hardware. All shutters shall be appropriately sized to fit the window opening so that if working and closed, they would cover the window opening.
- (21) Shutters should not be added to banks of multiple windows. ~~Bi-fold shutters are not appropriate.~~
- (22) The application of vinyl or metal shutters on primary elevations will not be approved. These types of shutters may be considered for rear and side elevations not readily visible.
- (23) ~~Screen windows~~ Window screens should be framed in wood or baked-on enamel aluminum and fit within the window frames and not overlap the frames.
- (24) Security bars shall not be applied to any elevation of contributing buildings or to primary or other readily visible elevations of non-contributing

## 2014 Standards for Residential Properties – Setting

### 2014.1 Driveways and Parking Areas

#### 2014.101 Policy and Justification

The consistency and repetition of driveway spacing, placement, dimensions, and materials are an important part of the residential area's streetscapes. Parking areas should only be on side and rear elevations of a dwelling and not in front yards. Traditional paving materials such as sand, brick, and concrete are encouraged over black asphalt and similar modern materials. The use of permeable paving materials for driveways and parking areas is encouraged to allow water absorption into the ground and reduce flooding.

#### 2014.102 Standards

- (1) Preserve original driveway materials such as sand, tabby concrete, crushed gravel, or concrete. Original designs such as concrete "ribbon" driveways contribute to the character of a dwelling and should be preserved.
- (2) Driveway widths should be limited to a width of one car.
- (3) Driveways and parking areas in side and rear yards should be of gravel (white or pea gravel), brick, sand, tabby, grass, concrete, textured concrete, or concrete ribbons (narrow strips). ~~Non-historic materials such as asphalt may be considered.~~
- (4) Screen and minimize the visual impact of parking areas in rear or side yards with hedges, shrubs, or fences.
- (5) New curb cuts to driveways and parking lots should be kept to a minimum, as they usually result in the removal of historic sidewalk materials, curbs, and retaining walls. ~~Curb cuts require SCDOT or City of Georgetown approval, depending on right-of-way ownership.~~
- (6) At commercially-used houses, churches, apartment buildings, or schools, driveways and parking areas should be located in rear yards if possible, but when necessary in a side yard. Parking areas should be located no closer than the front wall of the building.
- (7) ~~Parking areas on vacant lots between buildings should align edge screening with front façades of adjacent buildings. On corner lots, they should have edge screening on both the~~

~~primary and secondary street.~~ Screening of parking areas on vacant lots between buildings must align with front facades of adjacent buildings.

- (8) Sidewalks and driveways must be oriented perpendicular to the street. If historical documentation provides evidence of curvilinear designs or other shapes and designs on that site or other similar house styles, such shapes may be considered.
- (9) Maintain the continuity of existing driveways and the curb cut radius or curved approach in the districts when introducing new driveways.
- (10) Locate new driveways and sidewalks so that the topography of the dwelling site and significant landscape features, such as mature trees, are retained. Protect mature trees and other significant landscape features from direct construction damage or from delayed damage such as destruction of root area or soil compaction by construction equipment.

## 2014.2 Fences, Gates, and Walls

### 2014.201 Policy and Justification

Historic fence materials such as cast and wrought iron, brick, and woven wire should be preserved and maintained. The installation of new fences in keeping with traditional locations, designs and materials is appropriate for the historic district. Vinyl and similar synthetic fencing materials are incompatible and not approvable.

### 2014.202 Standards

- (1) Repair or replace fence or wall materials with in-kind materials.
- (2) Installation of new wood picket fences in front yards or privacy wood fences in side or rear yards is appropriate if they are in traditional and permitted dimensions and designs. Fences should have pickets no wider than 4 inches and should be set apart a maximum of 3 inches. Wire fences should not be more than 4 feet tall. Privacy fences constructed of wood board should be located in rear yards and generally be no taller than 6 feet. Higher fences may be considered subject to code limitations.
- (3) Preserve original cast and wrought iron, woven metal wire, or brick fences and walls. If historic fences or walls are missing, they may be reconstructed based on physical or pictorial evidence.
- (4) Cast iron fences may be added to buildings constructed in the mid- to late-19th and early 20th centuries. Cast iron fences are not appropriate for dwellings built after the mid-20th century.
- (5) Chain link, concrete block, or synthetic materials are not appropriate for the historic district in front yards or readily visible side yards. Split or horizontal rails, railroad ties, or timbers are inappropriate for front yards or elsewhere if readily visible.
- (6) Fence posts, rails, and other framing members should be on the inside of the fence facing the dwelling ~~or adjacent property~~ rather than the street and sidewalk.
- (7) Fence gates should be designed to be compatible with the overall fence design and consistent with the age and style of the dwelling.
- (8) For safety reasons Code requires that fences within 10 feet of streets be no taller than 3 feet or transparent so as to not obstruct the view of vehicles attempting to exit the property. Taller fences located more than ten feet from the public right-of-way may be considered. Fences

should be located behind either the front plane of any open front porch of the building and that of any open front porch of any adjacent dwelling or behind any significant side elevation architectural feature (such as a bay window, porte-cochere or building projection) of the building, whichever is the lesser distance from the street.

- (9) Privacy fences of flat boards in a single row are preferred to shadowbox (alternating boards) designs. Fences with flat tops, “dog ear,” or Gothic (pointed tops) designs are acceptable if the design is consistent with the house style. “Stockade” designs are ~~prohibited~~ discouraged. Fences should be stained or painted to blend with the dwelling or building. Privacy fences of brick or pierced brick are less appropriate for the historic district than those of wood but may be considered for rear yards.
- (10) Where residential properties are adjacent to commercial or other non-residential uses, alternative fence heights may be considered.

### **2014.3 Garages, Sheds, Outbuildings, and Ancillary Outdoor Structures**

#### **2014.301 Policy and Justification**

Outbuildings are part of the historical and architectural significance of the historic district and reflect the cultural and technological changes over time. Historic outbuildings should be preserved and maintained. They should be repaired with materials and details to match the original. Georgetown has a tradition of ancillary and support buildings constructed in the rear yard of dwellings. These types of structures are appropriate if they are compatible with the primary dwelling in design and materials and are sited at traditional locations at the rear of the dwelling and not readily visible.

The general approach to new construction for outbuildings is to be secondary in scale and compatible with adjacent dwellings. Compatible means reinforcing typical features that the primary dwelling on the lot may have as well as other dwellings and outbuildings along the block. ~~Outbuilding styles are not dictated by the ARB and~~ architects and property owners are encouraged to design outbuildings compatible with the context of primary dwelling on the lot and adjacent historic dwellings. Replications or reproductions of historic designs are also appropriate and acceptable for Georgetown’s historic residential areas. The erection of ancillary outdoor features may be appropriate if they are sited in rear or side yards not readily visible from the street and adequately screened.

#### **2014.302 Standards**

- (1) Repair or replace original materials with in-kind materials to match.
- (2) Original garages, carriage houses, sheds, and outbuildings that retain their historic architectural character should be preserved and maintained.
- (3) Original outbuildings should be repaired with materials to match the original. If original garage doors on contributing buildings are missing or damaged, sectional overhead roll-up doors and side-hinged doors of wood in historic designs are appropriate. For noncontributing buildings these designs are also recommended and doors of metal, composite, and other alternative materials will be considered.
- (4) Replace damaged or deteriorated sections of historic garages and accessory structures, only if deteriorated beyond repair and with in-kind materials to match the original. Where possible, replace only the damaged or deteriorated portions rather than the entire feature.

- (5) Outbuildings were often built without gutters and those of frame construction may have deterioration of the sills and lower siding materials. If this is the case consider only repairing these damaged areas rather than replacing the entire structure. Original foundation materials should be preserved and maintained.
- (6) New garages and outbuildings should follow the historic setback for an outbuilding or garage on the property or patterns of other garages and outbuildings in the streetscape or historic district.
- (7) Reconstruction of a missing or replacement garage or outbuilding must be based on accurate evidence of the original configuration, form, massing, style, placement, and detail and confirmed with photographs or other documentation of the original building.
- (8) The design of new garages and outbuildings ~~should~~ **must** be secondary to that of the primary historic dwelling. **Under no circumstance should any outbuilding be larger than the primary structure.**
- (9) New garages and outbuildings should be compatible in size, scale, proportion, spacing, texture, setbacks, height, materials, color, and detail to the primary dwelling and should relate to similar secondary buildings along the block.
- (10) Materials used for new garages and outbuildings should reflect historical development of the property. Materials used at exterior façades of garages and outbuildings were often different (and less costly) than that of the main dwelling. Materials that are appropriate for new secondary buildings include wood or brick. If frame buildings are constructed, alternative materials may be considered if they resemble traditional wood siding in texture, dimension, and overall appearance. Materials such as T1-11 siding are not sufficiently durable for exterior use and are not appropriate.
- (11) New outbuildings should be added in traditional locations such as along rear or side lot lines or in rear yards not readily visible from the public right-of-way.
- (12) The spacing and size of window and door openings in a new garage or outbuilding should be consistent with the historical development of the property and similar to their historic counterparts within the streetscape or historic district, as should the proportion of window to wall space.
- (13) Metal garage doors with a paneled design may be appropriate. These doors can be used on garages that are located at the back of the lot and are minimally visible from the street or public right-of-way. If the garage and garage doors are highly visible from a public street or located on a corner lot, install solid wood or wood garage doors with a paneled design.
- (14) At double garages, two single garage doors rather than one larger, double door shall be installed. This will maintain the scale and rhythm of older structures, making a two-car garage seem smaller and more compatible with the primary dwelling.
- (15) Pre-fabricated storage units less than six feet in height may be appropriate for back yards if not visible from the public right-of-way. Prefabricated carports and sheds are not permitted.
- (16) The appearance and location of a new outbuilding should be based on the appearance of the historic outbuilding if such existed. Use historic photographs and other documentation such as Sanborn Fire Insurance maps for guidance as to size and location of a previous outbuilding on the property.

- (17) If documentation of a historical outbuilding at the site is not available, the size, design, and location of a new outbuilding should be in keeping with other outbuildings in the block and historic district, and compliment the design of the main structure.
- (18) ~~Garages and outbuildings should be located in the back or non-readily visible side yards.~~
- (19) If mechanical equipment, skylights, or solar panels are placed on the roof of a garage or other outbuilding, they should be set back or screened so that they are not readily visible from the public right-of-way.
- (20) The installation or erection of ancillary outdoor features will be considered if located in rear or side yards, of a scale appropriate for the location, built with materials traditionally found in the historic district such as wood or brick, and such feature compliments the architectural design of the dwelling or main building and other improvements on the property and adjacent properties. In some instances a readily visible ancillary outdoor feature may be required to be adequately screened to lessen its visual impact.
- (21) New carports should be located at the rear of dwellings and not visible. ~~Most~~ carport designs ~~have with~~ flat roofs and metal support columns and are not compatible with historic building designs. Carports imitative of porte-cocheres (drive-thru wings on historic dwellings) with wood or brick columns, flat roofs, and wood construction may be added to sides of dwellings visible from the street. Carports should be reflective of the architecture of the house and not detract from the dwelling's original design.

## 2014.4 Grade Changes and Landscaping

### 2014.401 Policy and Justification

Grade changes in front yards which impacts the visibility of the property are reviewed by the ARB. Landscaping with trees and plants in Georgetown's historic areas generally does not require ARB review. However, it is recommended that mature planting patterns and designs be respected for their traditional character and that new trees and plants be placed so as to not obscure or damage, presently or in the future, significant character-defining features of the property. The utilization of plants native to the area is preferred to the introduction of non-native species. The preservation of existing shade trees is city policy and property owners must follow the regulations set forth in ~~Article XIX: Tree Protection Regulations~~ ~~the Article XII tree protection section of the Zoning Ordinance.~~

### 2014.402 Standards

- (1) Do not increase the grade of a property unless necessary to elevate the dwelling to meet flood plain requirements.
- (2) Raised planting beds ~~shall~~ ~~must~~ not be introduced in front yards.
- (3) Gazebos, pergolas and playground equipment must not be introduced in front yards.
- (4) Maintain plantings, especially native species, that reflect patterns of historic landscaping.
- (5) Landscape features that are original or pre-date 1960 such as walkways, retaining walls, curbs, stepping blocks, etc. should be preserved and maintained.
- (6) Railroad ties, cut wood, brick, concrete block, or any other unfinished structural materials ~~should be avoided~~ ~~are prohibited~~ for front yards. Concrete block with a stucco wash may be appropriate.



## 2014.5 Walkways

### 2014.501 Policy and Justification

Property owners should repair and retain historic walkway materials as long as possible. If replacement is needed, materials should match the original as closely as possible or owners may substitute traditional materials such as brick, concrete, crushed oyster shells, and sand. New walkways with these materials are appropriate. The use of asphalt for walkways is not appropriate and the use of this material ~~is discouraged.~~ **are prohibited.**

### 2014.502 Standards

- (1) Repair historic walkway materials with in-kind materials.
- (2) Replace non-historic walkways with traditional or compatible materials.
- (3) Replace historic walkways if determined to be non-repairable and with in-kind or compatible materials.
- (4) Retain existing historic walkway materials such as brick and concrete.
- (5) Replace damaged areas with in-kind materials as closely as possible.
- (6) New paving materials should be in traditional materials such as brick, concrete, oyster shells, and sand.
- (7) ~~Avoid~~ paving materials such as asphalt, bright white or colored concrete, and other nontraditional materials and colors **are prohibited.**

## 2015 Standards for Residential Properties – New Construction

### 2015.1 Additions

#### 2015.101 Policy and Justification

Additions to contributing dwellings are permissible as long as they minimally affect historic materials, are not readily visible, are secondary in size and scale to the footprint of the original dwelling, and maintain the dominance of the original structure. The new addition should be distinguishable from the character of the original dwelling while blending with the overall design. An addition should be designed and constructed in a manner that would allow its potential removal in the future with minimal effect to the historic structure. For non-contributing buildings there may be additional flexibility in the design and size of rear additions.

#### 2015.102 Standards

- (1) Additions should be appropriate to the architectural style of the existing building and must blend with those characteristics of the subject building and adjacent buildings and streetscapes.
- (2) New additions should be constructed on the rear elevation or on a non-character-defining elevation of an existing building and not readily visible. Character-defining features of buildings should not be radically changed, obscured, damaged, or destroyed by an addition. The existing historic building fabric should not be damaged by the installation of a new addition.
- (3) The design of an addition to a historic building must be distinguishable from the original historic building.

- (4) The connections between an addition and the historic building should be visibly discernible. A transition between the new addition and the historic structure should be identifiable and maintained.
- (5) For additions and/or alterations to the primary building façade, the main entrance should be oriented towards the street.
- (6) Additions shall respect the scale and massing of neighboring historic buildings. Large additions may be required to be divided into smaller components similar in scale to the original building and neighboring historic buildings.
- (7) Additions should be designed to respect the established front and side yard setbacks present in the overlay district.

## **2015.2 Decks**

### **2015.201 Policy and Justification**

Decks are typically not historic elements. As modern features, they should be designed and placed to minimize their impact on a dwelling's appearance. As in the case of adding rooms, wood decks should only be built at the rear of dwellings or on non-readily visible side elevations for both contributing and non-contributing buildings. Decks should be screened from the street by fencing or landscaping. Installation of decks should not result in the loss of historic fabric and should be reversible.

### **2015.202 Standards**

- (1) Decks, patios, and other outdoor spaces should be located at the rear of dwellings. If built on the side of a dwelling the deck should be screened from street view with fencing and/or landscaping.
- (2) If of wood, decks should be stained or painted to match or blend with the colors of the dwelling if visible.
- (3) Decks should be simple rather than ornate and of a design that does not detract from the house, adjacent properties, or the historic district. If visible, wood decks are recommended to have wood balusters set no more than 3 inches apart. Balusters should be no more than 2 inches in width and depth.
- (4) Decks of wood construction are recommended. Alternative materials may also be considered if the deck is not readily visible and if compatible with traditional materials in texture, design, and overall appearance.

## **2015.3 Elevating Dwellings**

### **2015.301 Policy and Justification**

The proposal to raise a historic building some feet above its original construction site may seem contradictory to traditional preservation practices. Yet, to protect significant resources sometimes requires modifications to a site or structure. By developing elevation design guidelines, owners of historic properties will be able to consider options that preserve their properties' integrity with minimal visual impact.

Historically, building design in flood-prone regions incorporated the raising of structures. This organic approach to natural weather cycles can be applied today through analysis of historical models. A recurring theme in design guidelines for historic districts is the importance of the overall character of a collection of properties. By applying a standardized elevation solution,



design guidelines for elevation of historic buildings will encourage a unified approach to the practice. These elevation design guidelines are intended as an aid for appropriate design and not as a list of steps for codes compliance. Property owners and other stakeholders must also consider Georgetown's National Flood Insurance Program (NFIP) rating, and therefore, the flood insurance rates and local floodplain regulations and requirements when determining the best approach for each historic property.

Owners of historic dwellings are exempt from most Federal Emergency Management Agency (FEMA) compliance requirements allowing substantial improvements to be undertaken without bringing the property into compliance with current FEMA regulations. This would only apply to contributing dwellings in the Historic District.

New construction in the Historic District that will be residential shall utilize the following for any desired or required elevated dwelling. This includes the areas South of Front Street along the waterfront and any single or multi-family dwellings built.

### **2015.302 Standards**

- (1) House forms such as Georgian/Federal, Georgetown Single House, Greek Revival, Italianate, Queen Anne, Folk Victorian, and related styles were typically built on raised brick foundations. The elevation of these styles through the addition of higher piers and/or raised earth grade may be appropriate.
- (2) Twentieth century house forms which were built on or close to grade such as Colonial and Tudor Revival, Minimal Traditional, and Ranch should be elevated through sloped earth grades or terracing.
- (3) Terracing or structural elevation should only occur when necessary to meet flood plain requirements.
- (4) Raised brick foundations may be solid, pierced, or piers, and screening with landscaping is encouraged. The addition of stucco may be appropriate surface treatment for brick foundations. Lattice panels or louvered panels may be placed between brick piers. Do not use vertical plastic or metal panels or other inappropriate materials. South of Front elevated dwellings may use composite materials for their screening between piers.
- (5) The top of foundation piers and columns should not extend beyond the walls of the dwelling.
- (6) Foundation piers should be consistent in size and scale with the porch columns above and in colors which coordinate both columns and piers. Raw cinder or cement block piers and raw wooden piers not boxed in and obscured by landscaping and other forms of approvable screening are inappropriate and shall not be permitted.
- (7) New stair landings should be at the original porch height.
- (8) New stairs should be at least five feet in width and be in traditional historic designs appropriate to the style of the building.
- (9) Lattice and other wood screening panels should be hinged in order to retract or "breakaway" during highwater. Dark colors for screen panels are preferred over light colors.
- (10) The use of concrete block, split-faced concrete block or other concrete block materials to increase a foundation height without adding a stucco surface or brick or wood veneer shall not be approved.

- (11) New stairs and landings to accommodate elevation changes should complement the design of the existing façade, which may already include porch structures and related details.
- (12) Porch columns should align with foundation piers below and not be offset.
- (13) Band boards at least 6” and a maximum of 12” should be added at the base of the dwellings wall and above the foundation piers.
- (14) Elevate HVAC units or any other exterior equipment as inconspicuously as possible. Consider relocating HVAC equipment to rear roof lines not readily visible from street/waterway.
- (15) If necessary and appropriate, a dwelling may be moved further back on the lot to accommodate the construction of stairs. It is preferred to maintain a direct stair connection perpendicular to the sidewalk or street, however a split staircase is appropriate to keep the house on the original foundation.
- (16) Interior brick chimneys should be retained, elevated long with the house and be at the original height above the roofline. Exterior wall brick chimneys should be retained in place but extended above the roofline to the original height. Match any new brick as closely as possible. If matching brick is not possible, the application of a consistent stucco surface is appropriate.

## **2015.4 Primary Dwellings**

### **2015.401 Policy and Justification**

The general approach to new construction is for it to be compatible with adjacent dwellings. Compatible means reinforcing typical features that buildings display along the block such as similar roof forms, materials, window and door sizes and placement, porch size and location, and foundation heights. House styles are not dictated by the ARB and architects and property owners are encouraged to design houses compatible with the context of the lot and the historic dwellings along the block. Replications or reproductions of historic designs are also appropriate and **encouraged acceptable** for Georgetown’s historic residential areas.

### **2015.402 Standards**

- (1) New primary dwellings should maintain, not disrupt, the existing pattern of surrounding historic buildings along the street by being similar in:
  - (a) Shape Variations of rectangular and square forms are most appropriate for Georgetown’s historic residential areas.
  - (b) Scale (height and width). The residential area of the Georgetown Historic District is zoned R4 which restricts new construction to no more than two and one-half stories or 35 feet in height. This maximum height would be appropriate for most blocks within the residential blocks of Georgetown where most dwellings have building heights varying from 15 to 35 feet. On blocks that have predominately one-story buildings, new construction of one to two stories would be more appropriate.
  - (c) Roof shape and pitch. Roof slope ratio for new construction should be a minimum of 6:12 to a maximum of 12:12 (6:12 refers to 6 inches of rise to 12 inches of run in measuring slopes). Roof forms of gable and hipped variations are most appropriate. Mansard and gambrel roof forms are not historically appropriate for the district and are discouraged.

- (d) Orientation to the street. Georgetown has dwellings which have their primary façades facing both the street and side yards. New construction should reflect the orientation found along the block in which it is sited.
  - (e) Location and proportion of porches, entrances, windows, and divisional bays. Almost all of the dwellings within Georgetown's historic residential areas have some type of porch on the main or secondary façade. Porches on new construction should have roof forms of gable or shed design and at least cover the entrance. Porches which extend partially or fully across the main facade are recommended. Porch columns and railings should be simple in design in square or round shapes. Columns should be in scale with the house and reflect typical diameters and dimensions of historic porch columns. Porch railings should have balusters which are no more than 2 inches square or in diameter. Windows should be wood frame double hung rectangular sash designs whose proportions on the main façade should not exceed three-to-one in a height to width ratio or be any less than two-to-one in height-to-width (two-to-one proportions are preferred). Alternative materials for windows will be considered if they are compatible with traditional window designs found in the historic district and are similar in texture, design and overall appearance.
  - (f) Foundation height. Most historic Georgetown dwellings are on foundations which are 2 feet to 6 feet in height. Foundation heights for new buildings should be similar to those of adjacent historic dwellings depending on the property's location in the flood plain and FEMA requirements. Much of the Georgetown Historic District is in Zones AE9 and X which requires the elevation of new construction. The foundation height differences between the new construction and adjacent historic dwellings should be minimized through the use of grading, terracing, landscaping, berming, and compatible materials.
  - (g) Porch height and depth. Porch heights should be consistent with those of adjacent dwellings. Porch depths should be a minimum of 4 feet.
  - (h) Lot placement. Front and side yard setbacks should respect the setbacks found along the block on which the building is sited. Building setbacks from the street should never be less than the minimum adjoining setbacks.
- (2) Material and material color.
- (a) Foundations: Most existing foundations are of brick and brick pier and this foundation material is preferred for new construction. Poured concrete and split faced concrete block are not acceptable foundation materials. If smooth concrete block is used, a stucco wash is recommended to provide a more compatible surface. Foundations must be compatible with the architectural style of the building.
  - (b) Roofs: Existing roofs in the district are of asphalt shingle, metal, and clay tile. For new construction, materials that are compatible in type, color, and texture with adjacent properties should be used. Shingles should be of a dark color, predominantly dark gray or brown. Metal roofs should be of traditional colors not bright or glaring, and of traditional profile.
  - (c) Brick Dwellings: If the new construction is of brick, the brick should closely match typical mortar and brick color tones found in the district and along the block.

- (d) **Frame Dwellings:** If the new construction is of frame, the preferred exterior material is horizontal wood siding which is a minimum of 4 inches and a maximum of 9 inches in width. Board and batten siding is also an appropriate design for new construction. Alternative materials such as smooth-face fiber cement board may be considered if the material is similar to historic wood profiles in texture, design, and overall appearance. Siding variations such as T1-11 and oriented strand board (OSB) are not appropriate for primary dwellings and will not be approved. The use of vinyl or aluminum siding is not appropriate for the historic district and will not be approved.
- (e) **Windows:** Wood construction is preferred for windows, especially those on the fronts of buildings. However, alternative materials may be considered if they match historic window profiles in dimension, texture, and overall proportions. The use of full-view or appropriately sized powder-coated aluminum storm windows is appropriate.
- (3) **Details and texture.** The width of window and door trim should be at least 3 1/2 inches. Roof eaves should have a minimum depth of 8 inches. New construction should have details consistent with adjacent historic buildings including eave widths, soffit details, and fascia boards.

## **2015.5 Ramps, Lifts, and Elevators**

### **2015.501 Policy and Justification**

The addition of new ramps, wheelchair lifts, and elevators to historic dwellings may be required to provide access meeting the needs of residents and visitors. The ADA Act provides flexibility in compliance for historic dwellings. The City staff and ARB will base its review of such proposed new construction on whether the external modifications will compromise the architectural integrity of the building or the historic character of the building and site. Property owners should contact the City staff early in the planning stages for professional assistance on such projects and to work with building code officials in investigating alternative methods of meeting requirements for historic dwellings. Add ramps, lifts, and elevators to rear elevations and side elevations not readily visible from the public right-of-way. Adding ramps and lifts on primary façades will not be approved unless this is the only feasible alternative for access. If the need for access is only occasional, consider temporary ramps rather than permanent ones.

### **2015.502 Standards**

- (1) Ramps and chair lifts shall be added on rear or side elevations not readily visible. ~~Locate ramps, chair lifts, or elevators on rear or inconspicuous side elevations.~~ To diminish their impact, design these elements to be compatible with the architectural character, proportion, scale, materials, and finish of the historic dwelling. Elevators can sometimes be sensitively installed inside a house without affecting rooms, features, or details
- (2) Introduce new or additional means of access, if needed, that are reversible and do not diminish the original design of a character-defining entrance, porch, or elevation.
- (3) Locate access ramps as discreetly as possible to diminish their impact on all dwellings in the historic district, preferably on a secondary entrance. Keep designs simple and minimal in size and compatible with the scale, materials, and details of the building.

## 2016 Standards for Commercial Properties – Details

### 2016.1 Architectural Features

#### 2016.101 Policy and Justification

Preserve and maintain historic architectural details and features, as they are important stylistic elements that help to define a building's character. Do not remove or conceal historic architectural details. If repair or replacement is necessary, match replacements to the original as closely as possible in material, design, color, and texture.

#### 2016.102 Standards

- (1) Repair in-kind of architectural features with materials, form, scale, and design which match the original.
- (2) Replace architectural features to match the original as closely as possible in materials, form, scale, and design.
- (3) Do not remove or alter original architectural details from the building.
- (4) Do not add inauthentic details to the building. Added architectural details to a property must be accurately based on physical, pictorial, or historical evidence in materials, scale, location, proportions, form, and detailing.
- (5) Do not cover or conceal architectural details with synthetic materials such as vinyl, aluminum, exterior insulation finishing systems (EIFS), or similar materials.
- (6) The replication of details with alternative materials may be considered if the material matches closely in texture, design, and overall appearance.

### 2016.2 Awnings

#### 2016.201 Policy and Justification

The installation of awnings is appropriate as long as they are correctly sized to the opening and of fabric or canvas materials. Sloped or shed awnings are the traditional awning type and are appropriate for most historic commercial buildings. A curved awning is appropriate only for an arched window or door opening. Metal awnings came into use in the 20th century and are appropriate for storefronts of that period. The installation of awnings should utilize the least amount of anchor hardware possible to minimize damage to historic materials and be as reversible as possible.

#### 2016.202 Standards

- (1) Repair existing awnings with in-kind materials.
- (2) Replace awnings with appropriate materials, design, and dimensions.
- (3) Install new awnings on buildings at traditional locations such as over storefronts and upper façade windows.
- (4) Awnings should be of canvas, ~~or other coated fabric vinyl-coated, or acrylic~~ material. Metal awnings should only be added on non-contributing buildings or where there is physical or photographic evidence that such an awning was original to the building.
- (5) Awnings should not cover or conceal significant architectural details.
- (6) Awnings should be of colors to blend with the building.

- (7) Awnings should be fixed in place and not “roll-up” design.
- (8) On storefronts, awnings should be continuous either above or below a transom (if present) and not divided into individual sections.
- (9) Upper floor windows should have their own individual awnings and not a continuous awning across the entire façade.
- (10) Awnings should fit the opening—rectangular window and door openings should have straight across shed type awnings, not bubble or curved forms. Awnings over windows with rounded or oval shapes should have curved awnings to match the opening.
- (11) ~~Metal awnings may be added on rear or non-readily visible side elevations.~~
- (12) Awning installation should be with the least amount of anchor hardware possible and be readily reversible if removed.
- (13) Awnings should be appropriately sized, extend out no more than 7 feet and not encroach over the sidewalk, right-of-way.
- (14) Property owners are encouraged to consult with the Main Street **Coordinator and** Georgetown Business Association on appropriate awning designs.

## **2016.3 Balconies**

### **2016.301 Policy and Justification**

Original balconies should be repaired, preserved, and maintained. Those on the primary façades of buildings should not be enclosed with wood or glass panels. If repair of balcony elements is required, use materials to closely match those which exist. If balcony elements such as balusters or floor boards are deteriorated and need replacement, alternative materials will be considered if they match the original in dimension, design, and texture. If an original balcony is missing, a new one may be constructed based upon photographic or physical evidence, or based upon the design of similar style and age buildings.

### **2016.302 Standards**

- (1) Repair balcony elements with in-kind materials to match the original.
- (2) Replace balcony elements with materials to match the original.
- (3) Balconies should be maintained in their original configuration and with original materials and detailing.
- (4) Balconies should not be removed if original.
- (5) Balconies should not be enclosed with glass or wood panels.
- (6) Balconies that have missing balusters should be rebuilt based upon photographic or physical evidence. If no evidence exists, they should be rebuilt in keeping with balconies of similar building style and age.
- (7) Balconies should not be added to contributing buildings unless there is photographic or physical evidence that a balcony was original to the building.



## **2016.4 Cast Iron and Metal Facades**

### **2016.401 Policy and Justification**

Cast iron and metal façades are important character-defining features and should be preserved and maintained. Damaged areas should be repaired with materials to match or appropriate epoxies. In-kind materials should be used when replacement is necessary. The replacement of deteriorated or missing metal features with alternative materials may be considered if the material matches closely in texture, design, and overall appearance.

### **2016.402 Standards**

- (1) Repair cast iron and sheet metal with in-kind materials or appropriate metal epoxies.
- (2) Replace missing features to match the original as closely as possible in materials, form, scale, and design.
- (3) Clean cast iron and sheet metal using the gentlest cleaning methods possible. For removal of paint buildup or corruptions on cast iron, wrought iron, and other metals, hand-scraping and wire brushing may be appropriate. If necessary, low pressure dry grit blasting (less than 100 pounds per square inch) may be appropriate as long as it does not damage the surface. Metal panels similar to the original material should be tested first to ensure damage to the historic feature does not occur.
- (4) Repair metal features by patching, splicing, or otherwise reinforcing the metal using recommended preservation methods. For extensively deteriorated or missing parts, repair may also include limited alternative materials. Replicate missing elements with new metal to match the original as closely as possible in texture, profile, and appearance.
- (5) Do not cover or conceal historic cast iron or metal façades.

## **2016.5 Cornices**

### **2016.501 Policy and Justification**

Character-defining cornices should be preserved and maintained, repaired as needed, and replaced with appropriate materials only if repair is not possible. If historic cornices are damaged, replacement should be as limited as possible, retaining as much of the historic fabric as possible. In-kind materials should be used when replacement is necessary. The replacement of deteriorated or missing cornices with alternative materials may be considered if the material matches closely in texture, design, and overall appearance.

### **2016.502 Standards**

- (1) Repair cornices with in-kind materials, form, scale, and design that match the original.
- (2) Replace cornices that match the original as closely as possible in materials, form, scale, and design.
- (3) Do not remove or alter original cornices from the building.
- (4) Do not add inauthentic cornices to the building. Added cornices to a property must be accurately based on physical, pictorial, or historical evidence in materials, scale, location, proportions, form, and detailing.
- (5) Do not cover or conceal cornices with synthetic materials such as vinyl, aluminum, exterior insulation finishing systems (EIFS), or similar materials.

## 2016.6 Doors and Entrances

### 2016.601 Policy and Justification

Preserve historic façade entrance elements including original doors, surrounds, sidelights, and transoms whenever possible. If historic doors or entrance components are damaged, replacement should be as limited as possible. Use in-kind materials when replacement is necessary. Retaining original entrances and their decorative elements is an important part of preserving a building's character.

### 2016.602 Standards

- (1) Repair original doors and entrance elements with in-kind materials that match the original in materials, profile, and dimensions.
- (2) Where repair is not possible, replace with a new door or entrance elements with similar materials, profile, and dimensions consistent with the building's architectural style.
- (3) Do not remove, alter or enclose historic entrances, their doors, surrounds, sidelights, transoms, or detailing. Repair and reuse original hardware which remain operable.
- (4) Where original doors have been removed, replace them with an appropriately styled door for the building. The new door should be based on doors of similar age and architectural style of adjacent buildings. If the original design is unknown, a secondary entrance may contain an original door that can be moved to the main entrance. Salvage companies may also have historic doors available.
- (5) The addition of a new entrance to meet life and safety codes should be sited at rear or side elevations that are not readily visible.

## 2016.7 Lighting

### 2016.701 Policy and Justification

Light fixtures that are original to a building should be preserved and maintained or repaired as needed with matching materials. If repair is no longer possible, replacement with a new fixture in keeping with the building's style is appropriate. Light fixtures should be appropriately placed to provide a diffusion of light. New light fixtures should be of traditional early 20th century designs rather than replicating Colonial-era imitation fixtures which would not be historically accurate for Front Street buildings.

### 2016.702 Standards

- (1) Light fixtures original to a building should be preserved and maintained or repaired with materials to match as closely as possible.
- (2) Replace original light fixtures with designs matching the original fixture as closely as possible.
- (3) Light fixtures should be correctly scaled to the building and not oversized.
- (4) Light fixtures ~~should are encouraged to~~ be of traditional designs such as gooseneck or metal pan.
- (5) If added to decks, light fixtures on poles or deck railings are discouraged. Hooded or directional light fixtures are encouraged to protect the boardwalk and waterfront from light pollution.



- (6) Neon may not be added except as permitted by the City’s Sign Ordinance on the interior or exteriors of buildings or display windows.

## **2016.8 Mechanical Systems**

### **2016.801 Policy and Justification**

Mechanical systems such as heating and cooling condensers, satellite dishes, and similar equipment should be placed at rear elevations or on rooftops, where they are not readily visible to the public.

### **2016.802 Standards**

- (1) Mechanical systems should be located on rear elevations or roofs which are not readily visible from the public right-of-way.
- (2) The addition of air conditioning units in window openings should only be in windows on rear or non-readily visible side elevations. This installation should not result in the loss of the original window and be reversible if the unit is removed at a later date.
- (3) Mechanical units such as electrical and gas meters should be as unobtrusive as possible and mounted on rear elevations.
- (4) Roof-mounted equipment should be placed with a deep setback from the edges of roofs or behind a façade parapet so that it is not visible to pedestrians and does not detract from the historic character of the building.

## **Paint and Paint Colors**

### **Policy and Justification**

~~Paint colors do not require review or approval by the City staff or ARB. However, owners are encouraged to conduct paint analysis on their buildings and match those colors or follow color palettes appropriate to the building’s period and style. Photographic or physical evidence may be able to show whether the building was originally painted or not. If the building was originally unpainted following its completion then it may be appropriate for property owners to remove the paint through chemical strippers or other approvable methods and restore the original brick color beneath. Masonry surfaces which have not been previously painted should not be painted unless the brick and/or mortar is mismatched. Spray-on paint coatings should be avoided since the permeability of these products and their longevity has yet to be demonstrated.~~

### **Standards**

~~Paint colors and the paint application process are not reviewed by the ARB. However, owners are encouraged to use paint colors in keeping with their dwelling’s style and age.~~

~~Painting of previously unpainted masonry surfaces is not appropriate but may be considered if the masonry and/or mortar has become mismatched or discolored.~~

~~The use of spray-on siding coatings is discouraged in the historic district. These products have not been demonstrated to have sufficient permeability to allow a building to “breathe” and their life expectancy is unknown.~~

~~Traditionally, most historic commercial buildings had no more than three colors—wall, trim, and storefront—and this approach to exterior paint colors is encouraged.~~

## **2016.9 Roofs**

### **2016.901 Policy and Justification**

It is unlikely that any historic roof materials remain extant on Georgetown's commercial buildings and property owners may use asphalt based, metal, or other roofing materials as desired. The traditional roof shapes should not be altered through the addition of a gable or hipped roof addition at the roofline. Roofs are appropriate locations for mechanical units which are recessed from public view. If enclosed, historic skylights may be reopened and new skylights may be added which are not visible from the public right-of-way. Gutters and downspouts should be added at rooflines on rear elevations and be designed to blend with the exterior masonry color.

### **2016.902 Standards**

- (1) Repair a non-historic roof material with an in-kind material.
- (2) Replace a non-historic roof material with an in-kind or appropriate replacement material.
- (3) Skylights may be added at roof locations not readily visible from the public right-of-way.
- (4) Install roof ventilators or other vents behind parapet walls so they are not readily visible from the street.
- (5) The installation of round gutters and downspouts are preferable to "K" or ogee design but these gutter profiles are also acceptable.
- (6) Roofs should be preserved in their original size, shape, and pitch, with original features.
- (7) Do not introduce new roof elements that detract from the building's historic appearance and character. Ensure new roof elements such as skylights, solar panels, and satellite dishes are not visible from the street or obscure original features.
- (8) In the event there are persistent drainage issues, roof slopes may be altered provided the change is not visible from the street.

## **2016.10 Storefronts**

### **2016.1001 Policy and Justification**

Storefronts are especially important elements of commercial buildings that define the historic character and appearance of the building. Retain, maintain, and repair historic storefronts and their components. Do not cover or conceal historic storefronts. Remove added materials from a covered storefront when possible. Storefronts on older buildings that were remodeled within the past 50 years are often not compatible with overall building character. Removal of these additions or alterations may be appropriate when rehabilitation is undertaken. Replace such storefronts with designs based on the original appearance of the storefront if photographic or physical evidence exists. The removal of contemporary storefronts and their replacement with storefronts based on traditional designs is encouraged.

### **2016.1002 Standards**

- (1) Repair non-historic storefronts and elements with in-kind or closely matching materials.
- (2) Repair historic storefronts and their components in-kind or with materials matching as closely as possible. Alternative materials may be considered if they closely match in texture, design, and overall appearance.
- (3) Do not cover or conceal historic storefront components with modern materials.

- (4) Replace missing historic storefront components to the original in size, material, texture, and detail. Use historic photographic or physical evidence to help determine the design and style of missing components.
- (5) If replacement of an entire storefront feature is necessary, replace it in-kind, matching the original feature in design, dimension, detail, texture, color, and material.
- (6) If original display windows or bulkheads are missing or deteriorated beyond repair, replace them with new ones to match the original. If the original design is unknown, select replacement display windows that are traditionally scaled with large glass lights and with as few structural divisions as possible.
- (7) Replacement bulkheads should be designed in rectangular forms with smooth or raised panels. If the original bulkhead material is unknown, replacement may be of wood, brick, metal, or other material that is appropriate for the storefront.
- (8) If replacement of a non-historic storefront is desired, it should be in a traditional storefront design with bulkheads, display windows, and transoms.
- (9) Transoms should be preserved and remain visible. Air conditioners and signs are not appropriate for this space.
- (10) Tinted glass is not appropriate on a storefront. If privacy is needed utilize drapes or blinds behind the display window.
- (11) Do not introduce storefront features or details to a historic building in an attempt to create a false historical appearance.
- (12) Historic changes to storefronts that have become significant over time should be preserved.

## **2016.11 Windows and Shutters**

### **2016.1101 Policy and Justification**

Preserve, maintain or repair original windows. Do not conceal, enclose, or cover historic windows. If replacement is necessary due to deterioration, match the historic window in size, and number and arrangement of panes, or lights. Replacement windows should be in-kind of wood to match the original. Alternative materials may be considered if they match the original in texture, design, and overall appearance. Do not introduce new window openings on primary façades. Window openings may be added at rear elevations if consistent in size, placement, and design as the original windows.

### **2016.1102 Standards**

- (1) Repair a historic or non-historic window with in-kind materials.
- (2) Replace a non-historic window with in-kind materials or similar design.
- (3) Original windows should be preserved in their original location, size, and design and with their original materials and numbers of panes.
- (4) Windows should be repaired rather than replaced. Window replacement will only be approved if it can be demonstrated that the historic windows are beyond reasonable repair.
- (5) If replacement of original or historic windows is demonstrated to be necessary, the replacement windows should be in-kind to match the originals in material and design.

- (6) Windows of alternative materials may be considered if they match the existing in profile, design, panes, dimensions, and texture.
- (7) Original window openings should not be filled-in.
- (8) Adding new windows on a primary façade is not allowable unless physical or photographic evidence shows that such a window was original to the building.
- (9) New window openings should not be added to primary façades or to readily visible side elevations.
- (10) Historic windows of steel or other metal designs should be preserved and maintained, or replaced with new metal windows which are similar in appearance and materials.
- (11) Replacement windows on contributing buildings should not have snap-on or flush muntins. Muntins sandwiched between layers of glass, snap-on muntins, and surfaceapplied muntins are not appropriate and ~~shall~~ **must** not be used.
- (12) Clear glass must be used in windows on the primary and readily visible side elevations. Do not use reflective, tinted, patterned, or ~~sandblasted frosted~~ glass in windows. The addition of these glass materials may be used on ~~rear~~ elevations ~~or those~~ not readily visible from the street ~~or waterfront~~.
- (13) If an interior dropped ceiling is lower than the top of the window, the ceiling must be stepped back from the window to not obscure the top of the window from outside view.
- (14) Shutters should not be added to a commercial window unless physical or photographic evidence shows that they were original to the building. If shutters are added they should be appropriately sized to fit the window opening and either work or appear to work.
- (15) Hurricane shutters shall be permitted on all windows provided that their design, installation, method, and compatibility are in keeping with the window opening, are reversible and do not result in loss of historic window details.

## **2017 Standards for Commercial Properties – New Construction**

### **2017.1 Accessibility**

#### **2017.101 Policy and Justification**

Rehabilitation of commercial buildings must be in compliance with the city's fire and safety codes. If a property's rehabilitation requires access for upper floors, locate fire exits and stairs on rear elevations or side elevations not readily visible from the public right-of-way. Compliance with ADA can usually be accomplished without compromising the historic integrity of a building. Solutions include incorporating ramps, installing wheelchair lifts, creating new entrances, and modifying doors, hardware, and thresholds. Most historic storefront entrances are wide enough to accommodate wheelchairs. If the primary entrance cannot be utilized, then make a secondary public entrance accessible. In these instances, provide directional signs to the accessible entrance.

#### **2017.102 Standards**

- (1) Locate fire exits and stairs on ~~rear or~~ non-readily visible ~~rear or~~ side elevations.
- (2) New fire doors should be as similar as possible to existing doors in proportion, location, size, and detail.

- (3) If a new fire door can only be placed on the primary elevation, it should be designed to be as compatible as possible with similar storefront doors of the building's period.
- (4) Repair existing access ramps with in-kind or appropriate materials.
- (5) Replace existing ramps with new ramps in-kind or appropriate replacement materials.
- (6) Accessibility solutions must meet all state and local accessibility requirements as well as ADA mandates.
- (7) Provide accessibility solutions of the highest level of access and the least impact on the building's historic character. Avoid damage to significant features and materials.
- (8) When retrofitting doors to allow accessibility, maintain historic doors; do not widen door frames on façades. If historic doors are missing, widening the entrance is a possibility. Typical guidelines require a minimum of a 32-inch clear opening with manageable door opening pressures. Ideally, retain and upgrade historic doors with a device to reduce door pressure.
- (9) If an access ramp is needed, it should be simple in design, constructed of wood or metal, and painted in colors that are compatible with those of the building.
- (10) If historic doors do not allow for universal access, retrofit replacement doors to meet ADA Guidelines. The use of automatic door openers with push plates is also an alternative to meet ADA door requirements on commercial buildings.

## **2017.2 Additions**

### **2017.201 Policy and Justification**

Rear elevations are the most favorable locations for additions on historic commercial properties. Rear additions are less visually obtrusive and allow the historic primary façade to remain intact. The size and scale of the addition should be subordinate to the main building. The construction of an addition should not damage historic architectural features. Another option is to add additional space at the roofline. If this is desired, it is important that the rooftop addition be recessed sufficiently from the façade so that the addition is not readily visible from the street.

### **2017.202 Standards**

- (1) Construct additions that are compatible with the original building in scale, proportion, rhythm, and materials. Ensure the overall design of the addition is in keeping with the character of the historic building. Elements such as roof pitch, materials, window design, window placement and rhythm, ratio of solids to voids, and general form of the addition should be compatible with those of the original building.
- (2) Construct rear additions that are smaller and simpler in design than the historic building. Construct the addition to be subordinate in size to the overall building. The addition needs to be visually compatible but also distinguishable from the historic building.
- (3) The construction of an addition should not obscure or damage significant architectural features. Additions should result in minimal damage to the historic building and do not cause extensive removal of original walls. Use existing openings to connect the building and the addition.
- (4) If rooftop additions are desired, they should be recessed and not readily visible from the street. Preserve the mass and scale of the original façade.

## **2017.3 Primary Buildings**

### **2017.301 Policy and Justification**

New construction in Georgetown's commercial areas should be compatible with adjacent buildings primarily in scale, mass, and height, and secondarily in materials, orientation, shape, placement, and rhythm and proportion of openings. New construction which references historical styles but is clearly identifiable as contemporary may be appropriate.

### **2017.302 Standards**

- (1) Orient new construction toward the major street. Traditionally primary entrances are oriented to the street, which encourages pedestrian traffic.
- (2) Create a continuous façade wall through setback of new buildings in line with existing buildings. Maintain the traditional lines that have been established along the street to create an even flow of buildings.
- (3) New construction should respect uniform setbacks along a block.
- (4) Construct new buildings to be compatible with adjacent buildings in terms of scale and proportion. Replicating the existing pattern established along the block will provide visual continuity and uniform scale.
- (5) Construct new buildings so they are compatible in scale with historic buildings, as to not overwhelm the streetscape. While new buildings may be larger than historic ones, ensure they do not compromise the visual continuity of the street. New buildings of a larger mass may be subdivided into smaller visual sections that are similar in size to historic structures in the area.
- (6) Large new buildings should be constructed to appear similar in width to surrounding historic buildings—visually separate sections that give the appearance of traditional building widths through vertical divisions.
- (7) Construct new buildings so their height is compatible with that of adjacent historic buildings. Ensure new construction is compatible in height with the block and general surroundings on which it is sited. The maximum height allowed in the commercial core area along Front Street is 45 feet.
- (8) Ensure that window size and proportion of openings are consistent with adjacent historic buildings. Design new buildings to have similar amounts of wall space and openings for windows and doors as adjacent historic buildings. Create patterns in rhythm, size, and spacing of window and door openings similar to adjacent historic buildings.
- (9) Construct new buildings of forms that are similar to those of existing historic buildings along the blocks on which they are sited. Typically, commercial buildings in Georgetown have been constructed in simple rectangular forms of varying heights.
- (10) Ensure the roof form of new commercial buildings match those of adjacent historic buildings. Flat or slightly sloped roofs are most common for commercial buildings in Georgetown.
- (11) Maintain the traditional separation between storefronts and upper façades. Typically, ground floor storefronts are visually separated from upper floors through design patterns and window placement. Replicate this separation in new construction, and maintain the alignment with adjacent buildings.



- (12) Ensure proportions of window and door openings are similar to those of surrounding historic buildings. Similarity in rhythm and spacing of window and door openings strongly contributes to the visual appearance and character of the district. This includes the pattern of display windows along storefronts as well as upper level windows. It is important that new construction maintain a pattern similar to that already established in the district.
- (13) Use of traditional building materials that are compatible with adjacent buildings is preferred. Common building materials such as wood, brick, and metal help to provide a sense of visual continuity and flow to the street.
- (14) New materials that are similar in character to traditional materials may be acceptable with appropriate detailing. Alternative materials may be approved if they appear similar in scale, proportion, texture, and finish to materials used historically. Alternative materials must have a proven durability for Georgetown's climate. The use of Exterior Insulation Finishing Systems (EIFS) is not a compatible material for the historic district and will not be approved.
- (15) Building components of new construction that are similar in size and shape to those found historically along the street are preferred. Components which replicate or imitate doors, bulkheads, and display windows and are comparable in size and shape to adjacent historic buildings, help to maintain visual continuity in the district.
- (16) The scale of decorative elements similar to that of surrounding historic examples is preferred. These include ornamental elements such as cornices, moldings, or other decorative elements.
- (17) Contemporary designs for infill may be appropriate provided that the building has compatibility with adjacent historic buildings in scale, materials, proportion, fenestration, storefront arrangement, and vertical divisions.
- (18) If new construction is in a flood prone area the ground floor may not be able to be occupied by retail or office use. If a ground floor is used for parking the exterior must maintain the resemblance and character of traditional storefronts similar to adjacent historic buildings
- (19) If parking is utilized on the ground floor or any floor of a new commercial building the vehicles shall be appropriately screened by a wall or other visual barriers compatible with the architectural styles of adjacent buildings. Open ground level parking in buildings is not appropriate.
- (20) For new construction in the commercial area, parapet walls are included in the 45 feet maximum height allowed. ~~However, a low parapet may be considered that extends no more than 42 inches above the 45-foot limit if allowed by zoning ordinances or a variation is approved by the Zoning Board of Adjustment before being presented to the ARB~~
- (21) Roof heights approaching 45 feet for new construction shall be designed in such a manner as to minimize the visual impact of height variations between the building and adjacent structures that have roof heights at or below 35 feet as required by prior ordinances.
- (22) Use traditional materials in awnings and canopies. Cloth, canvas, or metal awnings or canopies are best for the downtown area.
- (23) Install awnings that fit the opening(s) to which they are attached. Use rectangular awnings for rectangular openings, and curved awnings for arched openings.
- (24) Install light fixtures that are unobtrusive in design, materials, and placement.

- (25) Ensure the lighting design complements the new building's style and does not detract from the surrounding historic setting. Install lighting as a subtle addition to the property that does not dominate the overall site or intrude on adjacent properties.
- (26) Do not install light fixtures that suggest a false sense of history. Contemporary interpretations of historic light fixture designs are appropriate – do not attempt to replicate fixtures of earlier architectural periods.
- (27) Lighting should be compatible and appropriate for the surrounding area. Install light designs that complements the building while not detracting from the historic setting.
- (28) In order to help distinguish new construction from historic buildings, the addition of datestones or cornerstones with the building's date of construction is encouraged.

## **2018 Standards for Institutional Buildings Properties**

### **2018.1 Policy and Justification**

Institutional buildings are generally larger and have a greater footprint on their lot within the historic district. Maintenance, repair and replacement of original features shall follow the Standards set forth in this manual. New additions to institutional buildings should be sited at rear or side elevations where they are not readily visible from the street. Expansion of institutional buildings or additional new buildings shall not result in the demolition of structures contributing to the character of the district. New institutional buildings or additions of new buildings and accessories shall be designed for compatibility with adjacent structures.

### **2018.2 Standards**

- 2018.201** Maintenance, repair and replacement of contributing institutional buildings in the historic district shall follow the Standards set forth in this manual.
- 2018.202** Additions to institutional buildings shall be located on rear or side elevations which are not readily visible from the street.
- 2018.203** Retain original setbacks from the street as well as historic landscaped areas or public meeting spaces.
- 2018.204** New institutional buildings shall have rooflines consistent with roof patterns along the street. Roof elements such as steeples, towers, domes, and cupolas may be appropriate depending on the function and use of the building.
- 2018.205** Massing and building widths characteristic of the district shall be respected. The first floor façade of a new institutional building shall not exceed a width of 50 feet without some variation such as off-set walls at least 4 inches in depth, columns, pilasters, projecting bays, or other vertical divisions.
- 2018.206** The primary entrance of a new institutional building shall be oriented towards the street.
- 2018.207** New institutional buildings shall have parking lots restricted to the side and rear elevations.
- 2018.208** New institutional ancillary site features and structures as playgrounds, memorial gardens, columbariums, etc. shall be restricted to the side and rear elevations.



## **2019 Standards for South Side of Front Street and Waterfront**

### **2019.1 Policy and Justification**

The buildings along the south side of Front Street are unique in that there is no “rear” elevation since all elevations are readily visible to the public. New construction and alterations in this are reviewed by the ARB, any residential (single or multi-family) construction or alteration please refer to ~~Section 2015 Standards for Residential Properties – New Construction. to Chapter 5 NEW CONSTRUCTION of the Design Standards beginning on page 92.~~ The guidelines for the South Side of Front Street and Waterfront are also based on the Secretary of the Interior’s Standards for Rehabilitation.

### **2019.2 Standards**

#### **2019.201 Entrances**

- (1) Preserve and maintain any original doors on rear or side elevations.
- (2) When adding new doors to existing openings, the doors should be of materials and designs reflecting the building’s historic use and character. Traditionally doors on rear elevations were less ornate and more utilitarian than on the street façade.
- (3) Door openings should be retained in their original design and not enlarged or decreased in size.
- (4) New rear doors should be simple paneled wood design or single-light glass and wood. Multi-light glass and wood doors are not appropriate for rear entrances.

#### **2019.202 Windows**

- (1) Original window openings on rear or side elevations should not be enclosed, filled-in, or altered.
- (2) Window repair and replacement shall follow standards set forth in the commercial windows section.
- (3) Shutters should not be added to windows unless shutters were original to the building as documented through physical or photographic evidence.
- (4) Hurricane shutters shall be permitted on all windows provided that their design, installation method, and compatibility are approved by the ARB.

#### **2019.203 Decks**

- (1) Decks may be added to rear elevations if they have simple traditional square or round balusters, and blend with the adjacent buildings rather than be a focal point.
- (2) Construct decks of materials appropriate to the materials and style of those used on the building. Wood decks are most appropriate. Alternative materials may also be considered if they match the wood appearance in texture, design, and overall appearance.
- (3) Stain or paint decks in colors that are compatible with those of the building.
- (4) Deck designs should be similar to those of the boardwalk railings.
- (5) Decks should be of open design and not enclosed except with screen panels. For privacy decks should have louvers or privacy fences to separate and screen the deck from adjacent buildings, while respecting the water views of the adjacent properties.

- (6) Decks shall be attached to buildings in a manner so that they do not damage historic materials.
- (7) Decks should respect the sight-lines of neighboring buildings.
- (8) Privacy walls and screens are appropriate only to screen roofed or covered decks from adjacent properties. Screening may be provided by wood vertical or horizontal louvers or lattice panels. The ARB will balance respecting sight lines of adjoining properties with noise and privacy considerations for the affected properties.

#### **2019.204 Flood Proofing**

- (1) Property owners are encouraged to construct or retrofit flood-proofing measures which have the least visual and physical impact to a historic building. ~~The following measures are appropriate to preserve historically significant features and overall architectural character:~~
- (2) Elevate~~ing~~ electrical and mechanical systems and utilities—~~these can be placed in~~ to an upper floor or non-readily visible rooftop location.
- (3) Relocate~~ing~~ building contents to upper floors.
- (4) Create~~ing~~ positive drainage, where the grade allows water to drain away from the building.
- (5) Use~~ing~~ flood damage-resistant materials.
- (6) Fill~~ing~~ in basements or wet flood-proof~~ing~~ basements.
- (7) Install~~ing~~ small floodwalls to protect openings such as window wells or other low earth berms at rear elevations.
- (8) ~~The utilization of~~ temporary and reversible flood panel walls ~~is encouraged~~ to limit water infiltration during high water events. These should be installed in a manner which will not require the removal or alteration of historic features.

#### **2019.205 Lighting**

- (1) New lighting fixtures are appropriate for entrances, decks, and signs and should be of simple traditional or contemporary designs.
- (2) Lighting should be directed towards the building and away from the boardwalk.
- (3) Hooded or directional light fixtures are encouraged to minimize light pollution.

### **2020 Waterfront Commercial District Design Guidelines**

#### **2020.1 Policy and Justification**

To the southeast of the commercial area are a series of industrial buildings, warehouses, and marinas. Most of these properties are non-contributing due to their age or degree of alterations. New construction and alterations in this area are reviewed by the ARB.

#### **2020.2 Standards**

**2020.201** New buildings constructed in the industrial and waterfront area of the Georgetown Historic District must meet FEMA flood zone standards. This may require elevation of occupied space requiring new designs built on raised earth grades or piers, or both.

**2020.202** New buildings may be contemporary in design or reflect the character of historic residential and commercial buildings in the historic district. New buildings may have exterior

materials of frame, metal, cementitious siding, or masonry and have typical roof forms of gable and hipped design.

**2020.203** Additions to buildings in the industrial and warehouse area should be secondary in massing and scale and be differentiated from the original building.

## **2021 Relocation of Structures**

### **2021.1 Policy and Justification**

Moving a contributing building is strongly discouraged. It should only be considered after all other approaches to protect a historic building on its site have been exhausted, and relocation to a compatible vacant lot for rehabilitation becomes the last means of preserving a valued historic resource. Before the ARB approves relocation of a historic building, it will carefully evaluate the conditions that give rise to both the threat of demolition and subsequent proposal of relocation. The relocation of a significant or contributing structure cannot be completed in a single meeting. Applicants need to be prepared for 2 possibly 3 meetings before a vote can take place, one of which must be an onsite meeting.

### **2021.2 Standards**

**2021.201** Relocating dwellings and outbuildings should be in accordance with the design standards for new construction and the Secretary of the Interior's Standards.

**2021.202** Relocation of dwellings, buildings, outbuildings, and other structures that contribute to the historic district and architectural landscape of the district shall not be approved unless demolition or demolition by neglect is a threat to the structure in question.

**2021.203** Relocating a building into the historic district may be appropriate if it is compatible with the district's architectural character through style, period, height, scale, materials, setting, and placement on the lot, and its location on the new site will be consistent with its original location and will respect the front and side yard setbacks, orientation, and foundation heights of the neighboring properties.

**2021.204** Only a licensed, qualified, and experienced mover of historic buildings will be allowed to relocate a contributing building. A written narrative by the mover detailing the aspects of the relocation, protection methods that will be utilized to preserve existing features, detailed aspects of any removed features and how they will be rebuilt, and answers to any question board members may submit to the moving company.

**2021.205** The building should be moved intact without shearing or cutting through the sill.

**2021.206** All features should be adequately protected and windows and doors boarded or braced in the least damaging manner.

**2021.207** Relocated buildings should be carefully rebuilt and placed on a foundation which replicates the original using masonry material compatible with traditional foundations. Salvaging and reuse of original foundation materials is strongly encouraged. A foundation plan shall be submitted to the ARB for approval along with the application for relocation.

**2021.208** Porches and chimneys or any other projections that cannot be raised with the building, should be carefully dismantled without harming the material or nails and other fasteners. (A few nails or fasteners are expected to be sacrificed.) Each member should be numbered and recorded to rebuild onto the building in the same place and manner at the new site. The chimney should

be reconstructed using the removed materials with new mortar that matches the original in color, content and consistency. Any repair materials should match in kind to the original.

**2021.209** A relocated contributing building will remain subject to ARB review for alteration, repair, new construction, relocation, and demolition. If the new site does not lie within the historic district, the city may begin the survey procedure and application process to so incorporate this lot and consider surrounding properties.

**2021.2010** When approved, the relocation should be accomplished in a manner that will preserve existing trees and major vegetation.

**2021.2011** Buildings relocated into the historic district must meet the Standards for new construction, unless they would have met the criteria to be considered contributing if they had originally been located in the historic district, in which instance they will be subject to the Standards for existing structures.

## **2022 Demolition of Structures**

### **2022.1 Demolition**

#### **2022.101 Policy and Justification**

Demolitions have a domino effect of continual erosion by further demolitions which destroy the historic district's architectural history and historic character. Demolition of buildings that contribute to the historic or architectural significance of the district should only be an action of last resort. Vacant or empty lots in the historic district are not appropriate. Relocation of an existing historic building to a compatible location in the historic district is always preferred. Demolition of existing structures within the historic district must be approved by the ARB. Demolition through neglect is not permitted and owners who do not conform to maintenance codes may be subject to legal action (See Section 2022.2 Demolition by Neglect). ~~See Demolition by Neglect, Appendix F).~~

Applicants should understand that a demolition request involving contributing properties cannot be settled in a single ARB meeting, but may take months to reach a final decision. The ARB will need to inspect the building inside and out as well as the site, setting, location and related outbuildings. Consultation with experts may be necessary. A decision can only be reached after thorough analysis of the historic and architectural documentation that must accompany an application for demolition.

The reasons for demolition will be as carefully evaluated as to the historic and architectural significance of the property if they involve claims that the building is beyond repair or rehabilitation. However, if the building is planned for demolition to accommodate new construction, expansion of another building or new development, the ARB may not receive the future replacement designs for review until a later meeting after the demolition decision is reached. On the other hand, if the present building can be incorporated into the new construction in some manner, the ARB may request those future plans and drawings.

#### **2022.102 Standards**

- (1) Demolition of a building that contributes to the historic or architectural significance of the historic district should not occur, unless:
  - (a) public safety and welfare require the removal of the building or structure;
  - (b) the building has lost its architectural and historical value;

- (c) the building does not contribute to the historical or architectural character of the historic district, its removal will improve the appearance of the district, and will not adversely impact the integrity of the historic streetscape and the historic district; or
  - (d) if the denial of the demolition will result in a substantial economic hardship on the applicant (See Section 2001 Economic Hardship and Applicability). ~~(see Economic Hardship Provision in Appendix E)~~
- (2) In order for the ARB to reach the important decision of demolishing a contributing building, the owner should submit with the application historic background and archival research, thorough documentation of the building and property, and a plan for dismantling of historic materials for salvation. Such materials to be salvaged include historic timber framing, windows, doors, mantels, newel posts, balusters, moldings, flooring, hardware, metalwork, brackets, weatherboard, brick, stone, other masonry components, and any other interior or exterior decorative elements.
  - (3) If demolition appears inevitable, the owner is encouraged to consider moving or relocating the building to another location within or near the historic district, and the ARB may pursue measures with the owner and other parties to preserve the contributing resource.
  - (4) An experienced, licensed, and qualified structural or architectural engineer and builder with experience on historic buildings should evaluate the condition of the subject building and whether it might be able to withstand relocation as an alternative to demolition. This assessment should consider how much damage can be caused by removal and be compiled into a historic conditions report for the ARB evaluation. In situations involving contributing properties, other expert consultation including the SC Department of Archives and History may be necessary.
  - (5) If relocation ~~is approved~~ ~~be agreed~~, follow the applicable guidelines under Moving or Relocation of Contributing Buildings (see Section 2021 Relocation of Structures). ~~see Chapter 10: Standards for Relocation).~~
  - (6) When approved, the demolition should be accomplished in a manner that will preserve existing trees and major vegetation.

## 2022.2 Demolition by Neglect

Obvious and/or continuing neglect by a property owner or owners in the maintenance of a building resulting in a lack of protection against weather, vagrants, and vermin, which threatens the safety, stability, and integrity of the structure.

### 2022.201 Significant structure.

A residential structure that is listed as contributing to the Georgetown National Register Historic District or a commercial structure within the district that is listed as contributing ~~on the City of Georgetown Zoning Map~~ or meets one or more of the following criteria ~~(Structures are listed as contributing or noncontributing in the current edition of the city's cultural resources survey. A copy may be found in the office of the city clerk.): (1)~~

- (1) Has significant inherent character, interest, or value as a part of the development or heritage of the community, state, or nation;
- (2) Is the site of an event significant in history;

- (3) Is associated with a person or persons who contributed significantly to the culture and development of the community, state, or nation;
- (4) Exemplifies the cultural, political, economic, social, ethnic, or historic heritage of the community, state, or nation;
- (5) Individually embodies distinguishing characteristics of a type, style, period, or specimen in architecture or engineering;
- (6) Is the work of a designer whose work has influenced significantly the development of the community, state, or nation;
- (7) Contains elements of design, detail, materials, or craftsmanship which represents a significant innovation;
- (8) Represents an established and familiar visual feature of the neighborhood or community;
- (9) Has yielded or may be likely to yield, information important in history or prehistory. ~~Board. The building board of appeals as established in Appendix B of the International Building Code.~~

#### **2022.202 Emergency measures.**

Repairs requiring immediate attention, as determined by the building official.

#### **2022.203 Stabilization repairs.**

Any required repairs beyond emergency measures.

#### **2022.204 Procedure:**

- (1) In the event that the city's building official finds that a ~~significant~~ structure ~~(as defined in this article)~~ appears to be threatened with destruction or loss due to failure on the part of the property owner to properly maintain or repair the structure ~~(in accordance with the definition of demolition by neglect herein)~~, the building official shall issue a letter instructing that repairs be made.
- (2) The owner of record of the subject property shall be notified according to the requirements of Section 5- 116 that necessary stabilization repairs shall be commenced within forty-five (45) days and be completed within ninety (90) days. The building official must approve any repairs taking more than ninety (90) days to complete. The letter shall include the defects in the structure which must be remedied. If the owner objects to the decision of the building official he shall have the right to a hearing before the city's building board of appeals. The owner must make a request to the city for a hearing on the question of whether demolition by neglect in fact exists within ten (10) calendar days of receipt of the letter.
- (3) In the event that the building official determines emergency measures must be taken, the owner, upon notice, will have two (2) weeks to complete these repairs. An owner cannot appeal this determination.
- (4) The building official shall inspect the property and present his findings at the hearing. The property owner and any other interested parties may present their concerns at the hearing. If the board determines that demolition by neglect has occurred, then the appellant will be notified in writing within seven (7) days. Approval of the architectural review board is required for any changes that alter the exterior architectural appearance of the structure.



## 2022.205 Penalties and remedies

Violations to this article can be handled as a misdemeanor or through the lien process. If the property owner fails to commence or complete the work as specified, the building official shall have the authority to issue a citation for a misdemeanor to the building owner. The issuance of a citation will not relieve an owner from making the mandated repairs. If repairs are still not commenced, the city may proceed with the demolition process as detailed in the City of Georgetown Code of Ordinances Section 5-110. ~~stabilize the structure. Repairs in excess of twenty-five thousand dollars (\$25,000.00) must be approved by city council in accordance with the city's purchasing procedures. The city shall then place a lien against the property for the value of the resources so expended by the city, such lien will be filed with the register of deeds of Georgetown County and enforced in a manner as provided by law.~~

## 2022.206 Stabilization specifications

Stabilization of the property should be designed to completely forestall any further deterioration of the property. Materials and finishes should be such that no replacement/reworking or only minimal replacement/reworking will be required at any such time in the future to when full rehabilitation may occur. However, the purpose of work specified under this section is to stabilize the structure rather than to render it habitable. Emergency measures may be implemented in certain situations or where implementation of permanent measures is not feasible for emergency situations or where implementation of permanent measures is not feasible for any reason.

## 2023 Economic Hardship and Applicability

**2023.1** If an applicant so requests, the Architectural Review Board can take into consideration economic hardship in its design review. In its determination, the ARB would consider ~~whether, due to that by reason of~~ the exceptional deterioration of the structure or ~~by reason of~~ the particular economics of the proposed project, ~~the following apply:~~

**2023.101** The strict application of the design guidelines would result in peculiar and practical difficulties or undue economic hardship upon the owner.

**2023.102** The ~~ARB would also consider whether the~~ relief of the particular hardships would not establish substantial detriment to the public good or substantially impair the intent and purpose of the city's historic ordinance.

**2023.103** The peculiar hardship would apply to ~~the particular land or building regardless the economic abilities~~ of the owner, and the peculiar hardship is not created as a result of an act upon the part of the applicant.

~~If a COA is denied to a property owner, the ARB will consider substantial hardship and other factors that may affect an owner's ability to undertake and complete rehabilitation or other work considered. Substantial hardship, caused by unusual and compelling circumstances, is based on one or more of the following:~~

**2023.104** The property cannot reasonably be maintained in the manner dictated by the ordinance;

**2023.105** There are no other reasonable means of saving the property from deterioration or collapse, or;

**2023.106** The property is owned by a nonprofit organization, ~~or the application is made by a nonprofit organization focused on assisting low-income homeowners with property renovations~~

and alterations, and it is not feasible financially or physically to achieve the charitable purposes of the organization while maintaining the property appropriately.

**2023.2** In the case of a proposed demolition of a building that contributes to the historic or architectural significance of a locally designated district the ARB will take into account if the denial of the demolition will result in a substantial hardship on the applicant.

**2023.3** When a claim of economic hardship is made, the owner and/or parties in interest must provide evidence describing the circumstances of hardship. Evidence may include:

**2023.301** Nature of ownership (individual, business, or nonprofit) or legal possession, custody and control;

**2023.302** Financial resources of the owner and/or parties in interest;

**2023.303** Cost of repairs;

**2023.304** Assessed value of the land and improvements;

**2023.305** Real estate taxes for the previous two (2) years;

**2023.306** Amount paid for the property, date of purchase and party from whom purchased, including a description of the relationship between the owner and the person from whom the property was purchased, or other means of acquisition of title, such as by gift or inheritance;

**2023.307** Annual debt service, if any, for previous two (2) years; and

**2023.308** Any listing of the property for sale or rent, price asked, and offers received, if any. For income producing properties;

**2023.309** Annual gross income from the property for the previous two (2) years;

**2023.3010** (Itemized operating and maintenance expenses for the previous two (2) years, including proof that adequate and competent management procedures were followed; and;

**2023.3011** (Annual cash flow, if any, for the previous two (2) years.

**2023.4** Within thirty (30) days of the board's hearing on the claim, the board shall cause to be made a finding of undue or no undue economic hardship. In the event of a finding of no undue hardship the board shall report such finding to the building official. The building official, after consulting with the city administrator may then cause to be issued an order for such property to be repaired within the time specified. In the event of a finding of an undue hardship, the finding shall be accompanied by a recommended plan to relieve the hardship. This plan may include loans or grants from public, private, or nonprofit sources, acquisition by purchase or eminent domain or relaxation of the provisions of the "Demolition by Neglect" Ordinance (see [Section 2022.2](#)) ~~Appendix-D~~) sufficient to mitigate the undue economic hardships.

## **2024 Design Standards for Energy Retrofits**

### **2024.1 Standards**

**2024.101** Retain and preserve the historic energy-conserving features and materials that contribute to the overall character of a building or site, including projecting front canopies, shutters, operable windows and transoms.

**2024.102** Protect and maintain historic energy-conserving features and materials using methods and treatments according to appropriate guidelines (i.e., wood, metal, etc.)



- 2024.103** Repair historic energy-conserving features and materials using methods and treatments according to appropriate guidelines (i.e., wood, metal, etc.)
- 2024.104** Replace missing historic energy-conserving features only if deteriorated beyond repair, in kind.
- 2024.105** Increase the thermal efficiency of historic buildings through appropriate, traditional practices, including the installation of weatherstripping and caulking, storm windows and doors, insulation in attics, floors, and walls, and, if appropriate, awnings and operable shutters.
- 2024.106** Install new energy upgrades in areas and spaces that will require the least amount of alteration to the building exterior, historic building fabric and site features. Screen them from view.
- 2024.107** Install narrow-profile exterior storm windows, if desired, so that they do not damage or obscure the window sash or frame. Select operable storm windows with meeting rails that align with the existing division of double-hung windows. Select storm windows with a painted or baked-enamel finish in a color compatible with the window sash color. It is not appropriate to install storm windows with a bare metal finish.
- 2024.108** Property owners may consider the installation of solar panels on roofs. Solar panels may be appropriate as long as they are not readily visible from the public right-of-way.
- 2024.109** Property owners may consider the use of reflective roofing surfaces to increase energy efficiency in warmer months. Most commercial buildings have flat roofs and this retrofit would not be visible.
- 2024.1010** Install fabric awnings over storefront, window, and door openings, if desired and where historically appropriate, so that historic features are not damaged or obscured.
- 2024.1011** Property owners may consider the installation of geothermal heating and cooling systems. Installation of such a system, involving drilling of holes in the ground, does not effect the exterior of a building and offers significant energy savings

### **~~Appendix A—The Georgetown Historic District: A brief History~~**

~~Georgetown, South Carolina, the state's third oldest city, developed along the banks of the Sampit River during the early 18th century. Trading posts in the region had gradually developed into permanent settlements and in 1705, John Perrie received the earliest land grant. The grant was later acquired by William Sereven, whose son Elisha had the town surveyed and lots established in 1729. The original grid of the town covered 174 acres and included 229 lots and a 100-acre common. The original layout included the area bounded by Front Street, Church Street, Wood Street, and Cannon Street. In order to encourage rapid development, Sereven required lot purchasers to build a house on their property within eighteen months. The home was to be of either brick or frame construction with brick chimneys and measure a minimum of 22 feet x 16 feet. A portion of Front Street facing the river was designated as the town's commercial center and lots along this street were smaller.~~

~~In 1732, the English Crown declared Georgetown an official port of entry. This status allowed foreign exports and imports to come directly to the town instead of first passing through Charleston. Agriculture drove the local economy with rice and indigo as chief cash crops. These labor-intensive crops were dependent upon slave labor, and African Americans made up the majority of Georgetown's population well into the late 19th century. Georgetown developed into a prosperous community of planters, merchants, shipowners, and various professionals. In 1737, eighty-eight new lots were created out of the common area~~

and an additional 130-acre tract beyond the grid was established as a replacement common. Georgetown served as the seat of Georgetown County and in 1824 a new county courthouse was built on Prince Street. Robert Mills, architect of the Washington Monument, designed the building.

Georgetown's residents built dozens of dwellings and commercial buildings in the 18th and early 19th centuries. Among the earliest surviving dwellings in Georgetown are the Crafton Kerwon House at 222 Broad Street and the John and Mary Perry Cleland House at 405 Front Street, both dating from ca. 1740. William Waties, who invested in eight lots in Georgetown, built his home at 316 Screven Street ca. 1740. Plantation owner Robert Stewart had a large two-and-one-half-story, brick Georgian home constructed ca. 1750 at 1019 Front Street overlooking the Sampit River. Mary Mann of the Mansfield Plantation had a large town house built at 528 Front Street around 1775, and Dr. Charles Fyffe had his home built at 15 Cannon Street ca. 1765. Georgetown citizens also erected the Prince George, Winyah, Church at 300 Broad Street.

During the American Revolution, British forces occupied Georgetown from July of 1780 to May of 1781, during which time a number of houses and other buildings were destroyed. However, the town quickly rebounded after the war and continued growth led to the enlargement of the town with an additional ninety-one new lots. By 1825, Georgetown had over 300 homes and its population was around 2,000. Indigo production ceased following the war, but rice production boomed and continued to support a wealthy planter class. Vast plantations were established as smaller tracts were consolidated. By the 1840s, close to half of the rice cultivated in the nation was produced in the Georgetown area. Area plantation owners accumulated massive wealth and were among the richest families in the state. They built handsome town homes in addition to their large country estates and formed elite social clubs and organizations. The Winyah Indigo Society, formed in the 1740s to promote the indigo trade, constructed a large hall on Prince Street in 1857. Despite the decline of the indigo trade, the organization remained an important part of Georgetown social life during the 19th century.

As their prosperity increased, however, many of Georgetown's wealthy residents began to abandon the city by the 1820s. Many established their permanent residences in Charleston, summered in other regions, and sent their children away to schools in other cities. While some retained second homes in Georgetown, these were typically more modest dwellings as the more opulent residences were reserved for Charleston. In the twenty years between 1820 and 1840, Georgetown's population decreased by one fourth dropping from 2,000 to 1,500. It gradually increased during the following decades and reached 1,720 in 1860.

During the 1840s and 1850s, lumber and turpentine production became prominent industries in Georgetown. Initially small outfits, sawmills, and turpentine distilleries evolved into major industrial operations, many of which relied on slave labor to turn a profit. Georgetown's prosperity was interrupted by the Civil War as much of its commerce was halted. Despite Union occupation of the town late in the war, Georgetown avoided the destruction that many other Southern cities experienced during the conflict and its buildings emerged largely intact. The war, however, did bring significant economic and social upheaval to Georgetown as it did throughout the South.

The end of slavery brought an end to the large plantation culture. Rice production continued but struggled as a new free labor system was established. A number of newly freed African Americans came to the town seeking opportunity and the white population of Georgetown declined. In 1870, two thirds of Georgetown's total population of 2,080 residents was African American, many of whom prospered in the city. They operated successful businesses, became political leaders, and purchased or built fine residences in town. Joseph Hayne Rainey, the first African American member of the US Congress, resided in the ca. 1760 dwelling at 909 Prince Street. The city's large African American population erected several churches after the Civil War including the Bethel African Methodist Episcopal Church at 417 Broad Street, built in 1882.

In 1880, Georgetown had 2,895 residents and its streets were surfaced with stone, brick or wood. The city contained three boarding houses, five churches, two public schools, and several private schools. Lumber and turpentine production continued to be lucrative businesses. Three sawmills, a shingle mill, and a rice mill were leading employers. In 1883 the Georgetown and Lanes Railroad was completed connecting Georgetown with the Northeastern Railroad allowing area industries to export by rail as well as by boat. Waterway improvements made throughout the region in the 1880s increased trade, and in 1890 the federal government funded the construction of two stone jetties at Georgetown in order to maintain a permanent clear channel. Between 1890 and 1910 Georgetown experienced its greatest period of growth. During these two decades the town's population grew from around 3,000 to 5,530. Dozens of new houses were constructed during this era to accommodate the growing population. The majority of these dwellings were of frame construction. New schools were built, and concrete sidewalks and electric streetlights were installed. Much of this civic improvement was conducted under the political leadership of William Doyle Morgan, who served as mayor of Georgetown for fourteen years. Morgan's home, built ca. 1886 at 732 Prince Street, remains standing today.

Economic and industrial development accompanied this growth. Construction of the jetties brought a number of federal employees and money to town. The lumber industry continued to grow and fuel the economy, while rice and turpentine production faded. The most influential venture was that of the Atlantic Coast Lumber (ACL) Company. In addition to saw and planing mills the company's operations, situated on the bank of the Sampit River, included employee housing, a hotel, foundry, a company store and offices, and an electric power plant. The ACL plant was destroyed by fire in 1913 and a new plant was constructed on the west side of town the following year.

Like most towns across the country, Georgetown fell on hard times during the Great Depression. Its banks failed, businesses closed, and industry dwindled. Agriculture was at an all time low and even the once prosperous lumber industry stood idle. The closing of the ACL mill in 1932 proved especially hard for Georgetown residents as around 2,000 people were left unemployed. Federal projects through the Works Progress Administration (WPA) brought some improvements to the town during the 1930s including road improvements and the construction of schools, a National Guard Armory, and a Naval Reserve facility.

Georgetown's economy improved during the late 1930s and 1940s as new industries moved into the region. Chief among these was the International Paper Company, which completed a large paper mill in 1937. The company employed around 1,200 mill workers and an additional 1,000 for work in regional forests. In 1939, the American Cyanamid Company also erected a chemical plant in the area. In 1940, Georgetown had a total population of 5,579. New commercial buildings appeared in the business district, and a hotel and theater were established. The International Paper Company experienced continued success and built a new plant in 1942 to manufacture shipping containers for the armed forces. It expanded again in 1946 and in 1961 and remains a principal employer today. In 1969, the Georgetown Steel Corporation built a large steel plant just northwest of the historic commercial area on land formerly occupied by the ACL mill. This plant employed hundreds of workers and was a major industry during the late 20th century.

In recognition of Georgetown's historical and architectural significance, all or parts of forty blocks of the city were listed on the National Register of Historic Places in 1971. The National Register is the nation's official list of properties important in the history, architectural history, archaeology, engineering, and culture of the United States. The district conforms to much of the early plat of the city and is bounded by the Georgetown Harbor and Wood, Church and Meeting Streets. Georgetown grew rapidly during the late 20th century and in 2000 the population stood at almost 9,000 residents. As tourism increased along the coastline, the city's downtown area became increasingly filled with specialty shops such as antique and gift stores. Several bed and breakfast businesses were established in the city's older homes in the historic district, and overall rehabilitation of dwellings increased. Today, Georgetown retains much of its original architectural

and historical character and the preservation of this sense of time and place is an important part of the city's future economic development and quality of life.

## Appendix B—The Georgetown Historic District: Residential Architectural Styles

Georgetown contains an impressive collection of 18th-, 19th-, and early 20th-century residential architectural styles. This architectural character was documented in 2000 in the City of Georgetown Cultural Resources Survey, Final Survey Report. This report, funded by the Georgetown Historical Society in association with the South Carolina Department of Archives and History, includes an historical overview of the growth and development of Georgetown and how this history is reflected in its built environment. The survey recorded 333 properties, most of which are within the boundary of the Georgetown Historic District.

The oldest remaining buildings in the city date to ca. 1740 and are one- and two-story frame dwellings. Wood construction predominated within the residential area of the city and only one brick dwelling, the Robert Stewart House at 1019 Front Street, survives from the 18th century. The design of these early dwellings reflects the Georgian or Federal styles in their detailing but they were built in accordance with local traditions. In Georgetown, many of the remaining 18th- and early 19th-century dwellings were built on raised foundations, have their side elevations facing the street, have their main entrances facing southeast toward the water, and have large porches on one or more of the primary façades. Known as “Georgetown Single Houses,” these one- and one-half- and two-story dwellings are a unique vernacular building form and reinforce the historic district's sense of time and place.

By the mid-19th century, the vernacular approach to house construction was superseded by the influences of popular national styles. The Greek Revival and Italianate styles were widely built by the South's middle- and upper-classes and these house forms dominated construction in Georgetown from the 1830s to the 1880s. The Greek Revival style featured large porticos or verandas with classical columns with Doric or Ionic capitals. At the roofline, dentils and modillion blocks were added as decorative elements. The Italianate style was distinguished by arched windows, large bracketed eaves, and milled porch columns. Local builders often used detailing associated with these styles on more modest houses of the period.

In the late 19th century, houses were of balloon-frame rather than timber-frame construction. Balloon-frame houses were built of studs and joists nailed together in much the same fashion as we build today. Balloon framing allowed for rapid and economical construction and also afforded building designers greater flexibility in house forms and plans. Asymmetrical house forms such as Queen Anne designs were quite popular after 1880, and a number of these houses were built at the turn of the century.

By 1910, the asymmetrical Queen Anne style and associated styles dropped out of popularity and revival styles began to dominate house design. One of the most common of these was the Colonial Revival style which marked a return back to the influences of Colonial America. These homes were generally rectangular or square in plan and featured porch columns and detailing reflective of classical designs. A common variation of this style is known as the “American Foursquare.” These are box-shaped, two-story dwellings featuring porches with classical columns.

Advances in transportation, marketing, and prefabrication led to the rise of mail-order houses at the turn of the century. The success of large department stores such as Sears and Montgomery Ward led to these company's designing and shipping entire houses by truck or rail to customers throughout the country. All of the lumber, nails, roofing materials, and interior finishes were shipped to a property owner along with the house plans. Following the completion of the foundation, the house could then be built on site. Mail-order houses were available in a wide variety of designs and costs and it is likely that several houses in Georgetown have this heritage. With the onset of the Depression, house construction declined significantly across America and few dwellings were built in Georgetown during these years. Houses built in the 1930s

and early 1940s tended to reflect simplified versions of the Tudor Revival and Colonial Revival styles. Since the early 1950s there has been little new construction within the older residential area of the city. Dwellings constructed within the past twenty years have frequently been modeled after existing house forms and replicate many of the historic designs and detailing associated with the 18th and 19th-century houses.

**HOUSE FORM—GEORGIAN, ca. 1740—ca. 1780/FEDERAL, ca. 1780—ca. 1830** The Georgian style was the dominant style of the English colonies during the 18th century. Characterized by its symmetrical design, this style is typically two rooms deep and two stories in height with either a gable or hipped roof. Windows are multi-light, double-hung, sash design and are symmetrically placed in horizontal and vertical rows and never in pairs. Window panes are usually small with nine or twelve panes per sash divided by thick muntins. The main entrance typically has a paneled wood door framed with an elaborate decorative crown and decorative pilasters. Decorative moldings, especially dentils, emphasize the dwelling's cornice. Like the Georgian style, the Federal style is a simple box form commonly two rooms deep and has a symmetrical design. Windows generally have six panes per sash and thin muntins and are arranged in symmetrical horizontal and vertical rows, and the cornice is accentuated by dentils or other decorative molding. The Federal style often has a more elaborate entrance, with an elliptical fanlight transom, sidelights and an ornate crown and surround.

**HOUSE FORMS—GEORGETOWN SINGLE HOUSE, ca. 1740—ca. 1830** The Georgetown Single House refers to a local building form adapted from the Georgian and Federal styles of the period. The Georgetown Single House refers to a one-and-one-half-, or two-story frame dwelling built with a side façade facing the street. These houses have hipped roofs and both interior and exterior walls brick chimneys. The main entrance faces the side yard and wide porches are located on one or more of the dwelling's façades. Common details include dentils or modillion blocks at the eaves and entrances with sidelights and transoms. This house form is reflected in some of the earliest remaining dwellings in the city and continued to be constructed well into the 19th century.

**HOUSE FORMS—GREEK REVIVAL, ca. 1820—ca. 1870** The Greek Revival style is based on the Doric, Ionic, and Corinthian orders in ancient Greek architecture. The Greek Revival style was commonly used in the construction of public buildings such as the Georgetown County Courthouse, but it was also used for residences of the period. In towns such as Georgetown, this style was often built with a full-height portico and with columns based on classical forms. Entrances often contain sidelights and transom and a paneled wood door. Windows are generally rectangular in design and at the roofline are cornices embellished with dentils or other classically derived decoration.

**HOUSE FORMS—ITALIANATE, ca. 1850—ca. 1880** The Italianate style was a highly decorative style of the 19th century, departing from Classical architecture. It was a common residential style that could also be applied to commercial architecture. Italianate dwellings may be of brick or frame construction and are more often two stories in height, rather than one story. The footprint of an Italianate house may be square or asymmetrical. Windows on Italianate buildings are often elongated and narrow and feature decorative hoods. A low-pitched roofline is common, and the eaves are embellished with decorative brackets. Other signature features of the Italianate-style dwelling are towers, cupolas, and porch arcades.

**HOUSE FORMS—QUEEN ANNE, ca. 1880—ca. 1910** The Queen Anne style was popularized in the late 19th century and featured an asymmetrical floor plan and extensive exterior detailing. This style is generally two stories in height and often features corner towers, turrets, or projecting bays. Exterior wall surfaces are often varied with mixtures of brick, wood, stone, and wood shingles. Large wraparound porches with milled columns and balusters are usually present on the main façade. Windows are one-over-one sash or of small multi-light design. Roofs may have slate or metal standing-seam surfaces. Brackets or decorative vergeboards are often found in the gables.



~~HOUSE FORMS—STICK, ca. 1860—ca. 1910 The Stick style was a strictly residential style of the 19th and early 20th centuries. The defining characteristic of the style was the treatment of the exterior wall surface as its own decorative element. As its name suggests, a Stick style dwelling was of frame construction. The stick work was applied to the exterior plane and did not have any structural bearing to the balloon-frame construction. Stick style dwellings have steeply pitched roofs, often with multiple gables, eave brackets, and kingposts. Porches on these houses were also locations for additional decorative wood work.~~

~~HOUSE FORMS—SHINGLE, ca. 1880—ca. 1910 The Shingle style is self-descriptive, with continuous wood shingle cladding of exterior wall surfaces. These dwellings have asymmetrical plans and steeply pitched roofs of hip, gable, or gambrel form. They are invariably two or even three stories in height. Towers, Palladian windows, and arched openings on porches are sometimes incorporated into the design of Shingle-style houses. The Shingle style is a uniquely American version of a combination of Queen Anne, Colonial Revival, and Classical influences. Due to the free-form character of the style, it would be difficult to identify without its signature shingle cladding.~~

~~HOUSE FORMS—FOLK VICTORIAN, ca. 1880—ca. 1910 A popular house form for residential dwellings during the late 19th and early 20th centuries is the Folk Victorian style. These dwellings can be one to two stories in height and are typically built in gable front, gable front and wing (gabled ell), and pyramid square plans. These dwellings reflect the Queen Anne and Colonial Revival styles in their spindlework porch details or classical columns. Georgetown's prominence as a lumber producing community at the turn of the 20th century resulted in many dwellings displaying elaborate woodwork for roof eaves, porches, and window hood molding.~~

~~HOUSE FORMS—AMERICAN FOURSQUARE, ca. 1900—1930 The American Foursquare refers to a vernacular architectural form based on both Colonial Revival and Craftsman influences of the early 20th century. A two-story, box-shaped house, the American Foursquare reflected a trend toward simplicity and efficiency following popular Victorian styles with a high degree of decorative embellishment. American Foursquares may be of brick or frame construction. Their façades might have a full-width porch or a simple gabled entry stoop. Hip roofs with deep overhanging eaves are typical of the American Foursquare. Porches can have a variety of details but classical columns such as Tuscan and Doric are common as well as square brick columns.~~

~~HOUSE FORMS—SHOTGUN, ca. 1870—ca. 1920 The Shotgun house is a vernacular form rather than a style of residential architecture. The form invariably has a gable front façade, is one room wide, and is of frame construction. The Shotgun plan lacks a hallway passage; instead, rooms are massed in a row with door openings that align with the exterior doors on the primary façade and rear elevation. Shotgun houses are culturally associated with the South and originated in coastal communities. As Southerners migrated into the Mississippi and Ohio River valleys, the Shotgun form became distributed across these areas as well. The dwellings were commonly plain, but can be embellished with decorative features of any architectural style.~~

~~HOUSE FORMS—CRAFTSMAN/BUNGALOW STYLE, ca. 1910—1940 The Craftsman or Bungalow style was the most common architectural style in America during the early 20th century. The Craftsman style is characterized by square plans with low-pitch gable or hipped roofs, often with shed dormers. Windows are double hung sash with three or more vertical lights in the top sash and a single light bottom sash. Craftsman dwellings have large broad porches which usually extend across the front façade and are supported by tapered columns resting on stone, frame, or brick piers. In contrast to the vertical emphasis in Victorian styles, Craftsman dwellings emphasized the horizontal, with wide windows and wide roof eaves. In many examples, rafter ends and knee braces are visible below the eaves. The popularity of the Craftsman style corresponded with the early 20th century growth and development of Georgetown and many dwellings reflect this style.~~

~~HOUSE FORMS—TUDOR REVIVAL, ca. 1915—1940 Although less popular than Bungalows, the Tudor or English Revival style was also built in Georgetown. These dwellings are based upon medieval house forms of England and were popular in America from 1915 to 1940. These house forms have high pitched gable roofs, multiple gables on the main façade, and are generally of brick and stucco construction. Doors are often set within rounded or Tudor arches while windows often have multiple lights in the upper and lower sashes. In gable fields stucco and wood are often combined to create the appearance of half timbering.~~

~~HOUSE FORMS—COLONIAL REVIVAL, ca. 1900—1950 The Colonial Revival style emerged at the turn of the 20th century as Americans embraced their history. The style emphasized simplicity, order, and symmetry, and therefore represented a movement away from the highly embellished and often asymmetrical designs of Victorian Revival styles. Colonial Revival style dwellings may have a side gable or hip roof. Their exteriors may be of brick or weatherboard siding, which is usually painted in white. The façade may have a fullwidth porch or a simple gabled pediment over the entrance, typically with columns. Windows are wood sash, often in six over six or one over one configuration.~~

~~HOUSE FORMS—DUTCH COLONIAL REVIVAL, ca. 1900—1940 The Dutch Colonial Revival Style became popular as Americans turned away from ostentatious Victorian designs, focusing on Colonial designs. Typically, early 20th-century houses were distinguished by a general symmetry in the arrangement of their parts and restraint in ornamentation. The Dutch Colonial Revival was a two-story dwelling with a signature gambrel roof. Windows were often placed in multiple light divisions, shutters are common, and entrances feature paneled doors with sidelights and transoms. Primary entrances typically are not accompanied by full porches, rather a stoop or entry porch with a canopy or gable pediment.~~

~~HOUSE FORMS—SPANISH REVIVAL ca. 1915—1940 The Spanish Revival style became popular in the early 20th century and is derived from the Spanish Colonial period. Stucco exteriors and arched openings are common elements of the style. Dwellings of this style usually have low pitched roofs, which may be clad in terra cotta tiles. Exterior doors may be heavy wood and have surrounds of decorative accents of tile or stone. Balconies and roof parapets are common decorative features. Spanish Revival style dwellings may feature a large focal point window, which might have a decorative wrought iron grille. The style is not attached to any particular plan.~~

~~HOUSE FORMS—MINIMAL TRADITIONAL, ca. 1930—1960 By the mid 1930s and especially after World War II, nationwide, there was a high demand for new homes. Minimal Traditional style houses in particular were compact, affordable starter homes, built as tract housing across the country. Built in mass numbers, the unadorned Minimal Traditional style represented the converse of the design principle of the Craftsman movement. Some elements of the Colonial Revival style, such as a symmetrical façade, or of the Tudor Revival style, such as arched openings, were borrowed in the design of Minimal Traditional style dwellings. The latter was a stripped down version of revival styles. Minimal Traditional homes exhibit traditional design elements including side gable or gable and wing roof configurations with little or no overhang and simple exterior designs with little variation in materials.~~

~~HOUSE FORMS—RANCH, ca. 1940-1970 In the mid 20th century, the Ranch style became popular across the nation. With servicemen returning from World War II, the demand for housing greatly expanded, and suburban tracts were developed on the periphery of cities and towns. Ranch style plans were designed with families in mind, opening the interior space and creating a more casual environment for family use. Ranch plans are typically rectangular in shape, with the long side oriented towards the street. This layout differed sharply from earlier traditional urban neighborhood planning when large yards were not common. Further, the wide porches of the Bungalow style was eliminated in Ranch designs, as families gravitated to the back yard and patio for outdoor time. Ranch style houses often feature large picture windows on the façade and~~



oversized chimneys. These dwellings are frame in construction and may have brick veneer and other exterior masonry materials.

## APPENDIX C—THE GEORGETOWN HISTORIC DISTRICT: COMMERCIAL ARCHITECTURE STYLES\

Architecture in the commercial district reflects the longevity of the town, with historical styles ranging from the late 18th century to the mid-20th century. The architectural style of a building is defined by such attributes as the exterior materials, architectural details, roof shape, and arrangement of features. These features are often associated with a particular architectural style such as Art Deco or Italianate.

A building with few, if any, architectural details is sometimes referred to as vernacular. These buildings reflect local traditions and/or materials and represent local craftsmanship without a conscious attempt to mimic current fashion. Vernacular buildings are an important record of a community's history and should not be “dressed up” with architectural ornamentation.

High-style buildings, on the other hand, are usually architect designed and show the influence of current architectural styles. Such buildings are accentuated with architectural elements and details that reflect a specific architectural style or styles. When applying the design guidelines, a building with minimal ornamentation is considered an equal of a building with numerous decorative elements. Both vernacular and high-style buildings can have a clear building type.

In addition to stylistic influences, commercial buildings can be categorized by their type or form, which is independent of exterior ornamentation. Type takes into account the interior floor plan as well as the height, and in some cases other considerations such as roof shape. Richard Longstreth's publication, *The Buildings of Main Street*, outlines these commercial building types based on their two separate components, storefronts and upper façades. These One- and Two-part Commercial Block building types were common in small and mid-size communities throughout the country in the late nineteenth and early twentieth centuries. In Georgetown there are examples of both forms of commercial block buildings.

**One Part Commercial Block (1840s—1950s)** One story. Front façade consists of a storefront with a cornice. Storefront contains large display windows and a prominent entrance. Storefront façades range from plain to ornamented.

**Two Part Commercial Block (1840s—1950s)** Two to four stories in height and divided into two distinct parts—ground level storefront and upper floors. Ground level storefront houses public spaces such as a store or restaurant and is separated from the upper floors by a cornice. Upper floors house more private spaces such as apartments or offices, marked by a row of windows. May have multiple storefronts.

**Greek Revival (1820s—1860s)** Based on the Doric, Ionic, and Corinthian orders in ancient Greek architecture. Often features pilasters or columns based on classical forms. Entrances often contain sidelights and transom and a paneled wood door. Windows are generally rectangular in design and at the roofline are cornices embellished with dentils or other classically derived decoration.

**Italianate (1870s—1890s)** Dominant late nineteenth century architectural style for commercial buildings. Rectangular or arched windows with decorative molding. Elaborate cornices at the roofline. Often has cast iron columns or pilasters on the storefront.

**Colonial Revival (1890—1940)** Often used for banks and public buildings in commercial districts. Rectangular or arched windows with six-over-six wood sash windows. Classical decoration such as quoins, belt courses, pilasters, and roof balustrades. Prominent entrances with transoms and decorative surrounds.

Spanish Revival (ca. 1920—1940) Roofs are often hipped with clay tile. Arched entrances and upper floor windows. Upper floors often have wrought iron balconies and arched porches. Exterior walls are often of light colored brick or stucco.

Art Deco (1920s—1940s) Sleek vertical emphasis. Geometric patterns (chevrons and zigzags) at cornice and over windows and doors. Cast concrete figures or designs, tiles, and glass block were popular. Smooth exterior surface, often stuccoed

## Appendix D—Sample COA Application Form

## Appendix G—Financial Incentives for Historic Building Rehabilitation

Georgetown residents have the opportunity to take advantage of significant financial incentives to rehabilitate residential and commercial properties. Rehabilitation projects must follow guidelines set forth by the National Park Service. These guidelines, “The Secretary of the Interior’s Standards for Rehabilitation” are principles intended to preserve a property’s essential architectural character while at the same time allowing adaptive reuse. The standards set forth in this manual are written to be in compliance with those of the National Park Service.

In South Carolina, there are a number of tax incentives to help with the costs of preserving historic buildings. Both owner-occupied historic homes and historic buildings used to produce income—stores, offices, apartment buildings, for example—may be eligible for tax incentives. The South Carolina Historic Rehabilitation Incentives Act (Section 12-6-3535) benefits historic property owners financially, preserves historic buildings, and enhances or local communities and the quality of life in the state.

### Owner-occupied Historic Homes

Taxpayers who rehabilitate their owner-occupied residence may be eligible to subtract 25% of the costs of many expensive repairs and renovations from their state income taxes. The homeowner must live in the building or a portion of the building that will be rehabilitated. It can be a house or another type of historic building, such as a school or store being rehabilitated as a primary residence. A historic outbuilding associated with the primary residence, such as a barn or a garage, can also be eligible for the credit. The credit does not apply to buildings or portions of buildings that are used in a trade or business or produce income. The building under rehabilitation must be one of the following:—listed individually in the National Register of Historic Places,—contributing to a listed National Register historic district,—determined by the State Historic Preservation Office (SHPO) to be eligible for individual listing in the National Register, or—an outbuilding that contributes to the significance of a property listed in the National Register.

For more information on qualifying expenses, see the South Carolina State Historic Preservation website at <http://shpo.sc.gov/programs/tax/Pages/Homeowner.aspx>.

### Federal and State Historic Rehabilitation Tax Credits

Federal Historic Rehabilitation Tax Credit: Owners and some lessees of historic buildings used to produce income may be eligible for a federal income tax credit equal to 20% of their rehabilitation costs under the Tax Reform Act of 1986.

State Historic Rehabilitation Tax Credit: In South Carolina, taxpayers who qualify for the 20% federal income tax credit may also qualify for a state income tax credit of 10% or 25% (not to exceed \$1 million for each certified historic structure) of their rehabilitation costs under the South Carolina Historic Rehabilitation Incentives Act (Section 12-6-3535). The federal and state tax credits reduce the amount of income taxes owed. In general, a dollar of tax credit earned reduces the amount of income taxes owed by one dollar. Each tax situation is different, however, and we advise you to check with a tax specialist to determine how the

credits would affect your tax liability. To qualify for these tax credits, the building must be: —listed individually in the National Register of Historic Places, or—located within a National Register-listed historic district and certified by the National Park Service as contributing to the significance of the district.—after rehabilitation, the building must remain within the same ownership and produce income for five years. Income-producing buildings are those used in a trade or business or held for the production of income.

For more information on qualifying expenses, see the South Carolina State Historic Preservation website at <http://shpo.sc.gov/programs/tax/Pages/Income.aspx>

### **Special Property Tax Assessments For Rehabilitated Historic Buildings**

State law (SC Code of Laws, as amended, Sections 4-9-195 and 5-21-140) allows Georgetown County and the City of Georgetown to offer special property tax assessments for rehabilitated historic property and low and moderate income rental property. Expenditure levels vary by local government and may require approval before work begins on the project. The rehabilitation work on the building must be approved ‘as appropriate for the historic building and historic district in which it is located.’ Approval is made by the ‘reviewing authority.’”

The City of Georgetown reviews rehabilitation work on historic properties, in accordance with South Carolina 1976 Code Section 4-9-195, and pertinent regulations. The City’s Rehabilitated Historic Property Application forms are available with the City’s Housing & Community Development Department. A separate application should be submitted for each historic building, unless they were functionally related during the historic period, in which case they can be submitted as a historic complex. The building must have received ‘historic designation’ from the local governing body (county or municipal government) for the purpose of the special assessment. Property is eligible for historic designation if: —It is listed in the National Register of Historic Places; or—It is at least 50 years old and designated historic by the local governing body based on local criteria for what is historic; or—It is at least 50 years old and is located in a historic district designated by the governing body.

The application is available for download at <http://cityofgeorgetownse.com/download/Forms/Historic-Rehab-Tax-Incentive-Application.pdf>

### **Conservation Easements**

Conservation easements (also called preservation easements) are voluntary legal agreements that can be used to protect significant historic, archaeological, or cultural resources. If certain criteria are met, an owner who donates an easement may be eligible for tax benefits. The South Carolina Conservation Easement Act of provides a sound legal basis for the donation of conservation easements to preserve the historic, architectural, or archaeological aspects of properties. The law also makes the donation of easements more attractive by requiring the local tax assessor to consider the easement when assessing the value of the property.

In downtown commercial areas, a facade easement is a type of conservation easement designed to maintain the historic character of a building's facade. Under the terms of a facade easement, the building owner agrees not to make changes to the facade that would compromise the historic integrity of the building. A qualified nonprofit organization accepts conservation easements and holds them in trust. The restriction on development of the property tends to reduce its market value. Therefore, the owner receives a reduction in property tax, treating the easement as a charitable contribution.

For more information on conservation easements, see the South Carolina State Historic Preservation website <http://shpo.sc.gov/programs/tax/Pages/Easements.aspx>

## **Appendix H—South Carolina Abandoned Buildings Revitalization Act**

~~Abandoned buildings are safety hazards that cost cities and towns precious resources by using additional fire and police services, while decreasing area property values. Definition of an abandoned building: at least 66 percent vacant for the past five years nonoperational for income-producing purposes may not be a single-family residence a building listed on the National Register when used solely for storage or warehousing investor using the tax credit may not be the owner at the time of the abandonment Investment threshold to use tax credit: more than \$250,000 investment within jurisdictions (cities or counties) with a population over 25,000 more than \$150,000 investment within jurisdictions (cities or counties) with a population between 25,000 and 1,000 more than \$75,000 investment within jurisdictions (cities or counties) in local with a population of less than 1,000 Type of tax credits available: Income tax credit : investor files Notice of Intent to Rehabilitate with the Department of Revenue credit equals 25 percent of actual expenses but the credit may not exceed \$500,000 credit must be taken over five years beginning with the tax year the building is placed into service after rehabilitation taxpayer may not claim income tax credit in addition to the Textile Communities Revitalization Act or Retail Facilities Revitalization Act credits Property tax credit: investor files Notice of Intent to Rehabilitate with city or county council must determine, by resolution, the eligibility of the project council must hold a public hearing and approve the project for the credit by ordinance at least 45 days before the public hearing the city or county must notify all affected taxing entities if the taxing entity does not file an objection by the date of the public hearing, then the local taxing entity consents to the tax credit credit equals 25 percent of actual expenses but the credit may not to exceed 75 percent of the real property taxes due on the building credit may be taken up to 8 years beginning with the tax year building is placed into service Timeframe for implementation: sunsets in 2019; retroactive to January 1, 2013.~~

#### ~~Appendix I– National Park Service Preservation Briefs~~

~~The National Park Service’s Preservation Tech Notes provide practical information on traditional practices and innovative techniques for successfully maintaining and preserving cultural resources. The Tech notes are available at the National Park Service’s page <https://www.nps.gov//tps/how-to-preserve/tech-notes.htm>. The following Preservation Briefs are made available by the National Park Service. The links will take you to the National Park Service's website (<http://www.nps.gov/hps/tps/briefs/presbhom.htm>).~~

- ~~1. Assessing Cleaning and Water Repellent Treatments for Historic Masonry Buildings~~
- ~~2. Repointing Mortar Joints in Historic Masonry Buildings~~
- ~~3. Improving Energy Efficiency in Historic Buildings~~
- ~~4. Roofing for Historic Buildings~~
- ~~5. Preservation of Historic Adobe Buildings~~
- ~~6. Dangers of Abrasive Cleaning to Historic Buildings~~
- ~~7. The Preservation of Historic Glazed Architectural Terra Cotta~~
- ~~8. Aluminum and Vinyl Sidings on Historic Buildings: The Appropriateness of Substitute Materials for Resurfacing Historic Wood Frame Buildings~~
- ~~9. The Repair of Historic Wooden Windows~~
- ~~10. Exterior Paint Problems on Historic Woodwork~~
- ~~11. Rehabilitating Historic Storefronts~~
- ~~12. The Preservation of Historic Pigmented Structural Glass (Vitrolite and Carrara Glass)~~
- ~~13. The Repair and Thermal Upgrading of Historic Steel Windows~~
- ~~14. New Exterior Additions to Historic Buildings: Preservation Concerns~~
- ~~15. Preservation of Historic Concrete~~
- ~~16. The Use of Substitute Materials on Historic Buildings Exteriors~~
- ~~17. Architectural Character: Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving Their Character~~
- ~~18. Rehabilitating Interiors in Historic Buildings: Identifying and Preserving Character-Defining Elements~~
- ~~19. The Repair and Replacement of Historic Wooden Shingle Roofs~~
- ~~20. The Preservation of Historic Barns~~
- ~~21. Repairing Historic Flat Plaster Walls and Ceilings~~
- ~~22. The Preservation and Repair of Historic Stucco~~
- ~~23. Preserving Historic Ornamental Plaster~~
- ~~24. Heating, Ventilating, and Cooling Historic Buildings: Problems and Recommended Approaches~~
- ~~25. The Preservation of Historic Signs~~
- ~~26. The Preservation and Repair of Historic Log Buildings~~
- ~~27. The Maintenance and Repair of Architectural Cast Iron~~
- ~~28. Painting Historic Interiors~~
- ~~29. The Repair, Replacement & Maintenance of Historic Slate Roofs~~
- ~~30. The Preservation and Repair of Historic Clay Tile Roofs~~
- ~~31. Mothballing Historic Buildings~~
- ~~32. Making Historic Properties Accessible~~
- ~~33. The Preservation and Repair of Historic Stained and Leaded Glass~~
- ~~34. Applied Decoration for Historic Interiors: Preserving Composition Ornament~~
- ~~35. Understanding Old Buildings: The Process of Architectural Investigation~~
- ~~36.~~

Protecting Cultural Landscapes: Planning, Treatment and Management of Historic Landscapes 37. Appropriate Methods for Reducing Lead Paint Hazards in Historic Housing 38. Removing Graffiti from Historic Masonry 39. Holding the Line: Controlling Unwanted Moisture in Historic Buildings 40. Preserving Historic Ceramic Tile Floors 41. The Seismic Retrofit of Historic Buildings: Keeping Preservation in the Forefront 42. The Maintenance, Repair and Replacement of Historic Cast Stone 43. The Preparation and Use of Historic Structure Reports 44. The Use of Awnings on Historic Buildings: Repair, Replacement and New Design 45. Preserving Historic Wood Porches 46. The Preservation and Reuse of Historic Gas Stations 47. Maintaining the Exterior of Small and Medium Size Historic Buildings

#### Appendix J—Design Standards for Signs

~~POLICY AND JUSTIFICATION~~ Signs are reviewed and approved by City Staff and are not reviewed by the ARB. Few historic signs remain extant along Front Street but these should be retained and preserved as long as possible. New signs must follow the regulations in the city's Sign Ordinance "Article X—Sign Regulations." (See <http://cityofgeorgetownsc.com/housing-and-community-development/zoning-ordinance/>.) These regulations outline in detail the number, type, and placement of signs allowable along Front Street which is within the "Core Commercial Zoning District." In addition to these regulations, new signs should be in keeping with the historic contexts of the building and commercial area. The installation of signs on what were originally dwellings is appropriate as long as they follow the guidelines of Georgetown's Sign Ordinance and are of correct proportions and materials. Signs may be added in front yards or at locations on the porch or face of the building. ~~STAFF APPROVAL STANDARDS~~ Signs must be of approvable materials and meet the requirements set forth in Georgetown's Zoning Ordinance, Article X. Sandblasted signs are not approvable. Signs shall not obscure historic building features such as cornices, transoms, windows, and decorative building elements. Signs may be illuminated by incandescent bulbs or surface lighting fixtures. Neon signs and internally illuminated signs are not appropriate, except as permitted by the City's Sign Ordinance. New signs should be attached to a building to avoid damage to historic materials. Sign hardware should be anchored into mortar joints and not into brick or other masonry. Retain historic signs whenever possible, particularly where they have a historic association with the community or the building. Murals painted on the front facades of buildings are not appropriate and will not be approved. Murals on side or rear elevations will not be approved if the masonry or other original surface has never been painted. Right angle signs are discouraged. If a building has no appropriate place to attach signage, a right angle sign will be considered.

#### Appendix L—Maintenance Recommendations

~~MATERIALS~~ 1. Prevent water from making contact with exterior wood siding. Of particular importance is keeping all gutters and downspouts in good repair to keep water from infiltrating the wood surface. 2. All exposed wood should be kept painted, stained or treated with preservatives. 3. Repairs for wood siding such as cracks can be made through the use of waterproof glue. Large cracks may be filled with caulk followed by putty. The surface should then be sanded, allowed to dry, and painted. 4. Where exterior siding has to be replaced the use of siding to match in dimension, size and profile is recommended. 5. Use paints consistent (oil or latex) with the existing paint surface for exterior siding. 6. Keep exterior brick clean of mildew, efflorescence and dirt. Also keep exterior brick clean of vines, ivy, and other plant materials. Washing with detergents and water are best for exterior masonry and mortar. Sandblasting, water blasting and other abrasive cleaning methods are detrimental to historic buildings and should not be used. 7. Re-pointing of historic mortar should be with a mortar which matches the original in appearance and composition. Most mortar from before 1900 was composed of lime and sand and a mortar with similar content should be applied. The use of Portland cement is not appropriate due to the hardness of the mortar versus the softness of the brick. 8. Most silicone based or waterproof coatings have limited effectiveness and may actually add to moisture problems by not allowing the brick to breathe. The use of these products is not appropriate.



~~ROOFS, CORNICES, CHIMNEYS 1. Check the roof regularly for leaks, deterioration of flashing, and worn roof surfaces such as rolled or asphalt shingles. An inspection of the upper floor or attic space during or following a rainstorm can also assist in detection of water related problems. 2. Know what metals are used in the cornice or roof flashing and use only similar metals during replacement or repair. Different metals should not touch each other or a galvanic reaction may occur leading to corrosion. 3. Metal roofs and cornices should be kept painted to prevent rust and deterioration. Appropriate paints include those with an iron oxide oil base. Asphalt based paints and aluminum paints should not be used on historic metals as they could accelerate the rusting process. 4. Chimneys should be regularly checked for cracking, leaning, spalling, and infestation by birds and insects. The use of chimney caps over chimneys or flue openings is recommended to keep out moisture. Refer to the chimney section—only certain types of caps and colors are acceptable.~~

~~PORCHES AND EXTERIOR ORNAMENTATION 1. Keep all porch and trim elements painted.~~

~~GUTTERS AND DOWNSPOUTS 1. Keep gutters and downspouts in good repair. Make sure they are properly connected, are clean of leaves and other debris, and channel water effectively away from the building. Seal all cracks in downspouts with silicone caulk or sealants. 2. Deteriorated gutters and downspouts should be replaced with new gutters and downspouts. Half round gutters and round downspouts are preferable to corrugated designs.~~

~~FOUNDATIONS 1. All water should drain away from a building and should not enter the foundation. 2. Trees, shrubs, and other plants should be kept well away from the foundation to prevent damage from moisture and root movement. Typically a minimum distance of 2' between the plantings and the foundation wall is recommended. 3. The use of splash blocks (slanted trays placed at the bottom of a downspouts to drain water away from the foundation) is recommended.~~

~~ENTRANCES 1. Doors, transoms, and sidelights should be kept clean. 2. Original locks and hardware should be kept oiled and in good repair. If original hardware is missing or is deteriorated, the use of reproduction locks and hardware suitable for the building is recommended. 3. Doors with a stained wood finish should be kept varnished; painting over the wood finish is not recommended.~~

~~WINDOWS 1. Windows should be kept clean and free of dirt and grime. Wood sash surfaces should be painted regularly. 2. Windows should be kept caulked and sealed to aid in energy conservation. 3. Shutters should be kept painted and in good repair.~~

~~AWNINGS 1. Fabric awnings should be washed periodically and kept in good repair. 2. Awning hardware should be regularly checked for rust or loose mechanisms. 3. Awnings which become torn or otherwise deteriorated should be replaced.~~

~~SIGNS 1. Abandoned signs and sign hardware should be removed from buildings, unless historic. 2. Signs should be kept painted, and mounting bolts should be checked periodically to make sure they are secure. 3. Light fixtures, conduits, and wiring for signs should be inspected and replaced when necessary.~~

# Article XXI: Commercial Corridor Design Overlay Districts

## I. Main Corridor Design Overlay District

### 2100 Introduction

This ~~Article XXI: Commercial Corridor Design Overlay Districts~~ ~~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 urban core 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 generally applies to the urban core, central portion of the city, between the Sampit River bridge and the Black River bridge 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 is not compatible 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 commercial corridors in both the urban and suburban contexts.

### 2101 Intent

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

- 2101.1** Identify areas of the City outside of the urban core which reflect the culture of the City of Georgetown;
- 2101.2** Protect and enhance the aesthetic and visual character of all commercial and residential development within the overlay district;
- 2101.3** Promote the cultural, economic and general welfare of the people of Georgetown;
- 2101.4** Foster civic pride;
- 2101.5** Encourage harmonious, orderly and efficient growth and development of the City of Georgetown; and
- 2101.6** 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 MCOD.

### 2102 Delineation of District Boundaries

- 2102.1** The boundaries of the MCOD shall include all parcels partially or completely within the outlined 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 MCOD shall be required to comply with the adopted guidelines as set forth):

**2102.101** General Commercial (GC)

**2102.102** Limited Industrial (LI)

**2102.103** Planned Development District(s) (PD)

**2102.104** Conservation Preservation (CP)

**2102.105** High Density Residential (R-4)

**2102.106** Medium Density Residential (R3)

**2102.107** Low Density Residential (R-1)

**2102.108** Public Service District (PS)

**2102.2** Specific zoning-related standards are established within the ~~Zoning~~ Unified Development 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.

## **2103 District Requirements**

**2103.101** The MCOD standards that follow shall be applicable to any newly constructed structures or vacant properties. For existing properties and structures undergoing renovations, only those standards that are directly applicable to the scope of the proposed renovation shall apply. Accessory structures used in conjunction with commercial businesses shall also meet the requirements set forth herein. Single family detached dwellings located within the MCOD shall be exempt from the design review procedure and requirements set forth herein.

**2103.102** No zoning or building permit shall be issued for any alteration of existing conditions to the lands, use, or structures within the MCOD except in accordance with the requirements stated herein.

## **2104 Design Review Administrative Procedure**

**2104.1** Applicants shall complete the MCOD Approval application and submit it to the Planning & Community Development Department for review and approval or disapproval. The applicant shall submit two copies of all required information established in this Ordinance

**2104.2 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.

**2104.3 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.

**2104.4** 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~~-Unified Development Ordinance, to include the overlay guidelines as required by this ordinance.

**2104.5** The following guidelines shall be used when 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.

## **2105 Certificate of Approval Required**

A COA must first be obtained prior to the initiation of work within the Main Corridor Design Overlay. Approvals are granted by planning staff through the issuance of a COA.

## **2106 Application of Revisions**

An application of revisions is required to be submitted before undertaking a change or deviation from the Certificate of Appropriateness.

## **2107 Violations**

If a violation is discovered or reported, the following steps may be taken:

**2107.101** The Building and Planning Office may issue a Stop Work Order and Zoning Violation Letter, which will outline the deadline for a response. At this point the property owner should obtain COA approval of the work. If the work does not meet the design standards, staff may require that the work be redone.

**2107.102** If the property owner does not respond to the Stop Work Order, the Building and Planning Office may issue a citation for violating the ordinance, requiring appearance in court, and a fine not to exceed 25% of the valuation of the project.

## **2108 Site Design Standards**

Site plans shall meet all applicable zoning requirements in addition to the following requirements set forth within the MCOB.

## **2109 Landscaping and Site Development**

**2109.1** 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.

**2109.2** 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.

**2109.3** 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.

**2109.4** Plant materials shall be selected and placed with regards to the estimated mature height and width of such materials.

## **2110 Lighting**

**2110.101** 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.

**2110.2** A lighting plan will be required with submittal of all commercial development plans within the MCOD. Emergency lighting for public safety and hazard warning, holiday decorations, residential lighting, and public streetlights are exempted from the provisions of this ordinance.

**2110.3** 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.

**2110.4** Out parcels shall conform to the master lighting and landscaping plan prepared by the developer of the primary lot.

**2110.5** 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 generate glare or otherwise allow the light to be viewed directly from off the property. Building walls may be illuminated.

## **2111 Architectural Design Standards**

**2111.1** 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:

**2111.101** All structures within a proposed development (including gasoline canopies) shall utilize a uniform architectural theme.

**2111.102** The scale of buildings and accessory structures (including canopies) shall be appropriate to the scale of structures located in the surrounding area.

**2111.103** Out parcels shall conform to the master architectural, and signage plan prepared by the developer of the primary lot.

**2111.104** 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.

**2111.105** 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

**2111.106** Porches and porticos with vertical posts or columns of simple, traditional design shall be incorporated into designs where practical.

## **2112 Elevations.**

**2112.1** 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.

**2112.101** 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.

**2112.102** Roofs should 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 MCOB.

**2112.103** The use of a parapet is acceptable with approval from the Zoning Administrator and should screen HVAC mechanical equipment and otherwise enhance the appearance of the building.

**2112.104** Porch or canopy roofs may be of a lesser slope. Canopies designed as domineering or overpowering architectural features shall not be permitted.

### **2113 Windows. Large Expansions of Glass shall be 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. True divided light or simulated divided light windows shall be of wood, vinyl-clad wood, or metal.

### **2114 Mechanical Equipment and Electric Services**

**2114.1** 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.

**2114.2** All new electrical services shall be buried where possible.

### **2115 Building Materials and Exterior Color**

**2115.1** 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, stucco, or split face block). Only materials selected from this list shall be specified in design submissions.

**2115.101** 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 MCOB.

**2115.102** Shingles, metal standing seam, tile, or other roofing materials with similar appropriate texture and appearance shall be utilized on roofs visible from any adjacent public right of way.

**2115.103** 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.

**2115.104** Trim, Windows and doors shall be finished in white, or a contrasting value of the cladding color.

**2115.105** Fences. Wood palisade, lattice, aluminum, and iron shall be used in the MCOB. 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.

**2115.106** 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.

## **2116 Sign Design Standards**

**2116.1** Signage shall meet all applicable requirements of ~~Article XVII: Sign Regulations Article 10~~ and all applicable Building Codes in addition to the following requirements set forth within the MCOD.

**2116.101** The location and dimension of wall signs shall be indicated upon the architectural elevations of the proposed structures.

**2116.102** Signs (monument and wall signs) shall compliment the architectural style of the building and shall be designed as an architectural element of the building.

**2116.103** The materials, colors, and lighting of signs shall be compatible with the materials used in the construction of the building.

**2116.104** Wall signs shall fit within the confines of the architectural details of the building and not obscure or detract from those features. ~~1307 Moved to Article X~~

## **2117 Landscaping/Buffer Requirements**

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

## **2118 Affected Property**

### **2118.1 New Developments:**

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

### **2118.2 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 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.

## **2119 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.

### **2119.1 Landscape requirements for the perimeter of Parking Areas**

#### **2119.101 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.

### 2119.102 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.

### 2119.2 Landscape Requirements for the Interior of Parking Area

**2119.201** 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.

**2119.202** A maximum of fourteen (14) consecutive parking spaces in a row shall be permitted without a landscape island.

**2119.203** 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 Section ~~2151~~ **4342** of this ordinance.

**2119.204** 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.

**2119.205** 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.

### 2120 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 runoff. 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 Plant Species |                                                                                                   |
|-----------------------|---------------------------------------------------------------------------------------------------|
| <u>Common Name</u>    | <u>Botanical Name</u>                                                                             |
| Maidencane            | Panicum hemilomon                                                                                 |
| Giant cutgrass        | <del>Zizaniopsis miliacea</del> <del>Spartina spp.</del>                                          |
| Prairie cordgrass     | <del>Spartina pectinata</del> <del>Spirpus spp.</del>                                             |
| Giant bulrush         | <del>Schoenoplectus californicus</del> <del>Typha spp.</del>                                      |
| Cattail               | <del>Typha latifolia</del> <del>Iris spp.</del>                                                   |
| Blueflag iris         | <del>Iris virginica</del> <del>Canna lilies</del>                                                 |
| Canna lily            | <del>Canna indica</del> <del>Texodium spp.</del>                                                  |
| Cypresses             | <del>Taxodium distichum</del> , <del>Taxodium ascendens</del><br><del>Decodon verticillatus</del> |
| Water-willow          | <del>Justicia americana</del> <del>Nyssa spp.</del>                                               |
| Tupelo gums           | <del>Nyssa aquatica</del> <del>Cephalantus occidentalis</del>                                     |

|              |                                                                                     |
|--------------|-------------------------------------------------------------------------------------|
| Button bush  | <del>Cephalanthus occidentalis</del> <del>Salix app.</del>                          |
| Willows      | <del>Salix nigra</del> , <del>Salix babylonica</del> <del>Gordonia lasianthus</del> |
| Loblolly Bay | <del>Gordonia lasianthus</del>                                                      |

## 2121 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.

## 2122 Requirements for Landscape Buffer

**2122.1** Subject parcel boundaries adjacent to delineated wetlands shall have a required minimum buffer of twenty (20) feet.

**2122.2** Required perimeter landscape may be grouped to ensure visibility and to allow for creativity. Equal spacing of plant materials shall not be required.

**2122.3** 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.

**2122.4** 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.

**2122.5** 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.

**2122.6** 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.

**2122.7** 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.

**2122.8** 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 overhead utilities may be replaced with ornamental trees.

**2122.9** 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.

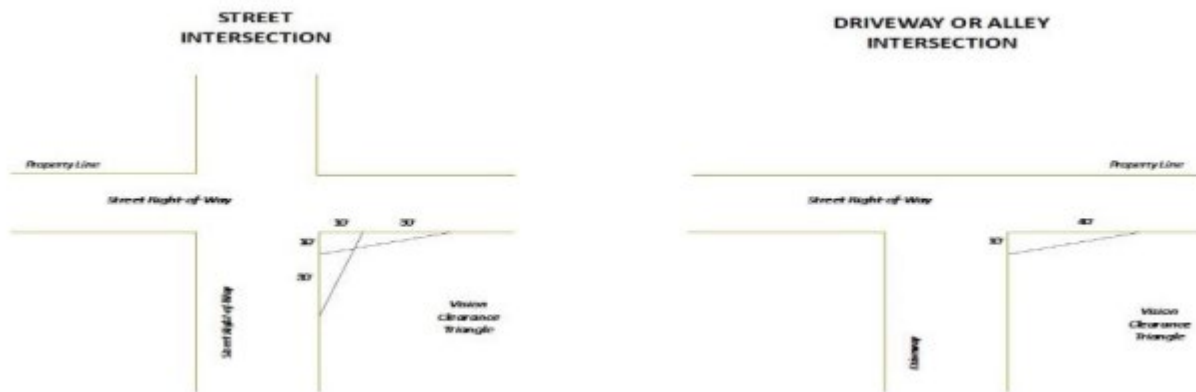
**2122.10** The owner, occupant, tenant, or agent shall be jointly and severally responsible for the maintenance of all landscaping. Landscaping shall be maintained in good condition so as to present a healthy, neat and orderly appearance. Proper maintenance shall include watering, weeding,



mowing, mulching, fertilizing, and pruning. Any dead, dying, or damaged landscaping material shall be promptly replaced with materials of an approved size and type.

### 2123 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)



### 2124 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.

### 2125 Recommended Plant List.

~~Table 1308.11~~ The table below 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.

| Shade Trees      |                           |
|------------------|---------------------------|
| Common Name      | Botanical Scientific Name |
| American Beech   | Fagus grandifolia         |
| Bald Cypress     | Taxodium distichum        |
| Black Gum        | Nyssa sylvatica           |
| Elm              | Ulmus Americana           |
| Shagbark Hickory | Carya ovata               |
| Laurel Oak       | Quercus laurifolia        |
| Live Oak         | Quercus virginiana        |
| Pecan            | Carya illinoensis         |
| Pin Oak          | Quercus palustris         |
| Red Cedar        | Juniperus virginiana      |
| Red Maple        | Acer rubrum               |
| Red Oak          | Quercus falcata           |
| River Birch      | Betula nigra              |

|                         |                                             |
|-------------------------|---------------------------------------------|
| Southern Magnolia       | Magnolia grandiflora                        |
| Southern Sugar Maple    | Acer barbatum                               |
| Sweet Gum               | Liquidambar styraciflua                     |
| Sycamore                | Plantanus occidentalis                      |
| Tulip Poplar            | Liriodendron tulipifera                     |
| Water Oak               | Quercus nigra                               |
| White Oak               | Quercus alba                                |
| Willow Oak              | Quercus phellos                             |
| Zelkova                 | Zelkova serrata                             |
| <b>Ornamental Trees</b> |                                             |
| <u>Common Name</u>      | <u><del>Botanical</del> Scientific Name</u> |
| Tulip Poplar            | Liriodendron tulipifera                     |
| Eastern Redbud          | Cercis siliuaustrum                         |
| Flowering Dogwood       | Cornus florida                              |
| Loquat                  | Eriobotrya japonica                         |
| American Holly          | Ilex opaca                                  |
| Crepe Myrtle            | Lagerstroemia indica                        |
| Crabapple               | Malus species                               |
| Wax Myrtle              | Myrica cerifera                             |
| Yaupon Holly            | Ilex vomitoria                              |
| Palmetto                | Sabal palm                                  |
| Red Cedar               | Juniperus virginiana                        |
| Southern Magnolia       | Magnolia grandiflora                        |
| Saucer Magnolia         | Magnolia soulangiana                        |
| Little Gem Magnolia     | Magnolia grandiflora                        |

|                        |                                             |
|------------------------|---------------------------------------------|
| <b>Shrubs</b>          |                                             |
| <u>Common Name</u>     | <u><del>Botanical</del> Scientific Name</u> |
| Boxwood                | <del>Buxaceae</del> Buxus sempervirens      |
| Camelia                | Camellia japonica                           |
| Dwarf Nandina Gardenia | Gardenia jasminoides                        |
| Hawthorn               | Crataegus spp.                              |
| Hibiscus               | Hibiscus roas-sinensis                      |
| Holly                  | Llex spp.                                   |
| Hydrangea              | Hydrangeaceae spp.                          |
| Azalea                 | Azalea spp.                                 |
| Indian Hawthorn        | Raphiolepis indica                          |
| Leyland Cypress        | Cupressocyparis leylandii                   |
| Nandina                | Nandina domestica                           |
| Oleander               | Nerium oleander                             |
| Possumhaw              | Llex decidua                                |
| Privet                 | Ligustrum spp.                              |
| Red Tip Sasanqua       | Camellia sasanqua                           |
| Viburnum               | Viburnam spp.                               |
| Sasanqua Camellia      | Camellia sasanqua                           |

## 2126 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 2-17-2022.~~

## **II. Urban Core Design Overlay District**

### **2127 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.

### **2128 Affected Properties**

**2128.1** The UCOD standards that follow shall be applicable to any parcel, structure, building, or use within the UCOD boundaries when:

**2128.101** Such building is a newly constructed, commercial, industrial, multi-family residential, or office development; or

**2128.102** New or redeveloped parking lots, accessory structures, landscaped buffers or islands that are located partially or completely within the boundaries established for the UCOD; or

**2128.103** When any dwelling is being converted to a non-residential use; or

**2128.104** For alterations to existing structures, only those standards that are directly applicable to the scope of the proposed project shall apply.

**2128.2** 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.

**2128.3** 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.

## **2129 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:

**2129.1** General Commercial (GC);

**2129.2** Intermediate Commercial (IC);

**2129.3** Redevelopment District (REDD);

**2129.4** Light Industrial (LI);

**2129.5** Planned Development (PD) ;

**2129.501** 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.

**2129.6** Residential 4 (R4);

**2129.7** Core Commercial (CC);

**2129.8** Residential 5 (R5).

## **2130 Certificate of Approval Required**

A COA must first be obtained prior to the initiation of work within the Urban Core Design Overlay. Approvals are granted by the Community Appearance Board through the issuance of a COA.

## **2131 Application of Revisions**

An application of revisions is required to be submitted before undertaking a change or deviation from the Certificate of Appropriateness.

## **2132 Violations**

If a violation is discovered or reported, the following steps may be taken:

**2132.101** The Building and Planning Office may issue a Stop Work Order and Zoning Violation Letter, which will outline the deadline for a response. At this point the property owner should obtain COA approval of the work. If the work does not meet the design standards, CAB may require that the work be redone.

**2132.102** If the property owner does not respond to the Stop Work Order, the Building and Planning Office may issue a citation for violating the ordinance, requiring appearance in court, and a fine not to exceed 25% of the valuation of the project.

**2133 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.

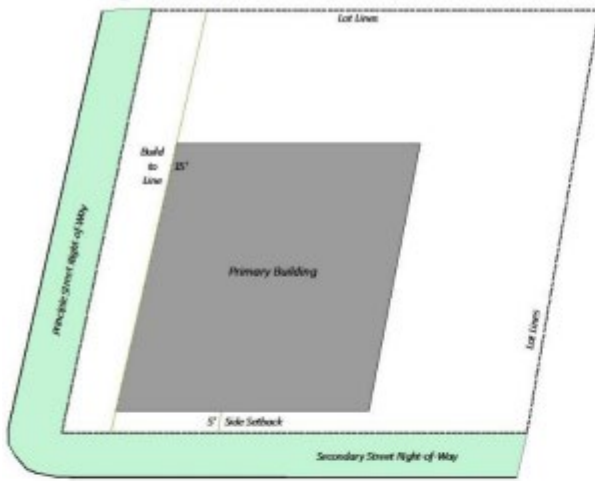
| <b>UCOD Standards</b>                       |                                                                                                                                |
|---------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|
| <u>Lot Configuration</u>                    |                                                                                                                                |
| Minimum Lot Size                            | Underlying Zone district                                                                                                       |
| Maximum Lot Coverage Allowed                | 85% <sup>2</sup>                                                                                                               |
| <u>Primary Building Placement</u>           |                                                                                                                                |
| Build-to-line                               | 15 ft <sup>3</sup>                                                                                                             |
| Side Setback                                | 10 ft                                                                                                                          |
| Rear Setback                                | 5 ft <sup>4</sup>                                                                                                              |
|                                             | 15 ft when adjacent to a residential use or zone district                                                                      |
| <u>Accessory Building Placement</u>         |                                                                                                                                |
| Front Setback                               | Accessory Structures shall be placed to the rear of the façade of a primary structure.                                         |
| Side Setback                                | 5 ft                                                                                                                           |
| <u>Building Form</u>                        |                                                                                                                                |
| Primary Building Height                     | 4 stories maximum <sup>5</sup> or 45 ft, whichever is less                                                                     |
| Parking Buffers                             | 5 ft unless adjacent to a residential zone district, then 15 ft.                                                               |
| 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. |

<sup>2</sup> Landscape buffers and stormwater management plan required. See also rear setback requirement when adjacent to residential zone district.

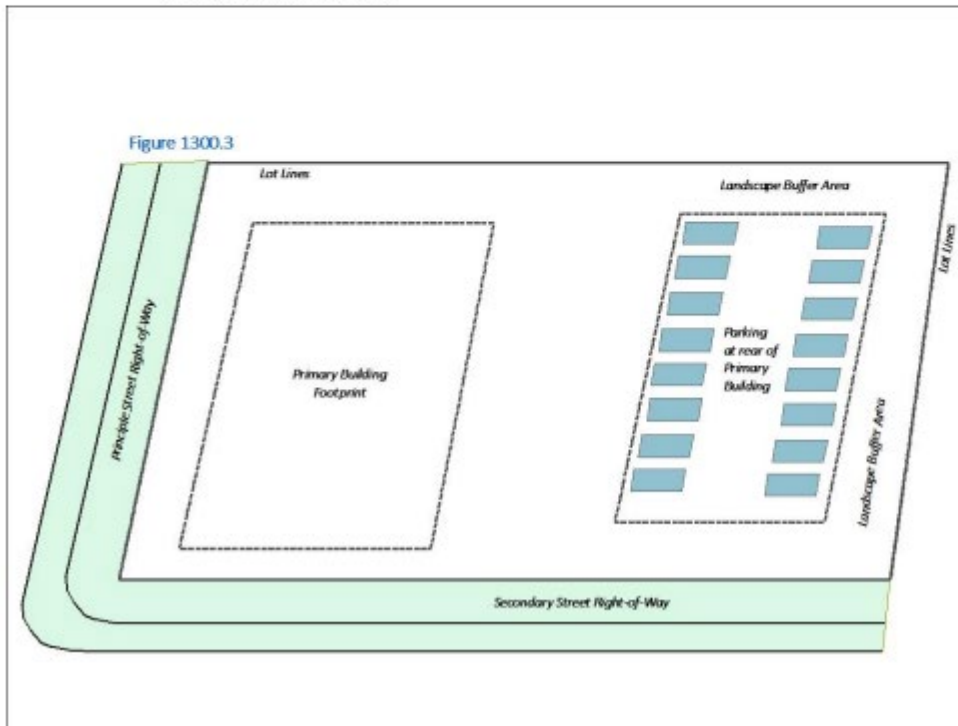
<sup>3</sup> Primary buildings shall be built to the front build-to line and may be built up to five feet behind or five feet in front of the 15 feet build-to line.

<sup>4</sup> When a property within the UCOD shares a property line with a residential use or residential zone district, the rear setback shall be a minimum of 15 feet.

<sup>5</sup> ~~For properties that do not share a property line with a residential use or residential zone district, the height maximum may be extended beyond four stories but not more than eight (8) stories (or ninety (90) feet) whichever is less when a permitted use can provide its own fire protection by installing a fire suppression sprinkler system and meets all applicable requirements including but not limited to parking, landscaping, storm water, setback and building code requirements. See Section 1310.8~~



Lot Configuration for UCCOD



## 2142 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: Application of Regulations Article VII Section 704 Use Classification chart](#) except that the following shall apply to parcels in the Urban Core Overlay District:

**2142.1** Mixed uses within the UCOD are encouraged. Multi-family may be permitted in General Commercial and Intermediate Commercial zone districts as a Conditional Use subject to the conditions of [Section 1105 Article 4 Section 422](#).

## 2143 Build-to Line.

For new construction, in lieu of a front setback line, a building shall be built to a fifteen (15) feet build-to line. Buildings may be built five (5) feet beyond or five (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.

## 2144 Side Setbacks.

Minimum ten (10) feet. For the preservation of light and air between buildings, the Community Appearance Board may increase the minimum side setback(s) for buildings in excess of forty-five (45)

feet in height after considering the overall height of the building, overall design, context of the building, surrounding properties, nearby residences, environmental features, and other factors.

#### **2145 Rear Setback.**

When a property within the UCOD shares a rear property line with a residential use or residential zone district, the rear setback shall be a minimum of fifteen (15) feet.

#### **2146 Principal Street on Side Corner Lot**

Shall adhere to ~~Section 2123 1308.9 Site Triangle Vision Clearance Requirement.~~

#### **2147 Parking:**

**2147.1** Mixed-use development that incorporates multi-family residential use require 1.5 parking spaces per residential unit in addition to parking requirements for the non-residential portion (s) of the development.

**2147.2** The Zoning Administrator may also reduce parking requirements when an applicant demonstrates to the satisfaction of the zoning administrator any one or combination of the following:

**2147.201** Bicycle parking has been provided at the rate of two (2) bicycle spaces for every one (1) vehicle parking space eliminated. Up to five percent (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 ~~2123 1308.9.~~

**2147.202** When pervious parking materials (e.g. pervious pavement, gravel parking, pervious pavers, grass pavers, etc.) are incorporated into at least fifty percent (50%) of the surface parking area, the overall parking requirements may be reduced by up to ten percent (10%).

**2147.203** The Zoning Administrator may reduce overall parking requirements by not more than an additional 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 (~~Section 2147.201 number "1". above~~) and use of pervious parking materials (~~Section 2147.202 number "2". above~~) must be used before the Zoning Administrator is authorized to apply a reduction in required parking under this paragraph ~~number "3".~~

**2147.204** Compact spaces may be used as provide in ~~Section 1803 See. 1102.~~

#### **2148 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, 15 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.



## **2149 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 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.

## **2150 Height**

### **2150.1 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. Active rooftops are encouraged. Elements of an active rooftop space such as shading or partially covered areas should not count as a story, however are subject to approval from the CAB.

**2150.2** The CAB is authorized to consider an increase to the maximum height allowed under exceptional circumstances wherein the CAB makes findings after considering the following:

**2150.201** Architectural merit of the proposed design

**2150.202** Overall context

**2150.203** Immediate surrounding properties

**2150.204** The proposed use of the property

**2150.205** The overall economic impact to the City

**2150.206** A parcel's location within a FEMA regulated flood zone as shown on the current Flood Information Rate Map (FIRM)

**2150.207** Any other factors presented to the CAB

**2150.3** When the CAB finds that an increase in height is appropriate, the CAB shall make detailed findings in writing and such findings shall be reflected in the minutes of the meeting.

**2150.4** In no instance, may the CAB allow an increase in height more than two (2) additional stories or twenty-two (22) feet, whichever is less. The CAB may not allow additional height for parcels that share a property line with a residential use or residential zone district.

## **2151 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:

**2151.101** A detailed site plan,

**2151.102** Elevations of all sides of any structure detailing fenestrations,

**2151.103** A lighting plan with proposed exterior light fixtures,

**2151.104** Proposed signage,

**2151.105** Materials detail,

**2151.106** Floor plans,

**2151.107** Mechanical equipment and when visible from a right of way materials for screening,

**2151.108** Detailed landscape plan and planting schedule, and

**2151.109** Proposed color scheme.

**2151.1010** 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.

**2151.2** 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 present additional details to the CAB for Final Approval.

**2151.3** 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.

**2151.4** 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.

## **2152 Community Appearance Board Review (CAB)**

The CAB shall have jurisdiction over the exterior improvements or changes to multi-family and nonresidential 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:

**2152.101** 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.

**2152.102** 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, the ARB shall have jurisdiction over a demolition request and the CAB shall have jurisdiction over the proposed new construction.

**2152.2** The CAB shall provide a Preliminary review at the next available regularly scheduled meeting after a complete application is submitted. Preliminary review shall address height, scale and mass of a proposed project. Proposed projects shall be reviewed for compliance with the intent and standards of this ordinance and ~~Article XVII: Sign Regulations 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 ~~Article XXVI: Community Appearance Board 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 as well as details of materials, color scheme, fenestrations, landscaping, signage, and lighting.

**2152.3** No building permit or Zoning approval may be issued except in compliance with the CAB Final approval.

## 2153 Site Design Standards

**2153.1** 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 **Section 2122 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.

**2153.2** 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.

## 2154 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:

**2154.1** 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 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.

**2154.2** 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

**2154.3** When the perimeter landscape area is located within an existing utility easement, two ornamental trees may be substituted for each required shade tree

**2154.4** For service areas such as dumpsters, mechanical equipment (HVAC) 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.

## **2155 Surface Parking Lot and Other Vehicle Use Areas Interior Landscaping Requirements**

- 2155.1** 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.
- 2155.2** A maximum of fourteen (14) consecutive parking spaces in a row shall be permitted without a landscape island.
- 2155.3** 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 Section ~~2108 1312~~ of this ordinance.
- 2155.4** 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.
- 2155.5** 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.
- 2155.6** Landscape islands may be designed in a manner 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.

## **2156 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.

## **2157 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. 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.

## **2158 Retention Pond Landscape Requirements.**

The standards of Section ~~2117 1308.5~~ of the MCOD shall also apply to the UCOD.

## **2159 Requirements for Landscape Buffers**

The following apply to all landscape buffers within the UCOD:

- 2159.1** Subject parcel boundaries adjacent to delineated wetlands shall have a required minimum buffer of twenty (20) feet.

**2159.2** Required perimeter landscape may be grouped to ensure visibility and to allow for creativity. Equal spacing of plant materials shall not be required.

**2159.3** 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.

**2159.4** 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.

**2159.5** 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.

**2159.6** 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.

**2159.7** 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.

**2159.8** 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 overhead utilities may be replaced with ornamental trees.

**2159.9** 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

**2159.10** 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.

## **2160 Recommended Plant List**

~~Table 1308.11~~ **Section 2125** 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.

## **2161 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.

## **2162 Lighting Plan**

The requirements of Section ~~2110 s-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.

## **2163 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:

- 2163.101** 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.
- 2163.102** 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.
- 2163.103** On-site electric, telephone, and other utility lines shall be underground.
- 2163.104** 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.
- 2163.105** 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.
- 2163.106** 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.
- 2163.107** Shingles, metal standing seam, tile, terracotta, slate or other durable, long-lasting roofing materials are allowed.
- 2163.108** 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.



**2163.109** 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.

**2163.1010** 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.

## **2164 Sign Design Standards**

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

**2164.1** 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.

**2164.2** Signs (monument and wall signs) shall compliment the architectural style of the building and shall be designed as an architectural element of the building.

**2164.3** 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.

## **2165 Site Triangle Vision Clearance Requirement**

The Site Triangle Vision Clearance Requirements of Section **2117** ~~Section 1308.9~~ **above** shall apply to all parcels in the UCOD.

## **2166 Procedures for Appeals and Variances**

The provisions of Section **2126** ~~1309~~ **Procedures** are applicable for projects within the UCOD.



## Article XXII: Airport Environs Overlay

## Article XXIII: Administration, Enforcement, Appeals, Complaints and Remedies

### **2300 Administration and Enforcement**

It shall be the duty of the duly appointed Zoning Administrator, and he is hereby given the authority, to administer and enforce the provisions of this Ordinance. If the Zoning Administrator shall find that any of the provisions of this Ordinance are being violated, he shall notify in writing the person responsible for such violations, indicating the nature of the violation and ordering the action necessary to correct it. He shall order discontinuances of illegal uses of land, buildings, or structures, or of illegal additions, alterations, or structural changes; discontinuance of any illegal work being done; or shall take any other action authorized by this Ordinance to ensure compliance with or to prevent violation of its provisions.

### **2301 Buildings and Sign Permits Required**

No building, sign or other structure shall be erected, moved, added to, or structurally altered without a permit therefore, issued by the Zoning Administrator. No building or sign permit shall be issued by the Zoning Administrator except in conformity with the provisions of this Ordinance, unless he receives a written order from the Board of Zoning Appeals in the form of an administrative review or variance as provided by this Ordinance. The Zoning Administrator shall issue sign and building permits in accordance with the provisions of the Building Code in effect in the City of Georgetown. Unlawful signs shall be made to comply with all regulations or shall be removed in accordance with the appropriate provisions set forth in the Building Code.

### **2302 Application for Building Permit**

All applications for building permits shall be accompanied by plans in duplicate drawn to scale, showing the actual dimensions and shape of the lot to be built upon; the exact sizes and locations on the lot of buildings already in existence, if any; and the locations and dimensions of the proposed building or alteration. The application shall include such other information as lawfully may be required by the Zoning Administrator, including existing or proposed buildings or alterations; existing or proposed uses of the building and land; the number of families, housekeeping units, or rental units the building is designed to accommodate; conditions existing on the lot; and such other matters as may be necessary to determine conformance with, and provide for the enforcement of, this Ordinance. One copy of the plans shall be returned to the applicant by the Zoning Administrator, after he shall have marked such copy either as approved or disapproved and attested to same by his signature on such copy. The original copy of the plans, similarly marked, shall be retained by the Zoning Administrator.

### **2303 Certificates of Zoning Compliance for New, Altered, Temporary or Nonconforming Structures or Uses**

It shall be unlawful to use or occupy or permit the use or occupancy of any building or premises, or both, or parts thereafter created, erected, changed, converted, wholly or partly altered or enlarged in its use or structure until a Certificate of Zoning Compliance shall have been issued therefore by the Zoning Administrator stating that the proposed use of the building or land conforms to the requirements of this Ordinance.

#### **2303.1 Nonconforming structures and uses.**

No nonconforming structure or use shall be maintained, renewed, changed or extended until a Certificate of Zoning Compliance shall have been issued by the Zoning Administrator. The Certificate of Zoning Compliance shall state specifically wherein the nonconforming uses differ

from the provisions of this Ordinance. Owners or occupants of nonconforming uses or structures shall have three months to apply for Certificates of Zoning Compliance. Failure to make such application within three months shall be presumptive evidence that the property was in conformance at the time of enactment or amendment of this Ordinance.

### **2303.2 Temporary structures and uses.**

The Zoning Administrator is authorized to issue a Temporary Certificate of Zoning Compliance for the following temporary uses: Carnival, circus or fair for a period not to exceed twenty-one days;

**2303.201** Religious meeting in a tent or other temporary structures for a period not to exceed thirty days;

**2303.202** Open lot sale of Christmas trees for a period not to exceed six months;

**2303.203** Real estate sales office for a period not to exceed six months, provided no cooking or sleeping accommodations are maintained in the structure;

**2303.204** Contractor's office and equipment shed for a period not to exceed six months, provided that the structure(s) is placed on the property to which it is appurtenant;

**2303.205** Any non-residential use of a mobile unit in any commercial or industrial district for a period not to exceed six months; this regulation shall not apply to mobile home sales offices; and,

**2303.206** All Temporary Certificates of Zoning Compliance may be renewed by the Zoning Administrator, provided such use will not cause traffic congestion nor create a nuisance to surrounding uses.

**2303.3** The Zoning Administrator shall maintain a record of all Certificates of Zoning Compliance, and a copy shall be furnished upon request to any person.

**2303.4** Failure to obtain a Certificate of Zoning Compliance shall constitute a violation of this Ordinance, and is punishable under Section ~~2306~~ ~~1406~~ of this Ordinance.

### **2304 Expiration of Building Permit**

If the work described in any building permit has not begun within six months from the date of issuance thereof, said permit shall expire; it shall be canceled by the Zoning Administrator; and written notice thereof shall be given to the persons affected.

### **2305 Complaints Regarding Violations**

Whenever a violation of this Ordinance occurs, or is alleged to have occurred, any person may file a written complaint. Such complaint stating fully the causes and basis thereof shall be filed with the Zoning Administrator. He shall record properly such complaint, immediately investigate, and take action thereon as provided by this Ordinance.

### **2306 Penalties for Violation**

Any person violating any provision of this Ordinance shall be guilty of a misdemeanor and, upon conviction, shall be fined as determined by the Recorder's Court for each offense. Each day such violation continues shall constitute a separate offense. Nothing herein contained shall prevent the City from taking such other lawful action as is necessary to prevent or remedy any violation. It is the intention of this Ordinance that all questions arising in connection with the enforcement of the Ordinance shall be presented first to the Zoning Administrator and that such questions shall be

presented to the Board of Zoning Appeals only on appeal from the decisions of the Zoning Administrator.

~~Editor's note (renumbered Article XI, Sections 1100, 1101, 1102, 1103, 1103.1, 1103.2, 1103.201, 1103.202, 1103.203, 1103.204, 1103.205, 1103.206, 1103.207, 1103.3, 1103.4, , 1104, 1105, and 1106 to new Article XIV, Sections 1400, 1401, 1402, 1403, 1403.1, 1403.2, 1403.201, 1403.202, 1403.203, 1403.204, 1403.205, 1403.206, 1403.207, 1403.3, 1403.4, , 1404, 1405, and 1406 ord. of 4-21-2011) and further (revised and renumbered Article XIV, Sections 1400, 1401, 1402, 1403, 1403.1, 1403.101, 1403.102, 1403.2, 1403.201, 1403.202, 1403.203, 1403.204, 1403.205, 1403.206, 1403.207, 1404, 1404.1, 1404.2, 1404.3, 1404.301, 1404.4, 1404.5, 1404.6, 1405, 1406, 1406.1, 1406.2, 1406.3, 1406.4, 1406.5, 1404.6, 1407, 1407.1, 1407.2, 1407.2, 1407.3, 1407.4, 1407.5, 1407.6, 1407.7, 1408, 1408.1, 1408.2, and 1409 to Article XII Sections 1200, 1201, 1202, 1203, 1204, 1204.1, 1204.101, 1204.102, 1204.2, 1204.201, 1204.202, 1204.203, 1204.204, 1204.205, 1204.206, 1204.207, 1205, 1205.1, 1205.2, 1205.3, 1205.4, 1205.5, 1205.6, 1206, 1207, 1207.1, 1207.2, 1207.3, 1207.4, 1207.5, 1207.6, 1208, 1208.1, 1208.2, 1208.3, 1208.4, 1208.5, 1208.6, 1208.7, 1209, 1209.1, 1209.2 and 1210 ord. of 4-21-11)~~

## Article XXIV: Board of Zoning Appeals

### 2400 Establishment of Board of Zoning Appeals

A Board of Zoning Appeals is hereby established. Said Board shall consist of seven (7) members, who shall be citizens of the City of Georgetown and shall be appointed by the Georgetown City Council for overlapping terms of three years. Initial appointment shall be as follows: two members for a term of three years, two members for a term of two years, and three members for a term of one year. Any vacancy in the membership shall be filled for the unexpired term in the same manner as the initial appointment. Members shall serve without pay but may be reimbursed for any expenses incurred while representing the Board. Members cannot hold any other public office or position in the City. A member may serve a maximum of two consecutive terms. If there is no new citizen to volunteer for the Board, a current Board member may continue to serve, but must be reappointed by Council for another term. A member can be removed for just cause.

### 2401 Proceedings of the Board of Zoning Appeals

The Board of Zoning Appeals shall elect a chairman and vice chairmen from its members who shall serve for one year or until reelected or until their successors are elected. The Board shall appoint a secretary, who may be a City employee, or a member of the Planning Commission. The Board shall adopt rules and by-laws in accordance with the provisions of this Ordinance and with the SC Code 1994, Sections 6-29-310 through 6-29-1200. All meetings of the Board shall be open to the public.

### 2402 Decisions of the Board of Zoning Appeals

The concurring vote of a simple majority of members presents shall be necessary to reverse any order, requirement, decision, or determination of the Zoning Administrator or to decide in favor of the applicant on any matter upon which it is required to pass under this Ordinance or to effect any variance of this Ordinance or to effect any variation of this Ordinance. The concurring vote of a simple majority of the members present shall be sufficient to carry any motion to deny a variance request from the applicant, or to effect administrative rulings such as adjournment, approval of minutes, setting of special meetings, and the like. The Board shall keep minutes of its proceedings, showing the vote of each member upon each question, or if absent or failing to vote, indicating such fact, and shall keep records of its examinations and other official actions, all of which shall be immediately filed in the office of the Board and shall be public record. On all appeals, applications, and other matters brought before the Board of Zoning Appeals, the Board shall inform in writing all the parties involved of its decisions and the reasons therefore. (Ord. of 12-18-03)

### 2403 Appeals, Hearing, and Notice

Appeals to the Board may be taken by any person aggrieved, or by any officer, department, or board or bureau of the City. Such appeals shall be taken within a reasonable time, as provided by the rules of the Board, by filing with the officer from whom the appeal is taken and with the Board of Zoning Appeals notice of appeal specifying the grounds thereof. The Zoning Administrator shall forthwith transmit to the Board all the papers constituting the record upon which the action appealed from was taken. An appeal stays all legal proceedings in furtherance of the action appealed from unless the officer from whom the appeal is taken certifies to the Board, after the notice of appeal shall have been filed with him, that by reason of facts stated in the certificate a stay would, in his opinion, cause imminent peril to life and property. In such case, proceedings shall not be stayed otherwise than by a restraining order which may be granted by the Board or by a court of record on application, on notice to the officer from whom the appeal is taken, and on due cause shown. The Board shall fix a reasonable time for the

hearing of the appeal or other matters referred to it, and give public notice thereof, as well as due notice to the parties in interest, and decide the same within a reasonable time. At the hearing any party may appeal in person or by agent or by attorney. Public notice of all meetings of the Board shall be provided by publication in a newspaper of general circulation in the City at least fifteen days in advance of the meetings. In cases involving variances, conspicuous notice shall be posted on or adjacent to the property affected, with at least one such notice being visible from each public thoroughfare that abuts the property.

## **2404 Powers**

The Board of Zoning Appeals has the following powers:

### **2404.1 Appeals.**

To hear and decide appeals where it is alleged there is error in an order, requirement, decision, or determination made by an administrative official in the enforcement of the **Zoning-Unified Development** Ordinance;

### **2404.2 General Variances.**

To hear and decide appeals for variances from the requirements of the **Zoning-Unified Development** Ordinance, **unless otherwise stated for a specific Article**, when strict application of the provisions of the Ordinance would result in unnecessary hardship. A variance may be granted in an individual case of unnecessary hardship if the Board makes and explains in writing the following findings:

**2404.201** There are extraordinary and exceptional conditions pertaining to the particular piece of property;

**2404.202** These conditions do not generally apply to other property in the vicinity:

**2404.203** Because of these conditions, the application of the Ordinance to the particular piece of property would effectively prohibit or unreasonably restrict the utilization of the property;

**2404.204** The authorization of the variance will not be of substantial detriment to adjacent property or to the public good, and the character of the district will not be harmed by the granting of the variance; and,

**2404.205** The Board may not grant a variance the effect of which would be to extend physically a nonconforming use of land, or to change the zoning district boundaries shown on the Official Zoning Map. The fact that property may be utilized more profitably, should a variance be granted, may not be considered grounds for a variance.

### **2404.3 Variances from Article XVI: Subdivision and Land Development Regulations**

Whenever, in the opinion of the Georgetown Board of Zoning Appeals, the strict application of the requirements contained in this Ordinance would result in extreme practical difficulties or undue misuse of property, the Board of Zoning Appeals may modify such requirements as deemed necessary so that the subdivider is allowed to develop the property in the reasonable manner, providing that the public interest of the City and its citizens are protected and general intent and spirit of these regulations are preserved. The Board shall grant such variance or modification only upon determination that:

**2404.301** The variance will not be detrimental to the public health, safety, and general welfare of the community;

**2404.302** The variance will not adversely affect the reasonable development of adjacent property;

- 2404.303** The variance is justified because of topographic or other special conditions unique to the property involved in contra-distinction to mere inconvenience or financial disadvantages;
- 2404.304** The variance is consistent with the objectives of the **Unified Development Ordinance** and will not have the effect of nullifying the intent or purpose of **Article XVI: Subdivision and Land Development Regulations** ~~this Ordinance~~ or the comprehensive plan; and,
- 2404.305** Such variances will not conflict with ~~the other~~ requirements of the **Zoning Unified Development Ordinance** of the City or Georgetown. Procedures for requesting a variance from the Board of Zoning Appeals shall be the same as those contained in Section **2404.2 1503** of the **City of Georgetown Zoning Unified Development Ordinance** in addition to those procedures adopted by the Board of Zoning Appeals.

#### **2404.4 Special Exceptions.**

To authorize the permitting of special exceptions subject to the terms and conditions for such uses as set forth by this Ordinance. The Board of Zoning Appeals may approve, approve with conditions, or deny a request for a special exception permit. Special exception permits may be approved only if the board finds that the proposed use:

- 2404.401** Is ~~in-fact~~ a use specifically listed as a special exception for the zoning district in which the use is intended **or is a use not defined within this UDO but determined by the Board to be similar in nature and impact to an existing use allowable in the applicable zoning district,**
- 2404.402** Is consistent with the recommendations contained in the City of Georgetown Comprehensive Plan and the character of the underlying zoning district as indicated in the zoning district's intent,
- 2404.403** Is compatible with existing uses in the vicinity and will not adversely affect the general welfare or character of the immediate community,
- 2404.404** Adequate provision is made for such items as setbacks, buffering, and screening (including fences and/or landscaping) to protect adjacent properties from the possible adverse influence of the proposed use such as noise, vibration, dust, glare, odor, traffic conditions, and similar factors,
- 2404.405** When applicable, will be developed in a way that will preserve and incorporate important natural features,
- 2404.406** Complies with all applicable rules, regulations, laws, and the standards of this chapter, and
- 2404.407** Will not hinder or endanger vehicular traffic or pedestrian movements on adjacent streets.
- 2404.408** In granting a special exception permit, the board may attach to it such conditions regarding the location, character, or other features of the proposed structure or use as the board may consider advisable to protect established property values in the surrounding area or to promote the public health, safety, or general welfare; and
- 2404.5** To remand a matter to the Zoning Administrator, upon motion by a party or the board's own motion, if the board determines that the record is insufficient for review. A party's motion for remand may be denied if the board determines that the record is sufficient for review. The board must set a rehearing on the remanded matter without further public notice for a time certain within sixty days unless otherwise agreed by the parties. The board must maintain a list of persons who expressed an interest in being informed when the remanded matter is set for rehearing, and notice of the rehearing must be mailed to these persons prior to the rehearing.



**2404.6** In exercising the above powers, the Board of Zoning Appeals may, in conformity with the provisions of this Ordinance, reverse or affirm wholly or in part, or may modify the order, requirements, decision, or determination of the Zoning Administrator and to that end shall have all the powers of the officer from whom the appeal is taken and may issue or direct the issuance of a permit. The Board, in the execution of the duties for which appointed, may subpoena witnesses and in case of contempt, may certify such fact to the Circuit Court having jurisdiction. All final decisions and orders of the Board must be permanently filed in the office of the Board as a public record. All findings of fact and conclusions of law must be delivered to parties of interest by certified mail.

#### **2405 Appeals from Decisions of the Board of Zoning Appeals**

Any person who may have a substantial interest in any decision of the Board of Zoning Appeals may appeal from any decision of the Board to the Circuit Court in and for the County of Georgetown by filing with the Clerk of such Court a petition in writing setting forth plainly, fully and distinctly wherein such decisions is contrary to law. Such appeal shall be filed within thirty days after the decision of the Board is rendered.

~~Editor's note (renumbered Article XII, Sections 1200, 1201, 1202, 1203, 1204, 1204.1, 1204.2, 1204.201, 1204.202, 1204.203, 1204.204, 1204.205, 1204.3, and 1205 to new Article XV, Sections 1500, 1501, 1502, 1503, 1504, 1504.1, 1504.2, 1504.201, 1504.202, 1504.202, 1504.203, 1504.204, 1504.205, 1504.3 and 1505, ord. of 4-21-2011). (renumbered Article XV, Sections 1500, 1501, 1502, and 1503 to new Article XIX, Sections 1900, 1901, 1902, and 1903, ord. of 4-21-2011)(amended Section 1504.3 & 1504.4, ord. of 1/1/19) (amended Section 1500, ord. of 12/17/20).~~

## Article XXV: Architectural Review Board

### 2500 Establishment of Board of Architectural Review

Board of Architectural Review In order to achieve the purpose of the city's National Register Historic District and to further historic preservation city-wide, and in accordance with Section §6-29-870 of the Code of Laws of South Carolina, 1676, as amended, a Board of Architectural Review is hereby created, which shall also be known as the Architectural Review Board. The Review Board shall consist of seven members who shall be appointed by the City Council. All members appointed to serve on the Board shall be residents of the City of Georgetown with the exception of the slot to be filled by an architect. Any non-city resident appointed to fill the architect position must be a resident of Georgetown County. All members shall demonstrate an interest, competence or knowledge of historic preservation. The Board shall be made up of the following;

**2500.1** a historian knowledgeable in local history,

**2500.2** a planner,

**2500.3** an archaeologist,

**2500.4** an architect, or if an architect is not available to serve, someone knowledgeable in building design and construction,

**2500.5** a resident of the Historic Buildings District,

**2500.6** a representative from the Core Commercial Buildings District,

**2500.7** a member of the Georgetown Historical Society. In the event an architect, historian, planner and archaeologist are unavailable, then a resident of the Historic Buildings District and two at-large members shall be selected for these positions. The initial terms of office for the members shall be established as follows: one member for a term of four years; two members for a term of three years; two members for a term of two years; and two members for a term of one year. All subsequent terms shall be for four years. Any vacancy in the membership shall be filled for the unexpired term in the same manner as the initial appointment. Members shall serve without pay, but may be reimbursed for any expense incurred while representing the Board.

### 2501 Proceedings of the Board of Architectural Review.

The Board of Architectural Review shall elect a chairman and vice-chairman from its members who shall serve for one year or until reelected or until their successors are elected. The Board shall appoint a secretary, who may be a City employee. The Board shall adopt rules, regulations and by-laws in accordance with the provisions of this Ordinance and with Section §6-29-387 of the Code of Laws of South Carolina, 1676, as amended. Meetings of the Board shall be held at the call of the Chairman and at such other times as the Board may determine. All meetings of the Board shall be open to the public.

### 2502 Powers and duties of the Board of Architectural Review.

In addition to other powers and duties in this Article, the Board of Architectural Review shall have the following powers and duties with respect to properties for which a Certificate of Appropriateness is a prerequisite to a building or demolition permit, or an application for a Historic Rehabilitation Tax Incentive Assessment:

**2502.1** In its consideration of an application to demolish in whole or in part, remove, or alter the exterior architectural appearance of any existing structure, the Georgetown Board of Architectural Review

shall consider, among other things, the historic, architectural, and aesthetic arrangement, composition or features of such structure, the relationship between such structures and the surrounding area, and its importance to the City;

**2502.2** In its consideration of an application for new construction, the Georgetown Board of Architectural Review shall consider, among other things, character and appropriateness of the design, scale, texture and materials of the structure in question, and the relationship of such design elements to similar features of structures in the surrounding area;

**2502.3** The Board shall not consider interior arrangement or interior design; nor shall it make requirements except for the purpose of preventing developments which are not in harmony with the prevailing character of the Historic Buildings District or which are obviously incongruous with its character;

**2502.4** The Georgetown Board of Architectural Review may refuse a Certificate of Appropriateness for the erection, reconstruction, alteration, demolition in whole or in part, or removal of any structure, sign, freestanding mailbox, newspaper receptacle or other similar structure within the Historic Buildings District which in the opinion of the Board would be detrimental to the interests of the Historic Buildings District and against the public interest of the City of Georgetown;

**2502.5** In its consideration for application to demolish, remove, alter or construct a structure; the Board shall use the design guidelines approved by City Council for use by the Board in reviewing requests; and,

**2502.6** In its review under an application for the Historic Rehabilitation Tax Incentive Assessment, the Board and its chair shall have the powers and duties delegated in Article V, Chapter 21 (§21 80-84 Bailey Bill).

### **2503 Historic Designation.**

The Board shall review the local inventory for Historic Buildings. The Board shall conduct first review and evaluation of proposed nominations for the National Register of Historic Places and send those recommendations to the State Historic Preservation Office for consideration by the state board. The Board shall further make recommendations for historic designation to the City Planning Commission. The Commission will then make a recommendation to City Council. The Board's recommendation shall be based on the following criteria:

**2503.1** A property may be designated historic if it:

**2503.101** Has significant inherent character, interest, or value as part of the development or heritage of the community, state, or nation; or

**2503.102** Is the site of an event significant in history; or

**2503.103** Is associated with a person or persons who contributed significantly to the culture and development of the community, state or nation; or

**2503.104** Exemplifies the cultural, political, economic, social, ethnic, or historic heritage of the community, state, or nation; or

**2503.105** Individually, or as a collection of resources, embodies distinguishing characteristics of a type, style, period, or specimen in architecture or engineering; or

**2503.106** Is the work of a designer whose work has influenced significantly the development of the community, state or nation; or

**2503.107** Contains elements of design, detail, materials, or craftsmanship which represent a significant innovation; or

**2503.108** is part of or related to a square or other distinctive element of community planning; or<sup>9</sup>.

**2503.109** Represents an established and familiar visual feature of the neighborhood or community; or

**2503.1010** Has yielded, or may be likely to yield, information important in pre-history or history.

#### **2504 Owner Notification.**

Owners of properties proposed to be designated historic shall be notified in writing thirty days prior to consideration by City Council. Owners may appear before the City Council to voice approval or opposition to such designation.

#### **2505 Identification on City Zoning Map.**

All locally designated historic properties and historic districts shall be clearly shown on the zoning map.

#### **2506 Opposition to Designation.**

Any property owner may object to the decision by the City Council to designate his or her property as historic by filing suit against the City of Georgetown before the Courts of the State of South Carolina.

#### **2507 Application for Historic Rehabilitation Tax Incentive Assessment.**

Where an Historic Designation is originally sought in conjunction with an application for the Historic Rehabilitation Tax Incentive Assessment under Article V, Chapter 21 of the City of Georgetown Code of Ordinances, the Board shall conduct the review contemplated by ~~2503 1600.3~~, making its recommendation to Planning Commission on the property for which designation is sought. (ref. 21-84(B), City Code of Ordinances)

~~Editor's note: An ordinance adopted August 17, 2000 added a new § 1600.3 as set out above, deleting the former § 1600.3, which pertained to decisions of the Board of Architectural View, and added a new § 1600.4 as set out below, thereby renumbering former §§ 1600.4 and 1600.5 as §§ 1600.5 and 1600.6.~~

#### **2508 Decisions of the Board.**

The concurring vote of a majority of the members present shall be necessary to approve any application that comes before the Board. The Board shall keep minutes of its proceedings, showing the vote of each member upon each question, or if absent or failing to vote, indicating such fact, and shall keep records of its examinations and other official actions, all of which shall be immediately filed in the office of the Board and shall be public record. On all applications and other matters brought before the Board of Architectural Review, the Board shall inform in writing all the parties involved of its decisions and the reasons therefore. If an application for a Certificate of Appropriateness is denied, the application may not be considered by the Board for one year unless the applicant can demonstrate to the Board that the reasons given for denial have been addressed or new information can be presented to support the previous request.

#### **2509 Review procedures.**

An application for a building permit in the Historic Buildings District shall be accompanied by plans and other information necessary to determine the appropriateness of the features to be passed upon. The Board shall meet within thirty days after notification of the Zoning Administrator of the filing of an application and at such other times as the Board may determine necessary, or upon call of the Chairman.

**2509.1** The Board shall give adequate public notice of all applications to be considered by the Board, as well as due notice to the parties in interest. Public notice shall be published in a newspaper of general circulation within the City at least seven days in advance of such meeting.

**2509.2** Upon approval, disapproval or modification of any application presented to the Board, the Board of Architectural Review shall immediately transmit a report to the Zoning Administrator stating the basis upon which the decision was made. If approval or modification of the application was determined, the Board shall cause a Certificate of Appropriateness to be issued to the applicant. Upon failure of the Board to act upon the application within forty-five days after submission to the Zoning Administrator, the application shall be deemed to be approved, except when mutual agreement has been made for an extension of the time limit. When a Certificate of Appropriateness has been issued, a copy thereof shall be transmitted to the Zoning Administrator, who shall from time to time inspect the construction or alteration approved by such Certificate, and report to the board any work not in accordance with such Certificate. In case of disapproval of any application, the Board of Architectural Review shall state the reasons there for in writing to the applicant. Notice of such disapproval and a copy of any written statements shall also be transmitted to the Zoning Administrator. In addition to stating the reasons for denial, the Board may also make general or specific recommendations in order for the application to be approved.

## **2510 Appeals.**

Any person or any officer, department or Board of the city aggrieved by any final decision of the Board may appeal to a court of record having competent jurisdiction. A duly verified petition, setting forth that the decision of the Board is illegal in whole or in part and specifying the ground of the illegality shall be presented to the Court within thirty days after the filing of the decision of the Board.

~~Editor's note (Ord. of 8-17-2000, §§ 1-4; Ord. of 1-16-2003; Ord. of 9-16-04) (renumbered Article IV, Sections 407, 407.1, 407.2, 407.3, 407.31, 407.32, 407.33, 407.4, 405.5, 407.51, 407.52, and 407.6. to new Article XVI, Sections 1600, 1600.1, 1600.2, 1600.3, 1600.301, 1600.302, 1600.303, 1600.4, 1600.5, 1600.501, 1600.502 and 1600.6, ord. of 4-21-2011) (ord. of 10-20-16 for Bailey Bill).~~

# Article XXVI: Community Appearance Board

## 2600 Creation of the Community Appearance Board

**2600.101** There is hereby created a Community Appearance Board to be composed of seven (7) members appointed by the City Council. The Board is created as authorized by South Carolina Code of Laws, Section 6-29-870.

**2600.102** It is the declared policy of the City Council that it will consider and approve only those persons who have demonstrated their civic interest, general knowledge of the community, independent judgment, competence and knowledge of architecture, landscape, and design and ability to prepare for and attend meetings. Preference shall be given to professionals from the fields of architecture, landscape architecture, building construction, and engineering living within the City of Georgetown; in the cases where members cannot be found within the city, members shall be residents of Georgetown County.

## 2601 Terms of Office

The term of office for all members of the board shall be four (4) years except that at the Boards creation, two (2) members shall be appointed for one three (3) year term to be eligible for appointment to additional four (4) year terms, and two (2) members shall be appointed for one two (2) year term to be eligible for appointment to additional four (4) year terms. Any vacancy in the membership shall be filled for the unexpired term in the same manner as the initial appointment. All terms hereunder shall, however, continue until a successor is appointed by City Council. Board members may be appointed to succeed themselves for a maximum of two successive terms. None of the members shall hold any other public office or position in the municipality or council while serving on this board.

## 2602 Vacancy and Removal

A vacancy in a term of office shall occur whenever it is found that a member has resigned or is unable to serve for whatever reason or is removed by the City Council. Inefficiency, neglect of duty, three consecutive unexcused absences, any unlawful act or misconduct in office shall constitute reasons for removal of office.

## 2603 Organization

The board shall elect by majority vote a Chairperson and vice-chairperson from among its members at the first meeting of each year. The term of office for the chairperson and vice-chairperson shall be one (1) year. If a vacancy occurs in an office prior to the expiration of the full term, another election to fill the remainder of the term of office shall be conducted at the first meeting thereafter. The chairperson and the vice chairperson may be re-elected only one time after serving a full term in office, for a maximum total of two successive full terms. Passage of a one year period without holding a particular office however shall make a member eligible again for that office. The board shall appoint a secretary who may be an officer or employee of the City of Georgetown.

## 2604 Meetings and Quorum

**2604.101** Four members of the board shall constitute a quorum for conducting business. Meetings of the board shall be held at the call of the Chairperson and at such other times as the board may determine. The Board shall adopt rules and by-laws in accordance with the provisions of this ordinance and of the General Statutes of South Carolina Code of Laws, Section 6-29-870. Decisions shall be made by a majority vote. The Board shall keep minutes of its proceedings, showing the vote, indicating such fact, and shall keep records of its examinations and other

official actions, all of which shall be immediately filed in the Building and Planning office. Said minutes and records shall be public.

**2604.102** Members of the board shall regularly attend meetings of the board and shall serve without compensation, except for reimbursement for authorized expenses attendant to the performance of their duties. Absences by members shall be declared excused or unexcused at each meeting by the chairperson or in his or her absence, the acting chair. All meetings of the board shall be open to the public.

## **2605 Decisions of the Community Appearance Board**

The concurring vote of a simple majority shall be necessary to reverse any order, requirement, decision or determination of the Zoning Administrator or to decide in favor of the applicant on any matter upon which it is required to pass under this ordinance, or to affect any variation of this ordinance.

## **2606 Appeals, Hearings, and Notice**

**2606.1** Appeals to the Board may be taken by any person aggrieved by the decision of the Zoning Administrator or acting officer of the Building and Planning Department. Such appeal shall be taken within thirty (30) days from the date that the decision is rendered, as provided by the rules of the board, by filing with the Building and Planning Department notice of said appeal specifying the grounds thereof. The Zoning Administrator shall forthwith transmit the Board all papers constituting the record upon which the action appealed from was taken.

**2606.2** An appeal stays all legal proceedings in furtherance of the action appealed from, unless the Zoning Administrator certifies to the Board, after the notice of appeal shall have been filed with him or her, that by reason of facts stated in the certificate a stay would in his or her opinion, cause imminent peril to life and or property. In such case, proceedings shall not be stayed otherwise than by a restraining order which may be granted by the Board or by a court of record on application, on notice to the officer from whom the appeal is taken and on due cause shown.

**2606.3** The board shall fix a reasonable time for the hearing of the appeal or other matter referred to it and give public notice thereof, as well as due notice to the parties in interest and decide the same within a reasonable time. Notice of the time and place of the public hearing shall be published in a newspaper of general circulation in the city/county at least fifteen (15) days in advance of the scheduled hearing date. At the hearing any party may appear in person or by agent or attorney. Notice shall also be posted in the affected property, with at least one such sign being visible from each public thoroughfare that abuts the property. It is the intention of this ordinance that all questions arising in connection with the enforcement of the ordinance shall be presented first to the Zoning Administrator and that questions shall be presented to the Community Appearance Board only on appeal from the decision of the Zoning Administrator.

## **2607 Powers and Duties of the Community Appearance Board**

The Community Appearance Board shall have the following powers and duties:

**2607.1** To hear and decide appeals where it is alleged there is an error in any order, requirement, decision, or determination by the Zoning Administrator in the enforcement of **Article XXI: Commercial Corridor Design Overlay District** ~~Article XIII: Design Overlay District for the Main Corridors~~ ordinance found within the ~~Zoning~~ **Unified Development** Ordinance.

**2607.2** To hear and decide appeals for variances from the design requirements of **Article XXI: Commercial Corridor Design Overlay District I. Main Corridor Design Overlay** ~~Article XIII~~ of the ~~Zoning~~ **Unified Development** Ordinance when strict interpretation of these requirements would



result in unnecessary hardship. A variance may be granted in an individual case of unnecessary hardship if the board makes and explains in writing the following findings:

**2607.201** There are extraordinary and exceptional conditions pertaining to the particular building or structure;

**2607.202** These conditions do not generally apply to other buildings or structures in the vicinity;

**2607.203** Because of these conditions, the application of the ordinance to the particular building or structure would effectively prohibit or unreasonably restrict the utilization of the property;

**2607.204** The authorization of a variance will not be of substantial detriment to adjacent property or to the public good, and the character of the district will not be harmed by granting of the variance.

**2607.3** All final decisions and orders of the board must be in writing and permanently filed in the office of the Building and Planning Department as public record. All findings of fact and conclusions of law must be separately stated in final decisions or orders of the board, which must be delivered, to parties of interest by certified mail.

**2607.4** In exercising the above powers, the Community Appearance Board may, in conformity with the provisions of this Ordinance, reverse or affirm, wholly or in part, or may modify the order, requirements, decision, or determination and to that end shall have all powers of the Zoning Administrator from whom the appeal is taken and may issue or direct the issuance of a permit. The Board, in execution of the duties for which appointed, may subpoena witnesses and in case of contempt may certify such fact to the Circuit Court having jurisdiction.

## **2608 Conflict of Interest**

Any member of the Board who shall have a direct or indirect interest in any property which is the subject matter of or affected by a decision of said board shall be disqualified from participating in the discussion, decision, or proceedings of the board in connection therewith. A member disqualified from voting shall be counted as present for purposes of a quorum.

## **2609 Liability of Members**

Any member of the board acting within the powers set forth herein is relieved from all personal liability from any damage and shall be held harmless by the City of Georgetown. Any suit brought against any member of the board shall be defended by a legal representative furnished by the City of Georgetown until termination of the procedure.

## **2610 Annual Report**

The board shall make an annual report to the City Council at the end of the city fiscal year citing applications brought before the board and the approvals, denials, or other resolutions issued by the board.

## **2611 Appeals from Decisions of the Community Appearance Board**

Any person who may have a substantial interest in any decision of the Community Appearance Board may appeal any decision of the Board to the Circuit Court in and for the County of Georgetown by filing with the Clerk of said Court a petition in writing setting forth plainly, fully and distinctly why the decision is contrary to law. Such appeal shall be filed within thirty (30) days after the decision of the Board is rendered.

## **2612 Contempt; Penalty**

In case of contempt by a party, witness, or other person before the Community Appearance Board, the board may certify that fact to the circuit court of the county in which the contempt occurs and the judge of the court, in open court or in chambers, after hearing, may impose a penalty as authorized by law.

## Article XXVII: Planning Commission

### **2700 Establishment of Planning Commission**

Planning Commission, established pursuant to the City of Georgetown Code of Ordinances, Chapter 17, Article II, Section 17-16, shall have the powers and duties as provided in the City of Georgetown Code of Ordinances, as well as those defined herein.

### **2701 Limitations on Modification of Standard Procedures.**

The standards and provisions of this Article shall not be waived, altered, or otherwise modified through any documents, conditions, or applications submitted in connection with a rezoning request, including those for a Planned Development or Master Planned District. Any amendment to the standards of this Article must be processed in accordance with the amendment procedures of the Unified Development Ordinance.

### **2702 Improvements.**

#### **2702.1 Approval of Final Plat**

The Planning Commission shall not give approval of the Final Plat for recording unless the subdivider has installed the following improvements as herein specified and required, or has provided a financial guarantee therefore as specified in Section ~~1618~~ 502.

#### **2702.2 Right of Free Access and Inspection**

Any authorized agent of the Planning Commission or the governing authority shall be granted the right of free access to the subdivision at all times for the purpose of inspecting the construction and installation of improvements. Inspection, or lack of inspection, by the governing authority shall not diminish the obligation of the subdivider to install required improvements in accordance with approved plans and specification and the requirements of the Ordinance.

#### **2702.3 Changes in the Approved Plans and Specifications**

If exigencies of construction necessitate changes in the approved plans and specifications, the subdivider shall request approval of such changes by the Planning Commission, who may delegate the responsibility for reviewing and approving said changes to a qualified agent of the governing authority. The subdivider shall not proceed with construction involving any changes prior to obtaining written approval from such qualified agent.

#### **2702.4 Filing of Plans**

One set of “as built” plans and specifications shall be filed with the Planning Commission.

#### **2702.5 Maintenance of Improvements**

Completion of construction of any improvement shall not obligate the governing authority of any public agency to maintain said improvement.

## Article XXVIII: Procedures for Development Applications

### 2800 Limitations on Modification of Standard Procedures.

The standards and provisions of this Article shall not be waived, altered, or otherwise modified through any documents, conditions, or applications submitted in connection with a rezoning request, including those for a Planned Development or Master Planned District. Any amendment to the standards of this Article must be processed in accordance with the amendment procedures of the Unified Development Ordinance.

### 2801 General Subdivision Provisions.

**2801.1** The following sections are an outline of the procedure for obtaining approval of a subdivision of land within the territorial jurisdiction of the City of Georgetown Planning ~~and Zoning~~ Commission. The Procedure for review and approval of a subdivision plat consists of three separate steps. The initial step is the early informal consultation and sketch plan review by the Planning Commission's technical staff. The second step is the preparation and submission to the Planning Commission of a preliminary plat of the proposed subdivision. The third step is the preparation and submission to be recorded in the Register of Deeds when duly signed by the Chairman of the Planning Commission.

**2801.2** Any owners of land situated within the City Limits of Georgetown who intends to divide such land into three or more lots for the purpose of either immediate or future sale or building development, or intends to re-subdivide for this purpose, shall submit a plan of such proposed subdivision to the Georgetown Planning Commission for approval and shall obtain such approval prior to the filing of his subdivision of land with the Georgetown County Register of Deeds. The information shall be presented in a manner specified in the following sections of ~~Article XVI:~~ **Subdivision and Land Development Regulations Article H**. No plat of the subdivision of land within the City of Georgetown shall be filed or recorded by the Register of Deeds of the County of Georgetown without the approval of the Planning Commission as specified herein.

**2801.3** In order to secure review and approval for a proposed subdivision by the Planning Commission, the subdivider shall submit a preliminary plat as outlined in Section ~~1606 301~~, prior to preliminary plat by the Planning Commission, the subdivider may proceed with the preparation of the final plat and other required documents as specified in Section ~~1607 302~~ or the improvements set forth in ~~Article VII: Application of Regulations Article V~~.

### 2802 Pre-submission Subdivision Consultation and Sketch Plan Review.

Prior to the preparation of the plans and plats required herein, the subdivider is ~~encouraged~~ **required** to consult with the Planning Commission staff regarding the requirements of this Ordinance, provisions of the comprehensive plan and general land subdivision practices.

**2802.1** The subdivider shall submit a sketch plan to the staff of the Planning Commission, in accordance with the requirements contained in Section ~~1605 300~~.

**2802.2** The staff shall approve or disapprove the sketch plan within five working days and notify the subdivider in writing of such approval or disapproval. If the staff disapproves the sketch plan, or the staff requires changes with which the developer does not concur, the subdivider may present the sketch plan to the Planning Commission at its next regular meeting.

**2802.3** Notice of the time and place of such meeting shall be sent by registered or certified mail to the address specified on the plat not less than five days before the meeting.

**2802.4** The Planning Commission shall review and approve, disapprove, or approve with modifications the sketch plan at the meeting at which it is presented. Pertinent comments and recommendations shall be noted in the minutes of the meeting.

**2802.5** Failure of the Planning Commission to act on the sketch plan at the meeting shall be deemed to constitute sketch plan approval, and a letter to that effect shall be issued by the Planning Commission upon demand; provided, however, that the subdivider may waive this request and consent in writing to the extension of such period.

## **2803 Preliminary Plat.**

### **2803.1 Submission.**

The subdivider shall prepare a Preliminary Plat and submit such plat to the Planning Commission to be used for the purpose of determining the adherence of the proposed subdivision to design standards and improvements proposals. An application requesting approval of the Preliminary Plat, together with seven copies of the Plat and any required supplemental material, shall be submitted to the staff of the Planning Commission not less than ten working days prior to the meeting at which it is to be considered.

### **2803.2 Planning Commission Procedure**

**2803.201** The Planning Commission shall review and act upon the Preliminary Plat within sixty days of the date of its submission by the applicant. If no action is taken by the Commission within the same time, the Preliminary plat shall be deemed to have been approved; however, provided, that the subdivider may waive the requirement and consent to an extension of said time period.

**2803.202** Action taken by the Commission shall be at a scheduled public meeting and notice of the time and place of said meeting be sent by registered or certified mail to the name and address specified on or accompanying the Preliminary Plat. Such notice shall be sent not less than five days before the date fixed for the meeting. At the meeting, the Planning Commission shall approve, approve with modification or disapprove the preliminary plat.

**2803.203** Notice of any action taken by the Commission shall be in writing, signed by the Chairman, and forwarded to the subdivider.

- (1) In case of disapproval, the reasons for disapproval shall after specifically to those parts of the Comprehensive Plan, or Ordinance, or regulation with which the plat does not conform. One copy of the reasons shall be retained in the records of the Commission and one copy forwarded to the subdivider.
- (2) On approval with modifications, the Commission may require the subdivider to resubmit the Preliminary Plat with all recommended modifications to the Commission before approval is given to the Preliminary Plat.

**2803.204** Before taking action on the Preliminary Plat, the Commission shall refer copies of the Plat and any attachments to those public officials and agencies which are concerned with new development, including but not limited to the S.C. Department of Health and Environmental Control, Georgetown Electric and Water Department, District Engineer of the S.C. Department of Transportation, telephone company, S.C. Electric & Gas Company, and the cable television company.

**2803.205** If the Preliminary Plat is found to conform to all of the requirements pertaining to the particular subdivision, the Commission shall approve the Preliminary Plat and the Chairman on

two copies of the Plat shall note such approval in writing. One copy shall be given to the subdivider and the Planning Commission shall retain one copy.

### **2803.3 Effect of the Preliminary Plat Approval.**

Approval of the Preliminary Plat is conditional approval and does not constitute approval of the Final Plat. Preliminary Plat approval shall be authorization for the subdivider to proceed with the preparation of the Final Plat and design the installation of site improvements, but shall not authorize the sale or transfer of lots. Approval of the Preliminary Plat shall become void unless installation of improvements are submitted for approval within one year of the date of said approval; provided, however, that the Planning Commission may waive this requirement and consent to an extension of said time period for one additional year.

## **2804 Final Plat.**

### **2804.1 Submission.**

The subdivider shall prepare and submit a Final Plat to the Planning Commission accompanied by an application requesting approval of the Plat. Seven copies of the Plat shall be submitted to the Commission's staff not less than ten working days prior to the meeting at which it is to be considered. Copies shall be dark line prints. Final Plats shall include certification from a City-designated representative(s) that all required site improvements have been installed to the City's satisfaction or that an acceptable technique in lieu of completion of all improvements has been proposed for the subdivision. The Planning Commission may permit submission of the Final Plat in sections covering a reasonable portion of the entire proposed subdivision as shown on the approved Preliminary Plat.

### **2804.2 Planning Commission Procedure.**

**2804.201** The Planning Commission shall review and act upon the Final Plat within sixty days of the date of its submission by the applicant. If the Commission within this time takes no action, the Final Plat shall be deemed to have been approved; provided, however, that the applicant may waive the requirements and consent to an extension of said time period.

**2804.202** Action taken by the Commission shall be at a scheduled public meeting and notice of the time and place of the meeting shall be sent by certified or registered mail to the name and address specified on the Plat. Such notice shall be mailed not less than five days before the date of the meeting.

**2804.203** The Final Plat shall conform in all respect to the Preliminary Plat as previously approved by the Commission, but shall incorporate all modifications required by the Planning Commission in its review of the Preliminary Plat. The Commission may, however, accept a Final Plat so modified as to reflect any substantial changes, which have occurred on the site of the proposed subdivision or in its surroundings, since the time of the Preliminary Plat approval.

**2804.204** If the Final Plat and all supplementary data submitted comply with all the requirements pertaining to the particular subdivision being considered, the Planning Commission shall approve said Plat and approval shall be noted in writing by the Chairman on each copy of the Final Plat.

**2804.205** One copy shall be retained by the Planning Commission, one copy to the Georgetown County Tax Assessor and two copies to the subdivider for recording purposes.

**2804.206** If the Final Plat is disapproved, the reasons for such action shall be stated in writing, signed by the Chairman and forwarded to the subdivider.

**2804.207** If deemed necessary, any modifications required by the Planning Commission as prerequisites to approval of the Final Plat shall be noted on three copies of the Plat. The Planning Commission shall retain one copy and two copies shall be returned to the subdivider for recording purposes.

### **2804.3 Recording the Final Plat.**

**2804.301** No subdivision plat shall be recorded unless it bears the endorsement of the Planning Commission. After the Commission has approved the Final Plat, two signed copies of the plat shall be returned to the subdivider for filing in the Register of Deeds Office of Georgetown County. The subdivider shall record the two-signed copies in this office within fifteen days of the date of final approval. Failure to the fifteen day deadline shall cause the approval by the Planning Commission to be null and void, unless an extension of time is granted in writing by the Commission upon written request by the subdivider.

**2804.302** Recording the Final Plat shall constitute an irrevocable offer to dedicate all streets and other public ways shown on the plat and to dedicate or reserve, as specified by the Commission, all park reservations and other such areas to the public use. Recording of the Plat, however, shall not impose any duty the City concerning acceptance of such dedicated streets or dedicated or reserved areas, until the Georgetown City Council has made the proper acceptance.

### **2805 Subdivisions Exempted from Standard Procedures.**

**2805.1** In the case of any proposed subdivision which does not involve the provision of new streets for access (i.e., one in which all proposed lots will have frontage on an existing public street or road) the following procedures may, at the subdivider's discretion, be followed to obtain review and approval of the Plat by the Planning Commission:

**2805.101** The subdivider shall prepare a Sketch Plan of the proposed subdivision in accordance with the requirements of this Ordinance;

**2805.102** The subdivider shall obtain the approval of the Georgetown ~~Public Works Department of Streets and Utilities~~ for water and sewer connections;

**2805.103** The subdivider shall submit three copies of the Sketch Plan to the staff of the Planning Commission, who, within ten working days thereafter, shall notify the subdivider of any additions or modifications to the plan, which may be necessary to comply with the standards of this Ordinance. Such review by the staff shall constitute an official review by the Planning Commission; and,

**2805.104** Following the receipt of such notification from the staff of the Planning Commission, the subdivider shall then prepare a Final Plat in full accordance with Section ~~1607 203~~ of this Ordinance, and such Final Plat shall be submitted in accordance with Section ~~1607 203~~ of this Ordinance.

**2805.2** The following exception is exempted from the standard plat submission and review procedure:

**2805.201** The combination or recombination of portions of previously platted lots where the total number of lots is not increased and the resultant lots are equal to the standards of this Ordinance and other regulations of the governing authority, provided that in making such changes:

- (1) No lot or tract of land shall be created or sold that is smaller than the minimum dimensions required by these or other City Regulations;
- (2) Easements or rights-of-ways reserved for drainage shall not be changed;



(3) Street locations and block sizes shall not be change; and,

(4) No lot shall be created which does not abut a street.

**2805.3** Such lot arrangements as are permitted in the Georgetown Zoning Ordinance, which, by their nature, cannot meet all the requirements included herein. It is the intent of this section to exempt these types of subdivisions from those specified regulations, which would restrict that particular use of land, while in the spirit of this Ordinance. Examples of such lot arrangements are:

**2805.301** Nonresidential lots within the Core Commercial District,

**2805.302** Townhouse residences on individual lots, and

**2805.303** Marsh areas subdivided for purpose of transfer.

**2805.4** In case of the above exceptions, the subdivider shall submit to the staff of the Planning Commission six copies of dark line prints of the plat drawn to the requirements of this Ordinance for a Final Plat, or in the case of a plat previously submitted, he shall submit six dark line prints on the revised Plat, whereupon the staff shall, in writing, advise the subdivider if the proposed subdivision or re-subdivision complies with the requirements listed above. When the plat does comply, the Planning Commission shall receive the Final Plat as a matter of information and shall indicate such fact upon each copy of the plat. Distribution of the copies shall be as required in Section ~~2804.2~~ **203.3** of this Ordinance.

## **2806 Planned Development Requirements**

### **2806.1 Site Plan Requirements:**

The site utilized for a PD District shall contain the following:

**2806.101** A minimum of ten (10) contiguous acres of land.

**2806.102** A PD must include both Residential Use and Commercial Use. Any proposed uses shall be approved by the Planning Commission and City Council. A list of permitted uses in the PD shall be adopted as part of the Ordinance. Thereafter, the uses permitted in the district shall be restricted to those listed and adopted.

**2806.103** Setbacks from both interior and exterior property lines shall be proposed for each PD as part of the master plan submittal and shall be subject to approval or modifications by the City Planning Commission and/or City Council.

**2806.104** Maximum building heights shall be proposed for each PD as part of the master plan submittal and shall be subject to approval or modifications by the City Planning Commission and/or City Council.

**2806.105** Density shall be proposed for each PD as part of the master plan submittal and shall be subject to approval or modifications by the City Planning Commission and/or City Council.

**2806.106** The plans shall be prepared in accordance with the standards set forth in the City of Georgetown Land Development Regulations;

### **2806.2 Common Open or Green Space Requirements**

The total common open or green space within a PD shall be a minimum of 20% percent of the gross acreage of the PD. On-site usable open or green space shall be centrally located relative to the development and/or neighborhood with the intent to service the people of the PD and should be

easily accessible to all parcels. Wetlands shall not be included as being part of the required 20% of open space.

### **2806.3 Minimum Buffer Requirements**

For the prevention of noise, improvement of visual character and generally more pleasing environment, adequate landscaping and screening shall be required and shown on the PD plan. A minimum 25 foot exterior landscaped buffer shall be required around the PD and adjacent properties and or Public right-of-ways.

### **2806.4 Wetland Buffer Requirements**

All proposed buildings / parcel boundaries adjacent to delineated wetlands shall have a required minimum buffer of ten (10) feet for structures at or below 35 ft. in height. Structures over 35 ft. in height shall be required to add an additional (5) feet of setback for every 10 ft. of height requested. For the purpose of Sections **2806.3 and 2806.4** ~~702.4 and 702.5~~ buffer shall be defined as landscape areas, fences, walls or any combination thereof used to physically separate or screen one use or property from another so as to visually shield or block noise, lights, or other nuisance. Berms shall not be allowed within buffer areas.

### **2806.5 Utilities, Services, and Easements**

Structures within a PD shall be connected to City electric and all utility lines shall be placed underground except for major electrical transmission lines. Structures within a PD shall be connected City water and sewer lines. Adequate provisions to maintain on-site and off-site drainage shall be provided. All utility and drainage easements shall be approved by the applicable City Department.

### **2806.6 Street and Sidewalks**

All dedicated public streets, private streets and sidewalks within the PD shall be constructed to conform to SCDOT standards.

## **2807 Access and Circulation**

A circulation system shall be designed so as to provide for safe and convenient access to dwelling units, open space, community facilities, commercial uses, and industrial uses in the planned development. Principal vehicular access points shall be designed to permit smooth traffic flow and minimum hazards to vehicular, bicycle, or pedestrian traffic, sidewalks, walking trails and bicycle lanes shall be encouraged. Adequate access and circulation for emergency and service vehicles shall be provided.

### **2807.1 Signs**

All proposed signage for the PD shall be submitted and approved by Planning Commission and City Council.

### **2807.2 Trip Generation Data and Traffic Study**

Trip generation data is required for a PD. An engineered traffic study shall be required if the trip generation exceeds 500 trips per day. The traffic study shall consider the current traffic conditions; traffic generated by the proposed PD site at full development; traffic generated by developments approved in the areas that would affect future traffic flows; and an estimate of future traffic on the system at the time of build out. Calculations shall reference to the current edition of the Institute of Transportation Engineer's Trip Generation Manual.

## **2808 Application and Approval of Planned Developments**

**2808.101** Prior to filing an application to rezone property to PD, a conceptual plan shall be submitted to the Building and Planning Department for review. Such plan shall illustrate the boundaries of the proposed area to be rezoned to PD and the proposed site plan.

**2808.102** The Applicant shall then prepare and submit an application including a complete conceptual plan and detailed PD narrative. ~~See Appendix B: Planned Development Narrative for the narrative requirements.~~

**2808.103** The Planning Commission shall hold a Public Hearing on the proposed rezoning to PD. The Planning Commission shall make a recommendation to the City Council as to whether to approve or deny the requested rezoning to PD. City Council shall consider an ordinance rezoning the property to PD. If the request is approved by two (2) readings of the ordinance, the rezoning shall be considered complete and the master plan shall become the zoning standards for the PD.

### **2808.2 Procedure for Phased Development**

Nothing in this section shall prevent an applicant from developing a PD in phases provided the following conditions are met:

**2808.201** A phase of development shall be part of an overall approved PD.

**2808.202** The proposed phases shall be delineated on the plan of development.

**2808.203** A construction timetable shall be submitted and approved showing the estimated completion dates for each phase.

**2808.204** In a phased planned development, each phase shall provide a minimum of twenty (20) percent as open space of the gross site area of that particular phase in order to meet the twenty (20) percent requirement of open space for the PD.

**2808.205** When any phase of a PD is developed, such phase shall conform to the master plan for the PD as approved or amended.

### **2808.3 Plat Approval**

A PD which requires the subdivision of property shall adhere to the requirements for plat approval in ~~Article XVI: Subdivision and Land Development Regulations. the City of Georgetown Land Development Regulations.~~

### **2808.4 Amendment Procedures**

#### **2808.401 Major Changes.**

Major changes in the PD plan after it has been adopted shall be considered the same as a new petition and shall be made in accordance with the procedures specified in Section ~~2900~~ ~~1800~~ of this ordinance. Major changes include, but are not limited to,

- (1) Increase the density
- (2) Change the outside (exterior) boundaries
- (3) Change in use
- (4) Change the location or amount of land devoted to specific land use

- (5) Significantly change the exterior appearance from those shown on any plans which may be submitted or presented by the developers

#### **2808.402 Minor Changes.**

- (a) Minor changes in the PD may be approved by the Zoning Administrator. Minor changes may include, but are not limited to:
  - (2) Decrease in density
  - (3) Minor shifting of the location of buildings, proposed streets, public or private ways, utility easements, parks or other public open spaces, or other features of the approved plan.
  - (4) Zoning and Building Permits Zoning and building permits shall not be issued until after the final PD plan and narrative are approved by City Council; all requirements and conditions have been satisfied, and a final plat for any portion of the property contained within the area encompassed by the final PD plan is recorded in the Georgetown County Courthouse.

### **2809 Principles of Master Plans**

#### **2809.1 Foundation for Standards:**

The City of Georgetown ~~Zoning~~ Unified Development Ordinance serves as the foundation of regulations applying to the project. Unless the Master Plan Exhibits or “Terms and Conditions” document specifically call out deviation from ~~Zoning~~-Unified Development Ordinance standards, the current ~~Zoning~~-Unified Development Ordinance’s standards at time of creation of the Master Plan apply. Environmental regulations such as wetland buffers and open space should only be modified when the specific intent of those regulations within the ~~Zoning~~-Unified Development Ordinance is met. Other types of regulations, such as but not limited to, land-use buffers, parking standards, and amenities may be modified based on the unique design of the project, provided that the general intent of the regulations within the ~~Zoning~~-Unified Development Ordinance is met.

#### **2809.2 Status of Exhibits:**

The Master Plan and other attached exhibits are specifically designed to reflect the overall design intent, as well as the required elements and commitments defined for the project. No inadvertent detail or graphic not clearly specified on the exhibits is intended to contradict the specific requirements of the ~~Zoning~~-Unified Development Ordinance. The Master Plan and other attached exhibits are intended to be conceptual in nature, with civil and construction drawings submitted and reviewed according to the process set forth in the ~~Land Development Regulations and/or Zoning~~ Unified Development Ordinance for individual buildings and other project components as the overall plan is developed.

#### **2809.3 Order of Control:**

In the case of contradiction, the order of control is:

**2809.301** The Master Plan Terms and Conditions;

**2809.302** The Master Plan or other exhibits where specific details have been called out;

**2809.303** The ~~Zoning~~-Unified Development Ordinance (if amended after the creation of this document, then the amended version of the ~~Zoning~~-Unified Development Ordinance applies); and

**2809.304** The Master Plan or other exhibits for general items that have not been specifically called out.

## **2809.4 Components of Master Plans**

Master Planned districts are established through the creation of a Master Plan and associated Terms and Conditions.

## **2809.5 Master Plan:**

**2809.501** A master plan shall:

- (1) Be prepared by a licensed engineer, architect, landscape architect, or land planner;
- (2) Identify the general location of land uses within individual development areas, and the mix of land uses;
- (3) Calculate the acreage, number, type, and mix of land uses, including the total number of residential units, residential densities, and non-residential intensities within each development area, and the total number, type, and mix of land uses for the entire Master Plan;
- (4) Identify the general location, amount, and type (whether designated for active or passive recreation) of open space. Open space, ~~as defined in Sec. 324 of the Zoning Ordinance~~, shall be incorporated into the Master Planned District. A percentage based on the total acreage shall be provided and approved by the Zoning Administrator and Planning Commission.
- (5) Identify the on-site transportation circulation system, including all public and private streets, existing or projected transit corridors, pedestrian and bicycle pathways, and how such on-site improvements will connect with existing adjacent city facilities. Pervious asphalt shall be used to decrease storm water runoff;
- (6) Identify the location of environmentally-sensitive lands such a wetland buffers, wildlife habitat, streams, open space, historic trees, floodplains, and wetlands;
- (7) Establish the general location of on-site water and wastewater facilities, and how these would connect to the existing utility infrastructure in the area;
- (8) Identify the general location of all public facility sites serving the development, including transportation, water, wastewater, parks, emergency management services, storm water management, and schools.

**2809.502** Terms and Conditions document (narrative) must include the following components:

- (1) A brief statement of planning objectives and intent for the project;
- (2) A completed Impact Analysis of the proposed rezoning and answers to the following questions:
  - (a) Does the zoning proposal permit a use that is suitable in view of the use and development of adjacent and nearby property?
  - (b) Does the zoning proposal adversely affect the existing use or usability of adjacent or nearby property?
  - (c) Does the property to be rezoned have a reasonable economic use as currently zoned?
  - (d) Will the zoning proposal result in a use that could cause an excessive or burdensome use of existing streets, transportation facilities, utilities or schools?
  - (e) Is the zoning proposal in conformity with the policies and intent of the Land Use Plan?

- (f) Are there existing or changing conditions that affect the use and development of the property which support either approval or denial of the zoning proposal?
- (g) Does the zoning proposal permit a use that can be considered environmentally adverse to the natural resources, environment and citizens of the City of Georgetown?
- (3) A list of principal and accessory uses allowed, and by what mechanism (permitted by right, by conditional uses, or by special exception);
- (4) Any modification being requested from use-specific standards for principle and accessory uses;
- (5) Lot standards (such as but not limited to setbacks, land-use buffers, height, density, and size of buildings);
- (6) Development and design standards on topics such as but not limited to parking, landscaping, exterior lighting, amenities, signage, and architectural design.

### **2809.503 Other Exhibits:**

- (a) Depending on the particular project, other exhibits may be included as well. Examples include the following:
- (2) **Traffic Impact Analysis:** In cases where a proposed Master Planned district triggers the threshold requirements given in the Institute of Transportation Engineer's Trip Generation Manuel, a traffic impact study shall be required (reference Section 1616) (~~ref. See 409 of the Land Development Regulations~~).
- (3) **Phasing Plan:** If the Master Planned district is proposing to have multiple phases, a development phasing plan must be provided that identifies the general sequence or phases in which the land is proposed to be developed, including how residential and non-residential development will be timed, how infrastructure (public and private) and open space will be provided and timed, and how development will be coordinated with the City's capital improvements program. The phasing plan may allow modification based on future market conditions and demands.
- (4) **Conversion Schedule:** The Master Plan may include a conversion schedule that identifies the range of conversion that may occur between different types of residential and non-residential uses.
- (5) **Other Specialized Plans:** Other specialized plans, such as but not limited to the following, may be included as well: a lighting plan; a signage plan; and open space plan; a landscaping plan (as pertains to ~~Article XXI: Commercial Corridor Design Overlay Districts XXX, Overlay District for Main Corridors~~); an amenities plan; and architectural renderings, elevations, or examples.
- (6) **Bonds:** A surety bond (performance or contract) shall be provided to guarantee the satisfactory completion of the project by the developer or contractor.

### **2809.6 General Standards for Master Planned Districts**

The following general standards shall apply for all Master Planned districts.

#### **2800.101 Consistency with the Comprehensive Plan:**

The Master Planned zoning district designation and the Master Plan shall be consistent with the current City of Georgetown Comprehensive Plan.



#### **2800.102 Compatibility with Surrounding Areas:**

Development along the perimeter of a Master Planned District must be compatible with adjacent existing or proposed future development. In cases where there are issues of compatibility, the Master Plan shall provide for transition areas at the edges of the Master Planned district that allow for appropriate buffering and/or ensure a complementary character of uses.

Complementary character is identified based on densities/intensities, lot size and dimensions, street and block grid pattern, building height, building mass and scale, hours of operation, exterior lighting, landscaping, and siting of service areas.

#### **2800.103 Consistency with the ~~Zoning~~-Unified Development Ordinance:**

Along with the consistency to the current Comprehensive Plan, the Master Planned zoning district and development shall conform to the minimum standards of the City of Georgetown ~~Zoning~~-Unified Development Ordinance, including the Overlay District where applicable, unless more stringent standards are detailed in the Terms and Conditions section of the Master Planned district design.

#### **2800.104 Location:**

All Master Planned districts may be located anywhere within the city as long as other standards of this ordinance can be met.

#### **2800.105 Size:**

Minimum size restrictions are as follows:

- (1) Master Plan-Residential (MP-R) districts shall be at least three (3) acres.
- (2) Master Planned Commercial (MP-C) and Master Planned Business/Industrial Park (MP-BIP) districts shall be at least five (5) acres.
- (3) \*However, City Council may reduce these size requirements where appropriate based on physical development constraints, protection of environmentally-sensitive natural areas, or the promotion of a community goal when more conventional development or subdivision would be difficult or undesirable give the constraints on development.



## Article XXIX: Amendments

### 2900 Authority

This Ordinance, including the Official Zoning Map, may be amended from time to time by the City Council as herein specified, but no amendment shall become effective unless it shall have been proposed by or shall first have been submitted to the Planning Commission for review and recommendation. The Planning Commission shall have thirty days within which to submit its report. If the Planning Commission fails to submit a report within the thirty-day period, it shall be deemed to have approved the proposed amendment.

### 2901 Requirements for Change

When the public necessity, convenience, general welfare, or good zoning practice justify such action, and after the required review and report of the Planning Commission, the City Council may undertake the necessary steps to amend the ~~Zoning-Unified Development~~ Ordinance.

### 2902 Amendments.

This Ordinance may be amended from time to time provided that the Planning Commission shall review and prepare a recommendation on the proposed amendment before the City Council takes any action on the request. The Planning Commission shall have sixty days within to submit its recommendation of the proposed amendment before City Council takes any action on the proposed amendment. If the Planning Commission fails to submit a report within the specified time, it shall be deemed to have approved the proposed amendment. Prior to action by City Council, a public hearing on the proposed amendment shall be held. The time, place, and date and purpose of the hearing shall be duly advertised in a newspaper of general circulation in the City at least fifteen days prior to the hearing.

### 2903 Procedure for Amendments.

Requests to amend the ~~Zoning-Unified Development~~ Ordinance shall be processed in accordance with the following requirements:

#### 2903.1 Initiation of amendments.

A proposed amendment to the ~~Zoning-Unified Development~~ Ordinance may be initiated by the Planning Commission, ~~or~~ at the direction of City Council ~~for Planning Commission review and recommendation~~, ~~by an application from Planning Staff~~, or by the owner or owners of the property proposed to be changed, provided, however, that action shall not be initiated for a zoning amendment affecting the same parcel or parcels of property or any part thereof, and requesting the same change in district classification by a property owner or owners of more than once every twelve months.

#### 2903.2 Application procedure.

Except in instances of City Council-initiated zoning amendment review, which shall be submitted to the Planning Commission by staff, application forms for amendment requests shall be obtained from the Planning Commission or the Zoning Administrator. Completed forms, together with an application fee to cover administrative costs, plus any additional information the applicant feels to be pertinent shall be filed with the Planning Commission. Any communication purporting to be an application for an amendment shall be regarded mere notice to seek relief until it is made in the form required.

**2903.201** Applications for amendments must be submitted in proper form at least three weeks prior to a Planning Commission meeting in order to be heard at that meeting.

**2903.202** Application fees shall be forwarded by the Planning Commission to the City Administrative Officer who shall supervise the application of same to the cost of advertising and other administrative expenses.

**2903.203** The Planning Commission, at regular meetings, shall review and prepare a report, including its recommendation for transmittal to the City Council.

**2903.204** All meetings of the Planning Commission shall be open to the public. At a meeting, any party may appear in person, or by agent, or by attorney.

**2903.205** No member of the Planning Commission shall participate in a matter in which he has any pecuniary or special interest.

**2903.206** Following action by the Planning Commission, all papers and data pertinent to the application shall be transmitted to the City Council for final action.

### **2903.3 Public Hearing.**

Before enacting an amendment to this Ordinance, the City Council or Planning Commission shall hold a public hearing thereon, notice of time and place of which shall be published in a newspaper of general circulation in the City at least fifteen days in advance of the scheduled public hearing date. Conspicuous notice shall be placed on or adjacent to the property affected, with at least one such notice being visible from each public thoroughfare that abuts the property. The notice shall be posted at least fifteen days prior to the public hearing.

### **2903.4 Changes in the Zoning Map.**

Following final action by the City Council any necessary changes shall be made on the Official Zoning Map. A written record of the type and date of such change shall be maintained by the City Administrative Officer. Until such change is made, no action by the City Council on amendments to the Zoning Map shall be considered official, unless the Administrative Officer fails to make the change within seven days after formal action by the City Council. In the latter event, action by the City Council shall be considered official seven days after the date of the action if the Administrative Officer has failed to make the appropriate changes.

### **2904 Reversion.**

To prevent land speculation at the expense of the general public and to ensure the timing of projects in accord with stated developmental objectives, construction shall start on all rezoned property within six months after rezoning. If construction has not begun within the specified time and is not completed within two years, the Planning Commission shall review the zoning of said property and the progress which has taken place and, if deemed necessary, initiate proceedings to reclassify the property in a manner consistent with the comprehensive plan.

~~Editor's note (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); (Sections 1202.1 & 1202.2 amended 4/18/19).~~

## Article XXX: Legal Status Provisions

### **3000 Conflict with other Laws**

Whenever the regulations of this Ordinance require a greater width or size of yards, or require a greater percentage of lot to be left unoccupied, or impose other more restrictive standards than are required in or under any other statutes, the requirements of this Ordinance shall govern. Whenever the provisions of any other statutes require more restrictive standards than are required by this Ordinance, the provisions of such statutes shall govern.

### **3001 Separability**

Should any section or provision of this Ordinance be declared invalid or unconstitutional by any court of competent jurisdiction, such declaration shall not affect the validity of the Ordinance as a whole or any part thereof which is not specifically declared to be invalid or unconstitutional.

### **3002 Repeal of conflicting ordinances**

All ordinances and parts of ordinances in conflict herewith are repealed to the extent necessary to give this Ordinance full force and effect.

### **3003 Effective Date**

This Ordinance shall take effect and be in force from and after the date of its adoption by the City Council of the City of Georgetown.

~~3000 Editor's note (renumbered Article XV, Sections 1500, 1501, 1502, and 1503 to new Article XIX, Sections 1900, 1901, 1902, and 1903, ord. of 4-21-2011).~~

**AN ORDINANCE ADOPTING THE *CITY OF GEORGETOWN UNIFIED DEVELOPMENT ORDINANCE* AND FOR REPEAL OF THE CITY OF GEORGETOWN ZONING ORDINANCE, CITY OF GEORGETOWN LAND DEVELOPMENT REGULATIONS, AND CITY OF GEORGETOWN ARCHITECTURAL REVIEW BOARD DESIGN GUIDELINES**

**WHEREAS,** pursuant to Title 6, Chapter 29 of the South Carolina Code of Laws, “the South Carolina Local Government Comprehensive Planning Enabling Act of 1994,” municipalities are authorized to enact a Unified Development Ordinance (“UDO”) and provides for its administration, enforcement, and amendment; and

**WHEREAS,** the City Council of the City of Georgetown, South Carolina, has determined it is in the best interest of the city to adopt one unified development document for the general purposes of guiding development in accordance with existing and future needs, promoting the public health, safety, convenience, order, appearance, prosperity, and welfare of the city, for ease of amendment, and for ease of use and reference by the public, staff, and city boards and commissions; and

**WHEREAS,** the City Council of the City of Georgetown acknowledges the standards adopted by City Council in the stand-alone Zoning Ordinance, Land Development Regulations, and Architectural Review Guidelines/Historic District Design Review Standards will be included in the UDO, eliminating the need for separate documents; and

**WHEREAS,** on November 19, 2025, the Planning Commission of the City of Georgetown, South Carolina held a public hearing to receive public input regarding the requested changes and recommended adoption by Mayor and Council;

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, in Council duly assembled, that the City of Georgetown adopt a City of Georgetown Unified Development Ordinance, as appearing in Ex. A, attached and incorporated, with amendments tracked (red – amendments; blue – taken from Land Development Regulations or Architectural Review Board Guidelines,) to be adopted clean.

**BE IT FURTHER ORDAINED,** the City of Georgetown Zoning Ordinance, City of Georgetown Land Development Regulations, City of Georgetown Architectural Review Board Design Guidelines, and all other ordinances or parts of ordinances inconsistent with this Ordinance are 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



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

### ACTION ITEM

|                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|-----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | November 20, 2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Department:</b>                | Planning & Community Development                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Issue Under Consideration:</b> | Motion to approve first reading of an ordinance establishing Chapter 5, Article VIII: Construction Board of Appeals, of the City of Georgetown Code of Ordinances.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Amount Requested:</b>          | n/a                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>In Current Budget?:</b>        | n/a                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>If not, please explain:</b>    | n/a                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Financial Impact:</b>          | n/a                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Points to Consider:</b>        | <ol style="list-style-type: none"> <li>1. This ordinance is currently situated within the City of Georgetown Zoning Ordinance.</li> <li>2. This article focuses on appeals from the established Building Code.</li> <li>3. The adoption of the City of Georgetown Building Code takes place within the City Code of Ordinances Chapter 5.</li> <li>4. The purpose of the Zoning Ordinance is not to establish an appellate board for Building Code, rather establish ordinances, guidelines, and boards for zoning-related matters.</li> <li>5. The proposed Unified Development Ordinance (to be presented to Planning Commission November 25, 2025) does not include the Construction Board of Appeals article.</li> </ol> |
| <b>Options:</b>                   | Approve or Deny                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Staff Recommendation:</b>      | Approve.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

**Reviews:**

|                    |                   |          |
|--------------------|-------------------|----------|
| Clarissa Tindall   | Created/Initiated | Approver |
| Ryan Call          | Approved          | Approver |
| Elise Crosby       | Approved          | Approver |
| Scott Whittier     | Approved          | Approver |
| Stephanie Buccione | Final Approval    | Approver |

**Attachments:**

1. ORD CBA Chapter 5 Article VIII City Code of Ordinances

**AN ORDINANCE AMENDING CHAPTER 5 OF THE CITY OF GEORGETOWN CODE OF ORDINANCES TO ADD ARTICLE VIII: CONSTRUCTION BOARD OF APPEALS, SECTIONS 5-120 – 5-160**

- WHEREAS,** Section 1-9 of the Code of Ordinance of the City of Georgetown allows for the amendment of the Code of Ordinances from time to time; and
- WHEREAS,** By ordinance of Council March 15, 2012, the City Council of the City of Georgetown amended the City of Georgetown Zoning Ordinance to add Chapter XX “Construction Board of Appeals,” and
- WHEREAS,** Such standards for the Construction Board of Appeals remain housed in the City of Georgetown Zoning Ordinance; and
- WHEREAS,** The City of Georgetown acknowledges such standards should be housed with the adopted Building Code in the City of Georgetown Code of Ordinances, rather than standards regulating zoning and land use; and
- WHEREAS,** The Mayor and Council anticipate being presented with a Unified Development Ordinance to replace the existing Zoning Ordinance and Land Development Regulations after Planning Commission review and public hearing, which would not include the Construction Board of Appeals Article and;
- WHEREAS,** an overlapping period of redundancy will provide for continuity in application of the building codes,

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, South Carolina, duly assembled, that the City of Georgetown Code of Ordinances Chapter 5 – Buildings and Building Regulations be amended to add Article VIII Construction Board of Appeals, as follows:

[Secs. 5-118-119 reserved]

**ART. VIII      Construction Board of Appeals**

**5-120   Establishment of Construction Board of Appeals**

A Construction Board of Appeals is established to achieve the purpose of hearing applications for modification of the requirements of the City Building Department and the City Fire Department in accordance with the International Building Code and the International Fire Code.

**5-121   Membership of the Board**

The Construction Board of Appeals shall consist of persons appointed by the Mayor and Council as follows:

1. Initial appointment shall be one for five years; one for four years; one for three years; one for two years; and one for one year;
2. Thereafter, each new member shall serve for five years or until a successor has been appointed;
3. Two (2) alternate members shall be appointed and called by the Board during the absence or disqualification of a member. Alternate members shall possess the qualifications required for board membership and shall be appointed for five years, or until a successor has been appointed; and,
4. The Building Official and the Fire Official shall serve as ex officio members of said board but shall have no vote on any matter before the board.
5. Vacancies on the Board shall be filled for an unexpired term in the manner in which the original appointments are required to be made. Members appointed to fill a



vacancy in an unexpired term shall be eligible for reappointment of two full terms.

6. Members shall be removed from the Board prior to the end of their terms only for just cause.

Continued absence of any member from regular meetings of the Board shall, at the discretion of Mayor and Council, render any such member liable to immediate removal from the Board.

#### 5-122 Qualifications

The Construction Board of Appeals shall consist of seven individuals who are not employees of the jurisdiction and each representing one the following professions or disciplines:

1. Design Professional: registered design professional with architectural experience or a builder or superintendent of building construction with at least ten (10) years' experience, five of which shall have been in responsible charge of work;
2. Structural Engineer: registered design professional with structural engineering experience;
3. Mechanical and Plumbing Engineer: registered design professional with mechanical and plumbing engineering experience or a mechanical contractor with at least ten (10) years' experience, five of which shall have been in responsible charge of work;
4. Electrical Engineer: registered design professional with electrical engineering experience or an electrical contractor with at least ten (10) years' experience, five of which shall have been in responsible charge of work; and,
5. Fire Protection Engineer: registered design professional with fire protection engineering experience or a fire protection contractor with at least ten (10) years' experience. Five of which shall have been in responsible charge of work.
6. Resident Citizens: Two citizens of the City of Georgetown who are not employees of the City

#### 5-123 Proceedings of the Construction Board of Appeals

The Board is authorized to establish policies and procedures necessary to carry out its duties. The Board shall annually select one of its members to serve as Chairperson. The Board shall appoint a Secretary, who may be a City employee. The Secretary shall file a detailed record of all proceedings in the Building and Planning Office. A member shall not hear an appeal in which that person has a personal, professional, or financial interest.

#### 5-124 Decisions of the Construction Board of Appeals

The Board shall modify or reverse the decision of the Building Official and/or Fire Official by a concurring majority vote of its members. The Board shall keep minutes of its proceedings, showing the vote of each member upon each question, or if absent or failing to vote, indicating such fact, and shall keep records of its examinations and other official actions, all of which shall be immediately filed in the Building and Planning Office and shall be public record. On all appeals, applications, and other matters brought before the Board shall inform in writing all parties involved of its decisions and the reason thereof.

#### 5-125 Resolution

The decision of the Board shall be by resolution. Certified copies shall be furnished to the applicant and to the Building Official

#### 5-126 Administration

The Building Official and/or Fire Marshal shall take immediate action in accordance with the decision of the Board.

#### 5-127 Appeals, Hearing, and Notice

The Board shall meet upon notice from the Chairperson within 10 days of the filing of an appeal or at stated periodic meetings. Public notice of all meetings of the Board shall be posted on the City website.

#### 5-128 Open Hearing

All hearing before the Board shall be open to the public. The appellant, the appellant's representative, the Building Official and/or the Fire Official, and any person whose interests are affected shall be given the opportunity to be heard.

#### 5-129 Rules and Procedures

The Board shall adopt Rules and Procedures under which the hearing will be conducted. The Rules and Procedures shall be made available to the public and shall be filed in the Building and Planning Office. The Rules and Procedures shall not require compliance with strict rules of evidence, but shall mandate that only relevant information be received.

#### 5-130 Postponed Hearing

When five (5) members are not present to hear an appeal, either the appellant or the appellant's representative shall have the right to request a postponement of the hearing.

#### 5-140

##### Exceptions for Emergency Hearings

Hearings for decisions that are deemed emergency may be held with 24 hour notice posted on the City website.

#### 5-150 Powers

The Construction Board of Appeals has the power to rule on any difference in interpretation between the applicant Building Official and/or Fire Official of the City of Georgetown.

The Construction Board of Appeals, when so appealed to and after a hearing, may vary the application of any provision of this Code to any particular case when, in its opinion, the enforcement thereof would do manifest injustice and would be contrary to the spirit and purpose of the technical codes or public interest, and also finds all of the following:

1. That special conditions and circumstances exist which are unique to the building, structure, or service system involved, and which are not applicable to others;
2. That the special conditions and circumstances do not result from the action or inaction of the applicant;
3. That granting the variance requested will not confer on the applicant any special privilege that is denied by the Code to other buildings, structures, or service system;
4. That the variance granted is the minimum variance that will make possible the reasonable use of the building, structure, or service system; and,
5. That the grant of the variance will be in harmony with the general intent and purpose of the Code and will not be detrimental to the public health, safety, and general welfare.

The Board shall set the time limit within which the action for which the variance is required shall be commenced or completed or both. Action by the Board may find that:

1. The provisions of the Code do not apply in the specific case;
2. An equally good or more desirable form of construction can be employed in any specific case; or
3. The true intent and meaning of the Code or any of the regulations hereunder have been misconstrued or incorrectly interpreted.

#### 5-160 Appeals from the decisions of the Construction Board of Appeals

The ruling made by the Construction Board of Appeals shall be final, without the right of further appeal.

**BE IT FURTHER ORDAINED**, 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

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

\_\_\_\_\_  
Carol Jayroe, Mayor

Approved as to Form:

\_\_\_\_\_  
Elise F. Crosby, City Attorney



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

### ACTION ITEM

|                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | November 20, 2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Department:</b>                | Finance                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Issue Under Consideration:</b> | Motion to approve second reading an ordinance authorizing the City of Georgetown, South Carolina, to enter into an installment purchase transaction to finance the costs relating to the acquisition, construction, renovation, and equipping of a city hall facility; authorizing the execution and delivery of various documents relating to such transaction including the base lease agreement and the installment purchase and use agreement; approving the issuance of not exceeding \$4,250,000 aggregate principal amount of installment purchase revenue bonds by the Georgetown public facilities corporation; delegating authority to certain city officials to effect such transaction and determine certain matters; authorizing the assignment of certain contracts to the Georgetown public facilities corporation; and other matters relating thereto. |
| <b>Amount Requested:</b>          | Not to exceed \$4,250,000                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>In Current Budget?:</b>        | No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>If not, please explain:</b>    | The City has been working to acquire a new city hall for many years. Funds have previously been appropriated to acquire an existing facility (old Steel Mill Administration building). Now, construction costs to rehabilitate the building for the City's needs have been determined and the City, plans to borrow not exceeding \$4,250,000 through an installment purchase revenue bond to complete the project. Such funds will be used, together with the \$1.9mm used to date, and the remaining insurance proceeds of \$1.8mm to fully complete the project.                                                                                                                                                                                                                                                                                                    |
| <b>Financial Impact:</b>          | Payments for a portion of the bond are anticipated to be generated from additional operating millage to be levied                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

|                              |                                                                                                                                                                                                                                                                                                                                                       |
|------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                              | by the City (approximately 2 mills). This amount may get reduced if other sources of funding become available, but conservatism requires us to identify the necessary sources of funding if alternative options do not materialize.                                                                                                                   |
| <b>Points to Consider:</b>   | Payments for a portion of the bond are anticipated to be generated from additional operating millage to be levied by the City (approximately 2 mills). This amount may get reduced if other sources of funding become available, but conservatism requires us to identify the necessary sources of funding if alternative options do not materialize. |
| <b>Options:</b>              | Approve/Disapprove                                                                                                                                                                                                                                                                                                                                    |
| <b>Staff Recommendation:</b> | Approve                                                                                                                                                                                                                                                                                                                                               |

**Reviews:**

Stephanie Buccione

Created/Initiated

Approver

**Attachments:**

1. Installment Purchase and Use Agreement (2025 Georgetown IPRB)-4904-1852-6055-v4 Exhibit B
2. Ordinance Authorizing Financing (2025 Georgetown IPRB)-4927-8626-9784-v7
3. BLA - Redlined Pages
4. Base Lease Agreement (2025 Georgetown IPRB) 11.14.25 Final

INSTALLMENT PURCHASE AND USE AGREEMENT

between

GEORGETOWN PUBLIC FACILITIES CORPORATION  
as Seller

and

CITY OF GEORGETOWN, SOUTH CAROLINA  
as Buyer

---

[\$4,250,000]

GEORGETOWN PUBLIC FACILITIES CORPORATION  
INSTALLMENT PURCHASE REVENUE BOND  
(CITY OF GEORGETOWN CITY HALL PROJECT)  
SERIES 2025

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Dated as of December 1, 2025

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All right, title and interest of Georgetown Public Facilities Corporation in this Installment Purchase and Use Agreement (with certain exceptions) have been assigned to Regions Bank, as Trustee under the Trust Agreement dated of even date herewith, and are subject to the security interest of the Trustee.

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## INSTALLMENT PURCHASE AND USE AGREEMENT

This INSTALLMENT PURCHASE AND USE AGREEMENT dated as of December 1, 2025 (this “**Purchase and Use Agreement**”), is made and entered into by and between GEORGETOWN PUBLIC FACILITIES CORPORATION (together with its successors and assigns, the “**Corporation**”), a South Carolina nonprofit corporation, as seller, and CITY OF GEORGETOWN, SOUTH CAROLINA (the “**City**”), a political subdivision of the State of South Carolina (the “**State**”), as buyer.

### WITNESSETH

WHEREAS, the Corporation is a nonprofit corporation formed under the provisions of Title 33, Chapter 31, Code of Laws of South Carolina 1976, as amended;

WHEREAS, the City is a political subdivision of the State and is authorized under the provisions of Sections 5-7-30 and 5-7-40, Code of Laws of South Carolina 1976, as amended (the “**Act**”), to enter into this Purchase and Use Agreement;

WHEREAS, the Corporation and the City have entered into a Base Lease Agreement dated as of even date herewith (the “**Base Lease**”) pursuant to which the City is leasing the 2025 Real Property (as such term is defined in the Base Lease) to the Corporation so that the Corporation, as consideration, may provide for the 2025 Project (as defined herein) from the proceeds of the Series 2025 Bonds (as defined herein);

WHEREAS, the costs of the 2025 Project are expected to be approximately \$[5,801,160];

WHEREAS, the Corporation will sell the Facilities, as improved, to the City pursuant to the terms of this Purchase and Use Agreement;

WHEREAS, in order to provide funds (together with other available amounts) (i) to defray the costs of the 2025 Project and (ii) to pay the costs of issuance of the Series 2025 Bond (as defined below), the Corporation has entered into a Trust Agreement, dated as of even date herewith (the “**Trust Agreement**”), by and between the Corporation and Regions Bank, as trustee (the “**Trustee**”), and authorized the issuance of its \$[4,250,000] Installment Purchase Revenue Bond (City of Georgetown City Hall Project), Series 2025 (the “**Series 2025 Bond**”);

WHEREAS, the City Council of the City of Georgetown, the governing body of the City, has enacted an authorizing ordinance on November 20, 2025 (the “**Authorizing Ordinance**”), the provisions of which authorize the City to enter into an installment purchase transaction for the purpose of effecting the financing of the 2025 Project and the City’s purchase of the Facilities, subject to the conditions set forth in the Authorizing Ordinance; and

WHEREAS, the City has agreed to make certain payments (as defined herein, the “**Installment Payments**”) for the acquisition of the Facilities, and in return the Corporation has agreed to issue the Series 2025 Bond for the purposes set forth herein, and, pending the acquisition of the Facilities pursuant to this Purchase and Use Agreement, the City shall be entitled to the use and occupancy of the 2025 Real Property and the Facilities and certain other rights; and

WHEREAS, all right, title, and interest of the Corporation in this Purchase and Use Agreement (with certain exceptions) including the right to receive Installment Payments, are being assigned by the Corporation to the Trustee under the Trust Agreement as security and a source of payment for the Series 2025 Bond.

NOW, THEREFORE, for and in consideration of the Corporation's undertaking of the 2025 Project, the undertaking of the City to pay the Installment Payments hereunder, the mutual covenants and agreements of the parties hereto, and other good and valuable consideration, the sufficiency and receipt of which is hereby acknowledged, the Corporation and the City, intending to be legally bound, do hereby agree as follows:

## ARTICLE I

### DEFINITIONS

**Section 1.1 Definitions.** Capitalized terms used and not otherwise defined herein have the meanings provided therefor in the Trust Agreement or the Base Lease, unless some other meaning is plainly intended. In addition, the following terms shall have the meanings set forth below, unless some other meaning is plainly intended:

**"2025 Project"** means the acquisition, construction, renovation, and equipping of the Facilities. The 2025 Project is described in Exhibit B attached hereto.

**"2025 Real Property"** has the meaning set forth in the Base Lease. As of the date of this Purchase and Use Agreement, the 2025 Real Property is as described in Exhibit A hereof.

**"Acquisition and Construction Contracts"** means any acquisition or construction contract between the City, on behalf of the Corporation, and any developer, contractor or other person or between any contractor or subcontractor and other person (under which contract the City has rights thereunder) with respect to the 2025 Project to be financed with Bond Proceeds.

**"Additional Bonds"** has the meaning given such term in the Trust Agreement.

**"Additional Facilities"** means any facilities of the City acquired, improved, renovated or constructed by the Corporation with the proceeds of Additional Bonds and made subject to this Purchase and Use Agreement by an amendment to Exhibit B hereof.

**"Additional Payments"** means that portion of the Installment Payments specified in Sections 4.1, 4.2, and 4.4 hereof as Additional Payments.

**"Additional Real Property"** means any real property in addition to the 2025 Real Property that is or will become the site of Additional Facilities and as described in a supplement to the Base Lease.

**"Available Sources"** means any legally available funds lawfully appropriated by the City Council, and which may include, but is not limited to, general fund monies, utility fund monies, proceeds of general obligation debt or Additional Bonds.

**“Base Lease”** means the Base Lease Agreement dated as of even date herewith, between the City and the Corporation, as it may be amended or supplemented from time to time.

**“Base Payments”** means that portion of the Installment Payments specified in Section 4.1 hereof as Base Payments.

**“Bond Counsel”** means a firm of nationally recognized bond counsel experienced in matters relating to the issuance of obligations of states or political subdivisions thereof.

**“Bond Fund”** means the fund of such name established pursuant to Section 5.5 of the Trust Agreement.

**“Bond Proceeds”** means the gross proceeds received from the issuance and sale of the Series 2025 Bond.

**“City Agreements”** means the Base Lease and this Purchase and Use Agreement.

**“City Council”** means the City Council of the City, as the governing body of the City, and any successor body.

**“City Facilities”** means that portion of the Facilities (whether a complete Facilities Component or a City Partial Facilities Component) allocated to the City as the result of a partition under the provisions of Section 2.4 hereof.

**“Completion Date”** means the date on which the Corporation and the City provide the final requisition to the Trustee pursuant to Section 3.4(b) hereof.

**“Corporation Facilities”** means that portion of the Facilities (whether a complete Facilities Component or a Corporation Partial Facilities Component) allocated to the Corporation as the result of a partition under the provisions of Section 2.4 hereof.

[**“Costs Advanced”** means the sum of all costs advanced by or credited to the City in furtherance of the 2025 Project, including particularly the City payments of \$1,545,000 through the date hereof to \$[389,408] as part of the Acquisition and Construction Contract with Coastal Structures Corporation. Costs Advanced total \$1,934,408.]

**“Environmental Laws”** means all federal, State, and local laws, rules, regulations, ordinances, programs, permits, guidance, orders and consent decrees relating to health, safety and environmental matters, including, but not limited to, the Resource Conservation and Recovery Act, as amended, the Comprehensive Environmental Response, Compensation, and Liability Act of 1980, as amended, the Toxic Substances Control Act, as amended, the Clean Water Act, as amended, the Clean Air Act, as amended, the Superfund Amendments and Reauthorization Act of 1986, as amended, state and federal superfund and environmental cleanup programs and laws and U.S. Department of Transportation regulations.

**“Event of Default”** means any of the events set forth in Section 8.1 of this Purchase and Use Agreement.

**“Event of Nonappropriation”** means (i) the failure by the City, for any reason, to specifically budget and appropriate moneys for a Fiscal Year that may be lawfully used to pay amounts due hereunder for such Fiscal Year or (ii) the provision by a City Representative (as defined in the Trust Agreement) of written notice to the Corporation and the Trustee of the City’s intention to not appropriate funds that may be lawfully used to pay amounts due hereunder for a Fiscal Year. An Event of Nonappropriation will be deemed to occur on the earlier of the date on which the City gives notice to the Corporation and the Trustee under clause (ii) above or the July 15 following the commencement of a Fiscal Year in which a budget has been adopted which fails to appropriate amounts due hereunder for such Fiscal Year; provided, however, that an Event of Nonappropriation may be waived as provided for in Section 4.7 herein. Notwithstanding the foregoing, an Event of Nonappropriation shall be deemed not to have occurred if the City adopts an ordinance prior to June 1 of any Fiscal Year authorizing the issuance of bonds, notes or other obligations for the purpose of paying all Installment Payments due in the succeeding Fiscal Year, notice of which is delivered timely to the Trustee.

**“Facilities”** has the meaning given such term in Exhibit B hereto.

**“Fiscal Year”** means the fiscal year of the City, currently beginning on each July 1 and ending on the succeeding June 30.

**“Force Majeure”** means, without limitation, the following: acts of God; strikes, lockouts or other industrial disturbances; acts of public enemies or terrorism; orders or restraints of any kind of the government of the United States of America or of the State or any of their departments, agencies or officials of any civil or military authority; insurrection; riots; landslides; earthquakes; flood; fire; storms; droughts; explosion; breakage or accidents to machinery, transmission pipes or canals; or any other cause or event not within the control of the party seeking the benefit of force majeure and not due to its own negligence.

**“Hazardous Material”** means and includes any pollutant, contaminant, or hazardous, toxic or dangerous waste, substance or material (including without limitation petroleum products, asbestos-containing materials and lead), the generation, handling, storage, transportation, disposal, treatment, release, discharge or emission of which is subject to any Environmental Law.

**“Holder”** or **“Bondholder”** means the Person in whose name a Bond is registered on the Register.

**“Initial Installment Payment”** has the meaning given such term in Section 4.1 hereof.

**“Installment Payments”** means the payments to be paid by the City pursuant to Sections 4.1, 4.2, and 4.4 hereof, and shall include, without limitation, the Initial Installment Payment, Base Payments, and Additional Payments.

**“Net Proceeds”** when used with respect to any proceeds from policies of insurance required hereby or any condemnation award, or any proceeds resulting from default under, or recovery under performance and payment bonds related to, any Acquisition or Construction Contract relating to the 2025 Project, or proceeds from any liquidation of any part of the Facilities, means the amount remaining after deducting from the gross proceeds thereof all

expenses, including, without limitation, reasonable attorney's fees and costs, incurred in the collection of such proceeds or award.

**"Outstanding"** has the meaning given such term in the Trust Agreement.

**"Partition Consultant"** means a person, firm, or corporation selected by the Trustee, who or which is experienced in public finance and in the valuation of public facilities and is not a full-time employee of the Trustee, the City, or the Corporation.

**"Partition Date"** has the meaning given such term in Section 2.4 hereof.

**"Permitted Encumbrances"** means, as of any particular time, (i) liens for taxes and assessments not then delinquent, or liens which may remain unpaid pursuant to the provisions of Sections 4.1 and 4.2, respectively, hereof; (ii) the other Security Documents; (iii) utility, access and other easements and rights-of-way, restrictions and exceptions which do not interfere with or impair the use of the 2025 Real Property or the Facilities, including rights or privileges in the nature of easements; (iv) any financing statements filed to provide notice of security interests pursuant to this Purchase and Use Agreement or the Trust Agreement; and (v) the matters described on Exhibit C hereto.

**"Project Fund"** means the fund of such name established pursuant to Section 5.2 of the Trust Agreement.

**"Purchase Option Price"** means an amount equal to the amount required to defease or otherwise discharge the Series 2025 Bond Outstanding under the Trust Agreement plus the amount of any Additional Payments which are due or accrued hereunder at the time which any purchase option hereunder is exercised.

**"Purchase Price"** means the sum of all Base Payments to be made hereunder which Purchase Price may be recalculated in the event of any prepayment of Base Payments provided for in Section 9.1 hereof.

**"Security Documents"** means this Purchase and Use Agreement, the Base Lease, the Trust Agreement, financing statements, if any, and any other instruments or documents providing security for the Holder of the Series 2025 Bond, provided all Security Documents, or copies thereof, must be filed with the Trustee.

**"Series 2025 Bond"** means the \$[4,250,000] Installment Purchase Revenue Bond (City of Georgetown City Hall Project), Series 2025 of the Georgetown Public Facilities Corporation, authorized by and secured under the Trust Agreement.

**"State"** means the State of South Carolina.

**"Waiver Period"** means the period of time commencing on the date an Event of Nonappropriation is deemed to occur and ending and including the date that is the 15<sup>th</sup> day prior to the first Bond Payment Date occurring in the Fiscal Year in which such Event of Nonappropriation occurs.



**Section 1.2 Rules of Construction.** Capitalized terms used herein and not otherwise defined shall have the meanings set forth in the Trust Agreement unless the context clearly indicates to the contrary. Words of the masculine gender shall be deemed and construed to include correlative words of the feminine and neuter genders. Unless the context shall otherwise indicate, the words importing the singular number shall include the plural and vice versa, and words importing person shall include firms, associations and corporations, including public bodies, as well as natural persons.

The table of contents hereto and the headings and captions herein are not a part of this document. Three asterisks mark the end of each article.

**Section 1.3 City Representations, Warranties and Covenants.** The City makes the following representations, warranties, and covenants:

(a) The City is a political subdivision of the State and has full power and legal right to enter into this Purchase and Use Agreement and the Base Lease and to perform its obligations hereunder and thereunder. The City's actions in making and performing its obligations under this Purchase and Use Agreement and the Base Lease have been duly authorized by all necessary governmental action and will not violate or conflict with any law or governmental rule or regulation, or any mortgage, agreement, instrument, or other document by which the City or its properties are bound.

(b) The City is a political subdivision within the meaning of Section 103(c)(1) of the Code.

(c) The City will take such action as is necessary to ensure that the proceeds of the Series 2025 Bond and the Initial Installment Payment are applied solely to pay the costs of the 2025 Project and will take such action as is necessary to assure that the 2025 Project is completed, furnished, and occupied by the City. In the event the amounts available from the Bond Proceeds together with the Initial Installment Payment and Costs Advanced appear to be insufficient for such purpose, the City will use its best efforts to provide for the payment of such costs from Available Sources.

(d) No portion of the Facilities will be used in the trade or business of a person who is not a "political subdivision" within the meaning of Section 103(c)(1) of the Code, without the written approval of Bond Counsel, or as may be described in the Tax Certificate.

(e) There is no fact which will materially and adversely affect the properties, activities, operations, revenues, prospects, or condition (financial or otherwise) of the City, its status as a political subdivision of the State within the meaning of Section 103(c)(1) of the Code, its ability to own and operate its property in the manner such property is currently operated or its ability to perform its obligations under this Purchase and Use Agreement and the Base Lease.

(f) There are no proceedings pending or, to the knowledge of the City, threatened in writing against or affecting the City, in any court or before any governmental authority or arbitration board or tribunal that, if adversely determined, would materially and adversely affect the properties, operations, prospects or condition (financial or otherwise) of the City, or the

corporate existence or powers or ability of the City to enter into and perform its obligations under this Purchase and Use Agreement and the Base Lease.

(g) The execution and delivery of the City Agreements, and the consummation of the transactions provided for thereby, and compliance by the City with the provisions of the City Agreements:

(i) are within the governmental powers and have been duly and validly authorized by all necessary governmental and other action on the part of the City; and

(ii) do not and will not conflict with or result in any material breach of any of the terms, conditions or provisions of, or constitute a default under, any indenture, loan agreement or other agreement or instrument, or result in the creation or imposition of any lien, charge or encumbrance upon any property or assets of the City (other than this Purchase and Use Agreement and the Base Lease) or any governmental restriction to which the City is a party or by which the City, its properties or operations may be bound or with the giving of notice or the passage of time or both would constitute such a breach or default or result in the creation or imposition of any such lien, charge or encumbrance, which breach, default, lien, charge or encumbrance could materially and adversely affect the validity or the enforceability of the City Agreements or the City's ability to perform fully its obligations under the City Agreements; nor will such action result in any violation of any laws, ordinances, governmental rules or regulations or court or other governmental orders to which the City, its properties or operations are subject.

(h) No event has occurred and no condition exists that constitutes an Event of Default or which, upon the execution and delivery of this Purchase and Use Agreement, or the passage of time or giving of notice or both, would constitute an Event of Default. The City is not in violation in any material respect, and has not received notice of any claimed material violation (except such violations as do not, and shall not, have any material adverse effect on the transactions herein contemplated and the compliance by the City with the terms hereof, or the other Security Documents), of any terms of any court order, statute, regulation, ordinance, agreement, or other instrument to which it is a party or by which it, its properties or its operations may be bound.

(i) This Purchase and Use Agreement is a legal, valid and binding obligation of the City, enforceable against the City in accordance with its terms except as such enforceability may be limited by bankruptcy, insolvency, or similar laws affecting the enforcement of creditors' rights generally and by general principles of equity; anything herein to the contrary notwithstanding, this Purchase and Use Agreement is subject in its entirety to the right of the City to terminate this Purchase and Use Agreement and all the terms and provisions hereof by failing to budget and appropriate moneys specifically to pay Installment Payments, as provided in Sections 2.2, 4.6 and 4.7 hereof.

(j) The use and the operation of the 2025 Real Property and the Facilities in the manner contemplated will not conflict in any material respect with any zoning, water or air pollution or other ordinance, order, law, rule, or regulation applicable to the 2025 Real Property and the Facilities including, without limitation, Environmental Laws. The City has caused or will cause the 2025 Project to be designed in accordance with all applicable federal, state and local

laws or ordinances (including rules and regulations) relating to zoning, planning, building, safety and environmental quality. The City will operate or will cause the Facilities to be operated in compliance with the requirements of all such laws, ordinances, rules and regulations, including, without limitation, Environmental Laws. The City further covenants and agrees to comply in all material respects with and materially conform to, or use its reasonable efforts to cause other persons whose obligation it is to so comply by contract or pursuant to law to comply in all material respects with and materially conform to, all present and future laws, statutes, codes, ordinances, orders, judgments, decrees, injunctions, rules, regulations and every applicable governmental authority, including Environmental Laws applicable to the 2025 Real Property and the Facilities, and all covenants, restrictions and conditions now or hereafter of record which may be applicable to the use, manner of use, occupancy, possession, operation, maintenance, alteration, repair or reconstruction of the 2025 Real Property and the Facilities, including building and zoning codes and ordinances (collectively, the “**Legal Requirements**”), provided that the City shall not be in default hereunder so long as the City promptly after receiving an actual written notice of any noncompliance, files a copy thereof with the Trustee and the City commences and uses its diligent efforts to cause compliance with such Legal Requirements, as long as the failure to comply and conform does not subject the 2025 Real Property or the Facilities to any material danger of being forfeited or lost as a result thereof. The City possesses or will possess, and the City hereby agrees to maintain and obtain in the future, all necessary licenses and permits, or rights thereto, to operate the Facilities as proposed to be operated, and all such licenses, permits or other approvals required in connection with the operation of the Facilities have been duly obtained and are in full force and effect except for any such licenses, permits or other approvals that are not yet required and that will be duly obtained not later than the time required or the failure to obtain which will not materially and adversely affect the operation of the Facilities. The City covenants and agrees to do all things necessary to preserve and keep in full force and effect its franchises, rights, powers and privileges as the same relate to the Facilities.

(k) The City has approved the formation of the Corporation and the issuance by the Corporation of the Series 2025 Bond.

(l) The City has not terminated any lease, lease-purchase agreement or installment purchase agreement by nonappropriation.

(m) The officer of the City charged with the responsibility for formulating budget proposals shall include in the budget proposals for review and consideration by the City Council in any Fiscal Year in which this Purchase and Use Agreement shall be in effect, provision for all Installment Payments required for such Fiscal Year under this Purchase and Use Agreement.

(n) To its knowledge, Hazardous Materials have not at any time been generated, used, treated, recycled, stored on, or transported to or from, or released, deposited or disposed of on the portion of the 2025 Real Property owned by it on the date hereof other than in compliance at all times with all applicable Environmental Laws.

**Section 1.4 Corporation Representations, Warranties, and Covenants.** The Corporation makes the following representations, warranties, and covenants:

(a) The Corporation is a duly organized and validly existing nonprofit corporation created under the laws of the State, has the requisite power to carry on its present and proposed activities, and has full power, right, and authority to enter into this Purchase and Use Agreement, the Trust Agreement and the Base Lease and to perform each and all of the obligations of the Corporation provided herein and therein.

(b) The Corporation has taken or caused to be taken all requisite corporate action to authorize the execution and delivery of, and the performance of its obligations under, this Purchase and Use Agreement, the Base Lease, and the Trust Agreement and each of the Acquisition and Construction Contracts to which it is or will be a party.

(c) By proper corporate action, the officers of the Corporation have been duly authorized to execute and deliver this Purchase and Use Agreement, the Base Lease, and the Trust Agreement.

(d) The execution and delivery by the Corporation of this Purchase and Use Agreement, the Base Lease, and the Trust Agreement and the consummation by the Corporation of the transactions contemplated hereby and thereby have not and will not conflict with or constitute a breach of or default under the Corporation's articles of incorporation or bylaws or any bond, debenture, note or other evidence of indebtedness of the Corporation, or any contract, agreement, or instrument to which the Corporation is a party or by which it is bound.

(e) Each of this Purchase and Use Agreement, the Base Lease, and the Trust Agreement, and each of the Acquisition and Construction Contracts to which it is or will be a party, has been or will be duly executed and delivered by the Corporation and constitutes or will constitute a legal and valid obligation of the Corporation, enforceable against the Corporation in accordance with its terms, except as enforcement may be limited by laws affecting creditors' rights generally and except as equitable remedies may be limited by judicial discretion.

(f) There is no litigation pending and served on the Corporation that challenges the Corporation's authority to execute, deliver, or perform its obligations under this Purchase and Use Agreement and the Corporation has disclosed any threatened litigation with respect to such matters of which the Corporation is aware.

(g) The Corporation is in material compliance with all applicable laws, regulations and ordinances, including, but not limited to, those applicable to the Corporation's activities in connection with this Purchase and Use Agreement.

(h) The Corporation is a South Carolina nonprofit, public benefit corporation, no part of the net income of which inures to the benefit of any private individual or organization.

(i) To defray the costs of the 2025 Project, and for such other purposes contemplated hereby and by the Trust Agreement, the Corporation will enter into the Trust Agreement pursuant to which it will issue the Series 2025 Bond payable from and secured by the Installment Payments under this Purchase and Use Agreement.

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## ARTICLE II

### INSTALLMENT SALE OF FACILITIES; USE OF 2025 REAL PROPERTY AND FACILITIES AND TERM THEREOF

**Section 2.1 Installment Sale of Facilities; Use of 2025 Real Property and Facilities; Term.** The Corporation hereby agrees to sell the Facilities to the City in accordance with the provisions hereof. On the date hereof, the Corporation has a valid leasehold interest in the 2025 Real Property and holds fee title to the Facilities thereon.

Upon the payment of each payment of Base Payments from funds other than amounts constituting Bond Proceeds (including income from the investment of such amounts), or as a result of Costs Advanced or the Initial Installment Payment, title to an undivided interest in the Facilities equal to that percentage of the Purchase Price represented by such payment will transfer from the Corporation to the City without further action by either party hereto.

Any prepayment of Base Payments which is used to redeem the Series 2025 Bond will result in a recalculation of the Purchase Price to take account of such prepayment and, upon the making of such prepayment, the City shall be credited with an undivided ownership interest in the Facilities equal to that percentage of the total Purchase Price, as adjusted, represented by the total of all Base Payments made, including the prepayment on such date.

Subject to the provisions of Article VIII hereof, the City shall have the exclusive right to occupy and use the 2025 Real Property and the Facilities during the term hereof. Subject to the provisions of Sections 2.2 and 2.3 hereof, this Purchase and Use Agreement shall be for a term beginning as of the date hereof, and ending on December 1, [2045].

During the term hereof, the City may permit use of portions of the 2025 Real Property and the Facilities subject to the following limitations: (i) the 2025 Real Property and the Facilities shall not be used in any manner that interferes with the use of such property by the City for the purposes for which it was designed or is then being used; (ii) any such agreement shall be voidable by the Trustee upon the occurrence of an Event of Default or an Event of Nonappropriation hereunder; and (iii) the City shall monitor all such use to ensure continued compliance with the provisions of the Tax Certificate, if any, relating to the Series 2025 Bond and Section 5.3 hereof.

**Section 2.2 Termination.** The term of this Purchase and Use Agreement shall terminate upon the earliest of any of the following events:

(a) the occurrence of an Event of Nonappropriation which is not thereafter duly waived or cured pursuant to subsections (c) and (d) of Section 4.7 hereof;

(b) the purchase by the City of all of the Facilities as provided in Article IX of this Purchase and Use Agreement;

(c) the occurrence of an Event of Default under and termination of this Purchase and Use Agreement by the Corporation or Trustee under Article VIII hereof; or

(d) the later of December 1, [2045], which date constitutes the last day of the term hereof, or such date as all Installment Payments due hereunder shall be paid in full.

Termination of this Purchase and Use Agreement shall terminate all obligations of the City under this Purchase and Use Agreement, including its obligations to pay future Installment Payments, and other amounts that have not been appropriated (excluding, however, amounts payable under Section 2.3 hereof and other amounts specifically provided for herein), subject to identification as provided in Section 2.4 hereof, shall terminate the City's rights of possession under this Purchase and Use Agreement of the Corporation Facilities (except to the extent of any conveyance pursuant to Article IX of this Purchase and Use Agreement); but all other provisions of this Purchase and Use Agreement, including all obligations of the Corporation with respect to the Holders of the Bonds and the receipt and disbursement of funds and all rights and remedies of the Corporation specifically provided herein, shall be continuing until the Trust Agreement is discharged as provided therein. Notwithstanding the foregoing, termination of the term of this Purchase and Use Agreement shall not impair the City's rights as landlord or the Corporation's rights as tenant under the Base Lease, except as provided in the Base Lease.

**Section 2.3 Holdover Terms.** In the event the City fails to deliver possession to the Corporation of the Corporation Facilities or any part thereof pursuant to Section 2.4 hereof, the City shall be unconditionally liable for the payment of all Installment Payments, including Additional Payments, for successive six month periods with each such period commencing on the Bond Payment Date following the last due date of Base Payments hereunder until the City delivers possession of the Corporation Facilities to the Corporation. The obligations of the City under this Section 2.3 shall not in any manner constitute a pledge of the full faith, credit, or taxing power of the City within the meaning of any State constitutional or statutory provision.

**Section 2.4 Surrender of Possession Upon Termination; Partition of Undivided Interests.** Upon (a) the occurrence of an Event of Default or an Event of Nonappropriation which results in termination hereof or (b) termination of all rights of the City hereunder, and at the written direction of the Trustee, with advice of counsel, the City and the Corporation shall proceed to partition the Facilities so that the percentage of undivided interests in the title to the Facilities will be converted, to the extent feasible, into like percentages of title in accordance with Exhibit E hereof and the following provisions. The date upon which the Trustee gives such written direction shall be the "*Partition Date*."

*Division of Facilities.* Within a reasonable time after the Partition Date (but in no event longer than 60 days after the Partition Date), the City and the Corporation shall prepare a report proposing a division of Facilities or, in the event the City and the Corporation notify the Trustee in writing that they are unable to agree on a proposed division or they have not proposed a division of the Facilities within the time period provided by the previous sentence, the Trustee, with the advice of counsel, shall appoint the Partition Consultant, and, upon consultation with a majority in interest of the Holders, shall propose in a report a division of the Facilities within a reasonable time after the Partition Date. The Partition Consultant, if required to be appointed in accordance with the prior sentence, shall be selected by the Trustee after consultation with a majority in interest of the Holders, and shall consult with, and make recommendations to the Trustee in the division of the Facilities. In any report of the Trustee, or that the Trustee causes to be made by the Partition Consultant, the Facilities shall, to the extent practicable, be allocated between the City and the Corporation in a fair and equitable fashion taking into account the

following factors: (1) if portions of the Facilities will be assigned to each of the Corporation and the City, the Trustee and the Partition Consultant shall propose such partition as will, in the aggregate, best protect the interests of the Holders (subject to the provisions of this Section 2.4); and (2) the deletion, reduction or release (without exchange or substitution) of any Released Facility pursuant to Section 5.1(c) hereof or pursuant to the last two paragraphs of Section 3.6 of the Base Lease shall be taken into account for purposes of determining the portions of the Facilities to be allocated between the Corporation and the City.

*Valuation of Facilities.* For purposes of any partition, the Facilities will be valued based on insured values at the time of partition, although the percentage of the Facilities being purchased on an annual basis through Installment Payments is set forth in the transfer table included as Exhibit E hereof.

*Partition Report; Finality.* Any report made by the Trustee, or that the Trustee causes to be made by the Partition Consultant, regarding the division of the Facilities shall be final and binding upon all parties.

*Instruments of Conveyance.* Within a reasonable time (but in no event sooner than 30 days or later than 60 days) after the issuance of a partition report, the City and the Corporation shall exchange deeds or other instruments vesting title to such of the Facilities as is required to effect such partition; provided, however, that any conveyance deed or other instrument made by the Corporation shall be made in the manner and subject to the conditions set forth in Section 9.2 hereof. Immediately thereafter, the City shall deliver up or cause to be delivered up peaceable possession of the Corporation Facilities to the Corporation, together with the related portion of the 2025 Real Property, without delay, in good repair and operating condition, excepting reasonable wear and tear.

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## ARTICLE III

### USE AND DISBURSEMENT OF PROCEEDS

#### **Section 3.1 Issuance of Series 2025 Bond; Construction of the 2025 Project.**

(a) Upon the issuance of the Series 2025 Bond, the Trustee will deposit the proceeds of the Series 2025 Bond into the 2025 Project Fund in the amounts specified in Section 5.1 of the Trust Agreement, to be used (i) to defray the cost of the 2025 Project and (ii) to pay the costs of issuance thereof.

(b) The Corporation and the City acknowledge that the City, as agent for the Corporation, will be responsible for obtaining any and all Acquisition and Construction Contracts necessary or appropriate to acquire, construct, renovate, and equip the 2025 Project and the City shall be the agent of the Corporation for all such purposes.

(c) The City may install machinery, equipment, and other tangible personal property in the Facilities and on the 2025 Real Property and all such machinery, equipment and other tangible personal property not acquired or financed with the Bond Proceeds, the Initial Installment Payment, or the Costs Advanced will remain the sole property of the City.

**Section 3.2 Administration of Acquisition and Construction Contracts.** The City shall be responsible for preparing, administering, amending, and enforcing the Acquisition and Construction Contracts entered into or to be entered into with respect to the 2025 Project and for litigating or settling all claims thereunder as agent for the Corporation. The City and the Corporation, as their interests may appear, will be entitled to the benefit of all warranties, guaranties and indemnities provided under the Acquisition and Construction Contracts and by law.

**Section 3.3 Notices and Permits.** The Corporation shall cooperate with the City in order to give or cause to be given all notices and shall comply or cause compliance with all laws, ordinances, municipal rules and regulations and requirements of public authorities applying to or affecting the conduct of any work relating to the 2025 Project. To the extent permitted by law, the City will defend and save the Corporation the Trustee and their respective members, directors, officers, agents, and employees harmless from all liabilities, damages, or fines due to failure to comply therewith.

**Section 3.4 Disbursements from the 2025 Project Fund and the 2025 Cost of Issuance Fund.** (a) The Bond Proceeds (net of any costs of issuance) shall be deposited by the Trustee into the 2025 Project Fund (and the accounts therein described in Section 5.2 of the Trust Agreement). As provided in Section 5.1 of the Trust Agreement, disbursements from the 2025 Cost of Issuance Funds (as described in Section 5.2 of the Trust Agreement) shall be made to provide for payment of the costs of issuance of the Series 2025 Bond, and disbursements from the 2025 Project Fund shall be made to defray the costs of the 2025 Project and to fund certain reserve funds, if any, as set forth in Section 5.3 of the Trust Agreement.

(b) As provided in Section 5.3(b) of the Trust Agreement, the final requisition from the Project Fund shall contain, among other things, a certification by the Corporation and the City stating that the 2025 Project has been substantially completed in accordance with the terms and conditions of this Purchase and Use Agreement and compliance in all material respects with all applicable governmental regulations. As used in this paragraph, “substantial completion” of the 2025 Project shall mean completion such that the equipment and improvements undertaken in connection therewith are in working condition notwithstanding the fact that certain minor items of work remain to be done.

(c) Upon receipt of the final requisition with respect to the 2025 Project, the Trustee shall apply any balance then remaining in the Project Fund in the manner provided in Section 5.4 of the Trust Agreement.

**Section 3.5 Defaults Under Acquisition and Construction Contracts.** In the event of any material default by a supplier, contractor or subcontractor under any of the Acquisition and Construction Contracts, or in the event of a material breach of warranty with respect to any property, fixtures, materials, workmanship, or performance under any Acquisition and Construction Contract, the City and the Corporation shall promptly proceed, and may do so in conjunction with others, to pursue diligently such remedies as are available against the applicable supplier, contractor or subcontractor and/or against any surety of any bond securing the performance of the Acquisition and Construction Contracts. The Net Proceeds of any amounts recovered by way of damages, refunds, adjustments or otherwise in connection with the foregoing, remaining after deduction of expenses incurred in such recovery (including without limitation, attorney’s fees and costs), and after reimbursement to the City or the Corporation of any amounts theretofore paid by either of them, and not previously reimbursed, for correcting or remedying the default or breach of warranty which gave rise to the proceedings against the contractor or surety, shall be paid into the Project Fund if received before the Completion Date, or if received thereafter, shall be deposited as otherwise provided in Section 7.2 of this Purchase and Use Agreement.

**Section 3.6 Worker’s Compensation Insurance.** The City and the Corporation shall take such steps as are necessary to ensure that worker’s compensation insurance is in force with respect to any Acquisition and Construction Contracts.

**Section 3.7 Contractor’s Performance.** The City and the Corporation shall take such steps as are necessary to ensure the contractor’s performance in the same manner as would be applicable to any contracts of the City.

The Net Proceeds of any amounts recovered by way of damages, refunds, adjustments or otherwise in connection with the contractor’s performance remaining after deduction of expenses incurred in such recovery (including without limitation, attorney’s fees and costs), and after reimbursement to the City and the Corporation of any amounts theretofore paid by either of them, and not previously reimbursed, for correcting or remedying the default or breach of warranty which gave rise to the proceedings against the contractor or surety, shall be paid into the Project Fund if received before the Completion Date, or if received thereafter, shall be deposited as otherwise provided in Section 7.2 of this Purchase and Use Agreement.

**Section 3.8 General Public Liability and Property Damage Insurance.** The City and the Corporation shall take such steps as are necessary to ensure that comprehensive general public and property damage liability insurance with respect to the 2025 Project are provided in the same manner as would be applicable to any contracts of the City. The Net Proceeds of any insurance policies required by this section or any amounts recovered by way of damages, refunds, adjustments, proceeds or otherwise in connection with the foregoing, remaining after deduction of expenses incurred in such recovery to the City or the Corporation of any amounts not to exceed \$100,000 theretofore paid by the City or the Corporation and not previously reimbursed to the City or the Corporation for actions taken by the City or the Corporation (including without limitation, attorney's fees and costs), and after reimbursement to restore damaged portions of the Facilities to a condition necessary to secure the Facilities and prevent further loss shall be paid into the Project Fund before the Completion Date or, if received thereafter, shall be deposited as provided in Section 7.2 of this Purchase and Use Agreement.

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## ARTICLE IV

### INSTALLMENT PAYMENTS; ASSIGNMENT TO TRUSTEE

#### Section 4.1 Installment Payments.

(a) *Installment Payments to Constitute a Current Expense of the City.* The Corporation and the City understand and intend that the obligation of the City to pay Installment Payments hereunder shall constitute a current expense of the City and is dependent upon lawful appropriations of funds being made by the City Council from Available Sources to pay Installment Payments due in each Fiscal Year hereunder, and shall not in any way be construed to be a debt of the City in contravention of any applicable constitutional or statutory limitations or requirements concerning the creation of indebtedness by the City, nor shall anything contained herein constitute a pledge of the Available Sources, general tax revenues, funds, moneys or credit of the City.

It is understood and agreed that an initial Installment Payment (the “*Initial Installment Payment*”) shall be paid by the City as of the date hereof as a single payment in the amount of \$[1,766,838] and that the sources of funds from which the City intends to make the Initial Installment Payments are Available Sources, and the City has identified such sources and approved the amounts of such funds from such sources for use in making the Initial Installment Payment. It is also understood and agreed that Costs Advanced by the City in furtherance of the 2025 Project prior to the date hereof in the amount of \$1,934,408 shall result in a proportionate percentage ownership interest in the 2025 Project. The percentage ownership interest resulting from the Initial Installment Payment and Costs Advanced are reflected in the transfer table included as Exhibit E.

(b) *Payment of Base Payments.* Subject to an Event of Nonappropriation as described in Section 4.7 hereof, on or before the 15<sup>th</sup> day of the month prior to each Bond Payment Date during the period this Purchase and Use Agreement is in effect, the City shall pay to the Trustee as assignee of the Corporation, the Base Payments (exclusively from Available Sources specifically budgeted and appropriated for such purpose in lawful money of the United States of America), which payments shall be made to the Trustee as assignee of this Purchase and Use Agreement, in the amounts set forth on Exhibit D hereto; provided, that nothing herein shall constitute a pledge of the Available Sources, general tax revenues, funds, moneys, or credit of the City, and payments on account thereof, if and when received by the Trustee, shall satisfy the City’s obligation to make any Base Payment then due and shall constitute such Base Payment to the extent received. Each payment of the Base Payments, the payment of the Initial Installment Payment, and the credit for Costs Advanced, shall be in consideration for the conveyance of title to an undivided ownership interest in the Facilities as and to the extent provided in Section 2.1 hereof. As further consideration for the receipt of the Base Payments, the Initial Installment Payment, and the Costs Advanced, the City shall be entitled to the use and occupancy of all of the 2025 Real Property and the Facilities during the applicable Fiscal Year in which such payments are or will be made.

(c) *Payment of Additional Payments.* The City agrees to pay, subject to the provisions of Section 4.7 hereof, the following amounts as Additional Payments together with such other sums as are provided for herein:

(i) The amounts provided for in Sections 4.2 and 4.4 hereof to the parties referred to therein;

(ii) Any amounts due upon receipt of written notice from the Trustee pursuant to Section 5.5(e) of the Trust Agreement;

(iii) Within the period of time specified in Sections 5.5(e) and 5.7(i) of the Trust Agreement, the amount of moneys necessary to re-establish a subaccount of the Reserve Account at the applicable Reserve Requirement (as such term is defined in the Trust Agreement) as may be required pursuant to said Sections 5.5(e) and 5.7(i) of the Trust Agreement;

(iv) All reasonable costs and expenses incurred or to be paid by the Corporation or the Trustee, as the case may be, under the terms of this Purchase and Use Agreement or the Trust Agreement, including, without limitation, the amounts specified in Section 4.4 hereof and amounts payable by the Corporation pursuant to or contemplated by repurchase, forward delivery, or other investment agreements which are Permitted Investments under the Trust Agreement; and

(v) Amounts required to pay premiums on insurance for the 2025 Real Property or the Facilities if such amounts are not paid directly by the City to the applicable insurer.

The Corporation may, but shall be under no obligation to, advance moneys (i) to pay taxes, assessments and other governmental charges with respect to the 2025 Real Property and the Facilities, (ii) for the discharge of mechanic's and other liens relating to the 2025 Real Property and the Facilities, (iii) to obtain and maintain insurance for the 2025 Real Property and the Facilities and pay premiums therefor, and (iv) generally, to make payments and incur expenses in the event that the City fails to do so as required by this Purchase and Use Agreement or the Base Lease. As provided in Section 6.11 of the Trust Agreement, the Trustee may take any such action. Any such advances shall continue to be due as Additional Payments hereunder.

(d) *Credits.* The City shall be entitled to a credit against payments of Base Payments in the amount of any deposits in the Bond Fund provided for in the Trust Agreement. In addition to the credit provided in the preceding sentence, the amount payable by the City as Base Payments will be reduced by the amount of money in the applicable subaccount of the Acquisition Account (as such term is defined in the Trust Agreement) to be credited against those payments, including without limitation accrued interest on the Series 2025 Bond to the extent such amounts will be used to make payments on the Series 2025 Bond. In this connection, if applicable, when amounts remaining in a subaccount of the Reserve Account equal or exceed the remainder of the applicable Base Payments due, such amounts shall be transferred to the applicable subaccount of the Acquisition Account as and when needed for payment of such Base Payments.

(e) *Continuation of Term by City.* The City has no reason to believe, as of the date hereof, that it will not continue making Installment Payments through the entire term of this Purchase and Use Agreement, and reasonably believes that it will pay the Installment Payments due or coming due hereunder in order to continue to use the Facilities. The City presently intends

to maintain its capacity to issue general obligation debt that does not require voter approval, in amounts and at times, together with other Available Sources, sufficient to make Base Payments when due; provided, however, that the City makes no representation or warranty as to its ability to issue general obligation debt in the future. The City shall deliver notice to the Trustee within five days of receipt of a petition conforming to Section 5-17-20 of the South Carolina Code requesting repeal of an ordinance authorizing general obligation debt.

All representations and covenants contained in this Purchase and Use Agreement are subject to the ability of the City to terminate this Purchase and Use Agreement and all obligations hereunder as provided in Section 4.7 hereof.

#### **Section 4.2 Installment Payments Not Subject to Reduction, Offset, or Other Credits.**

(a) The City and the Corporation intend that this Purchase and Use Agreement shall yield, net, the Base Payments specified in Section 4.1 hereof during the term of this Purchase and Use Agreement, and that all costs, expenses, liabilities and obligations of any kind and nature whatsoever including, without limitation, any ad valorem taxes or other taxes levied against holders of real or personal property, insurance premiums, utility charges and assessments and all operation, maintenance, repair, and upkeep expenses relating to the 2025 Real Property and the Facilities and the use of the 2025 Real Property and the Facilities which do not constitute Base Payments, or other obligations relating to the 2025 Real Property and the Facilities which may arise or become due during the term of this Purchase and Use Agreement and which the Corporation except for this Purchase and Use Agreement or the terms of the Base Lease would ordinarily be required to pay as owner of the 2025 Real Property and the Facilities (regardless of whether the City as owner would be so required to pay) shall either be paid under the provisions of the Base Lease or be included in the Installment Payments and paid by the City as Additional Payments under this paragraph (a). The City acknowledges that, under the provisions of the Base Lease, it has retained responsibility for the payment of taxes and insurance on the 2025 Real Property and the Facilities and the property associated therewith and the obligations of the City under the Base Lease are not subject to the limitations of Section 4.6 hereof.

(b) All payments of Additional Payments referred to in Section 4.2(a) above shall be made by the City in immediately available funds on a timely basis directly to the person or entity to which such payments are owed; provided, however, subject to the terms hereof and the other Security Documents, the City shall not be required to pay, discharge or remove any tax, lien, or assessment, or any mechanic's, laborer's or materialman's lien or encumbrance, or any other imposition or charge against the 2025 Real Property and the Facilities or any part thereof, or comply with any law, ordinance, order, rule, regulation or requirement, as long as the City shall, after prior written notice to the Corporation and the Trustee, at the City's expense, contest the same or the validity thereof in good faith, by action or inaction which shall operate to prevent (i) the collection of the tax, lien, assessment, encumbrance, imposition or charge so contested, or the enforcement of such law, ordinance, order, rule, regulation or requirement, as the case may be, and (ii) the sale of the Facilities or any part thereof to satisfy the same or to enforce such compliance; provided further, that the City shall have given reasonable security as may be demanded by the Corporation, the Trustee, or both, to insure such payment and prevent any sale or forfeiture of the Facilities or any part thereof by reason of such nonpayment or noncompliance.

**Section 4.3 Prepayment of Installment Payments.** The City may prepay Installment Payments in whole or in part as provided in, and under the conditions prescribed under, Sections 7.2 and 9.1 hereof, or at any time that the City so determines for the purpose of providing for the redemption of Series 2025 Bond as provided in Section 4.1 of the Trust Agreement. The City shall notify the Trustee in writing of the dates on which the Series 2025 Bond corresponding to any prepayment hereunder are to be redeemed or purchased (as applicable) and the amount to be so redeemed or purchased on each such date, all in accordance with the provisions of the Trust Agreement. The Trustee may request such reasonable information and reports as may be necessary to establish the sufficiency of the payments to be made at the time of such prepayment or purchase, respectively.

**Section 4.4 Administrative Expenses.** Subject to the provisions of Section 4.7 hereof, the City shall pay as Additional Payments (i) the periodic fees and expenses from time to time of the Trustee and any Paying Agent incurred in administering the Trust Agreement and the Series 2025 Bond, and (ii) any expenses, including, but not limited to, fees for legal, financial and accounting services, and costs of directors and officers insurance incurred by the Corporation or the Trustee to compel full and punctual performance of this Purchase and Use Agreement in accordance with the terms hereof.

**Section 4.5 Assignment of Purchase and Use Agreement, Manner of Payment.** As security for and the source of payment of the Series 2025 Bond, pursuant to the Trust Agreement, the Corporation has assigned to the Trustee all of its right, title and interest in and to this Purchase and Use Agreement, except for the right of the Corporation to receive indemnity against claims and payment of its fees and expenses pursuant to Sections 4.2, 4.4, and 5.5 hereof and to receive notices thereunder. The City consents and agrees to the assignment of this Purchase and Use Agreement as provided herein. The City covenants to fully perform, in timely fashion, all of its covenants, agreements and obligations under this Purchase and Use Agreement, and to make all payments required by the City under this Purchase and Use Agreement (other than payment for indemnity and fees and expenses of the Corporation) directly to the Trustee, all without set-off, defense or counterclaim by reason of any dispute which the City may have with the Corporation or the Trustee.

**Section 4.6 Limited and Special Obligation of City.** Upon the occurrence of an Event of Nonappropriation, this Purchase and Use Agreement may be terminated as of the end of the last Fiscal Year, which is not affected by such Event of Nonappropriation, and the City shall not be obligated to pay the Installment Payments provided for in this Purchase and Use Agreement beyond the end of such Fiscal Year (except as otherwise provided herein). If this Purchase and Use Agreement is terminated under this Section 4.6 or as provided in Section 4.7 or Section 2.2, the City agrees to peaceful delivery of that portion of the Facilities to be retained by the Corporation or its assigns as provided in Section 2.4 hereof.

The obligations of the City to make Installment Payments required under this Article IV and other sections hereof, and to perform and observe the covenants and agreements contained herein, shall be absolute and unconditional in all events, except as expressly provided under this Purchase and Use Agreement. Notwithstanding any dispute involving the City and any of the Corporation, any contractor, subcontractor, or supplier of materials or labor, or any other person, the City shall make all Installment Payments when due and shall not withhold any Installment Payments pending final resolution of such dispute, nor shall the City assert any defense or right

of set-off, recoupment, or counterclaim against its obligation to make such payments required under this Purchase and Use Agreement.

The City's obligation to make Installment Payments during the term of this Purchase and Use Agreement shall not be abated through accident or unforeseen circumstances. The City agrees not to suspend, reduce, abrogate, diminish, postpone, modify, discontinue, withhold, or abate any portion of the payments required pursuant to this Purchase and Use Agreement by reason of any defects, malfunctions, breakdowns, or infirmities of the 2025 Real Property or the Facilities, failure of the Corporation to complete the acquisition, construction, installation, or equipping of the 2025 Project, failure of the City to occupy or to use the Facilities as contemplated in this Purchase and Use Agreement or otherwise, any change or delay in the time of availability of the 2025 Real Property or the Facilities, any acts or circumstances which may impair or preclude the use or possession of the 2025 Real Property or the Facilities, any defect in the title, design, operation, merchantability, fitness, or condition of the 2025 Real Property or the Facilities or in the suitability of the 2025 Real Property or the Facilities for the City's purposes or needs, failure of consideration, the invalidity of any provision of this Purchase and Use Agreement, any acts or circumstances that may constitute an eviction or constructive eviction, destruction of or damage to the 2025 Real Property or the Facilities, the taking by eminent domain of title to or the use of all or any part of the 2025 Real Property or the Facilities, commercial frustration of purpose, any change in the tax or other laws of the United States of America or of the State or any political subdivision of either thereof or in the rules or regulations of any governmental authority, or any failure of the Corporation to perform and observe any agreement, whether express or implied, or any duty, liability, or obligation arising out of or connected with this Purchase and Use Agreement.

Nothing contained in this section shall be construed to release the Corporation from the performance of any of the agreements on its part herein contained. In the event the Corporation should fail to perform any such agreement on its part, the City may institute such action against the Corporation as the City may deem necessary to compel performance so long as such action does not abrogate the City's obligations under this Purchase and Use Agreement. The City may, however, at its own cost and expense and in its own name or in the name of the Corporation, prosecute or defend any action or proceeding or take any other action involving third persons which the City deems reasonably necessary in order to secure or protect its right of possession, occupancy, and use under this Purchase and Use Agreement, and in such event the Corporation hereby agrees to cooperate fully with the City and to take all action necessary to effect the substitution of the City for the Corporation in any such action or proceeding if the City shall so request. It is the intention of the parties that the payments required by this Purchase and Use Agreement will be paid in full when due without any delay or diminution whatsoever, subject only to the special and limited nature of the City's obligation to pay Installment Payments hereunder as set forth above.

**THE OBLIGATIONS OF THE CITY UNDER THIS PURCHASE AND USE AGREEMENT SHALL NOT CONSTITUTE A PLEDGE OF THE FULL FAITH, CREDIT, OR TAXING POWER OF THE CITY WITHIN THE MEANING OF ANY STATE CONSTITUTIONAL OR STATUTORY PROVISION.**



**Section 4.7 Event of Nonappropriation.** Upon the occurrence of an Event of Nonappropriation, the following provisions shall apply:

(a) If written notice is given by a City Representative to the Corporation and the Trustee that it will not appropriate funds from any Available Source in the next succeeding Fiscal Year for payment of Installment Payments or if an Event of Nonappropriation is otherwise deemed to have occurred, the Trustee shall as soon as practicable give written notice to the City and the Corporation stating that an Event of Nonappropriation has occurred; but any failure of the Trustee to give such written notice shall not prevent the Trustee from declaring an Event of Nonappropriation or from taking any remedial action which would otherwise be available to the Trustee.

(b) Subject to Article VIII hereof and the provisions of subsections (c) and (d) of this Section 4.7, this Purchase and Use Agreement will be terminated pursuant to Section 2.2.

(c) Subject to Article VIII hereof and the provisions of subsection (d) of this Section 4.7, the Trustee shall waive any Event of Nonappropriation if (i) such Event of Nonappropriation is cured by the City before the Waiver Period has expired, or (ii) the Trustee, acting upon the direction of the Holders of the majority in aggregate principal amount of the Bonds then Outstanding, elects to waive such Event of Nonappropriation for any reason.

(d) Subject to Article VIII hereof and notwithstanding the provisions of subsection (c) of this Section 4.7, the Trustee shall waive any Event of Nonappropriation (but only an Event of Nonappropriation which occurs pursuant to clause (i) of the definition thereof) which is cured by (i) the City's specifically budgeting and appropriating, prior to expiration of the Waiver Period, moneys sufficient to pay Installment Payments coming due hereunder for such Fiscal Year that may be lawfully used to make such payment, or (ii) the issuance of bonds, notes or other obligations prior to the expiration of the Waiver Period, and the appropriation of the proceeds thereof, for the purpose of, and providing sufficient funds for, refunding, refinancing and discharging the Series 2025 Bond then Outstanding.

If an Event of Nonappropriation occurs and is not waived, the City shall not be deemed to be in default under this Purchase and Use Agreement and shall not be obligated to make payment of any future Installment Payments due hereunder or any other payments provided for herein which accrue after the beginning of the Fiscal Year with respect to which there has occurred an Event of Nonappropriation; provided, the City shall continue to be liable for Installment Payments pursuant to Section 2.3 hereof.

The City, in all events, shall cooperate with the Corporation and the Trustee in making the partition required under Section 2.4 hereof and shall vacate and deliver over to the Trustee the Corporation Facilities no later than 60 days after the partition report becomes final in accordance with Section 2.4 hereof.

The Trustee shall, upon the occurrence of an Event of Nonappropriation, be entitled to all moneys then on hand and being held in all funds created under the Trust Agreement for the benefit of the Holders of the Series 2025 Bond. After the expiration of the Fiscal Year during which an Event of Nonappropriation occurs, if such Event of Nonappropriation occurs by notice, or the July 16 following (i) the July 15 on which the City fails to specifically budget and

appropriate sufficient moneys to pay the Installment Payments due hereunder, or (ii) the June 1 on which the City fails to enact an ordinance authorizing the issuance of general obligation bonds for the purpose of paying the Installment Payments due hereunder, the Trustee shall, or may, as the case may be, proceed to exercise its remedies, liquidate its interest in this Purchase and Use Agreement or lease the Corporation Facilities (after the partition and delivery thereof pursuant to Section 2.4 hereof) as provided in Section 8.2 hereof after such dates as follows: (a) on July 2 of a Fiscal Year in the event that a City Representative has provided written notice to the Corporation and the Trustee of the City's intention to not appropriate funds that may be lawfully used to pay Installment Payments due hereunder in such Fiscal Year, or (b) on July 16 of a Fiscal Year in the event that (i) the City fails by the next preceding day to specifically budget and appropriate sufficient moneys that may be lawfully used to pay Installment Payments due hereunder in such Fiscal Year, or (ii) the City did not by the preceding June 1 enact an ordinance authorizing the issuance of general obligation bonds for the purpose of and in principal amount sufficient to pay Installment Payments due hereunder in such succeeding Fiscal Year. All property, funds and rights acquired by the Trustee by reason of an Event of Nonappropriation as provided herein, less any moneys due and owing to the Trustee for services performed as Trustee, shall be held by the Trustee for the benefit of the Holders of the Bonds as set forth in the Trust Agreement.

Notwithstanding anything in this Purchase and Use Agreement to the contrary, in the event that the Trustee shall receive a payment for the transfer of its interest in this Purchase and Use Agreement, or total rental payments for leasing that are, after the payment of the Corporation's expenses in connection therewith, including attorneys' and other fees and expenses of the Trustee, and all other amounts which are payable hereunder, in excess of the principal amount of the Outstanding Series 2025 Bond at the time of the Event of Nonappropriation and the interest due and to become due thereon (with amounts so received to be credited first to such interest and then to principal), then such excess shall be paid to the City by the Trustee, its assigns or its lessee.

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## ARTICLE V

### COVENANTS OF THE CITY

#### **Section 5.1 Maintenance and Operation of 2025 Real Property and Facilities; Transfers.**

(a) Subject to Sections 4.6 and 4.7 herein, the City covenants and represents that during the term of this Purchase and Use Agreement, it shall, at its own cost or expense, use and maintain the 2025 Real Property and the Facilities in a sound and economical manner, in compliance with all present and future laws and governmental regulations applicable thereto, and maintain, preserve and keep the 2025 Real Property and the Facilities in good repair, working order and condition, and that it shall from time to time make or cause to be made all necessary and proper repairs and renewals so that at all times the operation of the Facilities may be properly and advantageously conducted. This covenant shall not prevent the City from discontinuing operation of the Facilities at any time.

(b) Except as otherwise provided in this Section 5.1, in Section 2.1 hereof, and in the Base Lease, prior to payment of the Series 2025 Bond in full, the City shall not sell, transfer, lease, sublease, or otherwise dispose of all or any portion of the 2025 Real Property and the Facilities, or its interests under this Purchase and Use Agreement, except to another political subdivision of the State, which assumes in writing all obligations of the City under this Purchase and Use Agreement and shall enter into no such transaction without the written consent of the Trustee.

(c) Notwithstanding any other provision hereof to the contrary, the City may provide for the exchange of any asset comprising the Facilities, including the portion of the 2025 Real Property related thereto (the “**Released Facility**”), for another City Facility and the real estate on which such facility (the “**Exchange Facility**”) is located, or the deletion or modification of any Released Facility from the definition of Facilities hereunder, if:

(i) the City provides the Trustee evidence (including but not limited to an appraisal, certificate of insurance or otherwise) of the respective insured values of the Released Facility and the Exchange Facility, if applicable;

(ii) the City certifies to the Trustee that, as applicable, (A) the exchange, deletion or modification is necessary or desirable to the City and the reasons therefor (including but not limited to facilitating the sale or other disposition of the Released Facility, the conversion of its use to another purpose other than use by the City as a school facility or otherwise), (B) after taking into account the deletion, modification or exchange of the Released Facility, the insured value of the Facilities owned by or allocated to the Corporation shall be in excess of 100% of the outstanding principal amount of the Bonds, (C) the proposed Exchange Facility (if any) has a value equal to or greater than the proposed Released Facility, and (D) the Exchange Facility (if any) is necessary or desirable to the operations of the City and the remaining useful life of such Exchange Facility is not less than the remaining useful life of the Released Facility; and

(iii) the Trustee receives an opinion of Bond Counsel to the effect that the proposed exchange, deletion or modification will not adversely affect the federal income tax treatment of interest paid to the Holder of the Series 2025 Bond.

**Section 5.2 Liens on 2025 Real Property and the Facilities.** The City shall not create, incur, or suffer to exist any lien, charge, or encumbrance on the 2025 Real Property or the Facilities or its rights under this Purchase and Use Agreement other than any Permitted Encumbrance.

**Section 5.3 Representations and Covenants Regarding Tax-Exempt Status of Series 2025 Bond.**

(a) Neither the Corporation nor the City shall take any action (including but not limited to any use of the 2025 Real Property or the Facilities) or permit any action to be taken on its behalf, or cause or permit any circumstance within its control to arise or continue, if such action or circumstance, or its expectation on the date of this Purchase and Use Agreement would cause the interest paid on the Series 2025 Bond to be includable in the gross income of the Holder thereof for federal income tax purposes.

(b) The City covenants to the Corporation, the Trustee and the Holder of the Series 2025 Bond that, notwithstanding any other provision of this Purchase and Use Agreement or any other instrument, it will neither make nor cause to be made any investment or other use of the proceeds of the Series 2025 Bond or amounts on deposit in any of the funds or accounts held under the Trust Agreement or under any other document related to the Series 2025 Bond which would cause the Series 2025 Bond to be an “arbitrage bond” under Section 148 of the Code and the regulations thereunder, and that it will comply with the requirements of such Section and regulations throughout the term of the Series 2025 Bond.

(c) The City shall take all actions necessary on its part to enable compliance with the rebate provisions of Section 148(f) of the Code in order to preserve the federal income tax status of payments of interest with respect to the Series 2025 Bond. The City shall ensure that the Corporation retains a consultant experienced in the calculation and determination of rebate payments and liability under Section 148(f) of the Code to provide the reports required under the Tax Certificate.

(d) The City will accept title to the Facilities upon the discharge of the Series 2025 Bond.

**Section 5.4 Reports and Opinions; Inspections.** (a) The City shall permit the Corporation and the Trustee to examine, visit and inspect, at any reasonable time, the 2025 Real Property and the Facilities, and any accounts, books and records, including its receipts, disbursements, contracts, investments, and any other matters relating thereto and to its financial standing, and to supply such reports and information as the Trustee may reasonably request.

(b) The Corporation shall give the Trustee prompt notice of any failure of the City to make the payments required to be made pursuant to Section 4.1(b) when due.

**Section 5.5 Immunity of Corporation and Trustee.** In the exercise of the powers of the Corporation and the Trustee and their members, directors, officers, employees and agents

under the Trust Agreement or this Purchase and Use Agreement including (without limiting the foregoing) the application of moneys and the investment of funds, neither the Corporation nor the Trustee shall be accountable to the City for any action taken or omitted with respect to the Facilities or this Purchase and Use Agreement by either of them or their members, directors, officers, employees and agents in good faith and believed by it or them to be authorized or within the discretion or rights or powers conferred under this Purchase and Use Agreement. The Corporation and the Trustee and their members, officers, employees, and agents shall be protected in its or their acting upon any paper or documents believed by it or them to be genuine, and it or they may conclusively rely upon the advice of counsel and may (but need not) require further evidence of any fact or matter before taking any action. No recourse shall be had by the City for any claims based on the Trust Agreement or this Purchase and Use Agreement against any member, director, officer, employee or agent of the Corporation or the Trustee alleging personal liability on the part of such person.

**Section 5.6 Compliance with Laws.** With respect to the 2025 Real Property and the Facilities and any additions, alterations, or improvements thereto, the City will at all times comply with all applicable requirements of federal and state laws and with all applicable lawful requirements of any agency, board, or commission created under the laws of the State or of any other duly constituted public authority; provided, however, that the City shall be deemed in compliance with this Section 5.6 so long as it is contesting in good faith any such requirement by appropriate legal proceedings.

**Section 5.7 Insurance and Condemnation Proceeds.** The City shall not make any disposition nor direct the disposition of insurance or condemnation payments with respect to the 2025 Real Property or the Facilities in excess of \$250,000 except as may be required by the terms hereof or of the other Security Documents or of any Permitted Encumbrances existing on the date hereof.

**Section 5.8 Filing of Budget with Trustee and Holder.** During the term of this Purchase and Use Agreement, the City shall file with the Trustee and Holder or Holders, within 15 days after the beginning of each Fiscal Year, a copy of the annual budget of the City for that Fiscal Year, together with a certificate of a City Representative stating that such budget provides for payment of all amounts due under this Purchase and Use Agreement during such Fiscal Year, or not.

**Section 5.9 Alterations of the 2025 Real Property and the Facilities; Removals.** The City, in its discretion and at its expense, may remodel or make such additions, modifications and improvements to the Facilities as it may deem to be desirable; provided, that no such additions, modifications or improvements shall adversely affect the structural integrity or strength of, or materially interfere with the use and operations of, the 2025 Real Property and the Facilities.

In this connection, the City (i) may remove any items of personal property constituting a part of the Facilities financed by a source of funds other than the proceeds of the Series 2025 Bond, the Initial Installment Payment, and the Costs Advanced, and (ii) may, for any reason, replace any items of personal property constituting a part of the Facilities financed or refinanced with the proceeds of the Series 2025 Bond, provided that any such removal or replacement of

any personal property shall not materially diminish the value of the Facilities or materially impair the operation thereof.

In the case of any removal as provided above or any removal of City property not constituting Facilities, the City shall repair any damage resulting from such removal.

**Section 5.10 Continuing Disclosure.** The City covenants to provide to the Trustee and the Holder during the term of this Purchase and Use Agreement (a) current audited financial statements in reasonable detail, with supporting schedules (the “*Audit*”) as soon as practicable after the City Council’s acceptance thereof and in any case within 270 days after the end of each fiscal year, which may be in electronic .PDF format, and (b) the City’s annual budget within 15 days of the start of each Fiscal Year. The City further agrees that it will permit the Trustee and the Holder to inspect the City’s books and records and make extracts therefrom at its own expense during regular business hours and in a manner which will not disrupt the normal business routine of the City. The City shall furnish to the Trustee and the Holder such other financial information as it may reasonably request. In the event that the Audit is not available within 210 days of fiscal year end, the City will furnish unaudited financial statements to the Trustee and the Holder in the manner described in this paragraph within such period, and will then supply the Audit immediately upon the availability thereof. The City may satisfy provision of the items required in this section by posting such documents to either its publicly available website or the Electronic Municipal Market Access website maintained by Municipal Securities Rulemaking Board.

Any failure by the City to perform in accordance with this Section 5.10 shall not constitute a default on the Series 2025 Bond or under any other document relating to the Series 2025 Bond; the sole remedy for a breach of this Section 5.10 is an action for specific performance against the City.

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## ARTICLE VI

### INSURANCE

#### Section 6.1 Types of Insurance and Coverage Requirements.

(a) The City shall, commencing with the date that any items of personal property comprising the Facilities are delivered, or in the event that progress payments are to be made to the manufacturer thereof prior to the date of such delivery, commencing with the date of this Purchase and Use Agreement, and upon completion of any construction, reconstruction, renovation or remodeling incidental to the completion and installation of the Facilities, on all such improvements to the 2025 Real Property and the Facilities, maintain all-risk fire, extended coverage, vandalism, and malicious mischief insurance on the 2025 Real Property and the Facilities, with such deductible provisions as are consistent with similar insurance obtained by the City for other property owned by it. Such insurance shall (i) name the Corporation and the Trustee as loss payees, as their interests may appear, (ii) be maintained for the term of this Purchase and Use Agreement and (iii) as to each applicable policy, be maintained in an amount equal to the replacement value of the Facilities.

(b) The City shall, to the extent required by law or good business practice, maintain for the term of this Purchase and Use Agreement, general liability insurance, worker's compensation insurance, disability insurance, and any other form of insurance, covering loss resulting from injury, sickness, disability or death of employees in amounts consistent with those carried by institutions of similar size and nature.

(c) The City shall maintain, for the term of this Purchase and Use Agreement, general liability insurance against loss or losses from liabilities imposed by law or assumed in any written contract and arising from the death or bodily injury of persons or damage to the property of others caused by accident or occurrence (including contractual liability endorsement), with limits of not less than \$1,000,000 per occurrence and not less than \$1,000,000 in the aggregate for claims made in any one year on account of injury of any one person, and \$1,000,000 for property damage per occurrence with an aggregate property damage limitation of not less than \$1,000,000, excluding liability imposed upon the City by any applicable worker's compensation law. Such insurance shall name the Corporation and the Trustee as loss payees, as their interests may appear, to the extent practicable.

(d) All policies of insurance required hereunder shall be written by the South Carolina Municipal Association's SC Insurance and Risk Financing Fund, the South Carolina Insurance Reserve Fund, or companies rated not lower than "A" by A. M. Best Company or in one of the two highest rating categories by S&P Global Ratings, in each case qualified to do business in the State and each policy shall provide at least 30 days prior written notice to the Corporation and the Trustee before such policy is canceled. The City may provide any part or all of the insurance required hereby under the terms of a policy insuring other facilities or risks or any "blanket" policy. The City covenants that it will take all action, or cause the same to be taken, which may be necessary to enable recovery under the aforesaid insurance policies.

(e) All policies of insurance required hereby shall be open to inspection by the Corporation and the Trustee at all reasonable times. Certificates of insurance describing such

policies shall be furnished by the City to the Corporation and the Trustee when such policies are required to be obtained by this Section 6.1 and at least ten days prior to the expiration of each of such policies. The City shall certify that it is in compliance with the provisions hereof at or prior to the execution and delivery of this Purchase and Use Agreement. If any change shall be made in such insurance as to either amount or type of coverage, a description and notice of such change shall be furnished immediately to the Corporation and the Trustee by the City or it shall cause the same to be so furnished. In the event that the City fails to maintain any insurance as provided in this Section, the Trustee may, upon such notice to the City as is reasonable under the circumstances, procure and maintain such insurance at the expense of the City (reimbursable as provided hereinbefore), but the Trustee shall not be under an obligation to do so.

**Section 6.2 Self-Insurance Approval.** If, at the time of execution of this Purchase and Use Agreement, the City self-insures or at any time hereafter desires to self-insure to the extent permitted by law, the entry into such self-insurance program shall require the written approval of the Corporation.

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## ARTICLE VII

### DAMAGE, DESTRUCTION AND CONDEMNATION; USE OF NET PROCEEDS

**Section 7.1 Damage, Destruction, and Condemnation.** If, during the term of this Purchase and Use Agreement, (i) the Facilities or any portion thereof shall be destroyed (in whole or in part), or be damaged by fire or other casualty, or (ii) title to, or the temporary or permanent use of, the 2025 Real Property, the Facilities or any portion thereof or the estate of the City or the Corporation in the 2025 Real Property, the Facilities, or any portion thereof, shall be taken under the exercise of the power of eminent domain by any governmental body or by any person, firm or corporation acting under governmental authority, or (iii) a material defect in construction or installation of the Facilities or any portion thereof shall become apparent, or (iv) title to or the use of all or any portion of the 2025 Real Property or the Facilities shall be lost by reason of a defect in title thereto, then the City shall be obligated, subject to the option provided in Section 7.3 hereof and the provisions of Sections 4.6 and 4.7 hereof, to continue to pay the amounts specified as Installment Payments under this Purchase and Use Agreement.

**Section 7.2 Obligation to Repair or Replace the Facilities.** Subject to the provisions of Section 7.3 hereof, the City, the Corporation, and the Trustee shall cause the Net Proceeds of any insurance policies, performance bonds, or condemnation awards made available by reason of any occurrence described in Section 7.1 hereof, to be deposited in a separate trust fund designated as the “Net Proceeds Fund” which the Trustee is hereby directed to establish in such event. Except as set forth in Section 7.3 hereof, all Net Proceeds so deposited shall be applied to the prompt repair, restoration, modification, improvement or replacement of the 2025 Real Property and the Facilities by the City upon receipt of requisitions by the Trustee signed by an authorized official of the City stating with respect to each payment to be made: (i) the requisition number; (ii) the name and address of the person, firm or corporation to whom payment is due; (iii) the amount to be paid; and (iv) that each obligation mentioned therein has been properly incurred, is properly payable from the Net Proceeds held in the separate trust fund and has not been the basis of any previous withdrawal and specifying in reasonable detail the nature of the obligation, accompanied by a bill or a statement of account for such obligation. In carrying out any of the provisions of this Section 7.2, the City shall have all power and authority granted under Article III of this Purchase and Use Agreement; and the Trustee shall cooperate with the City in the administration of such fund and shall not unreasonably withhold its approval of requisitions required by this Section 7.2. The balance of any such Net Proceeds remaining after such repair, restoration, modification, improvement or replacement has been completed shall be applied to any lawful and authorized capital purpose of the City as directed in writing by the City. Any repair, restoration, modification, improvement or replacement paid for in whole or in part out of such Net Proceeds shall be included as part of the Facilities under this Purchase and Use Agreement and the Trust Agreement.

If the Net Proceeds (plus any amounts withheld from such Net Proceeds by reason of any deductible clause) shall be insufficient to pay in full the cost of any repair, restoration, modification, improvement or replacement of the 2025 Real Property or the Facilities, the City shall be responsible, subject to the option provided in Section 7.3 hereof, for the completion of the work and the payment of any cost in excess of the amount of the Net Proceeds, subject to the availability of such moneys, if any, as shall be then appropriated and budgeted and legally

available or otherwise legally available to the City and legally applicable to the completion of the 2025 Project. In this connection, the City agrees that, if by reason of any such insufficiency of the Net Proceeds, the City shall make any payments pursuant to the provisions of this paragraph, the City shall not be entitled to any reimbursement therefor from the Trustee or the Holders of the Series 2025 Bond, nor shall the City be entitled to any diminution of any Installment Payments payable under this Purchase and Use Agreement.

**Section 7.3 Discharge of Obligation to Repair or Replace the 2025 Real Property, and the Facilities.** If, as a result of the occurrence of an event described in Section 7.1 hereof, (a) any part of the 2025 Real Property or the Facilities is totally destroyed or is damaged to such an extent that the rebuilding or repairing of such part of the Facilities would be impracticable, (b) there is discovered a material defect in the construction of the Facilities, or any portion thereof, that renders the 2025 Real Property, the Facilities, or such portion unusable by the City for its intended purposes, (c) all or substantially all of the 2025 Real Property or the Facilities relating to a particular building is taken by eminent domain, or (d) the City is deprived of the use of any part of the 2025 Real Property, the Facilities by reason of a defect in title thereto, the City may elect to apply the Net Proceeds of applicable insurance policies, performance bonds or condemnation awards as a prepayment of Installment Payments and the discharge of its obligations with respect to Sections 7.1 and 7.2 hereof. Such an election may be made by written notice to the Corporation and the Trustee within 90 days of the occurrence of an event described in (a) through (d) above. Upon any such prepayment, the amount thereof shall be applied to redeem the Series 2025 Bond at the earliest practicable date pursuant to Section 4.1(b) of the Trust Agreement, the Purchase Price shall be recalculated to take account of such prepayment, title to the affected part of the 2025 Real Property or the Facilities (if applicable) shall be deemed transferred to the City and in the event of any future partition under Section 2.4 hereof, such affected part of the 2025 Real Property or the Facilities (if applicable) shall be automatically assigned to the City. If at any time the amount to be applied as a prepayment hereunder shall exceed the redemption price of the Series 2025 Bond, the Series 2025 Bond shall be redeemed, title to all the Facilities shall be transferred to the City and any amounts not required for the redemption of the Series 2025 Bond and payment of other expenses and amounts under the Trust Agreement shall be paid to the City.

**Section 7.4 Cooperation of the Parties.** The Corporation, the City and the Trustee shall cooperate fully with each other in filing any proof of loss with respect to any insurance policy or performance bond covering the events described in Section 7.1 of this Purchase and Use Agreement, in making the Net Proceeds available in accordance with Section 7.2 hereof and in the prosecution or defense of any prospective or pending condemnation proceeding with respect to the 2025 Real Property, the Facilities or any portion thereof and in the enforcement of all warranties relating to the 2025 Real Property or the Facilities. The Corporation hereby designates the City as its agent for the purpose of pursuing claims and making collections under such policies, such amounts to be held in trust and applied in accordance herewith. In no event shall the Corporation voluntarily settle, or consent to the settlement of, any proceeding arising out of any insurance claim, performance or payment bond claim, prospective or pending condemnation proceeding with respect to the 2025 Real Property, the Facilities or any portion thereof without the written consent of the City and the Trustee.

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## ARTICLE VIII

### DEFAULTS AND REMEDIES

**Section 8.1 Events of Default.** Each of the following events is hereby defined as, and declared to be and shall constitute, an “Event of Default”:

(a) failure by the City to make any payment required to be made pursuant to Section 4.1(b) hereof within five days after the same is due (provided, however, that any such failure by reason of an Event of Nonappropriation shall not result in an Event of Default under this provision);

(b) failure by the City to timely comply with the provisions of Section 2.4 hereof relating to partition and vacating of Facilities at the times required;

(c) failure by the City to make any payment required to be made pursuant to Sections 4.1(c), 4.2 or 4.4 hereof or under the provisions of the Base Lease within ten days after the same is due, except by reason of an Event of Nonappropriation;

(d) failure by the City to observe and perform any other covenant, condition or agreement on its part to be observed or performed under this Purchase and Use Agreement for a period of 30 days after written notice specifying such failure and requesting that it be remedied is given to the City by the Trustee;

(e) if any of the representations and warranties of the City hereunder shall prove to be false or misleading in any material respect as of the date such representations and warranties were made;

(f) the failure by the City promptly to stay or lift any execution, garnishment or attachment of such consequence as will, in the reasonable judgment of the Trustee, materially impair its ability to carry out its obligations under this Purchase and Use Agreement (provided that the City shall not be in default so long as it is diligently prosecuting a bona fide appeal from any such execution, garnishment or attachment); or

(g) if the City shall (i) apply for or consent to the appointment of a receiver, trustee, or the like of the City or of property of the City, (ii) admit in writing the inability of the City to pay its debts generally as they become due, (iii) make a general assignment for the benefit of creditors, (iv) be adjudicated as bankrupt or insolvent, (v) commence a voluntary case under the United States Bankruptcy Code or file a voluntary petition seeking reorganization, an arrangement with creditors or an order for relief or seeking to take advantage of any insolvency law, or (vi) fail to controvert in a timely or appropriate manner, or acquiesce in writing to, any petition filed against it in an involuntary case under the United States Bankruptcy Code.

The foregoing provisions of this Section 8.1 are subject to the following provision: If, by reason of Force Majeure, the City shall be unable in whole or in part to carry out any agreement on its part herein contained, other than the obligations on the part of the City contained in Articles IV and VI of this Purchase and Use Agreement, the City shall not be deemed in default

during the continuance of such inability. The City agrees, however, to remedy, as promptly as legally and reasonably possible, the cause or causes preventing the City from carrying out its agreement, provided that the settlement of strikes, lockouts and other industrial disturbances shall be entirely within the discretion of the City.

**Section 8.2 Remedies.** (a) Whenever any Event of Default referred to in Section 8.1 of this Purchase and Use Agreement shall have happened and be continuing, the Corporation (with written notice promptly given to the Trustee) and the Trustee may terminate the term of this Purchase and Use Agreement and shall give notice to the City to vacate the Corporation Facilities no later than 60 days after the partition report becomes final in accordance with Section 2.4 hereof. Whenever an Event of Nonappropriation shall be deemed to occur, the term of this Purchase and Use Agreement shall terminate pursuant to Section 2.2(a) hereof and the City shall vacate and deliver over to the Trustee possession of the Corporation Facilities by the time specified in the third paragraph of Section 4.7(d) hereof.

(b) Subject to the terms of the Base Lease, the Trustee may also (i) take whatever action at law or in equity which may appear necessary or desirable to enforce its rights in and to the Facilities under this Purchase and Use Agreement or any of the other Security Documents, subject, however, to the limitations set forth herein, and (ii) exercise all the rights and remedies of a secured party under the State's Uniform Commercial Code with respect to any security interests subject thereto.

(c) In addition, the Trustee shall, at the direction of the Holders of the majority in aggregate principal amount of the Outstanding Bonds shall, without any further demand or notice, and subject to the terms of the Base Lease, take one or both of the following additional remedial steps:

(i) The Trustee may liquidate its interest in this Purchase and Use Agreement or sell or assign its interest in the Base Lease; or

(ii) The Trustee may relet or assign its rights to the Corporation Facilities under such terms and conditions as it deems appropriate for the benefit of the Holders of the Bonds.

(d) Notwithstanding anything in this Purchase and Use Agreement to the contrary, (i) in the event of a termination of the City's interest in any portion of the Facilities and subsequent thereto the Trustee shall receive a payment for the transfer of its interest in this Purchase and Use Agreement or total rental payments for leasing that are, after the payment of the Corporation's expenses in connection therewith, including fees and expenses of the Trustee, in excess of the principal amount of the Outstanding Bonds at the time of the Event of Default or Event of Nonappropriation and the interest due and to become due thereon (with amounts so received to be credited first to such interest and then to principal), then such excess shall be paid to the City by the Trustee, its assigns or its lessee and (ii) the Trustee shall not be permitted to sell, lease or otherwise dispose of any interest in the Corporation Facilities following an Event of Nonappropriation until the Waiver Period has expired, unless such action is expressly subject to the rights of the Corporation, Trustee or the City, as the case may be, to waive such Event of Nonappropriation.

**Section 8.3 Limitations on Remedies.** A judgment requiring a payment of money may be entered against the City by reason of an Event of Default or Event of Nonappropriation only as to the City's liabilities described in Section 10.1 of this Purchase and Use Agreement.

**Section 8.4 Cumulative Rights.** No remedy conferred upon or reserved to the Corporation or the Trustee by this Purchase and Use Agreement is intended to be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy given under this Purchase and Use Agreement or now or hereafter existing at law or in equity or by statute. No waiver by the Corporation or the Trustee of any breach by the City of any of its obligations, agreements or covenants hereunder shall be deemed a waiver of any subsequent breach, or a waiver of any other obligation, agreement or covenant, and no delay or failure by the Corporation or the Trustee to exercise any right or power shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised by the Corporation or the Trustee from time to time and as often as may be deemed expedient.

**Section 8.5 Discontinuance of Proceedings.** In case the Corporation or the Trustee shall have proceeded to enforce any right under this Purchase and Use Agreement and such proceedings shall have been discontinued or abandoned for any reason or shall have been determined adversely to the Corporation or the Trustee, then and in every such case the City, the Corporation and the Trustee shall be restored respectively to their several positions and rights hereunder and all rights, remedies and powers of the City, the Corporation and the Trustee shall continue as though no such proceeding had been taken.

\* \* \*

## ARTICLE IX

### CONVEYANCE OF THE FACILITIES

#### Section 9.1 Optional Purchase of the Facilities.

(a) *Purchase in Full.* The City is hereby granted the option to terminate this Purchase and Use Agreement and to purchase the Corporation's interest in the Facilities not theretofore acquired by the City at any time, upon payment by the City of the then applicable Purchase Option Price; provided, however, that no such termination shall relieve the City from its obligation to pay administrative expenses as provided in Section 4.4 hereof until the Series 2025 Bond has been fully discharged and the Trust Agreement terminated. The City shall notify the Corporation and the Trustee of its intention to exercise this option, on or before the 45th day preceding the date of such purchase, and shall provide funds for such prepayment or such other assurance thereof as may be acceptable to the Trustee. Upon the payment of the Purchase Option Price, the Corporation shall transfer and convey all its remaining interest in the Facilities to the City in the manner provided in Section 9.2 hereof.

(b) *Partial Prepayment of Installment Payments and Purchase.* At any time, the City is also granted the option to prepay Installment Payments on the due date of any Base Payments hereunder for the purpose of having such prepayments credited towards the Purchase Price of the Facilities. Partial prepayments shall be credited against Installment Payments in proportion to the ratio of such prepayment to the then applicable Purchase Option Price and shall be applied in inverse order of the outstanding principal coming due of the Series 2025 Bond. The City shall notify the Corporation and the Trustee of its intention to exercise this option, on or before the 45th day preceding the date of such prepayment, and shall provide funds for such prepayment or such other assurance thereof as may be acceptable to the Trustee.

#### Section 9.2 Manner of Conveyance.

(a) *Complete Conveyance.* At the closing of any purchase or other conveyance of all of the Facilities pursuant to Section 9.1 hereof, or at the conclusion of the term hereof by the payment of all amounts due hereunder, the Corporation and the Trustee shall execute and deliver to the City all necessary documents assigning, transferring and conveying all interest to the Facilities by an instrument terminating the Base Lease and this Purchase and Use Agreement and quit claim or special warranty deed, as the case may be, in the form as mutually agreed to by the Trustee, the Corporation and the City, subject to the following:

(i) Permitted Encumbrances, other than this Purchase and Use Agreement and the Trust Agreement;

(ii) all liens, encumbrances and restrictions created or suffered to exist by the Corporation and the Trustee as required or permitted by this Purchase and Use Agreement or the Trust Agreement or arising as a result of any action taken or permitted to be taken by the Corporation or the Trustee as required or permitted by this Purchase and Use Agreement or the Trust Agreement; and

(iii) any lien or encumbrance created by action or inaction of or consented to by the City.

(b) *Partial Conveyance Resulting from Partition.* Upon any conveyance under Section 2.4 hereof, the Corporation and the Trustee shall execute and deliver to the City all necessary documents assigning, transferring and conveying all interest in the City Facilities by an instrument terminating the Base Lease and this Purchase and Use Agreement with respect to the City Facilities and quit claim or special warranty deed, as the case may be, in the form as mutually agreed to by the Trustee, the Corporation and the City, subject to the following:

(i) Permitted Encumbrances, other than this Purchase and Use Agreement and the Trust Agreement;

(ii) all liens, encumbrances and restrictions created or suffered to exist by the Corporation and the Trustee as required or permitted by this Purchase and Use Agreement or the Trust Agreement or arising as a result of any action taken or permitted to be taken by the Corporation or the Trustee as required or permitted by this Purchase and Use Agreement or the Trust Agreement; and

(iii) any lien or encumbrance created by action or inaction of or consented to by the City.

Neither the Trustee nor the Corporation shall be responsible for the recordation of any deed or other instrument for such purposes.

(c) *Partial Conveyance Resulting from Partial Prepayment.* Any conveyance resulting from a partial prepayment under Section 9.1(b) hereof shall be made in the manner as all other conveyances with respect to payments on each Bond Payment Date.

\* \* \*

## ARTICLE X

### MISCELLANEOUS

**Section 10.1 Limitation of Liability of the Corporation and the City.** Notwithstanding any other provision of this Purchase and Use Agreement, in the event of any default, including an Event of Default as to the City, by either the Corporation or the City hereunder or under the Trust Agreement, any liability of the Corporation or the City shall be enforceable only out of its respective interest in the Base Lease and under this Purchase and Use Agreement and the moneys to be paid by the City through the later of the end of the Fiscal Year as to which Base Payments have been appropriated for or the conclusion of any holdover term as provided in Section 2.3 hereof, and there shall be no recourse for any claim based on this Purchase and Use Agreement, the Trust Agreement, or the Bonds, against any other property or moneys of the Corporation or the City or against any officer or employee, past, present or future, of the Corporation or the City or any successor body as such, either directly or through the Corporation or the City or any such successor body, under any constitutional provision, statute or rule of law or by the enforcement of any assessment or penalty or otherwise, and the liability of the Corporation and the City shall be limited to its interests in the Base Lease and interests under this Purchase and Use Agreement and the moneys to be paid by the City hereunder through the later of the end of the Fiscal Year as to which Base Payments have been appropriated therefor or the conclusion of any holdover term as provided in Section 2.3 hereof, and the lien of any judgment shall be restricted thereto, and there shall be no other recourse by the City against the Corporation or the Corporation against the City or any of the property now or hereafter owned by it or either of them.

**Section 10.2 Surrender of Possession Upon Termination.** Upon termination hereof or upon termination of all rights of the City hereunder, either by reason of an Event of Default or an Event of Nonappropriation, the City covenants that it will deliver or cause to be delivered peaceable possession of such of the Facilities as are determined under Section 2.4 hereof to be Corporation Facilities together with the related portion of the 2025 Real Property without delay, upon demand made by the Corporation or the Trustee, in good repair and operating condition, excepting reasonable wear and tear and damage, injury or destruction by fire or other casualty which, under the terms hereof, shall not have been repaired, reconstructed or replaced.

**Section 10.3 Notices.** Notices hereunder shall be given to the addresses shown below or to such other address as shall be filed in writing with the parties hereto as follows:

If to the City:

City of Georgetown  
Attn: City Administrator  
P.O. Box Drawer 939  
Georgetown, SC 29442



With a copy to:

Crosby Law Firm, LLC  
405 Dozier Street  
Georgetown, SC 29440  
Attn: Elise F. Crosby  
Email: [ecrosby@crosbyfirm.com](mailto:ecrosby@crosbyfirm.com)

If to the Corporation:

Georgetown Public Facilities Corporation  
Attn: President  
P.O. Box Drawer 939  
Georgetown, SC 29442  
(with copy to the City as described above)

If to the Trustee:

Regions Bank  
1180 West Peachtree Street, Suite 1200  
Atlanta, GA 30309  
Attention: Corporate Trust Department

If the Holder of the Series 2025 Bond:

To the address for such Holder as shown on the Register maintained by the Trustee

Duplicate copies of each notice, request, complaint, demand or other instrument or document given hereunder by the Corporation, the City or the Trustee to one or more of the others also shall be given to the others. The foregoing parties may designate, by notice given hereunder, any further or different addresses to which any subsequent notice, request, complaint, demand or other instrument or document shall be sent.

**Section 10.4 Assignment.** Except as expressly provided in the Trust Agreement and the provisions of Section 4.5 hereof, this Purchase and Use Agreement may not be assigned by either of the parties hereto without the written consent of the other party hereto and the written consent of the Trustee. Except as provided in Section 8.2 hereof and the provisions of Articles VI and VII of the Trust Agreement, the Trustee shall not be permitted to further assign its interest in this Purchase and Use Agreement. Any assignment in contravention hereof shall be void.

**Section 10.5 Severability.** In case any provision of this Purchase and Use Agreement shall for any reason be held invalid, illegal or unenforceable in any respect, by any court or administrative body of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof and this Purchase and Use Agreement shall be construed as if such provision had never been contained herein.

**Section 10.6 Amendments.** The City and the Corporation may, with the prior consent of the Trustee pursuant to Section 11.1 of the Trust Agreement, but without the consent of the

Holders of any Bonds (except as provided below), enter into any amendments hereto at any time for any of the following purposes:

- (a) To cure any ambiguity, defect or omission herein or in any amendment hereto; or
- (b) To grant to or confer upon the Corporation any additional rights, remedies, powers, authority or security that lawfully may be granted to or conferred upon it; or
- (c) To add to the covenants and agreements of the City herein contained, or to surrender any right or power herein reserved to or conferred upon the City; or
- (d) To increase the Base Payments hereunder to enable the City to proceed to acquire and install additional assets in addition to, or to complete or improve, the Facilities, or to modify the Base Payments hereunder, in connection with the issuance of Additional Bonds under the Trust Agreement or the redemption, refunding or defeasance of a series of Bonds; or
- (e) To reflect a change in applicable law; or
- (f) To make any amendments required by any applicable rating agency as a condition to rating the Bonds.

The City and the Corporation may, with notice to the Trustee and Holder, but without the prior consent of the Trustee, and without the consent of the Holder of any Bond, enter into any amendments hereto at any time and from time to time (i) in connection with the issuance of the Series 2025 Bond, (ii) to add Additional Real Property to the description in Exhibit A hereto, consistent with amendments made pursuant to Section 3.1 of the Base Lease, (iii) under the conditions specified in Section 5.1(c) hereof, to add, delete or modify the 2025 Real Property in connection with a release or substitution (as applicable) of other 2025 Real Property, (iv) to release property from the description of the 2025 Real Property described in Exhibit A hereto, consistent with a termination of the Base Lease pursuant to Section 3.6 of the Base Lease, or (v) to revise the description of Permitted Encumbrances specified in Exhibit C hereto in connection with the foregoing amendments.

Notwithstanding anything herein to the contrary, the parties hereto may execute such supplement to this Purchase and Use Agreement as may be necessary or desirable (with the advice of Bond Counsel) to correct the description of the 2025 Real Property or Permitted Encumbrances applicable thereto in connection with such an amendment to the Base Lease and cause such supplement or a short form and summary thereof to be recorded in appropriate official records.

All other amendments must be approved, if and to the extent required by the Trust Agreement, by the Trustee and the Holders of the Bonds.

All amendments hereto or to the Exhibits to this Purchase and Use Agreement shall require an opinion of Bond Counsel to the effect that such amendment is permitted hereunder and under the laws of the State and will not adversely affect the exclusion from gross income for federal income tax purposes of the interest evidenced by or paid on the Bonds.

**Section 10.7 Successors and Assigns.** All covenants, promises and agreements contained in this Purchase and Use Agreement by or on behalf of or for the benefit of the City or the Corporation, shall bind and inure to the benefit of their respective successors and assigns, whether so expressed or not.

**Section 10.8 Applicable Law.** This Purchase and Use Agreement shall be governed by, and interpreted under, the laws of the State.

**Section 10.9 Recordation.** At the option of the Corporation this Purchase and Use Agreement or a short form and summary hereof may be recorded in appropriate official records.

**Section 10.10 Execution in Counterparts.** This Purchase and Use Agreement may be executed simultaneously in two or more counterparts, each of which shall be deemed to be an original and all of which together shall constitute but one and the same instrument.

\* \* \*

*(Signature Pages Follow)*

WITNESS the due execution of this Purchase and Use Agreement effective as of the day and the year first mentioned above.

**CITY OF GEORGETOWN, SOUTH  
CAROLINA**

*(SEAL)*

Witnesses

By: \_\_\_\_\_  
Scott Whittier, City Administrator

\_\_\_\_\_

\_\_\_\_\_

Attest:

\_\_\_\_\_  
Stephanie Buccione, City Clerk

**GEORGETOWN PUBLIC FACILITIES  
CORPORATION**

*(SEAL)*

Witnesses

By: \_\_\_\_\_  
Daniel F. Siau, President

\_\_\_\_\_  
\_\_\_\_\_

Attest

\_\_\_\_\_  
Lori W. Beard, Secretary

STATE OF SOUTH CAROLINA     )  
                                                  )  
COUNTY OF GEORGETOWN     )           PROBATE

PERSONALLY appeared before me the undersigned witness, who, on oath says that (s)he is not a party to or beneficiary of the transaction and that (s)he saw the City of Georgetown, South Carolina, by Scott Whittier, City Administrator, its duly authorized officer, sign, seal and as its act and deed, deliver the foregoing Installment Purchase and Use Agreement and that (s)he together with the other witness subscribed above, witnessed the execution thereof.

\_\_\_\_\_  
Witness

SWORN TO AND SUBSCRIBED BEFORE ME  
this \_\_\_\_\_ day of December 2025.

\_\_\_\_\_  
Notary Public for South Carolina  
Printed Name: \_\_\_\_\_  
My Commission Expires: \_\_\_\_\_

STATE OF SOUTH CAROLINA     )  
                                                  )  
COUNTY OF GEORGETOWN     )           PROBATE

PERSONALLY appeared before me the undersigned witness, who, on oath says that (s)he is not a party to or beneficiary of the transaction and that (s)he saw Georgetown Public Facilities Corporation, by Daniel F. Siau, its President, its duly authorized officer, sign, seal and as its act and deed, deliver the foregoing Installment Purchase and Use Agreement, and that (s)he together with the other witness subscribed above, witnessed the execution thereof.

\_\_\_\_\_  
Witness

SWORN TO AND SUBSCRIBED BEFORE ME  
this \_\_\_\_\_ day of December 2025.

\_\_\_\_\_  
Notary Public for South Carolina  
Printed Name: \_\_\_\_\_  
My Commission Expires: \_\_\_\_\_

## **EXHIBIT A**

### **LEGAL DESCRIPTION OF THE 2025 REAL PROPERTY**

All that certain piece, parcel, or lot of land situate, lying, and being in the City and County of Georgetown, State of South Carolina, designated as "PARCEL 3, 3.98 AC. 173,444 S.F." on that certain "ALTA/NPS LAND TITLE SURVEY OF PARCEL 3 OF LIBERTY STEEL GEORGETOWN, INC. PREPARED FOR CITY OF GEORGETOWN" prepared by Kenneth W. Crawford, S.C.P.L.S., dated July 20, 2023, and recorded August 31, 2023, in the Office of the Register of Deeds for Georgetown County in Plat Slide S848, Page 1. All of which will more fully appear reference being made to the aforementioned plat, which is expressly incorporated herein by reference and hereby made, pro tanto, a part and parcel hereof.

(Georgetown County TMS # 05-0025-025-00-00)

## EXHIBIT B

### DESCRIPTION OF 2025 PROJECT

The proceeds of the Series 2025 Bond in the Project Fund are expected to be applied to defray a portion of the costs of acquiring the 2025 Project, which consists of the acquisition of the 2025 Real Property and the Facilities.

The term “**2025 Real Property**” has the meaning given such term in the Base Lease.

The term “**Facilities**” includes the acquiring, constructing, renovating, and equipping of facilities to serve as City Hall, which encompass all improvements currently existing or to exist on the 2025 Real Property, all fixtures and any future additions, modifications, and substitutions to any facilities on the 2025 Real Property, and any personal property located on the 2025 Real Property financed with the Series 2025 Bond, the Initial Installment Payment, or the Costs Advanced. For the avoidance of doubt, the Facilities will not include property, vehicles, and equipment purchased by the City from a source other than the proceeds of the Series 2025 Bond, the Initial Installment Payment, or the Costs Advanced.



## **EXHIBIT C**

### **PERMITTED ENCUMBRANCES**

1. Base Lease Agreement by and between City of Georgetown, South Carolina and Georgetown Public Facilities Corporation dated as of December 1, 2025, and recorded on December \_\_\_\_, 2025, in the Georgetown County Register of Deeds Office in Book \_\_\_\_, Pages \_\_\_\_.
2. Installment Purchase and Use Agreement between Georgetown Public Facilities Corporation and the City of Georgetown, South Carolina dated as of December 1, 2025, and recorded on December \_\_\_\_, 2025, in the Georgetown County Register of Deeds Office in Book \_\_\_\_, Pages \_\_\_\_.
3. UCC-1 Financing Statement with Addendum reflecting Georgetown Public Facilities Corporation as debtor and Regions Bank as secured party recorded on December \_\_\_\_, 2025, in the Georgetown County Register of Deeds Office as \_\_\_\_.
4. Any encroachments, encumbrances, violations, variations, or adverse circumstances affecting the title that would be disclosed by an accurate and complete land survey of the 2025 Real Property, shown by the public records, or specifically listed in the title policy issued with respect to this transaction.

**EXHIBIT D**  
**BASE PAYMENTS SCHEDULE**

**EXHIBIT E**  
**TRANSFER TABLE**

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AN ORDINANCE AUTHORIZING THE CITY OF GEORGETOWN, SOUTH CAROLINA, TO ENTER INTO AN INSTALLMENT PURCHASE TRANSACTION TO FINANCE THE COSTS RELATING TO THE ACQUISITION, CONSTRUCTION, RENOVATION, AND EQUIPPING OF A CITY HALL FACILITY; AUTHORIZING THE EXECUTION AND DELIVERY OF VARIOUS DOCUMENTS RELATING TO SUCH TRANSACTION INCLUDING THE BASE LEASE AGREEMENT AND THE INSTALLMENT PURCHASE AND USE AGREEMENT; APPROVING THE ISSUANCE OF NOT EXCEEDING \$[4,250,000] AGGREGATE PRINCIPAL AMOUNT OF INSTALLMENT PURCHASE REVENUE BONDS BY THE GEORGETOWN PUBLIC FACILITIES CORPORATION; DELEGATING AUTHORITY TO CERTAIN CITY OFFICIALS TO EFFECT SUCH TRANSACTION AND DETERMINE CERTAIN MATTERS; AUTHORIZING THE ASSIGNMENT OF CERTAIN CONTRACTS TO THE GEORGETOWN PUBLIC FACILITIES CORPORATION; AND OTHER MATTERS RELATING THERETO.

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ORDINANCE AUTHORIZING INSTALLMENT  
PURCHASE TRANSACTION

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Enacted November 20, 2025

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**BE IT ORDAINED, BY THE CITY COUNCIL OF THE CITY OF GEORGETOWN, SOUTH CAROLINA, IN MEETING DULY ASSEMBLED, AS FOLLOWS:**

**ARTICLE I**

**FINDINGS OF FACT**

**Section 1.1 Findings.** The City Council ("**City Council**") of the City of Georgetown, South Carolina (the "**City**"), hereby finds and determines:

(a) The City is an incorporated municipality located in Georgetown County, South Carolina, and as such possesses all powers granted to municipalities by the Constitution of the State of South Carolina 1895, as amended (the "**Constitution**") and laws of the State of South Carolina (the "**State**").

(b) Section 5-7-30 of the Code of Laws of South Carolina 1976, as amended (the "**South Carolina Code**") provides, in part, that municipalities may enact ordinances, not inconsistent with the Constitution and general law of the State, respecting any subject which appears necessary and proper for the security, general welfare, and convenience of the municipality and for the preservation of the general health, peace, order, and good government in the municipality. Section 5-7-40 of the South Carolina Code empowers all municipalities to own and possess real and personal property and, upon such terms as a city council may determine, to convey, lease, or otherwise dispose of such property.

(c) The Georgetown Public Facilities Corporation, a South Carolina nonprofit corporation (the "**Corporation**"), has been formed for the purpose of supporting certain activities of the City.

(d) The City Council has determined, in order to provide for the health, safety, and welfare of its citizens and visitors to the City, to undertake a project to acquire, construct, renovate, and equip a facility to be located on the 2025 Real Property (as defined herein) to serve as the City Hall of the City (the "**2025 Project**"). The total cost of the 2025 Project is expected to be \$7,750,00 (the "**Project Amount**"). Of the total Project Amount, approximately \$1,800,000 will be paid by the City as an Initial Installment Payment (as defined in the Purchase and Use Agreement which is defined and described below, and the form of which is attached hereto as Exhibit B), approximately \$1,950,000 will be applied as Costs Advanced (as defined in the Purchase and Use Agreement) and approximately \$4,000,000, representing the balance of the Project Amount, is anticipated to be paid from proceeds of the Series 2025 Bond.

(e) In connection with the 2025 Project, the City will be able to consolidate certain administrative, management, and legislative functions into a single facility that will provide benefits to the City and its citizens.

(f) The City Council has determined to defray a portion of the costs of the 2025 Project through an installment purchase transaction, or transactions, pursuant to which the City will enter into a Base Lease (as defined herein and the form of which is attached hereto as Exhibit A) and a Purchase and Use Agreement (collectively referred to herein as the "**Transaction**") with the

Corporation. The Base Lease and the Purchase and Use Agreement may be amended from time to time in accordance with their terms to allow for multiple transactions.

(g) Pursuant to the provisions of the Base Lease, the City will demise and lease the 2025 Real Property (as defined in the Base Lease) to the Corporation in consideration of the payment of rent and the issuance by the Corporation of one or more series of installment purchase revenue bonds which will be issued pursuant to the provisions of the Trust Agreement (as defined herein). The Series 2025 Bond (as defined herein) will be paid by the Corporation from the receipts of certain payments (the “**Installment Payments**”) made by the City to the Corporation under the provisions of the Purchase and Use Agreement. Pursuant to the provisions of the Purchase and Use Agreement, the City will agree to purchase the Facilities from the Corporation by making the Installment Payments.

(h) Installment purchase revenue bonds will be issued by the Corporation in one or more series in an aggregate principal amount not exceeding \$4,250,000, captioned as Installment Purchase Revenue Bond (City of Georgetown City Hall Project), Series 2025, to be determined by the Corporation (the “**Series 2025 Bond**” or the “**Bond**”). The Corporation may change the bond caption or series designation as appropriate to reflect transaction timing and structure, upon advice received and as appropriate. The proceeds of the Series 2025 Bond may be used to defray a portion of the costs of the 2025 Project.

(i) The rights to receive Installment Payments are being assigned by the Corporation to the Trustee under the Trust Agreement as security and the source of payment for the Series 2025 Bond.

(k) In order to provide for the 2025 Project, the City Council has determined that it is necessary and in the best interest of the City to enter into the Transaction authorized by this Ordinance with the Corporation. The City Council has further determined that the Transaction will serve a proper public and corporate purpose of the City.

\* \* \*

## ARTICLE II

### DEFINITIONS

**Section 2.1 Definitions.** The terms defined in this Section for all purposes of this Ordinance shall have the respective meanings as set forth in this Section. The term:

**“2025 Real Property”** means all those certain pieces, parcels, or tracts of land as described in the Base Lease and shown at Exhibit C hereto, exclusive of the Facilities. In the event of any conflict between this Ordinance and the Base Lease, the final executed Base Lease shall control.

**“Authorized Officer”** means the Mayor or the City Administrator, each of whom is authorized to act individually on behalf of and bind the City as the Authorized Officer.

**“Base Lease”** means the Base Lease Agreement by and between the City and the Corporation, as the same may be amended or supplemented from time to time, the form of which is attached hereto as Exhibit A.

**“Bond Counsel”** shall mean with respect to the Bond, Pope Flynn, LLC, and in any other context shall include an attorney or firm of attorneys of nationally recognized standing in the field of law relating to municipal, state, and public agency financing.

**“City Administrator”** means the City Administrator of the City of Georgetown, South Carolina.

**“City Clerk”** means the City Clerk of the City of Georgetown, South Carolina.

**“Code”** means the Internal Revenue Code of 1986, as amended, from time to time, or any successor internal revenue laws of the United States enacted by the Congress of the United States in replacement thereof. References to the Code and sections of the Code include relevant applicable regulations, temporary regulations, and proposed regulations thereunder and any successor provisions to those sections, regulations, temporary regulations or proposed regulations.

**“Corporation”** means the Georgetown Public Facilities Corporation, a South Carolina nonprofit corporation.

**“Facilities”** has the meaning given to such term in the Purchase and Use Agreement.

**“Financing Documents”** means collectively, the Base Lease, the Purchase and Use Agreement, and the Trust Agreement, as each may be amended or supplemented from time to time.

**“Mayor”** means the Mayor of the City of Georgetown, South Carolina.

**“Ordinance”** means this Ordinance of the City.



***“Purchase and Use Agreement”*** means the Installment Purchase and Use Agreement by and between the Corporation and the City to provide for the City’s acquisition of the 2025 Project, as may be amended from time to time, the form of which is attached hereto as Exhibit B.

***“South Carolina Code”*** shall mean the Code of Laws of South Carolina, 1976 as amended.

***“State”*** means the State of South Carolina.

***“Trust Agreement”*** means the Trust Agreement by and between the Corporation and the Trustee providing for the issuance of the Series 2025 Bond, as the same may be amended or supplemented from time to time by the parties thereto.

***“Trustee”*** means Regions Bank, in the capacity as Trustee.

\* \* \*

## ARTICLE III

### AUTHORIZATION OF INSTALLMENT PURCHASE TRANSACTION

**Section 3.1 Authorization for the Transaction.** The Transaction is hereby approved. Each Authorized Officer and other appropriate officers and agents of the City are empowered and directed to negotiate, execute, and deliver contracts, agreements, certificates and conveyances necessary or convenient to accomplish the Transaction, including the Financing Documents.

**Section 3.2 Approval of Corporation; Issuance of the Series 2025 Bond.** (a) The City hereby approves the formation, purposes, and activities of the Corporation as the same are set forth in the bylaws of the Corporation.

(b) The City hereby approves the issuance by the Corporation of the Series 2025 Bond as a single series, or from time to time as several series of Bonds in an aggregate principal amount not exceeding \$4,250,000. In the event multiple series of Bonds are issued, or in the event there is only issued a single series of Bonds, the first series or single series, as appropriate, shall be issued within one year of the date hereof. No Bonds shall mature later than December 1, 2046. The foregoing authorization related to the issuance of the Bond is explicitly conditioned on the prior or simultaneous execution by the Authorized Officer of the Purchase and Use Agreement and the Base Lease. The City also acknowledges that, in accordance with the provisions of the Purchase and Use Agreement, the City will acquire absolute title to the Facilities upon payment of all amounts due under the Purchase and Use Agreement; *provided, however*, that the City does not hereby waive its right to terminate the Purchase and Use Agreement prior to such payment in accordance with the provisions of the Purchase and Use Agreement.

**Section 3.3 Approval of Base Lease, Purchase and Use Agreement, and Trust Agreement.** (a) The Base Lease, the form of which is attached to this Ordinance as Exhibit A, is hereby approved and all of the terms, provisions and conditions thereof are hereby incorporated herein by reference as if the Base Lease were set out in this Ordinance in its entirety. The Authorized Officer is hereby authorized, empowered, and directed to execute, acknowledge, and deliver, and the City Clerk is hereby authorized, empowered, and directed to attest, the Base Lease in the name and on behalf of the City, and thereupon to cause the Base Lease to be delivered to the Corporation and to cause the Base Lease (or memoranda thereof) to be recorded in the office of the Register of Deeds for Georgetown County. The Base Lease is to be in substantially the form now before this meeting and hereby approved, or with such changes therein as shall be approved by the Authorized Officer. Such changes shall be made only after receipt of the advice of legal counsel and may include such terms and conditions as are useful or necessary to carry out the purposes of this Ordinance. The execution thereof by an Authorized Officer and the City Clerk constitutes conclusive evidence of approval of any and all changes or revisions therein from the form of Base Lease now before this meeting. Any amendment to the Base Lease shall be executed in the same manner. The Base Lease may be effected through one or more Base Leases.

(b) The City Council has reviewed the Purchase and Use Agreement, the form of which is attached to this Ordinance as Exhibit B. The Purchase and Use Agreement is hereby approved and all of the terms, provisions, and conditions thereof are hereby incorporated herein by reference

as if the Purchase and Use Agreement were set out in this Ordinance in its entirety. The Authorized Officer is hereby authorized, empowered, and directed to execute, acknowledge and deliver, and the City Clerk is hereby authorized, empowered, and directed to attest, the Purchase and Use Agreement in the name and on behalf of the City, and thereupon to cause the Purchase and Use Agreement to be delivered to the Corporation and to cause the Purchase and Use Agreement (or memoranda thereof) to be recorded in the office of the Register of Deeds for Georgetown County. The Purchase and Use Agreement is to be in substantially the form now before this meeting and hereby approved, or with such changes therein as shall be approved by the Authorized Officer. Such changes shall be made only after receipt of the advice of legal counsel and may include such terms and conditions as are useful or necessary to carry out the purposes of this Ordinance. The execution thereof by the Authorized Officer and the City Clerk constitutes conclusive evidence of approval of any and all changes or revisions therein from the form of the Purchase and Use Agreement now before this meeting. Any amendment to the Purchase and Use Agreement shall be executed in the same manner. The Purchase and Use Agreement may be effected through one or more Purchase and Use Agreements.

(c) The City is not a party to the Trust Agreement, but the City acknowledges that the Trust Agreement is an integral part of the documents related to the Transaction. The form of the Trust Agreement previously presented to the City Administrator and made available for review by the City Council is hereby approved by the City Council with such additions, deletions, amendments and changes as may be deemed necessary by the parties thereto and approved by the City Administrator prior to the consummation of the Transaction. Such changes shall be made only after receipt of the advice of legal counsel to the City and may include such terms and conditions as are useful or necessary to carry out the purposes of this Ordinance. The Trust Agreement may be effected through one or more Trust Agreements, as any of such agreements may be supplemented or amended to carry out the Transaction.

**Section 3.4 Selection of Trustee.** The City and the Corporation have selected Regions Bank as the Trustee in connection with the Transaction. The Authorized Officer is hereby authorized, with advice from Bond Counsel and the consent of the Corporation, to transact with the Trustee to effect the Transaction.

**Section 3.5 Execution of Documents.** The Authorized Officer is fully empowered and authorized to take such further actions and to execute and deliver such additional documents as may be deemed necessary or desirable in order to effectuate the execution and delivery of the Base Lease and the Purchase and Use Agreement in accordance with the terms and conditions therein set forth, and the transactions contemplated hereby and thereby, and the action of such officer in executing and delivering any of such documents is hereby fully authorized. The Authorized Officer is authorized to negotiate and execute any bond purchase agreement, term sheet, or other purchase document related to the Series 2025 Bond, and actions previously taken to such effect are fully ratified. The Authorized Officer is explicitly authorized to assign to the Corporation any construction, materials, or other contract entered into by the City with respect to or in furtherance of the 2025 Project.

## **ARTICLE IV**

### **TAX COVENANTS**

**Section 4.1 Tax Covenants.** (a) The Corporation is issuing the Bond on behalf of the City. Without limiting the generality of the foregoing, the City represents and covenants, except as to any portion of the Bond that may be issued on a federally taxable basis, that:

(i) The City will not permit the proceeds of the Bond or any facility financed or refinanced with the proceeds thereof to be used in any manner that would cause the Bond to meet the private business tests of Section 141(b)(1) and (2) of the Code or the private loan financing test of Section 141(c) of the Code.

(ii) The City is not a party to nor will it enter into any contracts with any person for the use or management of any facility provided with the proceeds of the Bond that do not conform to the guidelines set forth in Revenue Procedure 2017-13.

(iii) The City will not sell or lease the Facilities obtained with proceeds of the Bond or the 2025 Real Property to any person unless it obtains an opinion of Bond Counsel that such lease or sale will not adversely affect the designation of the Bond as a tax-exempt bond.

(iv) The Bond will not be federally guaranteed within the meaning of Section 149(b) of the Code.

(v) The City, pursuant to Purchase and Use Agreement, will have exclusive beneficial use of the 2025 Project for the life of the Bond for the purposes of Sec. 3.041(a) of Rev. Proc. 82-26, 1982-1 CB 476.

(b) In the event that at the time of closing of the Bond the City (including the Corporation's issuance of the Bond) expects to issue no tax-exempt obligations in a given calendar year which, along with the Bond, would aggregate more than \$10,000,000, an Authorized Officer may designate such Bond as a "qualified tax-exempt obligation" within the meaning of Section 265(b)(3)(B) of the Code.

(c) The provisions of this section shall not apply to any Bond issued, or portion of any Bond issued, the interest thereon is not intended to be excluded from income for federal income tax purposes.

**Section 4.2 Reimbursement Finding.** The City hereby declares its intention to reimburse itself for a portion of the costs of the 2025 Project with the proceeds of the Bond. To that end, the City Council determines and declares as follows:

(a) no funds from any sources other than the Bond is or is reasonably expected to be, reserved, allocated on a long-term basis or otherwise set aside by the City pursuant to the budget or financial policies of the City for the financing of the portion of the costs of acquisition, construction, and equipping of the 2025 Project to be funded with the Bond;

(b) the City reasonably expects that all or a portion of the expenditures incurred for the 2025 Project and the issuance of the Bond will be paid prior to the issuance of the Bond;

(c) the City intends and reasonably expects to reimburse itself for all such expenditures paid by it with respect to the 2025 Project prior to the issuance of the Bond from the proceeds of the Bond, and such intention is consistent with the budgetary and financial circumstances of the City;

(d) all of the costs to be paid or reimbursed from the proceeds of the Bond will be for costs incurred in connection with the issuance of the Bond, or will, at the time of payment thereof, be properly chargeable to the capital account of the 2025 Project (or would be so chargeable with a proper election) under general federal income tax principles; and

(e) this Ordinance shall constitute a declaration of official intent under United States Department of the Treasury Regulation Section 1.150-2.

\* \* \*

## ARTICLE V

### MISCELLANEOUS

**Section 5.1 Severability.** If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

**Section 5.2 Repeal of Inconsistent Ordinances and Resolutions.** All ordinances and resolutions of the City, and any part of any ordinance or resolution, inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

**Section 5.3 Effective Date.** This Ordinance shall be effective upon its enactment by the City Council.

\* \* \*

**DONE, RATIFIED AND ENACTED** in meeting duly assembled this 20th day of November 2025.

CITY OF GEORGETOWN,  
SOUTH CAROLINA

(SEAL)

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MAYOR

ATTEST:

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CITY CLERK

First Reading:       October 16, 2025  
Second Reading:     November 20, 2025

Exhibit A

Form of Base Lease



Exhibit B

Form of Purchase and Use Agreement

## Exhibit C

### Description of the 2025 Real Property

All that certain piece, parcel, or lot of land situate, lying, and being in the City and County of Georgetown, State of South Carolina, designated as "PARCEL 3, 3.98 AC. 173,444 S.F." on that certain "ALTA/NPS LAND TITLE SURVEY OF PARCEL 3 OF LIBERTY STEEL GEORGETOWN, INC. PREPARED FOR CITY OF GEORGETOWN" prepared by Kenneth W. Crawford, S.C.P.L.S., dated July 20, 2023, and recorded August 31, 2023, in the Office of the Register of Deeds for Georgetown County in Plat Slide S848, Page 1. All of which will more fully appear reference being made to the aforementioned plat, which is expressly incorporated herein by reference and hereby made, pro tanto, a part and parcel hereof.

(Georgetown County TMS # 05-0025-025-00-00)

BASE LEASE AGREEMENT

between

CITY OF GEORGETOWN, SOUTH CAROLINA  
as lessor

and

GEORGETOWN PUBLIC FACILITIES CORPORATION  
as lessee

Dated as of December 1, 2025

All right, title and interest of the Georgetown Public Facilities Corporation in this Base Lease Agreement have been assigned to Regions Bank as Trustee under the Trust Agreement dated of even date herewith, and are subject to the security interest of the Trustee.

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Lease with respect to such portion of the 2025 Real Property as is affected thereby or an acceptance or acknowledgment of the right of the grantee of any such easement or right-of-way to continue to use such property notwithstanding the exercise of any rights or remedies afforded to the Corporation hereunder or under the Purchase and Use Agreement. Any request from the City hereunder shall be accompanied by copies of any instruments proposed to be executed together with a certificate from the City to the effect that: (i) the continued use of the 2025 Real Property affected thereby will not be impaired or hampered thereby; (ii) access to the 2025 Real Property for ingress and egress will be adequate for the purposes for which the 2025 Real Property is intended to be used; and (iii) the value of the 2025 Real Property to the City will not be significantly diminished thereby.

(b) The Corporation may, with the prior written consent of the Trustee based on the written approval of ~~the~~ a majority in principal amount of the Bondholders, also terminate this Base Lease with respect to any portion of the 2025 Real Property deemed excess or unneeded for the continued operation of the Facilities and the related facilities for the purposes for which they were designed or are then being used, and release its interest in such portion to the City, upon receipt by the Corporation of the following: (i) a plat showing the location of the Facilities and related facilities and the portion of the 2025 Real Property deemed excess or unneeded; (ii) an amendment to Exhibit A hereto revising the description of the affected parcel of the 2025 Real Property; (iii) a certificate from an engineer or architect stating that the remaining 2025 Real Property will be adequate for the continued operation of the Facilities and related facilities for the purpose for which they were designed or are then being used including a certification that there will be adequate access to the remaining 2025 Real Property for ingress and egress; and (iv) a certification from the City that the portion of the 2025 Real Property being released from the provisions hereof is excess to or unneeded for the continued operation of the Facilities and related facilities for the purposes for which they were designed or are then being used.

The City and the Corporation agree to amend Exhibit A to this Base Lease to substitute or release parcels of the 2025 Real Property or portions thereof in accordance with the provisions of this Section 3.6.

\* \* \*

BASE LEASE AGREEMENT

between

CITY OF GEORGETOWN, SOUTH CAROLINA  
as lessor

and

GEORGETOWN PUBLIC FACILITIES CORPORATION  
as lessee

Dated as of December 1, 2025

All right, title and interest of the Georgetown Public Facilities Corporation in this Base Lease Agreement have been assigned to Regions Bank as Trustee under the Trust Agreement dated of even date herewith, and are subject to the security interest of the Trustee.

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## BASE LEASE AGREEMENT

This BASE LEASE AGREEMENT dated as of December 1, 2025 (this “**Base Lease**”) is made and entered into by and between CITY OF GEORGETOWN, SOUTH CAROLINA (the “**City**”), a political subdivision of the State of South Carolina (the “**State**”), as lessor and GEORGETOWN PUBLIC FACILITIES CORPORATION (together with its successors and assigns, the “**Corporation**”), a South Carolina nonprofit corporation, as lessee.

### WITNESSETH:

WHEREAS, the Corporation is a nonprofit corporation formed under the provisions of Title 33, Chapter 31 of the Code of Laws of South Carolina 1976, as amended;

WHEREAS, the City is a political subdivision of the State and is authorized under the provisions of Sections 5-7-30 and 5-7-40, Code of Laws of South Carolina 1976, as amended, to enter into this Base Lease;

WHEREAS, City is the owner of the 2025 Real Property (as defined herein);

WHEREAS, the City desires to demise and lease the 2025 Real Property to the Corporation so that the Corporation may provide for the 2025 Project (as defined in the Purchase and Use Agreement) with the proceeds of the Series 2025 Bond (as defined in the hereinafter defined Trust Agreement);

WHEREAS, the Facilities, as improved by the 2025 Project, will be sold by the Corporation to the City under the terms of an Installment Purchase and Use Agreement dated of even date herewith (the “**Purchase and Use Agreement**”) between the Corporation and the City;

WHEREAS, the payments to be made under the Purchase and Use Agreement and the rights of the Corporation thereto (except for certain reserved rights as provided therein) are to be assigned to Regions Bank, as trustee (the “**Trustee**”), pursuant to the terms of a Trust Agreement dated of even date herewith (the “**Trust Agreement**”), between the Corporation and the Trustee, in order to secure and provide a source of payment for certain bonds, the proceeds of which are to be used for the purposes described above and in the Trust Agreement; and

WHEREAS, the City desires to enter into this Base Lease in order to achieve the foregoing purposes.

NOW, THEREFORE, in consideration of the payment of the Base Lease Rent (as defined herein) and the premises and the mutual covenants and agreements set forth herein, the City and the Corporation do hereby covenant and agree as follows:



## ARTICLE I

### DEFINITIONS AND RULES OF CONSTRUCTION

**Section 1.1 Definitions of Words and Terms.** Capitalized terms not otherwise defined herein are used with the meanings provided therefor in the Trust Agreement or the Purchase and Use Agreement, unless some other meaning is plainly intended. In addition, the following terms shall have the meanings set forth below, unless some other meaning is plainly intended:

**“2025 Project”** has the meaning set forth in the Purchase and Use Agreement.

**“2025 Real Property”** means the real property, absent any improvements thereon including the Facilities, as described in Exhibit A hereto.

**“Additional Real Property”** means any real property made subject to this Base Lease pursuant to any supplement hereto.

**“Base Lease Rent”** means the amount set forth in Section 3.4 of this Base Lease.

**“Base Lease Term”** means the term of this Base Lease which begins as of December 1, 2025, and ends on the earlier of (i) December 1, 2055, or (ii) the date on which the Series 2025 Bond is discharged within the meaning of Section 3.19(d) of the Trust Agreement.

**“City”** means the City of Georgetown, South Carolina.

**“City Council”** means the City Council of the City, as the governing body of the City, and any successor body.

**“Corporation”** means the Georgetown Public Facilities Corporation, a South Carolina nonprofit corporation, and its successors and assigns.

**“Event of Default”** means (i) with respect to the Purchase and Use Agreement, any Event of Default as defined in Section 8.1 of the Purchase and Use Agreement, and (ii) with respect to the Trust Agreement, any Event of Default as defined in Section 7.1 of the Trust Agreement.

**“Facilities”** has the meaning given such term in the Purchase and Use Agreement.

**“Installment Payments”** means those payments required to be made by the City by Sections 4.1, 4.2, and 4.4 of the Purchase and Use Agreement.

**“Ordinance”** means the Ordinance enacted by the City Council on November 20, 2025, authorizing the City’s execution and delivery of this Base Lease and the Purchase and Use Agreement and consenting to the Trust Agreement.

**“Purchase and Use Agreement”** means the Installment Purchase and Use Agreement dated of even date herewith between the Corporation and the City.

**“State”** means the State of South Carolina.

“**Trust Agreement**” means the Trust Agreement dated of even date herewith between the Corporation and the Trustee.

“**Trustee**” means Regions Bank, a corporation organized and existing under the laws of the State of Alabama, and its successor or successors and any other trustee which at any time may be substituted in its place pursuant to and at the time serving as trustee under the Trust Agreement.

**Section 1.2 Rules of Construction.** Words of the masculine gender shall be deemed and construed to include correlative words of the feminine and neuter genders. Unless the context shall otherwise indicate, the words importing the singular number shall include the plural and vice versa, and words importing person shall include firms, associations and corporations, including public bodies, as well as natural persons. The table of contents hereto and the headings and captions herein are not a part of this document. Three asterisks mark the end of each Article.

**Section 1.3 Accounting Terms.** Accounting terms used herein and not otherwise specifically defined shall have the meaning ascribed to such terms by accounting principles generally accepted in the United States as from time to time in effect.

\* \* \*

## ARTICLE II

### REPRESENTATIONS

**Section 2.1 Representations by the City.** The City represents, warrants and covenants as follows:

- (a) The City is a political subdivision of the State.
- (b) The demise and lease of the 2025 Real Property by the City to the Corporation, as provided in this Base Lease, in order to allow the Corporation (i) to provide for the constructing, renovating, and equipping of the 2025 Project, (ii) to provide for the issuance of the Series 2025 Bond and (iii) to provide for the sale of the Facilities to the City pursuant to the Purchase and Use Agreement, have been undertaken to enable the City to provide suitable public facilities in the City.
- (c) The City Council has full power and authority to enact the Ordinance and the City has full power and authority to enter into the transactions contemplated by this Base Lease and to carry out its obligations hereunder.
- (d) Neither the execution and delivery of this Base Lease, nor the fulfillment of or compliance with the terms and conditions hereof, nor the consummation of the transactions contemplated hereby, conflicts with or results in a breach of the terms, conditions or provisions of any restriction or any agreement or instrument to which the City is now a party or by which the City is bound.
- (e) The City has not made, done, executed, or suffered, and warrants that it will not make, do, execute, or suffer, any act or thing whereby the City's interests in the 2025 Real Property and the Facilities shall be or may be impaired, changed, or encumbered in any manner whatsoever except as permitted by this Base Lease or the Purchase and Use Agreement.
- (f) The City has good, valid, and marketable title to and is the fee owner of the 2025 Real Property existing on the date hereof. Any improvements on the 2025 Real Property existing on the date hereof are free and clear of all liens, encumbrances, and restrictions (including, without limitation, leases) other than Permitted Encumbrances (as defined in the Purchase and Use Agreement). To the extent permitted by law, the City further binds itself to warrant and forever defend the 2025 Real Property, and the Facilities and improvements thereon, unto the Corporation, its successors and assigns, against the City and its assigns and against every person whomsoever lawfully claiming or to claim the same, or any part thereof.

**Section 2.2 Representations by the Corporation.** The Corporation represents, warrants and covenants as follows:

- (a) The Corporation is a nonprofit corporation duly incorporated under the laws of the State and has corporate power to enter into this Base Lease, the Purchase and Use Agreement, and the Trust Agreement. By proper corporate action, the officers of the Corporation have been duly authorized to execute and deliver this Base Lease, the Purchase and Use

Agreement, and the Trust Agreement, and the Corporation has full power and authority to enter into the transactions contemplated by this Base Lease and to carry out its obligations hereunder.

(b) The execution and delivery of this Base Lease, the Purchase and Use Agreement, and the Trust Agreement and the consummation of the transactions herein and therein contemplated will not conflict with or constitute a breach of or default under the Corporation's articles of incorporation or bylaws or any bond, debenture, note, or other evidence of indebtedness of the Corporation, or any contract, agreement, or instrument to which the Corporation is a party or by which it is bound.

(c) To provide funds to defray the costs of the 2025 Project the Corporation will enter into the Trust Agreement pursuant to which it will issue the Series 2025 Bond payable from and secured by the Installment Payments under the Purchase and Use Agreement.

\* \* \*

## ARTICLE III

### CONVEYANCE AND LEASE OF THE 2025 REAL PROPERTY AND CONVEYANCE OF IMPROVEMENTS

**Section 3.1 Lease of the 2025 Real Property.** The City hereby demises and leases to the Corporation and the Corporation hereby leases from the City the 2025 Real Property for a term which ends on the expiration of the Base Lease Term for the rentals and other consideration set forth in Section 3.4 hereof and in accordance with the provisions of this Base Lease. The parties hereto agree to amend Exhibit A to this Base Lease by the execution of a Supplement to Base Lease Agreement, in substantially the form of Exhibit B attached hereto, from time to time, if the City acquires Additional Real Property which should become subject to this Base Lease. Such Supplement to Base Lease Agreement shall provide for the extension of the term of this Base Lease as necessary and for the payment of Base Lease Rent by the Corporation to the City.

**Section 3.2 Purchase of the Facilities.** Pursuant to the terms of the Purchase and Use Agreement, the Corporation will provide for the 2025 Project and will convey title to the Facilities to the City, but subject to the terms of the Trust Agreement and the reservation of certain rights under this Base Lease.

**Section 3.3 Assignments, Subleases, and Mortgages.** Except as contemplated by the Trust Agreement or permitted by the Purchase and Use Agreement, the Corporation may not (i) mortgage or otherwise encumber or assign its rights in the 2025 Real Property or the Facilities or any portion thereof under this Base Lease, (ii) lease, assign, transfer or otherwise dispose of its interest in the 2025 Real Property or the Facilities or any portion thereof or (iii) remove, modify, or alter the 2025 Real Property or the Facilities or any portion thereof, without the consent of the City.

**Section 3.4 Rent and Other Consideration.** As and for rental hereunder and in consideration for the leasing of the 2025 Real Property to the Corporation hereunder, the Corporation agrees (i) to pay to the City an annual amount of Base Lease Rent of One Dollar (\$1.00) per year, and (ii) to fulfill its obligations with respect to the Facilities as provided in the Purchase and Use Agreement.

**Section 3.5 Taxes and Insurance.** The City shall pay and have responsibility for all taxes on and insurance of the 2025 Real Property and the Facilities. All insurance shall provide that the proceeds shall be payable to the City, the Corporation, or the Trustee as their interests may appear.

**Section 3.6 Granting of Easements, Rights of Way, Releases, and Substitutions of Property.** (a) From time to time during the term hereof and so long as there is not an existing Event of Default under the Purchase and Use Agreement and there has not occurred an Event of Nonappropriation (as defined in the Purchase and Use Agreement) that has not been waived by the Corporation or the Trustee (if applicable), the Corporation, at the request of the City, may execute such instruments as are necessary to provide for the granting of easements or rights of way for road construction, utilities, or in such other instances as the City certifies are not inconsistent with or incompatible with the continued use of the balance of the 2025 Real Property for its intended purposes. Such instruments may include a termination of this Base

Lease with respect to such portion of the 2025 Real Property as is affected thereby or an acceptance or acknowledgment of the right of the grantee of any such easement or right-of-way to continue to use such property notwithstanding the exercise of any rights or remedies afforded to the Corporation hereunder or under the Purchase and Use Agreement. Any request from the City hereunder shall be accompanied by copies of any instruments proposed to be executed together with a certificate from the City to the effect that: (i) the continued use of the 2025 Real Property affected thereby will not be impaired or hampered thereby; (ii) access to the 2025 Real Property for ingress and egress will be adequate for the purposes for which the 2025 Real Property is intended to be used; and (iii) the value of the 2025 Real Property to the City will not be significantly diminished thereby.

(b) The Corporation may, with the prior written consent of the Trustee based on the written approval of a majority in principal amount of the Bondholders, also terminate this Base Lease with respect to any portion of the 2025 Real Property deemed excess or unneeded for the continued operation of the Facilities and the related facilities for the purposes for which they were designed or are then being used, and release its interest in such portion to the City, upon receipt by the Corporation of the following: (i) a plat showing the location of the Facilities and related facilities and the portion of the 2025 Real Property deemed excess or unneeded; (ii) an amendment to Exhibit A hereto revising the description of the affected parcel of the 2025 Real Property; (iii) a certificate from an engineer or architect stating that the remaining 2025 Real Property will be adequate for the continued operation of the Facilities and related facilities for the purpose for which they were designed or are then being used including a certification that there will be adequate access to the remaining 2025 Real Property for ingress and egress; and (iv) a certification from the City that the portion of the 2025 Real Property being released from the provisions hereof is excess to or unneeded for the continued operation of the Facilities and related facilities for the purposes for which they were designed or are then being used.

The City and the Corporation agree to amend Exhibit A to this Base Lease to substitute or release parcels of the 2025 Real Property or portions thereof in accordance with the provisions of this Section 3.6.

\* \* \*

## ARTICLE IV

### TERMINATION

**Section 4.1 Termination.** (a) This Base Lease shall terminate upon the completion of the Base Lease Term; provided, however, in the event the City exercises the option to purchase the Facilities as provided in Section 9.1 of the Purchase and Use Agreement and satisfies the conditions thereof, then this Base Lease shall be considered terminated through merger of the leasehold interest with the interest of the City and, provided further, that upon any partition of the Facilities pursuant to Section 2.4 of the Purchase and Use Agreement, this Base Lease shall be terminated with respect to that portion of the 2025 Real Property (the “*City Real Property*”) relating to any City Facilities (as defined in the Purchase and Use Agreement) and the City Real Property shall no longer be subject to this Base Lease and the Corporation shall have no interest therein.

(b) The Corporation agrees, upon any termination or completion of the Base Lease Term or the exercise by the City of its option to purchase as provided in Section 9.1 of the Purchase and Use Agreement, to quit and surrender the 2025 Real Property and that all title and interest in the Facilities and the 2025 Real Property shall vest in the City free and clear of the encumbrance of this Base Lease and any other encumbrances except Permitted Encumbrances (as defined in the Purchase and Use Agreement). The Corporation agrees, upon any partition of the Facilities provided for in Section 2.4 of the Purchase and Use Agreement, to quit and surrender the City Real Property and that all title and interest in the City Facilities and the City Real Property shall vest in the City free and clear of the encumbrance of this Base Lease and any other encumbrances except Permitted Encumbrances.

If an Event of Default under the Purchase and Use Agreement occurs or if the City fails to continue the Purchase and Use Agreement for the entire term thereof for any reason, the Corporation shall have the right of possession of the portion of the 2025 Real Property (the “*Corporation Real Property*”) relating to the Corporation Facilities (as defined in the Purchase and Use Agreement) as the result of a partition as provided for in Section 2.4 of the Purchase and Use Agreement for the remainder of the Base Lease Term and shall have the right to sublease the Corporation Facilities or transfer its leasehold interest in the Corporation Real Property and in this Base Lease upon whatever terms and conditions it deems prudent; provided that the Corporation Facilities shall always be operated in compliance with all applicable governmental rules, regulations and orders. Both parties acknowledge that the City has an insurable interest in the Corporation Facilities but not in any additions, alterations, furnishings, and fixtures provided in connection with the use of the Corporation Facilities by the Corporation or any person to whom the Corporation enters into a lease, license or other such agreement providing for occupancy temporary or long-term. Therefore, the City’s obligation to provide insurance and pay taxes under the provisions of Section 3.5 hereof shall be limited to the 2025 Real Property and the Facilities as they existed as of the Partition Date (as defined in the Purchase and Use Agreement) and the Corporation shall provide the City with adequate public liability and comprehensive risk insurance covering any additions, alterations, furnishings and fixtures to the Corporation Facilities acquired, constructed or installed after the Partition Date, and shall pay all taxes relating to any additions, alterations, furnishings and fixtures located therein for the remainder of the Base Lease Term and will furnish the City with evidence thereof. In the event

that the Corporation shall receive a payment for the transfer of its leasehold interest or total rental payments for subleasing that are, after the payment of the Corporation's expenses in connection therewith, including fees and expenses of the Trustee, in excess of the principal amount of the Bonds then Outstanding (as defined in the Trust Agreement) at the time of termination or default and the interest and premium, if any, due and to become due thereon (with amounts so received to be credited first to such interest and then to principal), then such excess shall be paid to the City by the Corporation, its assigns or its lessee.

**Section 4.2 Default by the Corporation.** The City shall not have the right to exclude the Corporation from the 2025 Real Property or the Facilities or to take possession of the 2025 Real Property or the Facilities (except pursuant to the Purchase and Use Agreement) or to terminate this Base Lease prior to the termination of the Base Lease Term notwithstanding any default by the Corporation hereunder; except that if, upon exercise of the option to purchase the Corporation's entire interest in the Facilities granted to the City in Article IX of the Purchase and Use Agreement and after the payment of the purchase price specified therein and the other sums payable under the Purchase and Use Agreement, the Corporation fails to convey its interest in the Facilities to the City pursuant to said option, then the City shall have the right to terminate this Base Lease, such termination to be effective 30 days after delivery of written notice of such termination to the Corporation. However, in the event of any default by the Corporation hereunder, the City may maintain an action, if permitted in equity, for specific performance.

**Section 4.3 Quiet Enjoyment.** Subject to the Purchase and Use Agreement, the Corporation at all times during the term of this Base Lease shall peaceably and quietly have and enjoy the 2025 Real Property and the Facilities.

**Section 4.4 No Merger.** Except as expressly provided herein, no union of the interests of the City and the Corporation herein or in the Purchase and Use Agreement shall result in a merger of this Base Lease and the title to the Facilities.

**Section 4.5 Waiver of Personal Liability.** All liabilities under this Base Lease on the part of the Corporation are fully corporate liabilities of the Corporation as a corporation, and, to the extent permitted by law, the City hereby releases each and every incorporator, member, director and officer of the Corporation of and from any personal or individual liability under this Base Lease, including without limitation the obligation to make payment of the Base Lease Rent. No incorporator, member, director, or officer of the Corporation shall at any time or under any circumstances be individually or personally liable under this Base Lease for anything done or omitted to be done by the Corporation hereunder.

**Section 4.6 Maintenance of Premises.** Subject to the provisions of the Purchase and Use Agreement, the Corporation covenants that it will maintain or cause to be maintained the 2025 Real Property, and will not cause, permit, or suffer to be caused or permitted waste thereto. At the conclusion of the term of this Base Lease, the 2025 Real Property shall be returned to the City, together with the Facilities and any other improvements thereto, in substantially the condition thereof as of the date hereof or the date the Additional Real Property is added hereto, subject to normal wear and tear. Except as contemplated under the Purchase and Use Agreement, the Corporation shall not make or consent to any other improvements, modifications or alterations to the 2025 Real Property or the Facilities or any portion thereof, or remove any part thereof without the prior written consent of the City. Prior to an Event of Nonappropriation that



has not been waived, in the event of any damage, destruction or condemnation of any of the 2025 Real Property, the provisions of Article VII of the Purchase and Use Agreement shall be deemed to apply with respect to the 2025 Real Property in like manner as provided therein with respect to Facilities, and the net proceeds from any insurance policies, performance bonds or condemnation awards shall be applied in the same manner for the benefit of 2025 Real Property as are Net Proceeds under Section 7.2 of the Purchase and Use Agreement. After an Event of Nonappropriation that has not been waived, in the event of any damage, destruction or condemnation of any of the 2025 Real Property, the proceeds of any insurance policies, performance bonds, or condemnation awards allocable to the Corporation's interest in the 2025 Real Property shall be applied as directed by the Trustee either in the manner provided in Section 7.2 of the Purchase and Use Agreement or to the retirement of all Bonds then Outstanding and the excess, if any, remaining thereafter to such use as the City may direct.

\* \* \*

## **ARTICLE V**

### **CONTROL OF 2025 REAL PROPERTY AND FACILITIES DURING BASE LEASE TERM**

**Section 5.1 Control of 2025 Real Property and Facilities During Base Lease Term.** Subject to the provisions of the Purchase and Use Agreement and Section 4.6 hereof, during the Base Lease Term, the Corporation shall have complete control over the 2025 Real Property and the Facilities and their operation.

\* \* \*

## ARTICLE VI

### MISCELLANEOUS

**Section 6.1 Covenants Running with the 2025 Real Property.** All covenants, promises, conditions, and obligations herein contained or implied by law are covenants running with the 2025 Real Property and shall attach and bind and inure to the benefit of the City and the Corporation and their respective heirs, legal representatives, successors and assigns, except as otherwise provided herein.

**Section 6.2 Binding Effect.** This Base Lease shall inure to the benefit of and shall be binding upon the City, and the Corporation, and their respective successors and assigns. The Trustee is a third-party beneficiary to this Base Lease.

**Section 6.3 Severability.** In the event any provision hereof shall be determined to be invalid or unenforceable, the validity and effect of the other provisions hereof shall not be affected thereby.

**Section 6.4 Amendment, Changes, and Modifications.** This Base Lease may not be effectively amended, changed, modified, altered or terminated without the prior written consent of the Trustee, if and to the extent required by the Trust Agreement, other than (i) to make any Additional Real Property subject to this Base Lease, or (ii) as provided in Section 3.6 hereof in connection with the granting of easements, releases, and substitutions.

**Section 6.5 Execution in Counterparts.** This Base Lease may be executed simultaneously in two or more counterparts, each of which shall be deemed to be an original and all of which together shall constitute but one and the same instrument.

**Section 6.6 Applicable Law.** This Base Lease shall be governed by and construed in accordance with the laws of the State.

**Section 6.7 Captions.** The section and article headings herein are for convenience only and in no way define, limit, or describe the scope or intent of any of the provisions hereof.

**Section 6.8 Notices.** It shall be sufficient service of any notice, request, complaint, demand or other paper required by this Base Lease to be given to or filed with the City, the Corporation, or the Trustee if the same is given or filed in the manner and at the addresses specified in the Trust Agreement.

**Section 6.9 Successors and Assigns.** All covenants, promises, and agreements contained in this Base Lease by or on behalf of or for the benefit of the City or the Corporation, shall bind and inure to the benefit of their respective successors and assigns, whether so expressed or not.

**Section 6.10 Compliance.** Notwithstanding anything in this Base Lease to the contrary, during the term of this Base Lease, neither the Corporation nor any assignee of the Corporation's interest hereunder nor any sublessee of the Corporation shall operate the Facilities for any purpose which is not in compliance with all applicable governmental rules, regulations and orders.

\* \* \*

WITNESS the due execution of this Base Lease effective as of December 1, 2025.

**CITY OF GEORGETOWN, SOUTH  
CAROLINA**

(SEAL)

Witnesses

By: \_\_\_\_\_  
Scott Whittier, City Administrator

\_\_\_\_\_  
\_\_\_\_\_

Attest:

\_\_\_\_\_  
Stephanie Buccione, City Clerk

**GEORGETOWN PUBLIC FACILITIES  
CORPORATION**

(SEAL)

Witnesses

By: \_\_\_\_\_  
Daniel F. Siau, President

\_\_\_\_\_  
\_\_\_\_\_

Attest:

\_\_\_\_\_  
Lori W. Beard, Secretary

PROBATE

---

Notary Public for South Carolina  
Printed Name: \_\_\_\_\_  
My Commission Expires: \_\_\_\_\_

PROBATE

---

Notary Public for South Carolina  
Printed Name: \_\_\_\_\_  
My Commission Expires: \_\_\_\_\_

## **EXHIBIT A**

### **DESCRIPTION OF 2025 REAL PROPERTY**

All that certain piece, parcel, or lot of land situate, lying, and being in the City and County of Georgetown, State of South Carolina, designated as "PARCEL 3, 3.98 AC. 173,444 S.F." on that certain "ALTA/NPS LAND TITLE SURVEY OF PARCEL 3 OF LIBERTY STEEL GEORGETOWN, INC. PREPARED FOR CITY OF GEORGETOWN" prepared by Kenneth W. Crawford, S.C.P.L.S., dated July 20, 2023, and recorded August 31, 2023, in the Office of the Register of Deeds for Georgetown County in Plat Slide S848, Page 1. All of which will more fully appear reference being made to the aforementioned plat, which is expressly incorporated herein by reference and hereby made, pro tanto, a part and parcel hereof.

(Georgetown County TMS # 05-0025-025-00-00)

**EXHIBIT B**

**FORM OF SUPPLEMENT TO BASE LEASE AGREEMENT  
(ADDITIONAL REAL PROPERTY)**

THIS SUPPLEMENT TO BASE LEASE AGREEMENT (this “**Supplement**”) dated \_\_\_\_\_, 20\_\_, by and between CITY OF GEORGETOWN, SOUTH CAROLINA, a political subdivision duly existing under the laws of the State of South Carolina, as lessor (the “**City**”), and GEORGETOWN PUBLIC FACILITIES CORPORATION, a South Carolina nonprofit corporation duly organized and existing under the laws of the State of South Carolina, as lessee (the “**Corporation**”).

WHEREAS, the City and the Corporation have entered into that certain Base Lease Agreement dated as of December 1, 2025 (the “**Base Lease**”), and pursuant to Section 3.1(a) thereof, enter into this Supplement for the purposes set forth herein.

NOW, THEREFORE, for and in consideration of the mutual promises and covenants herein contained, the parties hereto hereby agree as follows:

The Base Lease is hereby amended to delete Exhibit A attached thereto and replace it in its entirety with Exhibit A-1 attached hereto.

Except as amended herein, the Base Lease shall remain in full force and effect.

WITNESSES:

**CORPORATION:**

GEORGETOWN PUBLIC FACILITIES CORPORATION

\_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_  
Its: \_\_\_\_\_

**CITY:**

CITY OF GEORGETOWN, SOUTH CAROLINA

\_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_  
Its: \_\_\_\_\_





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

### ACTION ITEM

|                                   |                                                                                                                                                          |
|-----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | November 20, 2025                                                                                                                                        |
| <b>Department:</b>                | Finance                                                                                                                                                  |
| <b>Issue Under Consideration:</b> | Motion to approve first reading of an ordinance to amend Article I of Chapter 22 at Section 22-4 "Equalized Monthly Utility Payment."                    |
| <b>Amount Requested:</b>          | NA                                                                                                                                                       |
| <b>In Current Budget?:</b>        | NA                                                                                                                                                       |
| <b>If not, please explain:</b>    | NA                                                                                                                                                       |
| <b>Financial Impact:</b>          | NA                                                                                                                                                       |
| <b>Points to Consider:</b>        | Revising the penalty eligibility requirements for individuals aged 65 and above has the potential to broaden program participation among older citizens. |
| <b>Options:</b>                   | Approve/Disapprove                                                                                                                                       |
| <b>Staff Recommendation:</b>      | Approve                                                                                                                                                  |

#### Reviews:

|                    |                   |          |
|--------------------|-------------------|----------|
| Kathy Vermeland    | Created/Initiated | Approver |
| Kathy Vermeland    | Approved          | Approver |
| Elise Crosby       | Approved          | Approver |
| Scott Whittier     | Approved          | Approver |
| Stephanie Buccione | Final Approval    | Approver |

#### Attachments:

1. Balance Billing Sec. 22-4. Equalized Monthly Utility Payment Update Redlined
2. Balance Billing Sec. 22-4. Equalized Monthly Utility Payment Update Final



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**AN ORDINANCE TO AMEND ARTICLE I OF CHAPTER 22 AT SECTION 22-4 "EQUALIZED  
MONTHLY UTILITY PAYMENT"**

- WHEREAS,** Section 5-7-30 of the South Carolina Code of Laws confers municipalities the power to enact regulations, resolutions, and ordinances, not inconsistent with the Constitution and general law of the State; and
- WHEREAS,** Section 1-9 of the Code of Ordinances of the City of Georgetown allows for the amendment of the Code of Ordinances from time to time; and
- WHEREAS,** In 2023, Mayor and Council of the City of Georgetown adopted an Equalized Payment Program for use by its residential utility customers ("Budget Billing"), which has proved popular with utility customers; and
- WHEREAS,** The Budget Billing program, also known as Balance Billing, requires participants to have city utility account history of 12 months in good standing; and
- WHEREAS,** The City Council recognizes the 12-month history of satisfactory payments makes some residents over age 65 without a penalty-free 12-month payment history ineligible for the program; and
- WHEREAS,** Mayor and Council recognize senior citizens on fixed incomes are historically vulnerable and valuable city customers who may most benefit from the program and may be better able to pay fluctuating utility bills with Budget Billing; and
- WHEREAS,** The City Council desires to support these potentially otherwise ineligible customers; and
- WHEREAS,** Amending eligibility criteria in recognition of these customers' particularized situations serves City Council's public purpose;

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, South Carolina, duly assembled that Section 22-4 of the City of Georgetown Code of Ordinances be amended as follows, shown in red (to be codified without color):

**Sec. 22-4. Equalized monthly utility payment.**

- (a) *Purpose.* The equalized utility payment or budget billing program is established for residential utility customers. This program is offered as customer service, to help remove seasonal variations in monthly utility bills, making them more predictable. Customers enrolled in budget billing will be billed an equal amount each month based on the prior twelve (12) months' consumption.
- (b) *Eligibility.* To be eligible to enroll in the program, utility customers must comply with the following **unless exempt under (b)(7), below:**
- (1) Residential property must be owner-occupied;
  - (2) Have been at the same location for more than twelve (12) months to establish consumption history;
  - (3) Be in good standing and have a satisfactory payment record with the city, **defined as no penalties assessed during the previous twelve (12) month period, rolling from the time of application;**

- 
- (4) Have not requested an extension or deferment to pay the utility bill;
  - (5) Have not had a payment returned for insufficient funds; and
  - (6) Have not had penalties or late fees applied to the account.
  - (7) The eligibility requirement under (3) in this section is not applicable to current customers age 65 or older, however all penalties and late fees must be paid prior to enrollment.
- (c) *Enrollment.* Enrollment shall be by application on an agreement form prescribed by the City of Georgetown Finance Department, to contain terms for enrollment and continuing participation.
  - (d) *Program maintenance.* Budget billing accounts shall be monitored, audited, and re-calculated on an annual basis consistent with the City of Georgetown fiscal year, regardless of enrollment date. At the end of the fiscal year, budget billing accounts shall be trued up and the bill for the month ending the fiscal year shall reflect the variance in usage averages and reflected as a credit or outstanding balance, with notice of the new monthly billing amount.
  - (e) *Discontinuance/remedies.* Participants or the city may discontinue the program or participation with one (1) month's notice, to be delivered to the finance department (if to the city) or by customer bill (if to the participant.) Balance or credit shall be applied under subsection (d), above, except in the case of a closed account, for which balances shall be billed. Any claim against the City of Georgetown for credit must be brought within twelve (12) months of the date of the utility bill containing the recalculation or be forever barred.

**BE IT FURTHER ORDAINED,** All ordinances or parts of ordinances inconsistent with this Ordinance are 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

---

**AN ORDINANCE TO AMEND ARTICLE I OF CHAPTER 22 AT SECTION 22-4 “EQUALIZED  
MONTHLY UTILITY PAYMENT”**

- WHEREAS,** Section 5-7-30 of the South Carolina Code of Laws confers municipalities the power to enact regulations, resolutions, and ordinances, not inconsistent with the Constitution and general law of the State; and
- WHEREAS,** Section 1-9 of the Code of Ordinances of the City of Georgetown allows for the amendment of the Code of Ordinances from time to time; and
- WHEREAS,** In 2023, Mayor and Council of the City of Georgetown adopted an Equalized Payment Program for use by its residential utility customers (“Budget Billing”), which has proved popular with utility customers; and
- WHEREAS,** The Budget Billing program, also known as Balance Billing, requires participants to have city utility account history of 12 months in good standing; and
- WHEREAS,** The City Council recognizes the 12-month history of satisfactory payments makes some residents over age 65 without a penalty-free 12-month payment history ineligible for the program; and
- WHEREAS,** Mayor and Council recognize senior citizens on fixed incomes are historically vulnerable and valuable city customers who may most benefit from the program and may be better able to pay fluctuating utility bills with Budget Billing; and
- WHEREAS,** The City Council desires to support these potentially otherwise ineligible customers; and
- WHEREAS,** Amending eligibility criteria in recognition of these customers’ particularized situations serves City Council’s public purpose;

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, South Carolina, duly assembled that Section 22-4 of the City of Georgetown Code of Ordinances be amended as follows, shown in red (to be codified without color):

**Sec. 22-4. Equalized monthly utility payment.**

- (a) *Purpose.* The equalized utility payment or budget billing program is established for residential utility customers. This program is offered as customer service, to help remove seasonal variations in monthly utility bills, making them more predictable. Customers enrolled in budget billing will be billed an equal amount each month based on the prior twelve (12) months' consumption.
- (b) *Eligibility.* To be eligible to enroll in the program, utility customers must comply with the following unless exempt under (b)(7), below:
- (1) Residential property must be owner-occupied;
  - (2) Have been at the same location for more than twelve (12) months to establish consumption history;
  - (3) Be in good standing and have a satisfactory payment record with the city, defined as no penalties assessed during the previous twelve (12) month period, rolling from the time of application.

- 
- (4) Have not requested an extension or deferment to pay the utility bill;
  - (5) Have not had a payment returned for insufficient funds; and
  - (6) Have not had penalties or late fees applied to the account.
  - (7) The eligibility requirement under (3) in this section is not applicable to current customers age 65 or older, however all penalties and late fees must be paid prior to enrollment.
- (c) *Enrollment.* Enrollment shall be by application on an agreement form prescribed by the City of Georgetown Finance Department, to contain terms for enrollment and continuing participation.
  - (d) *Program maintenance.* Budget billing accounts shall be monitored, audited, and re-calculated on an annual basis consistent with the City of Georgetown fiscal year, regardless of enrollment date. At the end of the fiscal year, budget billing accounts shall be trued up and the bill for the month ending the fiscal year shall reflect the variance in usage averages and reflected as a credit or outstanding balance, with notice of the new monthly billing amount.
  - (e) *Discontinuance/remedies.* Participants or the city may discontinue the program or participation with one (1) months' notice, to be delivered to the finance department (if to the city) or by customer bill (if to the participant.) Balance or credit shall be applied under subsection (d), above, except in the case of a closed account, for which balances shall be billed. Any claim against the City of Georgetown for credit must be brought within twelve (12) months of the date of the utility bill containing the recalculation or be forever barred.

**BE IT FURTHER ORDAINED,** All ordinances or parts of ordinances inconsistent with this Ordinance are 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



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

### ACTION ITEM

|                                   |                                                                                                                                                                                                |
|-----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | November 20, 2025                                                                                                                                                                              |
| <b>Department:</b>                | Finance                                                                                                                                                                                        |
| <b>Issue Under Consideration:</b> | Motion to approve first reading of an ordinance amending Chapter 13, Article II, "Business Licenses" of the Code of Ordinances for the City of Georgetown by amending Sections 13-17 and 13-21 |
| <b>Amount Requested:</b>          | NA                                                                                                                                                                                             |
| <b>In Current Budget?:</b>        | NA                                                                                                                                                                                             |
| <b>If not, please explain:</b>    | NA                                                                                                                                                                                             |
| <b>Financial Impact:</b>          | Business License revenue increases for Taxable Real Estate Rentals.                                                                                                                            |
| <b>Points to Consider:</b>        | This exemption will reduce the burden on entities that own and rent out a single residential property.                                                                                         |
| <b>Options:</b>                   | Approve/Disapprove                                                                                                                                                                             |
| <b>Staff Recommendation:</b>      | Approve                                                                                                                                                                                        |

#### Reviews:

|                    |                   |          |
|--------------------|-------------------|----------|
| Kathy Vermeland    | Created/Initiated | Approver |
| Kathy Vermeland    | Approved          | Approver |
| Elise Crosby       | Approved          | Approver |
| Scott Whittier     | Approved          | Approver |
| Stephanie Buccione | Final Approval    | Approver |

#### Attachments:

1. 10-29-25 BL enabling ordinance





**AN ORDINANCE AMENDING CHAPTER 13, ARTICLE II, “BUSINESS LICENSES”  
OF THE CODE OF ORDINANCES FOR THE CITY OF GEORGETOWN BY  
AMENDING SECTIONS 13-17 AND 13-21**

**WHEREAS**, Section 1-9 of the Code of Ordinances of the City of Georgetown allows for the amendment of the Code of Ordinances from time to time; and

**WHEREAS**, in 2020, the South Carolina General Assembly adopted the South Carolina Business License Tax Standardization Act, S.C. Code Sections 6-1-400 to 6-1-420 (the “Act”), effective January 1, 2022; and

**WHEREAS**, the City Council of the City of Georgetown subsequently amended its Business License Ordinance in compliance with the Act; and

**WHEREAS**, the City contracts with a third party to capture business license data as covered by the Act, which includes a rate code for the business of “real estate,” as published and updated annually by the Municipal Association of South Carolina; and

**WHEREAS**, the Finance Director has informed Mayor and Council that 2025 business license data indicates business entities are engaged in commercial and residential real estate rental in the City of Georgetown that do not hold city business licenses; and

**WHEREAS**, Mayor and Council recognize real estate rental is an expressly taxable business under the Act and acknowledge the importance of fiscal responsibility in collecting business license taxes consistent with state law, while desiring to make this transition minimally burdensome on those real estate businesses that have not previously been assessed for a city business license, and to exempt those business entities that own and rent a single residential property;

**NOW, THEREFORE BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, South Carolina, duly assembled, that a business entity engaging in real estate rental being assessed for a business license for the first time shall have the assessment pro-rated for the balance of the current license year as a new business, under Section 13-19 if the Code of Ordinances for the City of Georgetown; and

**BE IT FURTHER ORDAINED**, that Sections 13-17 and 13-21 be amended by adding the following definition to Section 13-17:

*Landlord business* means a business entity owning, managing, or renting property for commercial or residential purposes.

and by adding subsection (f) to Section 13-21:

(f) a Landlord business entity operating only one residential rental shall be exempt from the business license requirement for operating the residential rental

both as shown on Ex. A in redline, incorporated herein, to be adopted as amended

**BE IT FURTHER ORDAINED**, 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



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### ACTION ITEM

|                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|-----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | November 20, 2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Department:</b>                | Engineering                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Issue Under Consideration:</b> | Motion to approve the construction base bid and bid alternate and make payments to Green Wave Contracting Inc. in the total amount of \$996,331.00 for the Maryville Water Distribution Improvements Phase II project. Base Bid work includes new water main, new fire hydrants, new water services, and new valves on Elizabeth St., Morrison St., and part of Oak St. between Elizabeth St. and Donham Avenue. The Alternate Bid work includes a new water main, new fire hydrants, new water services, and valves on Oak Street between Donham Avenue and Shop Wall Street. |
| <b>Amount Requested:</b>          | \$996,331.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>In Current Budget?:</b>        | Yes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>If not, please explain:</b>    | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Financial Impact:</b>          | None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Points to Consider:</b>        | Council may opt to award the base bid only, the alternate bid, or both.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Options:</b>                   | 1) Award base bid for \$508,103.00<br>2) Award the alternate bid for \$488,228.00<br>3) Award both base bid and alternate bid for \$996,331.00                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Staff Recommendation:</b>      | Award contract to Green Wave with both base bid and alternate bid.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |

#### Reviews:

Orlando Arteaga  
Orlando Arteaga

Created/Initiated  
Approved

Approver  
Approver

Kathy Vermeland  
Elise Crosby  
Scott Whittier  
Stephanie Buccione

Approved  
Approved  
Approved  
Final Approval

Approver  
Approver  
Approver  
Approver

**Attachments:**

1. Rowe Recommendation Letter
2. Certified Bid Tabulation
3. SIGN IN SHEET
4. SUBMITTAL LISTING - signed
5. RFB
6. Bid Form
7. Bid Bond and Business License
8. Vendor Submittal Form
9. Maryville Water Improvements Phase II Map-Rev. 1



October 15, 2025

City of Georgetown  
Orlando Arteaga, PE City Engineer  
2377 Maybank Drive  
Georgetown, SC 29440

RE: Maryville Water Distribution Improvements Phase II

Dear Mr. Arteaga:

Enclosed please find a copy of the bid tabulation for the above referenced project. All bids opened and read at the bid opening on October 10, 2025 have been reviewed and audited. Green Wave Contracting, Inc. was the low bidder with a bid amount of \$508,103.00, as well as having an alternate bid at \$488,228.00, adding up to a grand total of \$996,331.00.

It is my recommendation to the City of Georgetown, if it is within their budget, to award the Maryville Water Improvements Phase II to Green Wave Contracting, Inc.

If you have any questions, or need additional information regarding this matter, please feel free to contact me.

Sincerely,  
ROWE Professional Services Company

A handwritten signature in blue ink that reads "Ryan E. Harvey".

Ryan E. Harvey  
Project Manager

Enclosure

**SINCE 1962**



Maryville Water Distribution Improvements  
Phase II

Description: Contractor bid comparison with alternate bids  
Dated 10/15/2025.

Project Number: 2400821  
Client Name: City of Georgetown



| Green Wave Contacting Inc. |                                                 |          |      | King Construction Services In Land and Development Service |              |              |              | R.H. Moore Company Inc. |              |             |              | Complete Utilities LLC. |              | Carolina Waterworks LLC. |              |
|----------------------------|-------------------------------------------------|----------|------|------------------------------------------------------------|--------------|--------------|--------------|-------------------------|--------------|-------------|--------------|-------------------------|--------------|--------------------------|--------------|
| Item                       | Description                                     | Quantity | Unit | Unit Price                                                 | Amount       | Unit Price   | Amount       | Unit Price              | Amount       | Unit Price  | Amount       | Unit Price              | Amount       | Unit Price               | Amount       |
| 1                          | Mobilization                                    | 1        | LS   | \$30,000.00                                                | \$30,000.00  | \$50,000.00  | \$50,000.00  | \$10,000.00             | \$10,000.00  | \$35,000.00 | \$35,000.00  | \$36,000.00             | \$36,000.00  | \$10,336.07              | \$10,336.07  |
| 2                          | Construction staking and as-builts              | 1        | LS   | \$8,500.00                                                 | \$8,500.00   | \$27,500.00  | \$27,500.00  | \$10,000.00             | \$10,000.00  | \$12,000.00 | \$12,000.00  | \$26,400.00             | \$26,400.00  | \$10,982.08              | \$10,982.08  |
| 3                          | Connect to existing                             | 2        | EA   | \$1,500.00                                                 | \$3,000.00   | \$2,500.00   | \$5,000.00   | \$5,784.00              | \$11,568.00  | \$11,000.00 | \$22,000.00  | \$12,600.00             | \$25,200.00  | \$2,427.37               | \$4,854.74   |
| 4                          | Tapping saddles and valves                      | 2        | EA   | \$5,250.00                                                 | \$10,500.00  | \$8,500.00   | \$17,000.00  | \$7,531.00              | \$15,062.00  | \$16,500.00 | \$33,000.00  | \$16,728.00             | \$33,456.00  | \$6,228.85               | \$12,457.70  |
| 5                          | 6" PVC Water Main                               | 2622     | LF   | \$49.00                                                    | \$128,478.00 | \$70.00      | \$183,540.00 | \$53.00                 | \$138,966.00 | \$61.00     | \$159,942.00 | \$94.00                 | \$246,468.00 | \$44.76                  | \$117,360.72 |
| 6                          | Single Services                                 | 33       | EA   | \$1,700.00                                                 | \$56,100.00  | \$2,175.00   | \$71,775.00  | \$2,725.00              | \$89,925.00  | \$2,500.00  | \$82,500.00  | \$3,960.00              | \$130,680.00 | \$1,676.35               | \$55,319.55  |
| 7                          | Fire Hydrant Assembly                           | 4        | EA   | \$9,200.00                                                 | \$36,800.00  | \$9,000.00   | \$36,000.00  | \$8,370.00              | \$33,480.00  | \$9,600.00  | \$38,400.00  | \$10,410.00             | \$41,640.00  | \$10,410.98              | \$41,643.92  |
| 8                          | Fittings- 20% of water main cost                | 1        | LS   | \$20,000.00                                                | \$20,000.00  | \$30,500.00  | \$30,500.00  | \$27,965.00             | \$27,965.00  | \$31,600.00 | \$31,600.00  | \$12,375.00             | \$12,375.00  | \$22,725.07              | \$22,725.07  |
| 9                          | 6" Gate Valves                                  | 5        | EA   | \$2,500.00                                                 | \$12,500.00  | \$3,000.00   | \$15,000.00  | \$2,395.00              | \$11,975.00  | \$3,100.00  | \$15,500.00  | \$3,132.00              | \$15,660.00  | \$2,714.89               | \$13,574.45  |
| 10                         | Testing                                         | 1        | LS   | \$12,000.00                                                | \$12,000.00  | \$25,000.00  | \$25,000.00  | \$10,000.00             | \$10,000.00  | \$21,000.00 | \$21,000.00  | \$10,080.00             | \$10,080.00  | \$12,920.09              | \$12,920.09  |
| 11                         | Open cut                                        | 1        | LS   | \$3,000.00                                                 | \$3,000.00   | \$140,000.00 | \$140,000.00 | \$7,500.00              | \$7,500.00   | \$12,000.00 | \$12,000.00  | \$30,000.00             | \$30,000.00  | \$71,955.31              | \$71,955.31  |
| 12                         | 6" Aggregate Base                               | 2200     | SY   | \$17.00                                                    | \$37,400.00  | \$25.00      | \$55,000.00  | \$26.00                 | \$57,200.00  | \$27.00     | \$59,400.00  | \$14.00                 | \$30,800.00  | \$45.12                  | \$99,264.00  |
| 13                         | Driveway repairs                                | 1        | LS   | \$9,500.00                                                 | \$9,500.00   | \$20,000.00  | \$20,000.00  | \$10,000.00             | \$10,000.00  | \$51,600.00 | \$51,600.00  | \$30,000.00             | \$30,000.00  | \$26,490.48              | \$26,490.48  |
| 14                         | 2" Asphalt Binder Course                        | 2200     | SY   | \$33.00                                                    | \$72,600.00  | \$36.29      | \$79,838.00  | \$25.00                 | \$55,000.00  | \$31.00     | \$68,200.00  | \$35.00                 | \$77,000.00  | \$35.88                  | \$78,936.00  |
| 15                         | 2" Asphalt Overlay                              | 1325     | SY   | \$33.00                                                    | \$43,725.00  | \$28.00      | \$37,100.00  | \$25.00                 | \$33,125.00  | \$31.00     | \$41,075.00  | \$35.00                 | \$46,375.00  | \$32.30                  | \$42,797.50  |
| 16                         | Grassing                                        | 1        | LS   | \$7,500.00                                                 | \$7,500.00   | \$12,000.00  | \$12,000.00  | \$7,500.00              | \$7,500.00   | \$20,000.00 | \$20,000.00  | \$9,000.00              | \$9,000.00   | \$8,398.06               | \$8,398.06   |
| 17                         | Inlet protection and sediment & erosion control | 1        | LS   | \$7,500.00                                                 | \$7,500.00   | \$14,500.00  | \$14,500.00  | \$4,442.00              | \$4,442.00   | \$11,500.00 | \$11,500.00  | \$9,000.00              | \$9,000.00   | \$12,920.09              | \$12,920.09  |
| 18                         | Traffic Control                                 | 1        | LS   | \$9,000.00                                                 | \$9,000.00   | \$35,000.00  | \$35,000.00  | \$15,000.00             | \$15,000.00  | \$18,500.00 | \$18,500.00  | \$48,000.00             | \$48,000.00  | \$90,117.63              | \$90,117.63  |

Subtotal: \$508,103.00      Subtotal: \$854,753.00      Subtotal: \$548,708.00      Subtotal: \$733,217.00      Subtotal: \$858,134.00      Subtotal: \$733,053.46

| Green Wave Contacting Inc. |                                                 |          |      | King Construction Services In Land and Development Service |              |              |              | R.H. Moore Company Inc. |              |             |              | Complete Utilities LLC. |              | Carolina Waterworks LLC. |              |
|----------------------------|-------------------------------------------------|----------|------|------------------------------------------------------------|--------------|--------------|--------------|-------------------------|--------------|-------------|--------------|-------------------------|--------------|--------------------------|--------------|
| Item                       | Description                                     | Quantity | Unit | Unit Price                                                 | Amount       | Unit Price   | Amount       | Unit Price              | Amount       | Unit Price  | Amount       | Unit Price              | Amount       | Unit Price               | Amount       |
| 1                          | Mobilization                                    | 1        | LS   | \$35,000.00                                                | \$35,000.00  | \$15,000.00  | \$15,000.00  | \$10,000.00             | \$10,000.00  | \$15,000.00 | \$15,000.00  | \$24,000.00             | \$24,000.00  | \$5,328.09               | \$5,328.09   |
| 2                          | Construction staking and as-builts              | 1        | LS   | \$9,500.00                                                 | \$9,500.00   | \$18,500.00  | \$18,500.00  | \$10,000.00             | \$10,000.00  | \$6,000.00  | \$6,000.00   | \$17,000.00             | \$17,000.00  | \$8,658.14               | \$8,658.14   |
| 3                          | Connect to existing w/o tap                     | 0        | EA   | \$2,000.00                                                 | \$0.00       | \$0.00       | \$0.00       | \$0.00                  | \$0.00       | \$11,000.00 | \$0.00       | \$12,600.00             | \$0.00       | \$0.00                   | \$0.00       |
| 4                          | Tapping sleeves and valves                      | 2        | EA   | \$5,250.00                                                 | \$10,500.00  | \$8,500.00   | \$17,000.00  | \$6,995.00              | \$13,990.00  | \$10,000.00 | \$20,000.00  | \$16,728.00             | \$33,456.00  | \$6,152.45               | \$12,304.90  |
| 5                          | 6" PVC Water Main                               | 1683     | LF   | \$49.00                                                    | \$82,467.00  | \$70.00      | \$117,810.00 | \$53.00                 | \$89,199.00  | \$61.00     | \$102,663.00 | \$94.00                 | \$158,202.00 | \$54.56                  | \$91,824.48  |
| 6                          | Single Services                                 | 33       | EA   | \$1,700.00                                                 | \$56,100.00  | \$2,175.00   | \$71,775.00  | \$2,425.00              | \$80,025.00  | \$2,500.00  | \$82,500.00  | \$3,960.00              | \$130,680.00 | \$1,728.26               | \$57,032.58  |
| 7                          | Fire Hydrant Assembly                           | 2        | EA   | \$9,500.00                                                 | \$19,000.00  | \$9,000.00   | \$18,000.00  | \$8,370.00              | \$16,740.00  | \$9,600.00  | \$19,200.00  | \$10,410.00             | \$20,820.00  | \$10,630.17              | \$21,260.34  |
| 8                          | Fittings- 20% of water main cost                | 1        | LS   | \$10,000.00                                                | \$10,000.00  | \$18,250.00  | \$18,250.00  | \$15,196.00             | \$15,196.00  | \$20,500.00 | \$20,500.00  | \$7,055.00              | \$7,055.00   | \$17,522.75              | \$17,522.75  |
| 9                          | 6" Gate Valves                                  | 0        | EA   | \$2,500.00                                                 | \$0.00       | \$0.00       | \$0.00       | \$0.00                  | \$0.00       | \$3,100.00  | \$0.00       | \$3,132.00              | \$0.00       | \$0.00                   | \$0.00       |
| 10                         | Testing                                         | 1        | LS   | \$8,000.00                                                 | \$8,000.00   | \$12,500.00  | \$12,500.00  | \$5,000.00              | \$5,000.00   | \$11,500.00 | \$11,500.00  | \$9,000.00              | \$9,000.00   | \$5,994.10               | \$5,994.10   |
| 11                         | Open cut                                        | 1        | LS   | \$3,000.00                                                 | \$3,000.00   | \$160,000.00 | \$160,000.00 | \$7,500.00              | \$7,500.00   | \$9,350.00  | \$9,350.00   | \$25,000.00             | \$25,000.00  | \$87,720.52              | \$87,720.52  |
| 12                         | 6" Aggregate Base                               | 2149     | SY   | \$17.00                                                    | \$36,533.00  | \$37.50      | \$80,587.50  | \$26.00                 | \$55,874.00  | \$22.00     | \$47,278.00  | \$14.00                 | \$30,086.00  | \$46.77                  | \$100,508.73 |
| 13                         | Driveway repairs                                | 1        | LS   | \$7,500.00                                                 | \$7,500.00   | \$34,000.00  | \$34,000.00  | \$12,500.00             | \$12,500.00  | \$25,000.00 | \$25,000.00  | \$18,000.00             | \$18,000.00  | \$13,884.96              | \$13,884.96  |
| 14                         | 2" Asphalt Binder Course                        | 2149     | SY   | \$32.00                                                    | \$68,768.00  | \$36.29      | \$77,987.21  | \$25.00                 | \$53,725.00  | \$31.00     | \$66,619.00  | \$35.00                 | \$75,215.00  | \$37.08                  | \$79,684.92  |
| 15                         | 2" Asphalt Overlay                              | 4105     | SY   | \$32.00                                                    | \$131,360.00 | \$28.00      | \$114,940.00 | \$25.00                 | \$102,625.00 | \$25.00     | \$102,625.00 | \$35.00                 | \$143,675.00 | \$33.30                  | \$136,696.50 |
| 16                         | Grassing                                        | 1        | LS   | \$4,500.00                                                 | \$4,500.00   | \$14,400.00  | \$14,400.00  | \$7,500.00              | \$7,500.00   | \$10,500.00 | \$10,500.00  | \$6,000.00              | \$6,000.00   | \$5,994.10               | \$5,994.10   |
| 17                         | Inlet protection and sediment & erosion control | 1        | LS   | \$2,000.00                                                 | \$2,000.00   | \$3,750.00   | \$3,750.00   | \$810.00                | \$810.00     | \$2,700.00  | \$2,700.00   | \$6,000.00              | \$6,000.00   | \$7,326.12               | \$7,326.12   |
| 18                         | Traffic Control                                 | 1        | LS   | \$4,000.00                                                 | \$4,000.00   | \$24,500.00  | \$24,500.00  | \$10,000.00             | \$10,000.00  | \$12,500.00 | \$12,500.00  | \$36,000.00             | \$36,000.00  | \$92,908.55              | \$92,908.55  |

Subtotal: \$488,228.00      Subtotal: \$798,999.71      Subtotal: \$490,684.00      Subtotal: \$553,935.00      Subtotal: \$740,189.00      Subtotal: \$744,649.78  
Total Cost: \$996,331.00      Total Cost: \$1,653,752.71      Total Cost: \$1,039,392.00      Total Cost: \$1,287,152.00      Total Cost: \$1,598,323.00      Total Cost: \$1,477,703.24





## SIGN IN SHEET

|                     |                                                                                    |                  |                                                                                                      |
|---------------------|------------------------------------------------------------------------------------|------------------|------------------------------------------------------------------------------------------------------|
| <b>PROJECT:</b>     | Maryville Water Distribution Improvements Phase II<br>Request for Bid Project 1518 | <b>DUE DATE:</b> | Friday, October 10, 2025, 2:00 pm                                                                    |
| <b>FACILITATOR:</b> | Nereo Parreno, Purchasing Agent                                                    | <b>PLACE:</b>    | Online submittals received through<br><a href="http://www.georgetownsc.gov">www.georgetownsc.gov</a> |

[illegible]



# CITY OF GEORGETOWN



## SUBMITTAL LISTING

|          |                                                                                    |                                                                   |
|----------|------------------------------------------------------------------------------------|-------------------------------------------------------------------|
| PROJECT: | Maryville Water Distribution Improvements Phase II<br>Request for Bid Project 1518 | DATE OF BID OPENING: Friday, October 10, 2025, 2:00 pm            |
|          |                                                                                    | PLACE: Online submittals received through<br>www.georgetownsc.gov |

**\*\*NOT CERTIFIED\*\***

SIGNED: Nereo Parreno  
Nereo Parreno (Oct 10, 2025 14:39:00 EDT)

| COMPANY NAME                  | BID AMOUNT   | ALTERNATE BID | SUBMITTAL PACKAGE  | COMMENTS:                                      |
|-------------------------------|--------------|---------------|--------------------|------------------------------------------------|
| Green Wave Contracting Inc    | \$508,103.00 | \$488,228.00  | All items received | Bids received on time - Currently under review |
| King Construction Services    | \$854,753.00 | \$798,999.71  | All items received | Bids received on time - Currently under review |
| Complete Utilities LLC        | \$858,134.00 | \$740,189.00  | All items received | Bids received on time - Currently under review |
| Carolina Utilities & Sitework | \$733,053.46 | \$744,649.78  | All items received | Bids received on time - Currently under review |
| R. H Moore Company Inc        | \$733,217.00 | \$553,935.00  | All items received | Bids received on time - Currently under review |
| Land and Development Services | \$548,708.00 | \$490,684.00  | All items received | Bids received on time - Currently under review |
|                               |              |               |                    |                                                |



# SUBMITTAL LISTING

Final Audit Report

2025-10-10

|                 |                                              |
|-----------------|----------------------------------------------|
| Created:        | 2025-10-10                                   |
| By:             | Nereo Parreno (nparreno@georgetownsc.gov)    |
| Status:         | Signed                                       |
| Transaction ID: | CBJCHBCAABAAU3p6FIlyrCJ6xwk_g4E_KCTNDZaewGGe |

## "SUBMITTAL LISTING" History

-  Document created by Nereo Parreno (nparreno@georgetownsc.gov)  
2025-10-10 - 6:38:45 PM GMT
-  Document emailed to Nereo Parreno (nparreno@georgetownsc.gov) for signature  
2025-10-10 - 6:38:48 PM GMT
-  Document e-signed by Nereo Parreno (nparreno@georgetownsc.gov)  
Signature Date: 2025-10-10 - 6:39:00 PM GMT - Time Source: server
-  Agreement completed.  
2025-10-10 - 6:39:00 PM GMT



## REQUEST FOR BID (RFB)

REQUESTOR: City of Georgetown  
1134 North Fraser Street  
Georgetown, SC 29440  
Contact: Nereo Parreno, Purchasing Agent  
Email: [purchasing@georgetownsc.gov](mailto:purchasing@georgetownsc.gov)  
Phone: 843.545.4046

PROJECT NAME: Maryville Water Distribution Improvements Phase II

PROJECT NUMBER: 1518

GL NO.: 0031.15.00.9000.3500

FUNDED BY: City of Georgetown

RELEASE DATE: Wednesday, September 10, 2025

DUE DATE: **On or before 2:00 pm EST (local time) Friday,  
October 10, 2025**

Bids must be submitted electronically through the City's website, [www.georgetownsc.gov](http://www.georgetownsc.gov). The City will not accept Bids by hard copy, fax, or email.

For instructions on how to submit your bid electronically, please refer to the City's website, under "Business", or [click here](#) for a direct link.

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**Important hyperlinks and email addresses:**

1. [City of Georgetown website](#)
2. [City of Georgetown Public Facebook](#)
3. [City of Georgetown Purchasing Ordinance in its entirety.](#)
4. [All available project documents](#)
5. All questions must be submitted directly through Bidnet:  
<https://www.bidnetdirect.com/south-carolina/cityofgeorgetown>

**Background**

The City of Georgetown (City) is an incorporated municipality with a population of nearly 9,000 residents. The City is located 60 miles north of Charleston and 36 miles south of Myrtle Beach. It is the endpoint of the area commonly known as “The Grand Strand.” The Winyah Bay borders the City to the east and the Sampit River to the south. Tourism is a significant economic driver in the area and local industries, such as International Paper and Tidelands Hospital. The City is the county seat and operates under the Mayor-Council form of government as outlined in the State of South Carolina Code Chapter II, Article I, Section 2-1. Additional information is available on our website at [www.georgetownsc.gov](http://www.georgetownsc.gov).

**Purpose/Project Description**

The City of Georgetown, South Carolina is seeking bids from qualified and licensed water utility contractors to replace the potable water lines in the City’s Maryville District: Morrison, Elizabeth, and Oak Streets.

**Non-Mandatory pre-bid meeting**

A Non-Mandatory pre-bid meeting will be held at 10:00 am, EST (Local Time), Wednesday, September 24, 2025, via MS Teams.

**Site Visit**

Bidders must visit the site prior to submitting their bid to become familiar with the surrounding conditions. Failure to visit the site shall in no way relieve any bidder from any obligation in respect to their bid.

**Scope of Services**

The proposed project consists of the installation of approximately 4,305 lineal feet (LF) of new 6-in. PVC water lines, new fire hydrants, new water services, new isolation valves, street and driveway asphalt restoration in the following Maryville District streets: Morrison, Elizabeth, and Oak.

The selected Contractor shall be responsible for replacing the existing water service lines with new 1-in. water service lines as noted in the engineering plans and technical specifications.

All excavation, backfilling, and pavement restoration work shall comply with SCDOT construction standard specifications as the work is to be performed within the SCDOT's right-of-way (R/W).

Work includes but it is not limited to the following activities:

1. Attend pre-construction meeting with Owner.
2. Material submittals for engineer's approval.
3. Call 811 for underground utility mark outs prior to commencement of field activities.
4. Set up traffic controls as per SCDOT approved traffic control plan.
5. Secure work area and provide pedestrian and vehicular traffic protection.
6. Comply with all applicable OSHA safety standards.
7. Coordinate work with other utilities.
8. Sawcut asphalt.
9. Remove and dispose of existing asphalt and any unsuitable excavated soil.
10. Dewatering of excavated trench, as necessary.
11. Protection of existing above ground and underground utilities. The Contractor shall be responsible for the repair of any damaged underground utilities at their own expense.
12. Abandonment of existing water lines.
13. Furnish and install new PVC potable water lines as shown on the plans.
14. Install new water services and taps.
15. Disconnect and connect water services to existing water meters.
16. Compaction testing for backfilling within asphalt areas by a qualified testing agency.
17. Backfill and compact with suitable fill material.
18. Pressure test water lines.
19. Sanitize and disinfect new water lines to obtain DES's permit to operate.
20. Place 10-inches of GABC material on top lift. (2 inches of GABC will be removed prior to placement of asphalt layer). No asphalt patch is required.
21. Place 2-in surface course asphalt. Asphalt shall be HMA SCDOT Type B.
22. Comply with all approved state permits and technical specifications under this contract.
23. The contractor shall comply with all the SCDOT, SCDES, and NPDS SWPPP permit requirements.
24. The contractor shall conduct a pre-construction conference and perform weekly SWPPP inspections in accordance with the SCDES NPDS permit.

### **Specifications**

SCDOT Standard Construction Specifications  
SCDOT Utilities Accommodation Manual  
Technical Specifications-Water

### **Warranty**

Contractor shall warranty the work for two (2) years from the date of SCDOT final acceptance.

**Process**

The City will conduct the selection of qualified contractor personnel in the following manner:

1. The RFB Form documents will be available on our [website](#). Bids will be received and evaluated as described in this RFB.
2. The best qualified, lowest responsible, and responsive Bid will be presented to the Georgetown City Council or City Administrator for approval, as required.
3. After Council approval, the City will issue a Notice of Award.
4. The Submittal Listing of Bids received will be published on the City's [website](#) within forty-eight (48) hours of opening. [Click here](#) for a direct link.

**Award**

Submission of a Bid indicates acceptance by the Contractor of the conditions contained in this RFB.

Contract shall be awarded to the best qualified, and lowest responsive and responsible Contractor.

The City shall have the sole discretion in determining the best qualified, lowest responsive and responsible Bidder. In addition to fee, the City, shall consider:

- A. The ability, capacity, and skill of the Contractor to perform the contract to provide the service required;
- B. Whether the Contractor can perform or provide the service promptly, or within the time specified, without delay or interference;
- C. The character, integrity, reputation, judgment, experience, and efficiency of the Contractor;
- D. The quality of performance of previous contracts or services similar to services being sought in this RFB;
- E. The previous and existing compliance by the Contractor with laws and ordinances relating to the contract or services;
- F. The sufficiency of the financial resources and ability of the Contractor to perform the contract or provide the service;
- G. The quality, availability, and adaptability of the supplies or contractual services to the particular use required;
- H. The ability of the Contractor to provide services for the nature of the requirements of an awarded contract as required in the RFB; and
- I. Whether the Contractor has met the criteria of the RFB specifications, terms and conditions of the RFB.

### **Protest Procedure**

In accordance with the City's Procurement Ordinance, any protest or objection to this RFB award process must be submitted in writing to the City of Georgetown, Attn: Nereo Parreno, Purchasing Agent, PO Drawer 939, Georgetown, SC 29440, within ten (10) calendar days of the notification of award posted to the City's website.

### **Questions**

No answers will be given over the phone.

All questions regarding this Request for Bid must be submitted directly through our procurement platform, Bidnet, no later than 2:00 PM EST (local time) on Friday, September 26, 2025.

Answers to questions or Addenda will be posted on the City's website as an Addendum no later than 2:00 PM EST (local time), Wednesday, October 1, 2025.

Please note - if you do not receive an online confirmation from Bidnet that your questions submission was successful, it is the bidder's sole responsibility to contact the Purchasing Agent at 843.545.4046.

No questions will be accepted after the deadline mentioned above. All submittals shall include the following in the subject line: **Maryville Water Distribution Improvements Ph. II, Project #1518**

## Schedule of Events

| CONSTRUCTION PROJECT TIMELINE                       |                                                                               |                               |                       |
|-----------------------------------------------------|-------------------------------------------------------------------------------|-------------------------------|-----------------------|
| MARYVILLE WATER DISTRIBUTION IMPROVEMENTS -PHASE II |                                                                               |                               |                       |
| No.                                                 | MILESTONE EVENT                                                               | DATE                          | TIME EST (LOCAL TIME) |
| 1                                                   | Request for Bids (RFB)-Construction                                           | Wednesday, September 10, 2025 |                       |
| 2                                                   | Non-Mandatory Pre-Bid Conference (Via MS Teams)                               | Wednesday, September 24, 2025 | 10:00 AM              |
| 3                                                   | Deadline for written questions - emailed to: purchasing@georgetownsc.gov      | Friday, September 26, 2025    | 2:00 PM               |
| 4                                                   | Deadline for addenda to be posted to the City's website, www.georgetownsc.gov | Wednesday, October 1, 2025    | 2:00 PM               |
| 5                                                   | Bids due date                                                                 | Friday, October 10, 2025      | 2:00 PM               |
| 6                                                   | Bid Approval by City Council (Tentative)                                      | October 2025                  |                       |
| 7                                                   | Issue Notice of Award (Tentative)                                             | October 2025                  |                       |
| 8                                                   | Start Construction-Notice to Proceed (Tentative)                              | November 2025                 |                       |
| 9                                                   | Finish Construction (180 days after NTP)                                      | April 2026                    |                       |

When the Procurement Division is closed due to force majeure, bid openings will be postponed to the same time on the next official business day. The vendor is responsible for obtaining information regarding bid submittals directly from the [City's website](#).

Procurement procedures are subject to the City's procurement policies as outlined in Section 2-185 of the City's Municipal Code (Chapter (Administration), Article IV (Procurement)). The City's Procurement Ordinance can be found in its entirety on the [City's website](#).

The City reserves the right to change the project schedule as it deems necessary. In the event of a major date change, the City will post notice of such on the City's website and notify known participants. The City reserves the right to issue addenda to this RFB up to two (2) days before



the RFB due date as needed to clarify the City's desires or to make corrections or changes to the RFB document or submittal process.

The City reserves the right to request additional information from any and all prospective contractors or individuals deemed necessary by the City to evaluate the Bids. However, this process may not be used as an opportunity to submit missing documentation, missing information, or to make substantive revisions to the original bid.

The City reserves the right to cancel or reissue the RFB and/or revise the schedule at any time.

The City also reserves the right to accept or reject any or all Bids deemed in its best interest and to accept all or part of the scope of work herein as its project timeline and/or budget allows.

Once a final determination is made, the City is not required to furnish a statement of the reason(s) a bid was not selected.

All information will be updated and posted on the [City's website](#).

It is the Contractor's sole responsibility to obtain the information directly from the [City's website](#) regarding this project.

The Contractor will acknowledge receipt of all issued addenda in their submittals, if applicable.

No: 1 Dated: 9/22/25

No: \_\_\_\_\_ Dated: \_\_\_\_\_

No: \_\_\_\_\_ Dated: \_\_\_\_\_

### **Submittal Instructions**

The bid price shall be valid for a period of 60 calendar days from the date of bid opening.

Bids must be submitted on the required Bids Form (Exhibit A) and executed by a legal duly authorized officer of the Contractor submitting the RFB.

By initialing the bottom of each page of this RFB document, the Contractor represents that (1) their representatives have read and understood the solicitation and (2) their bid is made in compliance with this solicitation. The contractor's representatives are expected to examine this RFB thoroughly and request an explanation of any ambiguities, discrepancies, errors, omissions, or conflicting statements. Failure to do so will be at their risk.

All procurement procedures are subject to the City's procurement policies as outlined in Section 2-185 of the City's municipal code.

The City's Purchasing Ordinance can be found in its entirety on the [City's website](#).

It is the sole responsibility of the Contractor to have their Bids delivered to the City before the closing hour and date. The City assumes no responsibility **for technological failure in submitting Bids electronically**. It is the sole responsibility of the Contractor to confirm that their bid was submitted on time, and that their PDF file/files are not corrupt.

**Submittals may be rejected if deemed non-responsive.** To be considered, interested parties **must** submit the following no later than the aforementioned deadline:

The City **WILL NOT** accept bids by:

Hard copy  
Fax  
Email

1. Submit bid electronically through the City's website, [www.georgetownsc.gov](http://www.georgetownsc.gov).  
[Click here to submit electronically.](#)

Submittal package must include **all** of the following items. The PDF file upload limit is 5. Each PDF file should be clearly labeled as such:

1. Bid Form (Exhibit A)  
2. Mandatory Local Vendor Submittal Form (Exhibit B)  
3. This RFB (initialized on each page by the responsible person)  
4. Bid Bond
2. The City reserves the right to waive any minor informalities and irregularities of submittals that do not affect price, quantity, quality, or delivery. Minor informalities to include: failing to initial the bid, failing to acknowledge addenda, or not submitting the Local Vendor Preference Option Form, will not, by themselves result in a submittal being deemed non-responsive. The City will request that any and all contractors correct the minor informality or irregularity within the same specified time.
3. Electronic bid must be received electronically through the City's website, [www.georgetownsc.gov](http://www.georgetownsc.gov), no later than the aforementioned deadline. Bids will be publicly opened and read aloud via the City's public Facebook page, <https://www.facebook.com/Cityofgtown/>. No bid will be accepted after such time. Late Bids will not be accepted nor considered. The official clock shall be that of the City's Purchasing Agent, or designee. The City reserves the right to accept or reject any or all Bids and to waive any informalities and technicalities in the bid process. No additional fees, costs, or any other reimbursable expenses will be allowed.
4. This solicitation does not commit the City to award a contract. The City reserves the right to waive any technicalities or informalities and to accept or reject any and/or all submissions as deemed by its sole judgment to be in its best interest. The City also reserves the right to terminate the selection process without notice, to waive any irregularities in any submittal, and to request additional information from any of the contractors submitting a bid.
5. Any contractor may withdraw their bid only by written request, at any time prior to the scheduled opening of responses. Partial or incomplete Bids may be rejected.

6. All costs incurred in preparing the bid, or costs incurred in any other manner by the Contractor in responding to this RFB, will be wholly the Contractor's responsibility. All materials and documents submitted by the Contractor in response to this RFB become the property of the City and will not be returned.
7. Any proprietary information contained in the bid should be indicated as follows:

Vendor Disclosure

Notice of SC Freedom of Information Act

"The parties acknowledge that all material submitted may be subject to release under the South Carolina Freedom of Information Act (FOIA) and will be released to the public unless exempt from disclosure under the FOIA."

We discourage you from including any information you consider propriety or trade secret, as this material is subject to the FOIA once it's in the City's possession. If you must include any such information in your submission, please identify it by color, labeling, and/or bold font as "PROPRIETARY INFORMATION" so that it can be readily recognized. In the event the City receives a request for this material, the City will notify those parties who have identified information they believe is proprietary or trade secret of the request. The City has a ten (10) day deadline to respond to the request. This is your window to file an action challenging the release. Please be on notice that if the City is not served with such an action, the information will be released.

8. Bids must be made in the official name of the company or individual under which business is conducted (showing the official business address) and must be signed in ink by a person duly authorized to legally bind the person, partnership, company or corporation submitting the bid. Bids having any erasures or corrections must be initialed in ink by the vendor.
9. Disqualification and Rejection of Bid – The City reserves the right to reject any bid from a contractor who has failed to perform satisfactorily, or complete on time, or in a manner consistent with the RFB documents, contract of similar nature, or to reject the bid from a contractor who is not in a position to perform such a contract satisfactorily. The City expressly reserves the right to award the contract to the Contractor that best meets the requirements as set forth herein.
10. Assignment of Contract – Assignment to the selected Contractor of any contract to be entered into in accordance with this RFB will not be recognized by the City unless such assignment has prior written approval of the City.
11. Insurance Provisions - The selected Contractor will be required to provide and maintain proof of insurance throughout the contract term in the amount of \$1,000,000.00 and as required at the point of contract negotiation by the City's Risk Manager as follows:
  - Comprehensive General Liability (per occurrence);
  - Comprehensive Auto Liability (per occurrence); and
  - Workers' Compensation Liability
  - Automobile Liability
  - ~~Builder's Risk Insurance~~ – Not Applicable

The City of Georgetown is to be named as "Additional Insured" on the above insurance coverage as respect to the City's interest under the contract. Certificates showing proof of insurance shall be submitted to the City prior to commencement of services under the agreement. Further, it shall be an affirmative obligation upon the Contractor to advise the

City's Risk Management Department within two (2) days of the cancellation herein at one of the following options below:

- Email – [skidmorea@georgetownsc.gov](mailto:skidmorea@georgetownsc.gov)
- Fax - 843.527.6173
- Mailing address - PO Box 939, Georgetown, SC 29442

Failure to do so shall be construed to be a breach of the agreement:

12. Indemnification - The selected Contractor agrees to indemnify, defend and hold harmless the City and their authorized officers, employees, agents, and volunteers from any and all claims, actions, losses, damages, and/or liabilities arising from their acts, errors, or omissions and for any costs or expenses incurred by the City therefore under an agreement.
13. Compliance With Law – The selected Contractor and its agents and employees shall be bound and comply with all federal, state and local laws, ordinance rules and regulations, as well as all other governing bodies having legal jurisdiction with respect to the area where such work is performed.
14. City Business License and Permits - The selected Contractor shall be required to obtain all applicable City permits and business licenses prior to work commencing. Contact the Finance Department at 843.545.4041 for business license information. Contact the Planning & Community Development Department at 843.545.4017 for construction permit information. These expenses shall be included in the total bid cost.
15. Payment terms - A monthly itemized billing statement must be submitted in a form specified by the City for services performed. The City will remit full payment on all undisputed invoices within thirty (30) days from receipt of the invoice by the appropriate person(s) (to be designated at the time of contract).
16. Bid Security or Bid Bond – In an amount equal to or at least five percent (5%) of the amount of the bid shall be required for all competitive bidding for construction contracts exceeding \$100,000. Bid security shall be a legitimate bid bond provided by a surety company authorized to do business in South Carolina or the equivalent in cash, certified check, cashiers' check, or money order. The City, at its option, may require bid bonds on construction contracts under \$100,000 when the circumstances warrant. Noncompliance with this provision mandates that the City reject the bid. Bid Security will be returned to the unsuccessful bidders upon contract award by the Purchasing Agent.
17. Payment and Performance (P & P) Bonds - When a construction contract is awarded in excess of one hundred thousand dollars (\$100,000) the following bonds or security shall be delivered by the successful bidder to the City and shall become binding on the parties upon execution of the contract. Bid or performance bonds shall not be used in substitution for determination of bidder's responsibility.
  - a. A Performance Bond shall be in an amount equal to one hundred percent (100%) of the contract amount; and
  - b. A Payment Bond for the protection of all persons supplying labor and material to the contractor or its subcontractors for the performance of the work shall be in an amount equal to one hundred percent (100%) of the contract amount.

### **General Contractual Requirements**

1. Force Majeure - The Contractor shall not be liable for any excess costs if the failure to perform the contract arises out of causes beyond the control and without the fault or negligence of the Contractor. Such causes may include but are not limited to acts of God or of the public enemy, acts of Governments in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restriction, strikes, freight embargoes, and unusually severe weather; but in every case the failure to perform must be beyond the control and without the fault or negligence of the Contractor.
2. Governing Law - Except to the extent that this agreement may be governed by any federal law, including federal bankruptcy law, this agreement shall be governed by, construed and interpreted under, and enforced exclusively in accordance with the laws of the State of South Carolina, and the courts in the State of South Carolina shall have jurisdiction with respect to any dispute arising hereunder.
3. Contractor Qualifications - Contractor must, upon request of the City, furnish satisfactory evidence of its ability to furnish products and/or services in accordance with the terms and conditions of this RFB. The City reserves the right to make the final determination as to the Contractor's ability to provide the services herein.
4. Contractor Responsibility - Each Contractor shall fully acquaint him/herself with conditions relating to the scope and restrictions attending the execution of the work under the conditions of this RFB. It is expected that this will sometimes require on-site observation. The failure or omission of the Contractor to acquaint him/herself with existing conditions shall in no way relieve him/her of any obligation with respect to this RFB or to a contract.
5. Affirmative Action - The Contractor will take affirmative action in complying with all federal and state requirements concerning fair employment and employment of the handicapped and concerning the treatment of all employees without regard or discrimination by reason of race, color, religion, sex, national origin or physical handicap.
6. Women and Minority Business Enterprise (WMBE) Statement - It is the policy of the City to provide minorities and women equal opportunity for participating in all aspects of the City's contracting and procurement programs, including but not limited to employment, construction projects, and lease agreements consistent with the laws of the State of South Carolina. It is the policy of the City to prohibit discrimination against any person or business in pursuit of these opportunities on the basis of race, color, national origin, religion, sex, age, handicap, or veteran status. It is further the policy of the City to conduct its contracting and procurement programs so as to prevent such discrimination and to resolve any and all claims of such discrimination.
7. Termination - Subject to the following provisions, any contract resulting from this request for Proposals may be terminated by the City provided a thirty (30) day advance notice in writing by the City Administrator, or his designee, is given to the Contractor:
  - 7.1 Non-Appropriations - Funds for this contract are payable from local appropriations. If sufficient appropriations are not made to pay the charges under the contract it shall terminate without any obligation to the City.

7.2. Convenience - In the event that a contract is terminated or canceled upon request and for the convenience of the City without the required thirty (30) day advance written notice, then the City shall negotiate reasonable termination costs, if applicable.

7.3 Cause - Termination by the City for the cause, default, or negligence on part of the Contractor, shall be excluded from the foregoing provisions; termination costs, if any shall not apply. The thirty (30) day advance notice requirement is waived, and the default provision herein shall apply.

7.4 Default – In case of default by the Contractor, the City reserves the right to purchase any and all items/services in default in open market, charging Contractor with any excessive costs. SHOULD SUCH CHARGE BE ASSESSED, NO SUBSEQUENT PROPOSALS OF THE DEFAULTING CONTRACTOR WILL BE CONSIDERED UNTIL THE ASSESSED CHARGE HAS BEEN SATISFIED.

8. Prime Contractor Responsibilities - The Contractor will be required to assume sole responsibility for the complete effort as required by this RFB. The City will consider the Contractor to be the sole point of contact with regard to all contractual matters.
9. Subcontracting - If any part of the work covered by this RFB is to be subcontracted, the Contractor shall identify the subcontracting organization and the contractual arrangements made therewith at the time of the offer. All subcontractors must be approved by the City. The successful Contractor will also furnish the corporate or company name and the names of the officers of any subcontractors engaged by the Contractor.
10. Ownership of Material – All materials and documents submitted by the Contractor in response to this RFB become the property of the City and will not be returned to the Contractor.
11. Compliance with State and Federal Requirements – State and Federal requirements that are more restrictive than these set forth herein shall be followed by the Contractor.
12. Contract Amendments - Amendments to any agreement between the City and the Contractor must be reviewed and approved in writing by the City Administrator or his designee.
13. Assignment - No contract or its provisions may be assigned, sublet, or transferred without the written consent of the City Finance Department.
14. Records Retention and Right to Audit – The City shall have the right to audit the books and records of the Contractor as they pertain to this contract. Such books and records shall be maintained for a period of three (3) years from the date of final payment under contract.
15. The City may conduct performance audits of the Contractor, as determined necessary by the City. Pertaining to all audits, the Contractor shall make available to the City access to its computer files containing the history of the contract performance and all other documents related to the audit. Additionally, any software used by the Contractor shall be made available for auditing purposes at no cost to the City.
16. Independent Contractor Status - The parties hereby agree that the Contractor is an independent contractor of the City and that nothing in an agreement with the City shall be deemed to place the parties in a relationship of employer/employee, partners, or joint ventures. Neither party shall have the right to obligate or bind the other in any manner. Each party agrees and acknowledges that it will not hold itself out as an authorized agent with the power to bind the other party in any manner. Each party shall only be responsible for any withholding taxes, payroll taxes, disability insurance payments, unemployment

- taxes, or other similar taxes or charges with respect to its activities in relation to the performance of its obligations of an agreement.
17. Representations of Contractor - Contractor represents, warrants, and covenants that:
- (a) In providing the services contractor shall utilize the care and skill used by members of the Contractor's profession practicing under similar circumstances at the same time and in the same locality.
  - (b) All employees provided by the Contractor to the City shall have the qualifications, skills, and experience necessary to perform his/her job in accordance with the requirements of the agreement. The City may request the removal of any employee for a good cause.
  - (c) Contractor is a business validly existing and in good standing under the laws of the State of South Carolina.
18. Indemnity Provisions - Contractor agrees to and shall indemnify and hold the City harmless from and against all liability, loss, damages or injury, and all costs and expenses (Including attorney fees and costs of any suit related thereto) suffered or incurred by the City, arising from or related to the terms of this project, or Contractor's performance thereunder.
19. Time for Completion and Liquidated Damages. It is hereby understood and mutually agreed by and between the Contractor and the Owner that the date of beginning and the time for completion as specified in the contract of the work to be done hereunder are essential conditions of this contract; and it is further mutually understood and agreed that the work embraced in this contract shall be commenced on a date to be specified in the Notice to Proceed.
- 19.1 Regular Prosecution of Work. The Contractor agrees that said work shall be prosecuted regularly, diligently and uninterruptedly at such rate of progress as will ensure full completion thereof within the time specified. It is expressly understood and agreed, by and between the Contractor and the Owner, that the time for completion of the work described herein is a reasonable time for completion of same, taking into consideration the average climatic range and usual industrial conditions prevailing in this locality.
- 19.2 Liquidated Damages. If the Contractor shall neglect, fail, or refuse to complete the work within the time herein specified, or any proper extensions thereof granted by the Owner, then the Contractor does hereby agree, as a part consideration for the awarding of this contract, to pay to the Owner the amount specified in the contract not as a penalty but as liquidated damages for such breach of contract as hereinafter set forth, for each and every calendar day that the Contractor shall be in default after the time stipulated in the contract for completing the work. The said amount is fixed and agreed upon by and between the Contractor and the Owner because of the impracticality and extreme difficulty of fixing and ascertaining the actual damages the Owner would in such event sustain, and said amount is agreed to be the amount of damages which the Owner would sustain and said amount shall be retained from time to time by the Owner from current periodical estimates.
- 19.3 Extensions of Time for Completion. It is further agreed that time is of the essence of each and every portion of this contract and of the specifications wherein a definite and certain length of time is fixed for the performance of any act whatsoever; and where under the contractor an additional time is allowed for the completion of any work, the new time limit fixed by such extension shall be of the essence of this contract. Provided, that the Contractor shall not be charged with



liquidated damages or any excess cost when the delay in completion of the work is due:

- (a) To any preference, priority or allocation order duly issued by the Government.
- (b) To unforeseeable cause beyond the control and without the fault or negligence of the Contractor including, but not restricted to, acts of the public enemy, acts of the Owner, acts of another contractor in the performance of a contract with the Owner; fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, hurricanes, tornadoes; and
- (c) To any delays of subcontractors or suppliers occasioned by any of the causes specified in subsections (a) and (b) of this article.

Provided, further that the Contractor shall, within seven (7) days from the beginning of such delay, unless the Owner shall grant a further period of time prior to the date of final settlement of the contract, notify the Owner in writing of the causes of delay, who shall ascertain the facts and extent of delay and notify the Contractor within a reasonable time of its decision in the matter, and grant such extension of time as the Owner shall deem suitable and just.

Normal weather conditions for the project area are taken into consideration in the time for completion of the contract; therefore, no extension of time will be extended for normal weather conditions, except for hurricanes and tornadoes.

#### **Exhibits Available**

- Exhibit A- Bid Form
- Exhibit B- Mandatory Local Vendor Submittal Form
- Exhibit C- Technical Specifications & Permits
- Exhibit D- Plans
- Exhibit E- Contract Sample
- Exhibit F- C-SWPPP



**BID FORM**

MARYVILLE WATER DISTRIBUTION IMPROVEMENTS – PHASE II  
FOR THE CITY OF GEORGETOWN, SC  
PROJECT #1518

Date: 10/10/25

PROPOSAL OF Green Wave Contracting Inc.

(hereinafter called "Bidder"), a South Carolina (State)

corporation/partnership/individual (Strike out inapplicable terms) doing business as

Green Wave Contracting Inc.

TO: City of Georgetown, SC

The Bidder, in compliance with your request for bids for the MARYVILLE WATER DISTRIBUTION IMPROVEMENTS PHASE II, PROJECT #1518 having examined the drawings and specifications with related documents and the site of the proposed work, and being familiar with all of the conditions surrounding the construction of the proposed project, including the availability of materials and labor, hereby proposes to furnish all labor, materials, and supplies, and to construct the project in accordance with the Contract Documents, within the time set forth therein, for the Lump Sum of

**Base Bid:**

Five Hundred Eight Thousand, One Hundred Three Dollars \$ ( 508,103 )

**Bid Alternate**

Four Hundred Eighty Eight Thousand, Two Hundred Twenty Eight Dollars \$ ( 488,228 )

The lump sum price indicated above shall include all supervision, labor, materials, equipment, overhead, profit, insurance, taxes, business license and construction permit fees, etc., to cover all expenses incurred in performing the work required under the Contract Documents, of which this proposal is a part.

Bidder hereby agrees to commence work under this contract on or before a date to be specified in written "Notice to Proceed" of the Owner and to fully complete the project within **One Hundred and Eighty (180)** consecutive calendar days thereafter as stipulated in the specifications. Bidder further agrees to pay as liquidated damages the sum of **\$500** for each consecutive calendar day thereafter as hereinafter provided in Paragraph 19 of the General Contractual Requirements.

The plans, specifications and addenda are complementary to each other. What is called for by one shall be as binding as if called for by all. If a conflict between any of the above is discovered by the

contractor, the problem shall be referred to the Owner as soon as possible for resolution by the Owner. Should a conflict occur which is not resolved before bid time and/or is necessary to comply with mandatory requirements (i.e., codes, ordinances, etc.), it shall be the contractor's responsibility to price and bid on the more expensive method.

Bidder acknowledges receipt of the following addendum:

No.: 1 Dated: 9/22/25

No.:        Dated:       

No.:        Dated:       

Bidder understands that the Owner reserves the right to reject any or all bids and to waive any informality in the bidding.

The Bidder agrees that this Bid shall be valid and may not be withdrawn for a period of Sixty (60) Calendar days after the scheduled closing time for receiving bids.

The undersigned declares that his firm is (delete those not applicable): A corporation organized and existing under the laws of the State of South Carolina

A partnership consisting of:

The undersigned declares that the person signing this proposal is fully authorized to sign the proposal on behalf of the firm listed and to fully bind the firm listed to all the conditions and provisions thereof.

It is agreed that no person or persons or company other than the firm listed below or as otherwise indicated hereinafter has any interest whatsoever in this proposal or the contract that may be entered into as a result thereof, and that in all respects the proposal is legal and fair, submitted in good faith, without collusion or fraud.

Respectfully Submitted:

Contractor

(SEAL – if bid is by a Corporation)

By: Green Wave Contracting Inc.

(Type/Print Name)

Blake Hamell - President (Title)

Street: 3989 Highmarket St.

City, State, Zip Code: Georgetown, SC 29440

Telephone: 843-485-4203

Email: mail@greenwavecontracting.com

S.C. General Contractor License No. 114830

FID No.: 20-257-2015

## BID SCHEDULE OF VALUES

**Base Bid: Morrison Street, Elizabeth Street, Oak Street from Station 0+00 to Station 6+00**

| Item                  | Description                                     | Quantity | Unit | Unit Price | Amount         |
|-----------------------|-------------------------------------------------|----------|------|------------|----------------|
| 1                     | Mobilization                                    | 1        | LS   | 30,000     | 30,000         |
| 2                     | Construction staking and as-builts              | 1        | LS   | 8,500      | 8,500          |
| 3                     | Connect to existing                             | 2        | EA   | 1,500      | 3,000          |
| 4                     | Tapping saddles and valves                      | 2        | EA   | 5,250      | 10,500         |
| 5                     | 6" PVC Water Main                               | 2622     | LF   | 49         | 128,478        |
| 6                     | Single Services                                 | 33       | EA   | 1,700      | 56,100         |
| 7                     | Fire Hydrant Assembly                           | 4        | EA   | 9,200      | 36,800         |
| 8                     | Fittings- 20% of water main cost                | 1        | LS   | 20,000     | 20,000         |
| 9                     | 6" Gate Valves                                  | 5        | EA   | 2,500      | 12,500         |
| 10                    | Testing                                         | 1        | LS   | 12,000     | 12,000         |
| 11                    | Open cut                                        | 1        | LS   | 3,000      | 3,000          |
| 12                    | 6" Aggregate Base                               | 2200     | SY   | 17         | 37,400         |
| 13                    | Driveway repairs                                | 1        | LS   | 9,500      | 9,500          |
| 14                    | 2" Asphalt Binder Course                        | 2200     | SY   | 33         | 72,600         |
| 15                    | 2" Asphalt Overlay                              | 1325     | SY   | 33         | 43,725         |
| 16                    | Grassing                                        | 1        | LS   | 7,500      | 7,500          |
| 17                    | Inlet protection and sediment & erosion control | 1        | LS   | 7,500      | 7,500          |
| 18                    | Traffic Control                                 | 1        | LS   | 9,000      | 9,000          |
| <b>TOTAL BASE BID</b> |                                                 |          |      |            | <b>508,103</b> |

**Bid Alternate: Oak Street from Station 6+00 to Station 22+83**

| Item                       | Description                                     | Quantity | Unit | Unit Price | Amount         |
|----------------------------|-------------------------------------------------|----------|------|------------|----------------|
| 1                          | Mobilization                                    | 1        | LS   | 35,000     | 35,000         |
| 2                          | Construction staking and as-builts              | 1        | LS   | 9,500      | 9,500          |
| 3                          | Connect to existing w/o tap                     | 0        | EA   | 2,000      | 0              |
| 4                          | Tapping sleeves and valves                      | 2        | EA   | 5,250      | 10,500         |
| 5                          | 6" PVC Water Main                               | 1683     | LF   | 49         | 82,467         |
| 6                          | Single Services                                 | 33       | EA   | 1,700      | 56,100         |
| 7                          | Fire Hydrant Assembly                           | 2        | EA   | 9,500      | 19,000         |
| 8                          | Fittings- 20% of water main cost                | 1        | LS   | 10,000     | 10,000         |
| 9                          | 6" Gate Valves                                  | 0        | EA   | 2,500      | 0              |
| 10                         | Testing                                         | 1        | LS   | 8,000      | 8,000          |
| 11                         | Open cut                                        | 1        | LS   | 3,000      | 3,000          |
| 12                         | 6" Aggregate Base                               | 2149     | SY   | 17         | 36,533         |
| 13                         | Driveway repairs                                | 1        | LS   | 7,500      | 7,500          |
| 14                         | 2" Asphalt Binder Course                        | 2149     | SY   | 32         | 68,768         |
| 15                         | 2" Asphalt Overlay                              | 4105     | SY   | 32         | 131,360        |
| 16                         | Grassing                                        | 1        | LS   | 4,500      | 4,500          |
| 17                         | Inlet protection and sediment & erosion control | 1        | LS   | 2,000      | 2,000          |
| 18                         | Traffic Control                                 | 1        | LS   | 4,000      | 4,000          |
| <b>TOTAL BID ALTERNATE</b> |                                                 |          |      |            | <b>488,228</b> |

The above task prices shall include all labor, material, equipment, overhead, supervision, mobilization, profit, bonds and insurance, taxes, business license and construction permit fees, etc. to cover the scope of work called for.

## Bid Bond

**CONTRACTOR:**

(Name, legal status and address)

Green Wave Contracting, Inc.  
3989 Highmarket Street  
Georgetown, SC 29440

**SURETY:**

(Name, legal status and principal place of business)

Frankenmuth Insurance Company  
One Mutual Avenue  
Frankenmuth, MI 48787-0001

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

**OWNER:**

(Name, legal status and address)

City Of Georgetown  
1134 North Fraser Street  
Georgetown, SC 29440

**BOND AMOUNT:**

5% Five Percent of Amount Bid

**PROJECT:**

(Name, location or address, and Project number, if any) Maryville Water Distribution Improvements Phase 2 -  
Georgetown SC Project Number, if any: 1518

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 10th day of October, 2025

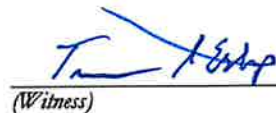
  
(Witness)

Green Wave Contracting, Inc.

(Principal)

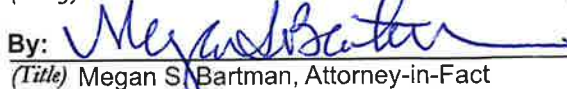
By:   
(Title)

Blake Harwell (Seal)  
President

  
(Witness)

Frankenmuth Insurance Company

(Surety)

By:   
(Title) Megan S. Bartman, Attorney-in-Fact



By arrangement with the American Institute of Architects, the National Association of Surety Bond Producers (NASBP) ([www.nasbp.org](http://www.nasbp.org)) makes this form document available to its members, affiliates, and associates in Microsoft Word format for use in the regular course of surety business. NASBP vouches that the original text of this document conforms exactly to the text in AIA Document A310-2010, Bid Bond. Subsequent modifications may be made to the original text of this document by users, so careful review of its wording and consultation with an attorney are encouraged before its completion, execution or acceptance.

FRANKENMUTH INSURANCE COMPANY

**POWER OF ATTORNEY**

KNOW ALL MEN BY THESE PRESENTS, that Frankenmuth Insurance Company (the "Company"), a corporation duly organized and existing under the laws of the State of Michigan, having its principal office at 1 Mutual Avenue, Frankenmuth, Michigan 48787, does hereby nominate, constitute and appoint: Megan S. Bartman

Their true and lawful attorney(s)-in-fact, each in their separate capacity if more than one is named above, to make, execute, seal, acknowledge and deliver any and all bonds, contracts and undertakings of suretyship, with the exception of Financial Guaranty Insurance, provided, however, that the penal sum of any one such instrument shall not exceed the sum of:

**Fifty Million and 00/100 Dollars (\$50,000,000)**

Surety Bond #: Bid Bond  
Principal: Green Wave Contracting, Inc.  
Obligee: City Of Georgetown

This Power of Attorney is granted pursuant to the following Resolution duly adopted at a meeting of the Board of Directors of Frankenmuth Insurance Company:

"RESOLVED, that the President, Senior Vice President or Vice President and each of them under their respective designations, hereby is authorized to execute powers of attorney, and such authority can be executed by use of facsimile signature, which may be attested or acknowledged by any officer of the Company, qualifying the attorney(s) named in the given power of attorney, to execute on behalf of, and acknowledge as the act and deed of Frankenmuth Insurance Company on all bonds, contracts and undertakings of suretyship, and to affix the corporate seal thereto."

IN WITNESS WHEREOF, the Company has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereunto affixed this 15th day of December, 2022.



Frankenmuth Insurance Company

By Frederick A. Edmond, Jr.  
Frederick A. Edmond, Jr.,  
President and Chief Executive Officer

ss:

Sworn to before me, a Notary Public in the State of Michigan, by Frederick A. Edmond, Jr., to me personally known to be the individual and officer described in, and who executed the preceding instrument, deposited and said the Corporate Seal and his signature as Officer were affixed and subscribed to said instrument by the authority of the Company.

IN TESTIMONY WHEREOF, I have set my hand, and affixed my Official Seal this 15th day of December, 2022.

Susan L. Fresorger

(Seal)

Susan L. Fresorger, Notary Public  
Saginaw County, State of Michigan  
My Commission Expires: April 3, 2028



I, the undersigned, Executive Vice President of Frankenmuth Insurance Company, do hereby certify that the foregoing is a true, correct and complete copy of the original Power of Attorney; that said Power of Attorney has not been revoked or rescinded and is in full force and effect as of this date.

IN WITNESS WHEREOF, I have set my hand and affixed the Seal of the Company, this 10th day of October, 2025.

Andrew H. Knudsen  
Andrew H. Knudsen, Executive Vice President,  
Chief Operating Officer and Secretary

ALL CORRESPONDENCE RELATED TO BOND VALIDATION AND/OR A CLAIM SHOULD BE DIRECTED TO  
VP SURETY, 701 U.S. ROUTE ONE, SUITE 1, YARMOUTH, ME 04096



SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION  
**CONTRACTOR'S LICENSING BOARD**

LICENSE#: CLG.114830

LICENSE#: CLG.114830

**GREEN WAVE CONTRACTING INC**  
3989 HIGHMARKET STREET  
GEORGETOWN SC 29440

Has been qualified by the laws of the State of South Carolina and is duly entitled to practice as a:

**GENERAL CONTRACTOR**

for each Classification and Group Limitation listed below:

**Grading-GD5, Water & Sewer Lines-WL5***(If this license has "Limited Building-LB" classification, work is limited to 3 stories in height)***LICENSE NUMBER: .....CLG.114830****Initial License Date: .....01/16/2009****EXPIRATION DATE: .....10/31/2026****Group Limitations Per Job (i.e. BD2 = Group 2):**

Group #1 - \$100,000      Group #3 - \$1,000,000

Group #2 - \$400,000      Group #4 - \$3,000,000

Group #5 - \$Unlimited

**Qualifying Party(s): BLAKE ANDERSON HARWELL**  
Board Executive

\*\*\* It is at the discretion of this licensee to designate any employee of their company to pull permits and conduct business in their behalf. \*\*\*



**Exhibit B**  
**MANDATORY VENDOR SUBMITTAL FORM**

The City's Procurement Ordinance to include the Local Vendor Preference Option, can be found in its entirety on the City's [website](#).

**SECTION 2-185 COMPETITIVE SEALED PROPOSAL DING LOCAL VENDOR PREFERENCE**

☒ I certify that [Company Name] Green Wave Contracting Inc.  
is a **Resident Bidder** of Georgetown City/County as defined in the City of Georgetown Ordinance Chapter 2 Administration, Article IV Procurement, Section 2-185, and our principal place of business is Georgetown, SC [City and State].

☐ I certify that [Company Name] \_\_\_\_\_  
is a **Non-Resident Bidder** of Georgetown City/County as defined in the City of Georgetown Ordinance Chapter 2 Administration, Article IV Procurement, Section 2-185, and our principal place of business is \_\_\_\_\_ [City and State].

(X)   
Signature of Company Officer

(X) 10/10/25  
Date



# Maryville Water Main Improvements-Phase II

Oak Street  
Elizabeth Street  
Morrison Street

BASE BID

SHEET 1 OF 2





# Maryville Water Main Improvements-Phase II-Continued

Oak Street

BID ALTERNATE

SHEET 2 OF 2



1576'





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

### ACTION ITEM

|                                   |                                                                                                                                                                                                                                                                                                                                                                        |
|-----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | November 20, 2025                                                                                                                                                                                                                                                                                                                                                      |
| <b>Department:</b>                | Engineering                                                                                                                                                                                                                                                                                                                                                            |
| <b>Issue Under Consideration:</b> | Motion to approve a proposal from and make payments to Weston & Sampson Engineers Inc. to perform Sanitary Sewer Surveys in the following streets: Church Street, Prince Street and Huger Drive for a new a not-to-exceed amount of \$86,000.00.                                                                                                                       |
| <b>Amount Requested:</b>          | \$86,000                                                                                                                                                                                                                                                                                                                                                               |
| <b>In Current Budget?:</b>        | Yes                                                                                                                                                                                                                                                                                                                                                                    |
| <b>If not, please explain:</b>    | N/A                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Financial Impact:</b>          | None                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Points to Consider:</b>        | <p>1) The work includes sewer line cleaning, video recording, evaluation of existing sewer line conditions, and recommendations for repair or replacement of sewer lines.</p> <p>2) Possible repair options may include sewer lining (Cure in Place Pipe- CIPP), point repairs, or full pipe replacement.</p> <p>3) This fee does not include the cost of repairs.</p> |
| <b>Options:</b>                   | <p>1) Approve</p> <p>2) Disapprove</p>                                                                                                                                                                                                                                                                                                                                 |
| <b>Staff Recommendation:</b>      | Approve                                                                                                                                                                                                                                                                                                                                                                |

#### Reviews:

Orlando Arteaga

Created/Initiated

Approver

|                    |                |          |
|--------------------|----------------|----------|
| Orlando Arteaga    | Approved       | Approver |
| Kathy Vermeland    | Approved       | Approver |
| Elise Crosby       | Approved       | Approver |
| Scott Whittier     | Approved       | Approver |
| Stephanie Buccione | Final Approval | Approver |

**Attachments:**

1. Notice of Intent to Award-Engineering Services
2. Certified Tabulation
3. Sign in Sheet and Submittal Listing
4. A-Engineer Proposal Form
5. B-Initialed RFP
6. Addendum #1
7. Addendum #2
8. Exhibit D-Prince St (Wood St to King St) - Sewer GIS-Revised
9. Exhibit C-Church St (Woods St to St James St) - Sewer GIS-Revised
10. Exhibit F-Willowbank (PS #7) - Sewer GIS-Revised



**NOTICE OF INTENT TO AWARD  
ENGINEERING SERVICES**

**OWNER:** City of Georgetown  
P.O. Box 939  
Georgetown, SC 29442

**PROJECT DESCRIPTION:** Historic District Sanitary Sewer Surveys

**PROJECT NO.:** 1826

**TO ALL BIDDERS:**

**This is to notify all bidders that it is the intent of the Owner to award a contract for engineering services as follows:**

NAME OF BIDDER: Weston & Sampson Engineers, Inc.

DATE BIDS WERE RECEIVED: Friday, November 7, 2025 at 3:00 PM

TASKS 1, 3, AND 4 ACCEPTED: \$ 77,000.00

ALTERNATES #1 and #2 ACCEPTED: \$ 9,000.00

TOTAL AMOUNT OF BASE BID WITH ALTERNATE(S): \$86,000.00

Note: Task #2 has been excluded due to budget restrictions.

**The Owner has determined that the above-named Bidder is responsible, responsive and has submitted the lowest bid. The Owner may enter a contract with this Bidder subject to the approval of City Council and the respective funding agency, as applicable.**

\_\_\_\_\_  
Orlando Arteaga, P.E.  
(Print or Type Name)

Digitally signed by  
Orlando Arteaga  
Orlando Arteaga Reason: I am  
approving this  
document

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
City Engineer  
(Award Authority Title)

\_\_\_\_\_  
11/10/2025  
(Date Posted)

**CERTIFIED FEE TABULATION**  
**Historic District Sanitary Sewer Surveys**  
**Project No. 1826**

|                  |                                                                                                     |             |             | <b>WESTON &amp;<br/>SAMPSON<br/>ENGINEERS, INC.</b> | <b>GAVEL &amp; DORN<br/>ENGINEERING, PLLC</b> |
|------------------|-----------------------------------------------------------------------------------------------------|-------------|-------------|-----------------------------------------------------|-----------------------------------------------|
| <b>No.</b>       |                                                                                                     | <b>QTY.</b> | <b>UNIT</b> | <b>FEE</b>                                          | <b>FEE</b>                                    |
| <b>1</b>         | <b>Task 1-Sanitary System Evaluation (SSES)-Church Street between Wood and St. James</b>            |             |             |                                                     |                                               |
|                  | Traffic Control                                                                                     | 1           | LS          | \$18,200.00                                         | \$6,328.13                                    |
|                  | Bypass Pumping                                                                                      | 1           | LS          | \$2,300.00                                          | \$23,675.48                                   |
|                  | Clean and televise 6-in. sewer lines                                                                | 65          | LF          | \$400.00                                            | \$877.50                                      |
|                  | Clean and televise 8-in. sewer lines                                                                | 2630        | LF          | \$16,800.00                                         | \$35,505.00                                   |
|                  | Manhole Inspections                                                                                 | 14          | EA          | \$2,700.00                                          | \$4,200.00                                    |
|                  | Final Report with Recommendations                                                                   | 1           | LS          | \$7,000.00                                          | \$2,000.00                                    |
|                  | Final Cost Estimate                                                                                 | 1           | LS          | \$1,300.00                                          | \$400.00                                      |
|                  | <b>SUBTOTAL</b>                                                                                     | <b>1</b>    | <b>LS</b>   | <b>\$48,700.00</b>                                  | <b>\$72,986.11</b>                            |
| <b>2</b>         | <b>Task 2-Sanitary System Evaluation (SSES)-Front Street between S. Fraser and Dozier</b>           |             |             |                                                     |                                               |
|                  | Traffic Control                                                                                     | 1           | LS          | \$15,100.00                                         | \$6,328.13                                    |
|                  | Bypass Pumping                                                                                      | 1           | LS          | \$17,300.00                                         | \$2,986.89                                    |
|                  | Clean and televise 15-in. sewer lines                                                               | 340         | LF          | \$3,600.00                                          | \$5,737.50                                    |
|                  | Manhole Inspections                                                                                 | 3           | EA          | \$600.00                                            | \$900.00                                      |
|                  | Final Report with Recommendations                                                                   | 1           | LS          | \$5,500.00                                          | \$1,000.00                                    |
|                  | Final Cost Estimate                                                                                 | 1           | LS          | \$1,300.00                                          | \$200.00                                      |
|                  | <b>SUBTOTAL</b>                                                                                     | <b>1</b>    | <b>LS</b>   | <b>\$43,400.00</b>                                  | <b>\$17,152.52</b>                            |
| <b>3</b>         | <b>Task3-Sanitary System Evaluation (SSES)-Prince Street Street between Wood and King</b>           |             |             |                                                     |                                               |
|                  | Traffic Control                                                                                     | 1           | LS          | \$2,900.00                                          | \$6,328.13                                    |
|                  | Bypass Pumping                                                                                      | 1           | LS          | \$2,300.00                                          | \$4,085.01                                    |
|                  | Clean and televise 8-in. sewer lines                                                                | 465         | LF          | \$3,100.00                                          | \$6,277.50                                    |
|                  | Manhole Inspections                                                                                 | 2           | EA          | \$400.00                                            | \$600.00                                      |
|                  | Final Report with Recommendations                                                                   | 1           | LS          | \$3,600.00                                          | \$1,000.00                                    |
|                  | Final Cost Estimate                                                                                 | 1           | LS          | \$900.00                                            | \$200.00                                      |
|                  | <b>SUBTOTAL</b>                                                                                     | <b>1</b>    | <b>LS</b>   | <b>\$13,200.00</b>                                  | <b>\$18,490.64</b>                            |
| <b>4</b>         | <b>Task 4-Sanitary System Evaluation (SSES)-Huger Dr. to Willowbank PS #7</b>                       |             |             |                                                     |                                               |
|                  | Traffic Control                                                                                     | 1           | LS          | \$2,900.00                                          | \$6,328.13                                    |
|                  | Bypass Pumping                                                                                      | 1           | LS          | \$2,300.00                                          | \$6,940.12                                    |
|                  | Clean and televise 12-in. sewer lines                                                               | 790         | LF          | \$5,000.00                                          | \$13,331.25                                   |
|                  | Manhole Inspections                                                                                 | 2           | EA          | \$400.00                                            | \$600.00                                      |
|                  | Final Report with Recommendations                                                                   | 1           | LS          | \$3,600.00                                          | \$1,000.00                                    |
|                  | Final Cost Estimate                                                                                 | 1           | LS          | \$900.00                                            | \$200.00                                      |
|                  | <b>SUBTOTAL</b>                                                                                     | <b>1</b>    | <b>LS</b>   | <b>\$15,100.00</b>                                  | <b>\$28,399.50</b>                            |
| <b>5</b>         | <b>Alternate 1-Feasibilty Study on Huger Dr to Install a new Sewer Main from MH 1157 to MH 1143</b> |             |             |                                                     |                                               |
|                  | Surveying                                                                                           |             |             |                                                     | \$5,315.63                                    |
|                  | Feasibility Study                                                                                   |             |             |                                                     | \$6,068.00                                    |
|                  | Cost Estimate                                                                                       |             |             |                                                     | \$901.00                                      |
|                  | Final Report with Recommendations                                                                   |             |             |                                                     | \$3,034.00                                    |
|                  | <b>SUBTOTAL</b>                                                                                     | <b>1</b>    | <b>LS</b>   | <b>\$7,500.00</b>                                   | <b>\$15,318.63</b>                            |
| <b>6</b>         | <b>Alternate 2- Heavy Sewer Pipe Cleaning (more than three passes from MH to MH)</b>                | <b>340</b>  | <b>LF</b>   | <b>\$1,500.00</b>                                   | <b>\$1,700.00</b>                             |
| <b>TOTAL FEE</b> |                                                                                                     |             |             | <b>\$129,400.00</b>                                 | <b>\$154,047.40</b>                           |

Digitally signed by  
Orlando Arteaga  
Reason: I am  
approving this  
document

Certified By:

Name: Orlando Arteaga, PE

Title: City Engineer

Date: November 11, 2025



# CITY OF GEORGETOWN



## SUBMITTAL LISTING - REVISED

|          |                                                                                        |                                                                   |
|----------|----------------------------------------------------------------------------------------|-------------------------------------------------------------------|
| PROJECT: | Sanitary Sewer and Manhole Surveys Consulting<br>Engineering Services RFP Project 1826 | DATE OF BID OPENING: Friday, November 07, 2025, 3:00 pm           |
|          |                                                                                        | PLACE: Online submittals received through<br>www.georgetownsc.gov |

**\*\*NOT CERTIFIED\*\***

SIGNED:

*Danalea Howard*

| COMPANY NAME                               |  |  | COMMENTS:                                          |
|--------------------------------------------|--|--|----------------------------------------------------|
| Gavel & Dorn Engineering, PLLC             |  |  | Proposal received on time - Currently under review |
| GMC                                        |  |  | N/A - Bid withdrawn prior to deadline              |
| NextSweeping Corporation of America<br>LLC |  |  | N/A - Bid withdrawn prior to deadline              |
| Weston & Sampson                           |  |  | Proposal received on time - Currently under review |
|                                            |  |  |                                                    |
|                                            |  |  |                                                    |

**ENGINEER PROPOSAL FORM -REVISED**

**Historic District Sanitary Sewer Surveys**

**Project No. 1826**

| No.              |                                                                                                     | QTY.       | UNIT      | FEE                  |
|------------------|-----------------------------------------------------------------------------------------------------|------------|-----------|----------------------|
| <b>1</b>         | <b>Task 1-Sanitary System Evaluation (SSES)-Church Street between Wood and St. James</b>            |            |           |                      |
|                  | Traffic Control                                                                                     | 1          | LS        | \$ 18,200.00         |
|                  | Bypass Pumping                                                                                      | 1          | LS        | \$ 2,300.00          |
|                  | Clean and televise 6-in. sewer lines                                                                | 65         | LF        | \$ 400.00            |
|                  | Clean and televise 8-in. sewer lines                                                                | 2630       | LF        | \$ 16,800.00         |
|                  | Manhole Inspections                                                                                 | 14         | EA        | \$ 2,700.00          |
|                  | Final Report with Recommendations                                                                   | 1          | LS        | \$ 7,000.00          |
|                  | Final Cost Estimate                                                                                 | 1          | LS        | \$ 1,300.00          |
|                  | <b>SUBTOTAL</b>                                                                                     | <b>1</b>   | <b>LS</b> | <b>\$ 48,700.00</b>  |
| <b>2</b>         | <b>Task 2-Sanitary System Evaluation (SSES)-Front Street between S. Fraser and Dozier</b>           |            |           |                      |
|                  | Traffic Control                                                                                     | 1          | LS        | \$ 15,100.00         |
|                  | Bypass Pumping                                                                                      | 1          | LS        | \$ 17,300.00         |
|                  | Clean and televise 15-in. sewer lines                                                               | 340        | LF        | \$ 3,600.00          |
|                  | Manhole Inspections                                                                                 | 3          | EA        | \$ 600.00            |
|                  | Final Report with Recommendations                                                                   | 1          | LS        | \$ 5,500.00          |
|                  | Final Cost Estimate                                                                                 | 1          | LS        | \$ 1,300.00          |
|                  | <b>SUBTOTAL</b>                                                                                     | <b>1</b>   | <b>LS</b> | <b>\$ 43,400.00</b>  |
| <b>3</b>         | <b>Task3-Sanitary System Evaluation (SSES)-Prince Street Street between Wood and King</b>           |            |           |                      |
|                  | Traffic Control                                                                                     | 1          | LS        | \$ 2,900.00          |
|                  | Bypass Pumping                                                                                      | 1          | LS        | \$ 2,300.00          |
|                  | Clean and televise 8-in. sewer lines                                                                | 465        | LF        | \$ 3,100.00          |
|                  | Manhole Inspections                                                                                 | 2          | EA        | \$ 400.00            |
|                  | Final Report with Recommendations                                                                   | 1          | LS        | \$ 3,600.00          |
|                  | Final Cost Estimate                                                                                 | 1          | LS        | \$ 900.00            |
|                  | <b>SUBTOTAL</b>                                                                                     | <b>1</b>   | <b>LS</b> | <b>\$ 13,200.00</b>  |
| <b>4</b>         | <b>Task 4-Sanitary System Evaluation (SSES)-Huger Dr. to Willowbank PS #7</b>                       |            |           |                      |
|                  | Traffic Control                                                                                     | 1          | LS        | \$ 2,900.00          |
|                  | Bypass Pumping                                                                                      | 1          | LS        | \$ 2,300.00          |
|                  | Clean and televise 12-in. sewer lines                                                               | 790        | LF        | \$ 5,000.00          |
|                  | Manhole Inspections                                                                                 | 2          | EA        | \$ 400.00            |
|                  | Final Report with Recommendations                                                                   | 1          | LS        | \$ 3,600.00          |
|                  | Final Cost Estimate                                                                                 | 1          | LS        | \$ 900.00            |
|                  | <b>SUBTOTAL</b>                                                                                     | <b>1</b>   | <b>LS</b> | <b>\$ 15,100.00</b>  |
| <b>5</b>         | <b>Alternate 1-Feasibilty Study on Huger Dr to Install a new Sewer Main from MH 1157 to MH 1143</b> |            |           |                      |
|                  | Surveying                                                                                           |            |           |                      |
|                  | Feasibility Study                                                                                   |            |           |                      |
|                  | Cost Estimate                                                                                       |            |           |                      |
|                  | Final Report with Recommendations                                                                   |            |           |                      |
|                  | <b>SUBTOTAL</b>                                                                                     | <b>1</b>   | <b>LS</b> | <b>\$ 7,500.00</b>   |
| <b>6</b>         | <b>Alternate 2- Heavy Sewer Pipe Cleaning (more than three passes from MH to MH)</b>                | <b>340</b> | <b>LF</b> | <b>\$ 1,500.00</b>   |
|                  |                                                                                                     |            |           |                      |
| <b>TOTAL FEE</b> |                                                                                                     |            |           | <b>\$ 129,400.00</b> |

\* Assumes bypass can be laid along Front Street with no vehicular ramp crossings and that work will be completed between 7:00 p.m. to 7:00 a.m. due to bypass operations.

\*\* Includes time for representative to be on-site in the events of any issues to make sure work is being completed properly.

\*\*\* Includes time for consultation and approval from engineer.

The undersigned declares that his/her firm is (use as applicable):

A corporation organized and existing under the laws of the State of Incorporated in Massachusetts  
Principal place of business for this contract - Columbia, SC

A partnership consisting of: \_\_\_\_\_

An individual or sole proprietor: \_\_\_\_\_

fully bind the firm listed to all the conditions and provisions thereof.

whatsoever in this proposal or the contract that may be entered into as a result thereof, and that in all respects the proposal is legal and

Company Name: Weston & Sampson Engineers, Inc.

Respectfully Submitted By: Kipling R. Gearhart

(Type/Print Name) Kipling R. Gearhart, PE

(Title) Vice President, Regional Manager

Date: 11/7/25

Street: 1201 Main Street, Suite 930

City, State, Zip Code: Columbia, SC 29203

Telephone: 803-667-9904

Email: GearhartK@wseinc.com Wall.Phillip@wseinc.com Macaluso.Terry@wseinc.com



REQUEST FOR PROPOSAL (RFP)  
FOR  
CONSULTING ENGINEERING SERVICES

REQUESTOR: City of Georgetown  
1134 North Fraser Street  
Georgetown, SC 29440  
Contact: Nereo Parreno, Purchasing Agent  
Email: [nparreno@georgetownsc.gov](mailto:nparreno@georgetownsc.gov)  
Phone: 843.545.4046

PROJECT : Sanitary Sewer and Manhole Surveys  
Front Street between S. Fraser and Dozier Streets  
Prince Street between Wood and King Streets  
Huger Dr (near Willowbank PS #7)  
Church Street between Wood and St. James

GL No.: 0032.18.00.9000.37000

PROJECT NO.: 1826

RELEASE DATE: Wednesday, October 15, 2025

DUE DATE: **Wednesday , November 5, 2025 on or before 3:00 PM EST (local time)**

Proposals must be submitted electronically through the City's website, [www.georgetownsc.gov](http://www.georgetownsc.gov).  
The City will not accept proposals by hard copy, fax, or email.

For instructions on how to submit your Proposal electronically, please refer to the City's website, [click here](#) for a direct link.



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**Important hyperlinks and email addresses:**

1. [City of Georgetown website](#)
2. [City of Georgetown Public Facebook](#)
3. [City of Georgetown Purchasing Ordinance in its entirety.](#)
4. [All available project documents](#)
5. All questions must be submitted directly through Bidnet:  
<https://www.bidnetdirect.com/south-carolina/cityofgeorgetown>

**Communication**

It is the policy of the City of Georgetown to commit to transparency, ensure impartiality, and complete procurement processes free of internal and external influences. To accomplish this policy, ex parte communication about the bid, between the time of commencement of preparation of the solicitation document and the bid award (written or oral), is prohibited. Therefore, potential respondents and/or respondents submitting proposals, bids, qualifications, Proposals, etc. shall not engage in communication with any City employee, including elected officials, except the City official(s) designated as the contact in the Solicitation Document.

Any communication outside the one between the designated City contact in the Solicitation Document and respondents shall be considered ex parte communication and shall not be relied upon. The City shall disqualify any potential respondent and/or respondent's proposal if the City discovers that potential respondent and/or respondent engaged in ex-parte communication.

City employees and/or elected officials shall neither initiate nor engage in ex-parte communication with potential respondent and/or respondents.

**Background**

The City of Georgetown (City) is an incorporated municipality with a population of nearly 9,000 residents. The City is located 60 miles north of Charleston and 36 miles south of Myrtle Beach. It is the endpoint of the area commonly known as "The Grand Strand."

The sanitary sewer evaluations will be performed in the Historic District. Due to the high volume of traffic on the following primary roads: Church Street and S. Fraser Streets, the work will need to be performed at nighttime.

**Purpose**

The City of Georgetown is soliciting proposals from consulting firms experienced in infrastructure assessment of sewer pipelines and sanitary manholes. Pipelines can include pipes from 8-inch diameter to 12-inch diameter.

The words engineer, consultant, or consulting firm are meant to be synonymous with this RFP.

## Project Description

The Sanitary Sewer and Manhole Survey, Lining, and Repairs on the following streets:

| Street      | From             | To                 | Length (ft.) |
|-------------|------------------|--------------------|--------------|
| Church      | Wood Street      | Saint James Street | 2810         |
| Front       | S. Fraser Street | Dozier Street      | 340          |
| Prince      | Wood Street      | King Street        | 465          |
| Huger Drive | Dead End         | PS #7              | 790          |
|             |                  | <b>Total</b>       | <b>4405</b>  |

### PHASE I -Sewer System Evaluation Survey (SSES)

Perform a sanitary manhole and sewer pipe condition assessment of approximately 4,405 LF of sewer mains to identify system deficiencies such as structural, operations and maintenance, infiltration and inflow (I/I) related problems, and prepare recommendations for the sewer system rehabilitation. This work is scheduled for the second half of fiscal year FY 26.

### PHASE II-Bidding, Construction Observations and Closeout

Engineering Services during pipe and manhole rehabilitation to be performed in the first half of fiscal year 27 based on the recommendations from Phase I.

### Site Visit

A site visit is mandatory.

### Scope of Services

#### Phase I-SSES -FY 26

- Obtain SCDOT encroachment permit for SSES work.
- Clean and televise sewer lines 8-in. to 12-in. in diameter per NASSCO standards
- Bypass Pumping
- Traffic Control
- Sanitary Manhole Inspection
- CCTV & Manhole Inspection Review and Rehabilitation Report
- Smoke Testing
- Prepare bid documents
- Prepare construction cost estimate

#### Phase II-Construction -FY 27

- Assist in project bidding and award
- Conduct pre-construction meeting
- Provide two printed sets of contract plans and specifications for the Owner and Contractor use
- Provide a complete set of contract documents in PDF format.
- Conduct site observations for quality control-Limited (NTE 60 workhours)

- Review post-video inspections and reports from the Contractor
- Provide letter of substantial completion
- Perform final inspections and closeout

**The City will:**

1. Provide the information requested by the selected consultant.
2. Pay for all permit fees.
3. Provide all front-end construction documents
4. Post any necessary Addenda.
5. Issue Notices of Intent to Award, Notice of Award, and Notice to Proceed.
6. Approve payment for all engineering and contracting services rendered based on percentage of work completed.

**Process**

The City reserves the right to request additional information from any, and all prospective bidders or individuals deemed necessary by the City to evaluate the Proposals. However, this process may not be used as an opportunity to submit missing documentation or information or make substantive revisions to the original proposal.

The City reserves the right to cancel or reissue the RFP and/or revise the schedule at any time.

The City also reserves the right to accept or reject any proposals deemed in its best interest and to accept all or part of the scope of work herein as its project timeline and/or budget allows.

By initialing the bottom of each page of this RFP document, firms represent that (1) their representatives have read and understood the solicitation and (2) their proposal is made in compliance with this solicitation. The firm's representatives are expected to examine this RFP thoroughly and should request an explanation of any ambiguities, discrepancies, errors, omissions, or conflicting statements. Failure to do so will be at their risk.

All ambiguities, discrepancies, errors, omissions, or conflicting statements in this RFP shall be interpreted to require the better quality or greater quantity of work unless otherwise directed by addendum. Firms assume responsibility for any ambiguity in the solicitation that their representatives do not bring to the City's attention.

The City shall have the absolute sole discretion in evaluating both the proposal and qualifications of the firms. Contracts must be awarded to the responsible firm whose proposal is most advantageous to the project, considering the fee and qualifications.

This solicitation will be conducted in accordance with the City's Purchasing Ordinance which can be found in its entirety on the City's website, [www.georgetownsc.gov](http://www.georgetownsc.gov).

It is the responsibility of the submitting consultants to familiarize themselves with the City's procurement process.

The City will conduct the selection of the best qualified, responsive, and responsible consultant in the following manner:

1. This solicitation document will be made available on the City's website, [www.georgetownsc.gov](http://www.georgetownsc.gov),
2. Proposals will be received electronically through the City's website, [www.georgetownsc.gov](http://www.georgetownsc.gov), no later than the aforementioned deadline. The submittal listing of proposals received will be posted on the City's website at <https://georgetownsc.gov> under "Bids" not earlier than 48 hours after opening. Due to the possibility of negotiation with any firm submitting a reasonable and responsible proposal which appears to be eligible for contract award pursuant to the selection criteria set forth in this RFP, prices will not be divulged at the time of opening.
3. At the conclusion of the RFP process, qualified submittals may be presented to the Georgetown City Council for review and approval, as required.
4. A firm will be selected for contract negotiations as required.
5. The City of Georgetown will notify the selected firm of intent to offer a contract award.

## Award and Evaluation Criteria

Submission of a proposal indicates acceptance by the Consultant of the conditions contained in this RFP. Contracts shall be awarded to the lowest responsive and responsible bidder. In determining lowest responsive and responsible bidder, in addition to price, the Purchasing Agent and/or Department Director shall consider:

- a. The ability, capacity, and skill of the bidder to perform the contract or provide the service required;
- b. Whether the bidder can perform the contract or provide the service promptly, or within the time specified, without delay or interference;
- c. The character, integrity, reputation, judgment, experience, and efficiency of the bidder;
- d. The quality of performance of previous contracts or services;
- e. The previous and existing compliance by the bidder with laws and ordinances relating to the contract or services;
- f. The sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service;
- g. The quality, availability, and adaptability of the supplies or contractual services to the particular use required;
- h. The ability of the bidder to provide future maintenance and service for the use of the subject of the contract; and
- i. Whether the bidder has met the criteria of the bid specifications, terms, and conditions. The determination is not limited to circumstances existing at the time of opening. If a bidder or offeror who otherwise would have been awarded a contract is found non responsible, a written determination of non-responsibility setting forth the basis of the finding shall be prepared by the Purchasing Agent. A copy of the determination shall be sent promptly to the non-responsible bidder or offeror. The final determination shall be made part of the procurement file.

The City of Georgetown reserves the right to use value engineering, negotiate with vendors, reject any or all bids, or waive any informality in the bidding. Bids could be held for a maximum of 60 (sixty) days from the date of the opening of bids for the purpose of reviewing the bids and investigating the qualifications of bidders, prior to making a final decision.

The Local Vendor Preference Option will be applicable to this award.

**Protest Procedure**

In accordance with the City's Procurement Ordinance, any protest or objection to this RFP award process must be submitted in writing to the City of Georgetown, Attn: Nereo Parreno, Purchasing Agent, PO Drawer 939, Georgetown, SC 29440, within ten (10) calendar days of the notification of award posted to the City's website.

**Questions**

No answers will be given over the phone.

All questions regarding this Request for Proposal must be submitted directly through our procurement platform, Bidnet, no later than 3:00 PM EST (local time) on Wednesday, October 29, 2025.

Answers to questions or Addenda will be posted on the City's website no later than 3:00 PM EST (local time), Friday, October 31, 2025

Please note - if you do not receive online confirmation from Bidnet that your questions submission was successful, it is the bidder's sole responsibility to contact the Purchasing Agent at 843.545.4046.

No questions will be accepted after the deadline mentioned above. All submittals shall include the following in the subject line: **Historic District Sanitary Sewer and Manhole Surveys Project 1826.**

## Schedule of Events

| SANITARY SEWER LINE AND MANHOLE SURVEYS |                                                                                                                           |                             |                       |
|-----------------------------------------|---------------------------------------------------------------------------------------------------------------------------|-----------------------------|-----------------------|
| No.                                     | MILESTONE EVENT                                                                                                           | DATE                        | TIME EST (LOCAL TIME) |
| 1                                       | Request for Proposals (RFP): Engineering                                                                                  | Wednesday, October 15, 2025 |                       |
| 2                                       | Deadline for written questions - emailed to: <a href="mailto:purchasing@georgetownsc.gov">purchasing@georgetownsc.gov</a> | Wednesday, October 29, 2025 | 2:00 PM               |
| 3                                       | Deadline for addenda to be posted to the City's website, <a href="http://www.georgetownsc.gov">www.georgetownsc.gov</a>   | Friday, October 31, 2025    | 2:00 PM               |
| 4                                       | Proposals due date                                                                                                        | Wednesday, November 5, 2025 | 3:00 PM               |
| 5                                       | Award Engineering Contract -Tentative                                                                                     | November 2025               |                       |
| 6                                       | Start SESS                                                                                                                | January 2026                |                       |
| 7                                       | Finish SESS (120 days after NTP)                                                                                          | April 2026                  |                       |
| 8                                       | Permitting                                                                                                                | May 2026                    |                       |
| 9                                       | Bidding and Award                                                                                                         | July 2026                   |                       |
| 10                                      | Phase II Start-Tentative                                                                                                  | August 2026                 |                       |
| 11                                      | Phase II Finish (150 days after NTP)- Tentative                                                                           | December 2026               |                       |

When the Procurement Division is closed due to force majeure, Proposal openings will be postponed to the same time on the next official business day. The vendor is responsible for obtaining information regarding Proposal submittals directly from the [City's website](#).

Procurement procedures are subject to the City's procurement policies as outlined in Section 2-185 of the City's Municipal Code (Chapter (Administration), Article IV (Procurement). The City's Procurement Ordinance can be found in its entirety on the [City's website](#).

The City reserves the right to change the project schedule as it deems necessary. In the event of a major date change, the City will post notice of such on the City's website and notify known participants. The City reserves the right to issue addenda to this RFP up to two (2) days before the RFP due date as needed to clarify the City's desires or to make corrections or changes to the RFP document or submittal process.



Once a final determination is made, the City is not required to furnish a statement of the reason(s) a proposal was not selected.

All information will be updated and posted on the [City's website](#).

It is the consultant's sole responsibility to obtain the information directly from the [City's website](#) regarding this project.

The consultant will acknowledge receipt of all issued addenda in their submittals, if applicable.

No: 1 Dated: 10/30/25

No: 2 Dated: 11/4/25

No: \_\_\_\_\_ Dated: \_\_\_\_\_

### Submittal Instructions

The proposal price shall be valid for a period of 60 calendar days from the date of proposal opening.

By initialing the bottom of each page of this RFP document, the proposer represents that (1) their representatives have read and understood the solicitation and (2) their proposal is made in compliance with this solicitation. Proposer's representatives are expected to examine this RFP thoroughly and request an explanation of any ambiguities, discrepancies, errors, omissions, or conflicting statements. Failure to do so will be at their risk.

All procurement procedures are subject to the City's procurement policies as outlined in Section 2-185 of the City's municipal code.

The City's Purchasing Ordinance can be found in its entirety on the [City's website](#).

Your proposal must be submitted electronically to ensure it remains sealed until the scheduled bid opening date and time.

It is the sole responsibility of the bidder to have their Proposals delivered to the City before the closing hour and date. The City assumes no responsibility **for technological failure in submitting Proposals electronically**. It is the sole responsibility of the bidder to confirm that their Proposal was submitted on time, and that their PDF file/files are not corrupt.

**Submittals may be rejected if deemed non-responsive.**

The City **WILL NOT** accept proposals by:

Hard copy

Fax

Email

To be considered responsive, interested parties **must** comply with the following:

1. Submit Proposal electronically through the City's website, [www.georgetownsc.gov](http://www.georgetownsc.gov).  
[Click here to submit electronically.](#)

Submittal package must include **all** of following items:

- a. Engineer Proposal Form. (Exhibit A) .
  - b. Complete Initialed copy of this RFP document - (Place responsible person's initials on each page)
  - c. Complete executed Mandatory Vendor Submittal Form (Exhibit B).
  - d. Consultant's Qualifications Statement- Must be no more than five (5) pages. It should summarize qualifications, relevant experience, and availability to participate in the RFP process to provide requested services to the City. Key staff members participating should be identified. Provide three professional references.
2. The City reserves the right to waive any minor informalities and irregularities of submittals that do not affect price, quantity, quality, or delivery. Minor informalities to include: failing to initial the Proposal, failing to acknowledge addenda, will not, by themselves result in a submittal being deemed non-responsive. The City will request that any and all bidders correct the minor informality or irregularity within the same specified time.
  3. Proposal must be received electronically through the City's website, [www.georgetownsc.gov](http://www.georgetownsc.gov), no later than the aforementioned deadline. Proposals will be publicly opened and read aloud via the City's public Facebook page, <https://www.facebook.com/Cityofgtown/>. **It is the sole responsibility of the bidder to have their Proposals delivered to the City before the closing hour and date. The City assumes no responsibility for technological failure in submitting Proposals electronically. It is the sole responsibility of the bidder to confirm that their Proposal was submitted on time, and that their PDF file/files are not corrupt.** Late Proposals will not be accepted nor considered. The official clock shall be that of the City's Purchasing Agent, or designee. The City reserves the right to accept or reject any or all Proposals and to waive any informalities and technicalities in the Proposal process. No additional fees, costs, or any other reimbursable expenses will be allowed.

4. This solicitation does not commit the City to award a contract. The City reserves the right to waive any technicalities or informalities and to accept or reject any and/or all submissions as deemed by its sole judgment to be in its best interest. The City also reserves the right to terminate the selection process without notice, to waive any irregularities in any submittal, and to request additional information from any of the bidders submitting a Proposal.
5. Any bidder may withdraw their Proposal only by written request, at any time prior to the scheduled opening of responses. Partial or incomplete Proposals may be rejected.
6. All costs incurred in preparing the Proposal, or costs incurred in any other manner by the bidder in responding to this RFP, will be wholly the responsibility of the bidder. All materials and documents submitted by the bidder in response to this RFP become the property of the City and will not be returned.
7. Any proprietary information contained in the Proposal should be so indicated as follows:

Vendor Disclosure

Notice of SC Freedom of Information Act

“The parties acknowledge that all material submitted may be subject to release under the South Carolina Freedom of Information Act (FOIA) and will be released to the public unless exempt from disclosure under the FOIA.”

We discourage you from including any information you consider propriety or trade secret, as this material is subject to the FOIA once it's in the City's possession. If you must include any such information in your submission, please identify it by color, labeling, and/or bold font as "PROPRIETARY INFORMATION" so that it can be readily recognized. In the event the City receives a request for this material, the City will notify those parties who have identified information they believe is proprietary or trade secret of the request. The City has a ten (10) day deadline to respond to the request. This is your window to file an action challenging the release. Please be on notice that if the City is not served with such an action, the information will be released.

8. Proposals must be made in the official name of the company or individual under which business is conducted (showing official business address) and must be signed in ink by a person duly authorized to legally bind the person, partnership, company or corporation submitting the proposal. Proposals having any erasures or corrections must be initialed in ink by the vendor.
9. Disqualification and Rejection of Proposal – The City reserves the right to reject any proposal from a consultant who has failed to perform satisfactorily, or complete on time, or in a manner consistent with the RFP documents, contract of similar nature, or to reject the proposal from a consultant who is not in a position to perform such a contract satisfactorily. The City expressly reserves the right to award the contract to the consultant that best meets the requirements as set forth herein.
10. Assignment of Contract – Assignment to the selected consultant of any contract to be entered into in accordance with this RFP will not be recognized by the City unless such assignment has prior written approval of the City.
11. Insurance Provisions - The selected consultant will be required to provide and maintain proof of insurance throughout the contract term in the amount of \$1,000,000.00 and as required at the point of contract negotiation by the City's Risk Manager as follows:

- Comprehensive General Liability (per occurrence);
- Comprehensive Auto Liability (per occurrence); and
- Workers' Compensation Liability
- Automobile Liability
- Professional Liability Insurance

The City of Georgetown is to be named as "Additional Insured" on the above insurance coverage as respect to the City's interest under the contract. Certificates showing proof of insurance shall be submitted to the City prior to commencement of services under the agreement. Further, it shall be an affirmative obligation upon the consultant to advise the City's Risk Management Department within two (2) days of the cancellation herein at one of the following options below:

- Email – ccribb@georgetownsc.gov
- Fax - 843.545.4201
- Mailing address - PO Box 939, Georgetown, SC 29442

Failure to do so shall be construed to be a breach of the agreement:

12. Indemnification - The selected consultant agrees to indemnify, defend and hold harmless the City and their authorized officers, employees, agents, and volunteers from any and all claims, actions, losses, damages, and/or liabilities arising from their acts, errors, or omissions and for any costs or expenses incurred by the City therefore under an agreement.
13. Compliance With Law – The selected consultant and its agents and employees shall be bound and comply with all federal, state and local laws, ordinance rules and regulations, as well as all other governing bodies having legal jurisdiction with respect to the area where such work is performed.
14. City Business License - The selected consultant shall be required to have a yearly business license or obtain a "per-job" business license prior to work commencing. Contact the Finance Department at 843.545.4041 for business license information. These expenses shall be included in the total proposal cost.
15. Payment terms – An itemized billing statement must be submitted in a form specified by the City for services performed. The City will remit full payment on all undisputed invoices within thirty (30) days from receipt of the invoice by the appropriate person(s) (to be designated at the time of contract).

### **General Contractual Requirements-**

1. Force Majeure - The consultant shall not be liable for any excess costs if the failure to perform the contract arises out of causes beyond the control and without the fault or negligence of the consultant. Such causes may include, but are not limited to acts of God or of the public enemy, acts of Governments in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restriction, strikes, freight embargoes, and unusually severe weather; but in every case the failure to perform must be beyond the control and without the fault or negligence of the consultant.
2. Governing Law - Except to the extent that this agreement may be governed by any federal law, including federal bankruptcy law, this agreement shall be governed by, constructed and interpreted under, and enforced exclusively in accordance with the laws of the State

of South Carolina, and the courts in the State of South Carolina shall have jurisdiction with respect to any dispute arising hereunder.

3. Consultant Qualifications - Consultant must, upon request of the City, furnish satisfactory evidence of its ability to furnish products and/or services in accordance with the terms and conditions of this RFP. The City reserves the right to make the final determination as to the consultant's ability to provide the services herein.
4. Consultant Responsibility – Each consultant shall fully acquaint him/herself with conditions relating to the scope and restrictions attending the execution of the work under the conditions of this RFP. It is expected that this will sometimes require on-site observation. The failure or omission of the consultant to acquaint him/herself with existing conditions shall in no way relieve him/her of any obligation with respect to this RFP or to a contract.
5. Affirmative Action - The consultant will take affirmative action in complying with all federal and state requirements concerning fair employment and employment of the handicapped and concerning the treatment of all employees without regard or discrimination by reason of race, color, religion, sex, national origin or physical handicap.
6. Women and Minority Business Enterprise (WMBE) Statement - It is the policy of the City to provide minorities and women equal opportunity for participating in all aspects of the City's contracting and procurement programs, including but not limited to employment, construction projects, and lease agreements consistent with the laws of the State of South Carolina. It is the policy of the City to prohibit discrimination against any person or business in pursuit of these opportunities on the basis of race, color, national origin, religion, sex, age, handicap, or veteran status. It is further the policy of the City to conduct its contracting and procurement programs so as to prevent such discrimination and to resolve any and all claims of such discrimination.
7. Termination - Subject to the following provisions, any contract resulting from this Request for Proposals may be terminated by the City provided a thirty (30) day advance notice in writing by the City Administrator, or his designee, is given to the consultant:
  - 7.1 Non-Appropriations - Funds for this contract are payable from local appropriations. If sufficient appropriations are not made to pay the charges under the contract it shall terminate without any obligation to the City.
  - 7.2. Convenience - In the event that a contract is terminated or canceled upon request and for the convenience of the City without the required thirty (30) day advance written notice, then the City shall negotiate reasonable termination costs, if applicable.
  - 7.3 Cause - Termination by the City for the cause, default or negligence on part of the consultant, shall be excluded from the foregoing provisions; termination costs, if any shall not apply. The thirty (30) day advance notice requirement is waived, and the default provision herein shall apply.
  - 7.4 Default – In case of default by the consultant, the City reserves the right to purchase any and all items/services in default in open market, charging consultant with any excessive costs. SHOULD SUCH CHARGE BE ASSESSED, NO SUBSEQUENT PROPOSALS OF THE DEFAULTING CONSULTANT WILL BE CONSIDERED UNTIL THE ASSESSED CHARGE HAS BEEN SATISFIED.
8. Prime Consultant Responsibilities - The consultant will be required to assume sole responsibility for the complete effort as required by this RFP. The City will consider the consultant to be the sole point of contact with regard to all contractual matters.

9. Subcontracting - If any part of the work covered by this RFP is to be subcontracted, the consultant shall identify the subcontracting organization and the contractual arrangements made therewith at the time of the offer. All subcontractors must be approved by the City. The successful consultant will also furnish the corporate or company name and the names of the officers of any subcontractors engaged by the consultant.
10. Ownership of Material – All materials and documents submitted by the consultant in response to this RFP become the property of the City and will not be returned to the consultant.
11. Compliance with State and Federal Requirements – State and Federal requirements that are more restrictive than these set forth herein shall be followed by the consultant.
12. Contract Amendments - Amendments to any agreement between the City and the consultant must be reviewed and approved in writing by the City Administrator or his designee.
13. Assignment - No contract or its provisions may be assigned, sublet, or transferred without the written consent of the City.
14. Records Retention and Right to Audit – The City shall have the right to audit the books and records of the consultant as they pertain to this contract. Such books and records shall be maintained for a period of three (3) years from the date of final payment under contract.
15. The City may conduct performance audits of the consultant, as determined necessary by the City. Pertaining to all audits, the consultant shall make available to the City access to its computer files containing the history of the contract performance and all other documents related to the audit. Additionally, any software used by the consultant shall be made available for auditing purposes at no cost to the City.
16. Independent Contractor Status - The parties hereby agree that the consultant is an independent contractor of the City and that nothing in an agreement with the City shall be deemed to place the parties in a relationship of employer/employee, partners, or joint ventures. Neither party shall have the right to obligate or bind the other in any manner. Each party agrees and acknowledges that it will not hold itself out as an authorized agent with the power to bind the other party in any manner. Each party shall only be responsible for any withholding taxes, payroll taxes, disability insurance payments, unemployment taxes, or other similar taxes or charges with respect to its activities in relation to the performance of its obligations of an agreement.
17. Representations of Consultant - Consultant represents, warrants, and covenants that:
  - (a) In providing the services consultant shall utilize the care and skill used by members of the consultant's profession practicing under similar circumstances at the same time and in the same locality.
  - (b) All employees provided by the consultant to the City shall have the qualifications, skills, and experience necessary to perform his/her job in accordance with the requirements of the agreement. The City may request the removal of any employee for a good cause.
  - (c) Consultant is a business validly existing and in good standing under the laws of the State of South Carolina.
18. Indemnity Provisions - Consultant agrees to and shall indemnify and hold the City harmless from and against all liability, loss, damages or injury, and all costs and expenses (Including attorney fees and costs of any suit related thereto) suffered or incurred by the

City, arising from or related to the terms of this project, or consultant's performance thereunder.

**Exhibits Available-**

- A. Engineer Proposal Form
- B. Mandatory Vendor Submittal Form
- C. Church Street Sewer Map
- D. Prince Street Sewer Map
- E. Front Street Sewer Map
- F. Huger Dr Sewer Map
- G. Professional Services Agreement Sample



Thank you for your interest in our bid opportunities and we welcome you to submit a response. Please be sure to review and comply with all specifications and requirements.

Addendum Description

IMPORTANT NOTICE

DEADLINE FOR ADDENDUM EXTENDED TO TUE 11.04.2025

PROPOSAL DUE DATE EXTENDED TO FRI 11.07.2025

TIMES REMAIN THE SAME

Notice Modifications

| Notice Information | From Value              | To Value                |
|--------------------|-------------------------|-------------------------|
| Closing Date       | 11/5/25 3:00 PM EST/EDT | 11/7/25 3:00 PM EST/EDT |

Category Modifications

| Added Categories    |
|---------------------|
| No Categories Added |

| Removed Categories    |
|-----------------------|
| No Categories Removed |





**Sanitary Sewer and Manhole Surveys Request for Proposal  
(RFP) Project #1826  
Tuesday, November 4, 2025**

**ADDENDUM 2**

**Questions, Answers, & Clarifications**

1. Are lateral inspections required as part of the CCTV of sewer mains?  
[Answer: No](#)
2. Are manhole inspections to be Level I or Level II inspections as defined by NASCCO?  
[Answer: Level II](#)
3. Will the City of Georgetown consider adding a line-item for Heavy Cleaning in the events that it is needed?  
[Answer: Yes, see revised Engineer Proposal Form.](#)  
[Heavy Cleaning is not anticipated but it may be necessary on Front Street.](#)  
[Heavy cleaning is defined as a sewer line cleaning that involves removing severe obstructions and deposits that take up more than 25% of the pipe's cross-section, often requiring mechanical equipment like cutters and more than three passes. This level of cleaning is necessary for blockages such as roots, rocks, and large amounts of grease or debris that reduce hydraulic capacity and cannot be removed with standard, light-cleaning methods. The pipeline cleaning contractor must provide evidence to the City that this type of cleaning is required prior to the start of any operations for approval.](#)
4. Does line segment 2864MH\_2552MH, and manhole 2864 need to be inspected? If so, what is the footage and material of the line segment?  
[Answer: No need for inspection for this line segment and manhole.](#)
5. Will the City confirm the total number of manholes to be inspected?  
[Answer: See revised Engineer Proposal Form.](#)
6. Exhibit F - Huger Dr (Willowbank PS #7) indicates a line segment coming from manhole 1143 located on Willowbank Road to PS#7 that is 160 LF of 12" PVC. Are the line segment and manhole to be included in the inspections?  
[Answer: No.](#)

7. Will the City of Georgetown provide Vac Trucks should he need arise for unforeseen circumstances?

Answer: No.

8. Will the City of Georgetown provide access to manholes that may be paved over, buried or access may be overgrown?

Answer: Yes.

9. The bid form has an item for smoke testing. Some of the streets are slated for night work only. Smoke testing cannot be performed at night. Will the smoke testing quantity be for daytime work areas only?

Answer: No Smoke Testing is required. Please refer to the revised Engineer Proposal Form.

10. Willowbank Project Area: MH 2825 appears to be in the marsh. Access to this manhole will be difficult. Can the City provide the specific location of this manhole and how best to access it (for both CCTV and inspection)?

Answer: The City does not have the means and methods to verify the manhole location and access to this manhole.

11. Regarding work on sewer mains downstream of pump station discharges. Will the City have staff available to manually run these pump stations in an effort to reduce flows during CCTV inspections?

Answer: Yes.

12. Will there be any fees for the disposal of debris and water usage?

Answer: There is a fee to tap into the fire hydrant for water. The Contractor will be responsible to contact City Hall and file the paperwork and pay for the fee, which includes use of a temporary water meter and a backflow preventer.

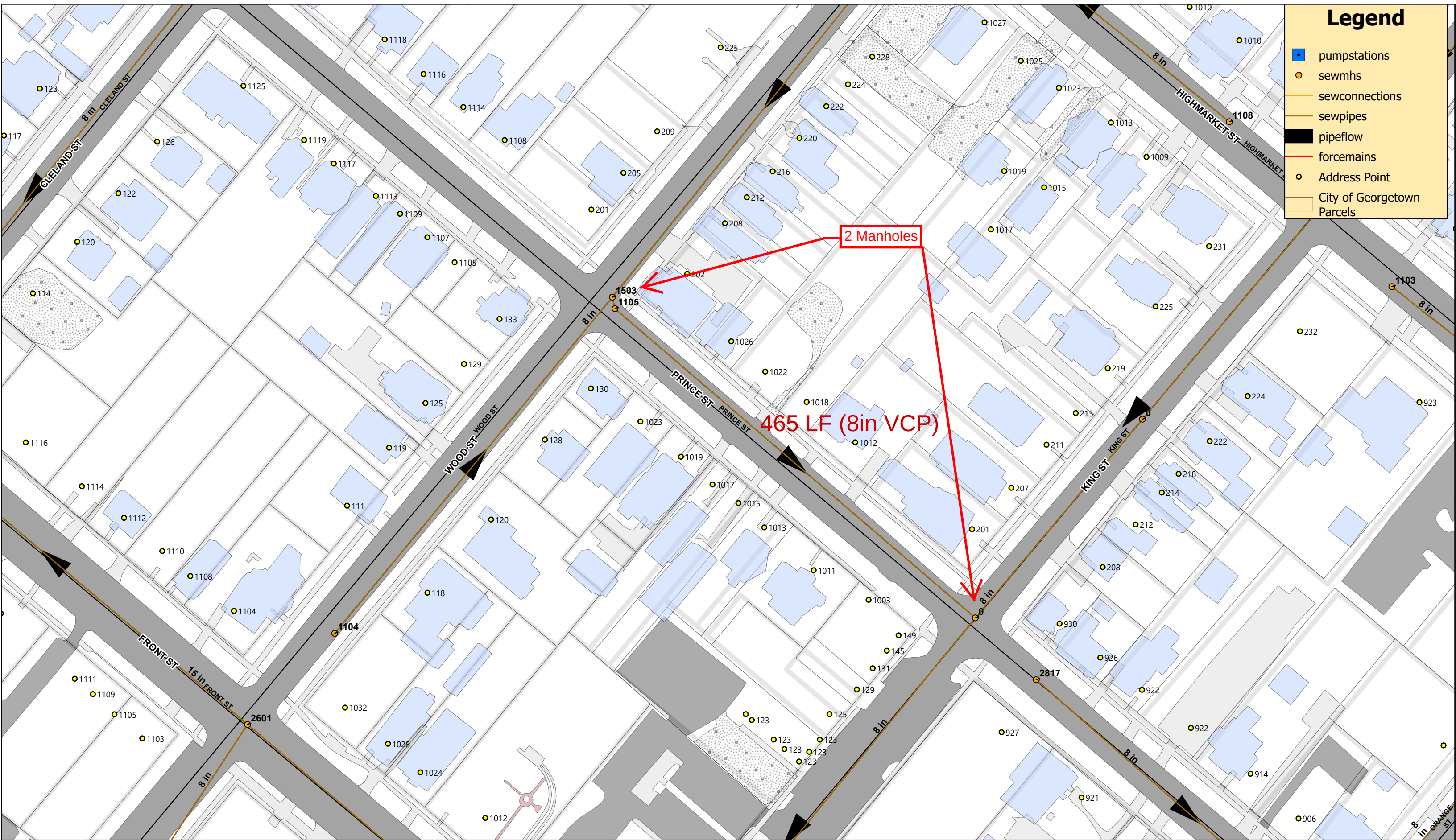
The is no fee to discharge sanitary sewer debris at the City's WWTP. Access must be coordinated with plant staff in advance and must be done during the plant's daytime business hours.

13. There appears to be a discrepancy in the linear feet quantities of 8- and 12-inch pipe between the bid form and the maps. Does the bid form control?

Answer: Please see the revised Engineer Proposal Form. This form controls.

## **Clarification Notes**

1. The proposal due date has now been revised to Friday, November 7<sup>th</sup>, 2025 at 3:00 pm.
2. Use the attached revised Engineer Proposal Form. Phase II has been deleted. Timeline is TBD.
3. Please note that the City is requesting a fee for a study to re-route the sewer line from MH 1157 to MH 1143. See revised Exhibit F.
4. The City reserves the right to reduce or increase the Scope of Work as the approved budget allows.
5. The sanitary sewer survey at Front Street, Prince Street, and Huger Drive may be performed during the daytime. The work on US 17-Chruch Street must be performed at nighttime from 7 pm to 7 am.
6. The SSES contractor is responsible for obtaining the SCDOT encroachment permit prior to the start of any field activities.

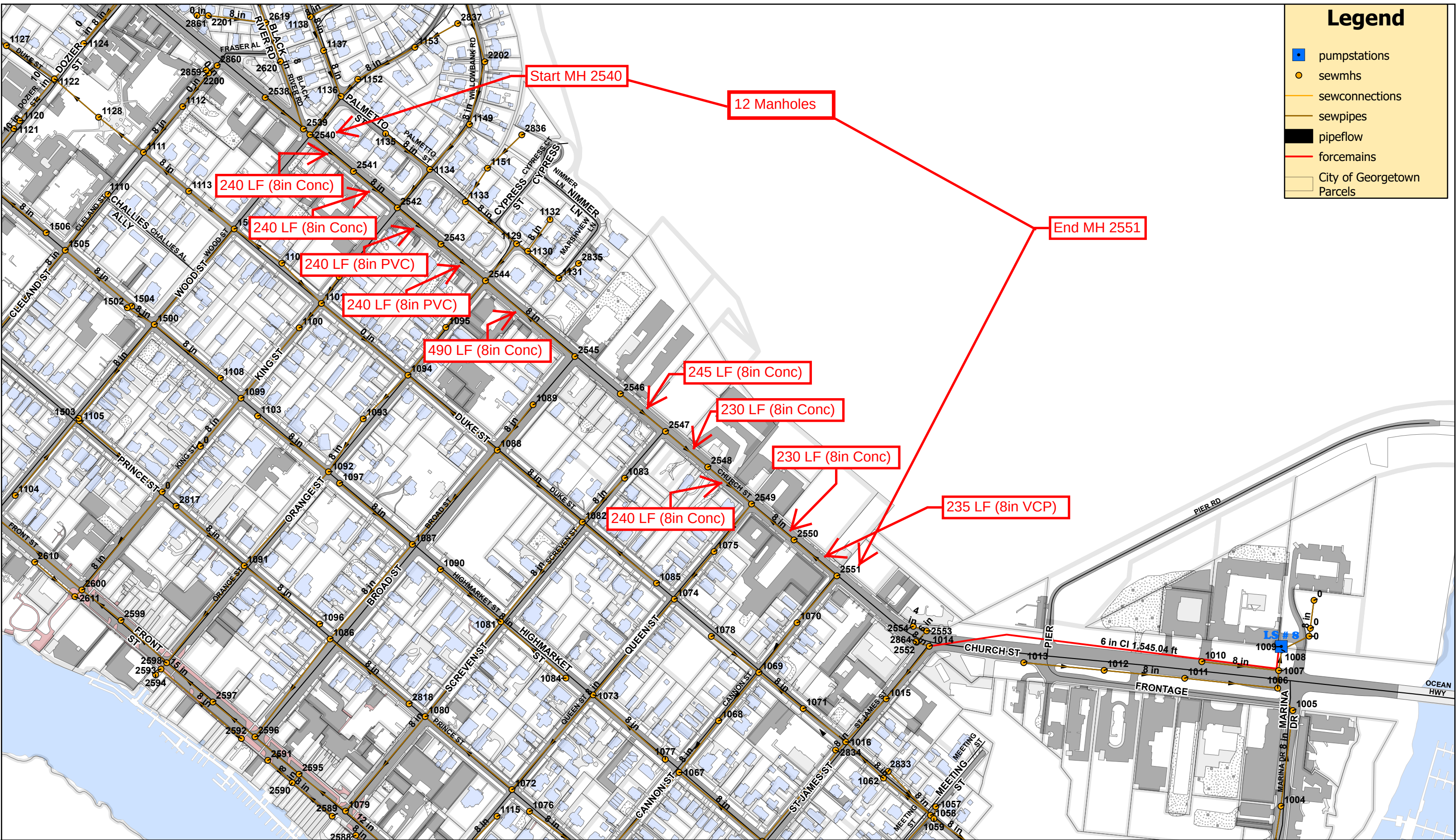


# Prince St (Wood St to King St) - Sewer GIS

Prepared by: Brandon M.C







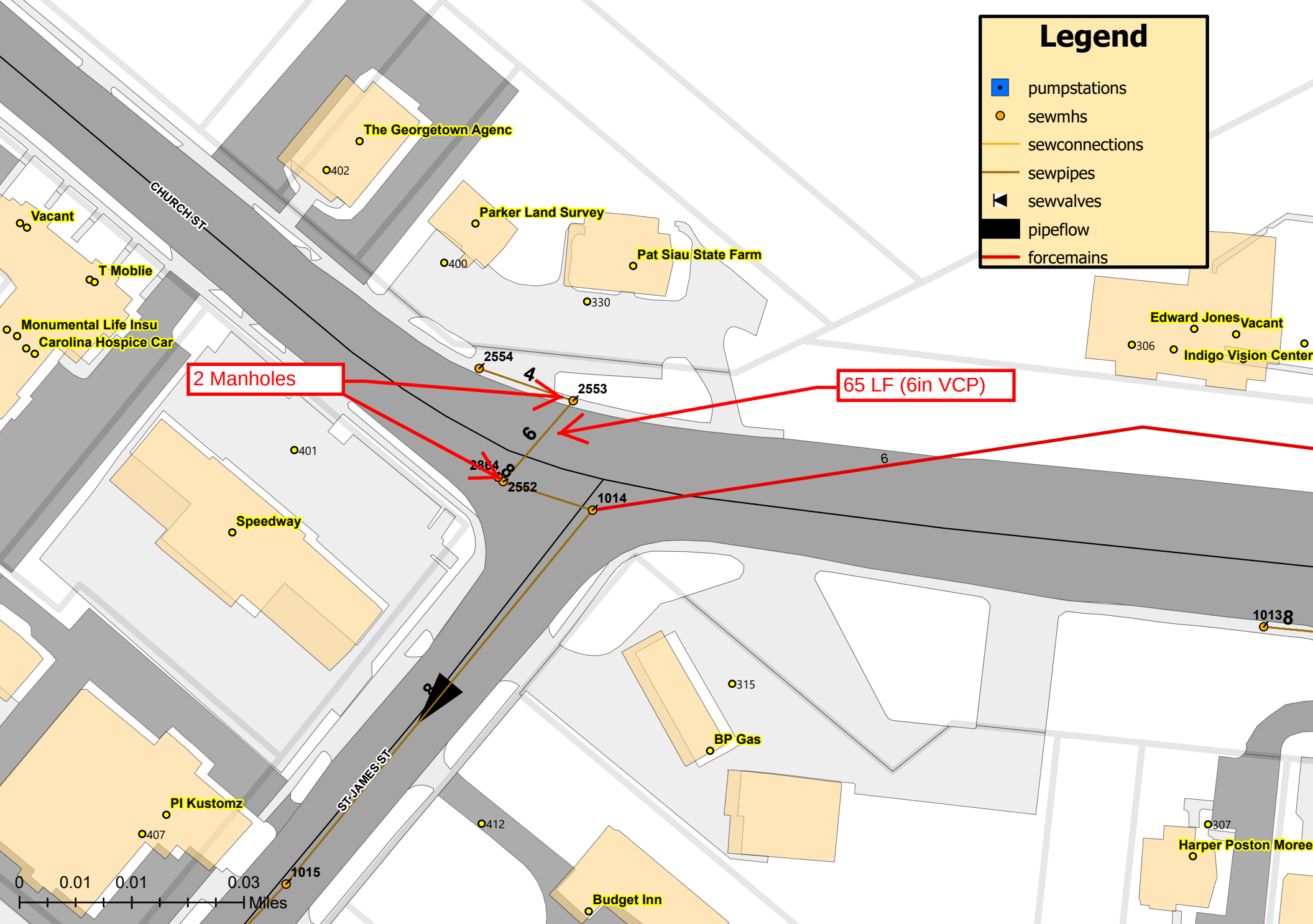
# Church St (Woods St to St James St) - Sewer GIS

Prepared by: Brandon M.C

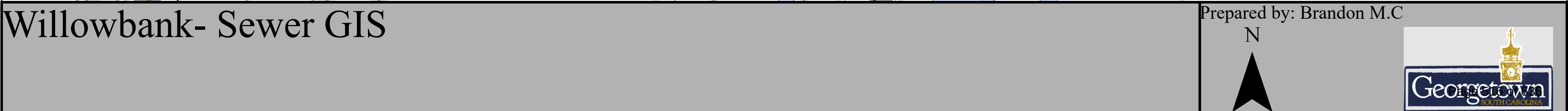
N







-  pumpstations
-  sewmhsh
-  sewconnections
-  sewpipes
-  pipeflow
-  forcemains
-  Address Point
-  City of Georgetown  
Parcels





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### ACTION ITEM

|                                   |                                                                                                                                                                                                                      |
|-----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | November 20, 2025                                                                                                                                                                                                    |
| <b>Department:</b>                | Water Utilities                                                                                                                                                                                                      |
| <b>Issue Under Consideration:</b> | Motion to Approve First Reading amending the Utilities Sewers and Sewer Service and Water Service Ordinance to Reflect the Addition of a Section For Sewer Cleanouts and a section for Customer Water Shutoff Valve. |
| <b>Amount Requested:</b>          |                                                                                                                                                                                                                      |
| <b>In Current Budget?:</b>        |                                                                                                                                                                                                                      |
| <b>If not, please explain:</b>    |                                                                                                                                                                                                                      |
| <b>Financial Impact:</b>          |                                                                                                                                                                                                                      |
| <b>Points to Consider:</b>        |                                                                                                                                                                                                                      |
| <b>Options:</b>                   |                                                                                                                                                                                                                      |
| <b>Staff Recommendation:</b>      |                                                                                                                                                                                                                      |

#### Reviews:

|                    |                   |          |
|--------------------|-------------------|----------|
| Pam Gaddy          | Created/Initiated | Approver |
| Pam Gaddy          | Approved          | Approver |
| Elise Crosby       | Approved          | Approver |
| Scott Whittier     | Approved          | Approver |
| Stephanie Buccione | Final Approval    | Approver |

#### Attachments:

1. SKM\_C250i25110513100
2. shut off cleanouts EX. A



**AN ORDINANCE AMENDING ARTICLE III “SEWERS AND SEWER SERVICE” AND ARTICLE IV  
“WATER SERVICE” OF CHAPTER 22 UTILITIES OF THE CITY OF GEORGETOWN CODE OF  
ORDINANCES TO REFLECT THE ADDITION OF A SECTION FOR SEWER CLEANOUTS AND A  
SECTION FOR CUSTOMER WATER SHUTOFF VALVE**

**WHEREAS,** Section 1-9 of the Code of Ordinances of the City of Georgetown allows for the amendment of the Code of Ordinances from time to time; and

**WHEREAS,** Section 22-55 of the Sewers and Sewer Service Ordinance of the City of Georgetown provides that the Sewers and Sewer Service Ordinance may be amended from time to time by the Mayor and City Council; and

**WHEREAS,** Section 22-159 of the Water Service Ordinance of the City of Georgetown provides that the Water Service Ordinance may be amended from time to time by the Mayor and City Council; and

**WHEREAS,** Upon recommendation of staff, the City Council of the city of Georgetown recognizes the need to include sections for sewer cleanouts and customer water shut-off valves in the city’s Utilities ordinance;

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, in Council duly assembled, that the Sewers and Sewer Service Ordinance and the Water Service Ordinance of the City of Georgetown be amended by adding the following sections, previously reserved, as shown on Ex. A, attached and incorporated:

**Section 22-88** Sewer Cleanouts (a-d; and)

**Section 22-162** Customer Water Shutoff Valve (a-c)

**BE IT FURTHER ORDAINED,** that such changes shall be made to the Sewers and Sewer Service Ordinance and the Water Service Ordinance of the City of Georgetown. 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: 11/20/25

Approved as to Form:

Second Reading: 12/18/25

---

Elise F. Crosby, City Attorney

**Sec. 22-88. Sewer Cleanouts****(a) Location**

Sewer cleanouts shall be installed at the point of connection between the building drain and the building sewer, or within five (5) feet of said connection.

**(b) Additional Requirements**

All other cleanouts required under the provisions of the adopted plumbing code shall also be installed in accordance with that code and any applicable local amendments.

**(c) Purpose**

The installation of sewer cleanouts as specified herein is intended to provide adequate access for maintenance, inspection, and cleaning of the building sewer system.

**(d) Existing Sewer Systems**

Existing residential owners are encouraged to install a clean-out at the above-mentioned location for maintenance. If a clean out is not present, the owner owns and maintains the sewer service lateral from the residence to the sewer main. Clean outs installed behind walls or fences will not be accepted by the city. Clean out caps must be intact before the City will service a blockage from the property line to the sewer main. If a sewer service lateral is televised and parts of a broken clean out or cap are lodged in the service, it is the owner's responsibility to remove the debris, prior to the City accessing the clean out.

**Sec. 22-162. Customer Water Shutoff Valve****(a) Installation requirement**

It shall be the responsibility of the contractor or property owner to install a separate and readily accessible water shutoff valve on the customer's side of the water meter.

**(b) Location**

The customer shutoff valve shall be installed within five (5) feet of the water meter on the customer's side and shall provide the means for the customer to control the water supply to the premises.

**(c) Compliance with plumbing code**

All additional valves or shutoff devices required under the adopted plumbing code shall also be installed in accordance with said code and all other applicable regulations.



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### ACTION ITEM

|                                   |                                                                                                                                                                                                                                                                                                   |
|-----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | November 20, 2025                                                                                                                                                                                                                                                                                 |
| <b>Department:</b>                | Water Utilities                                                                                                                                                                                                                                                                                   |
| <b>Issue Under Consideration:</b> | Motion to Approve purchase and payment in the amount of \$92,394.50 to CITY WORKS EQUIPMENT & SUPPLY LLC for a Hurco 300 Vacuum Trailer.                                                                                                                                                          |
| <b>Amount Requested:</b>          | \$92,394.50                                                                                                                                                                                                                                                                                       |
| <b>In Current Budget?:</b>        | Combining CIP Budget (0031.41.00.9000.300 Heavy Equipment Storage \$60,000.00) (0031.41.00.9000.3000 Bathroom Renovations \$25,000.00) (0031.41.00.9000.3000 Interior Lighting \$10,000.00) for a total of \$95,000.00 to purchase Hurco 300 Vacuum Trailer (\$92,394.50)                         |
| <b>If not, please explain:</b>    |                                                                                                                                                                                                                                                                                                   |
| <b>Financial Impact:</b>          | Combining Approved CIP Items listed above for 25-26 Budget Year to purchase a Hurco 300 Vacuum Trailer                                                                                                                                                                                            |
| <b>Points to Consider:</b>        | The Hurco 300 Vacuum Trailer is a valve turning, GIS location system, and vacuum trailer that will benefit the entire Water Utilities Department. It will also be used to identify Lead & Copper lines that is required per EPA and SCDES Lead & Copper Rule.                                     |
| <b>Options:</b>                   |                                                                                                                                                                                                                                                                                                   |
| <b>Staff Recommendation:</b>      | Staff recommends purchasing this equipment to make things easier and quicker by identifying lead & copper lines, as well as turning valves every 3 years as required by SCDES, and aiding in providing GIS locations for valves, etc. that will be incorporated into our current GIS System maps. |

**Reviews:**

|                    |                   |          |
|--------------------|-------------------|----------|
| Pam Gaddy          | Created/Initiated | Approver |
| Pam Gaddy          | Approved          | Approver |
| Kathy Vermeland    | Approved          | Approver |
| Scott Whittier     | Approved          | Approver |
| Stephanie Buccione | Final Approval    | Approver |

**Attachments:**

1. SKM\_C250i25110610170

City Works Equipment and  
Supply LLC dba Southern Vac

3605 Augusta Hwy  
Gilbert, SC 29054

(803) 358-0221



## Estimate

| Date      | Estimate # |
|-----------|------------|
| 11/5/2025 | 3578       |

| Name / Address                             |
|--------------------------------------------|
| CITY OF GEORGETOWN<br>ATTN: ISAAC WILLIAMS |

| Ship To |
|---------|
|         |

| Item      | Description                                                                                                   | Qty | Rate         | Total       |
|-----------|---------------------------------------------------------------------------------------------------------------|-----|--------------|-------------|
| CW24-006  | HURCO 300 DIESEL VACUUM TRAILER<br>SN: 031125-351-300D; Vin: 1H9DV1517PH513339<br>Georgetown County Group Tax | 1   | 86,350.00    | 86,350.00T  |
|           |                                                                                                               |     | 7.00%        | 6,044.50    |
| Signature |                                                                                                               |     |              |             |
|           |                                                                                                               |     | <b>Total</b> | \$92,394.50 |



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### ACTION ITEM

|                                   |                                                                                                                                                                    |
|-----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | November 20, 2025                                                                                                                                                  |
| <b>Department:</b>                | Water Utilities                                                                                                                                                    |
| <b>Issue Under Consideration:</b> | Motion to approve purchase and payment in the amount of \$127,923.30 to Dobbs Equipment for Backhoe.                                                               |
| <b>Amount Requested:</b>          | \$127,923.30                                                                                                                                                       |
| <b>In Current Budget?:</b>        | CIP Purchase of Backhoe (0032.18.00.9000.4200 \$100,000.00) Adding CIP 0032.18.00.9000.3700 GIS System \$30,000.00 to supplement the remaining cost of the backhoe |
| <b>If not, please explain:</b>    |                                                                                                                                                                    |
| <b>Financial Impact:</b>          | CIP Purchase budgeted for 25/26 fiscal year                                                                                                                        |
| <b>Points to Consider:</b>        | Replacement of Backhoe                                                                                                                                             |
| <b>Options:</b>                   |                                                                                                                                                                    |
| <b>Staff Recommendation:</b>      | Purchase of new backhoe replaces an older one.                                                                                                                     |

#### Reviews:

|                    |                   |          |
|--------------------|-------------------|----------|
| Pam Gaddy          | Created/Initiated | Approver |
| Pam Gaddy          | Approved          | Approver |
| Kathy Vermeland    | Approved          | Approver |
| Scott Whittier     | Approved          | Approver |
| Stephanie Buccione | Final Approval    | Approver |

#### Attachments:

1. SKM\_C250i25110610200

### Quote Summary

**Prepared For**

CITY OF GEORGETOWN  
125 N KAMINSKI ST  
GEORGETOWN, SC 29440  
Business: 843-545-4033  
Email: NSIMMONS@GEORGETOWNSC.GOV

**Prepared By**

GRAYSON INMAN  
Dobbs Equipment  
4900 East Highway 501  
Aynor, SC 29511  
Phone: 843-358-5688  
lowell.inman@dobbsequipment.com

**Quote Id:** 33222136  
**Created On:** 24 July 2025  
**Last Modified On:** 31 July 2025  
**Expiration Date:** 31 July 2025

| Equipment Summary                                 | Selling Price | Qty   | Extended             |
|---------------------------------------------------|---------------|-------|----------------------|
| JOHN DEERE 310 P-Tier Backhoe Loader              | \$ 120,923.30 | X 1 = | \$ 120,923.30        |
| John Deere Extended Warranty-4/3000 Comprehensive | \$ 6,500.00   | X 1 = | \$ 6,500.00          |
| <b>Sub Total</b>                                  |               |       | <b>\$ 127,423.30</b> |
| <b>Equipment Total</b>                            |               |       | <b>\$ 127,423.30</b> |
| <b>Trade In Total</b>                             |               |       | <b>\$ 0.00</b>       |

**Quote Summary**

|                            |                      |
|----------------------------|----------------------|
| Equipment Total            | \$ 127,423.30        |
| Trade In                   |                      |
| SubTotal                   | \$ 127,423.30        |
| Flat Tax                   | \$ 500.00            |
| Est. Service Agreement Tax |                      |
| <b>Total</b>               | <b>\$ 127,923.30</b> |
| <b>Balance Due</b>         | <b>\$ 127,923.30</b> |

Salesperson : X

Accepted By : X

Confidential



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### ACTION ITEM

|                                   |                                                                                                                                                                                                                                                                                                                                                                    |
|-----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | November 20, 2025                                                                                                                                                                                                                                                                                                                                                  |
| <b>Department:</b>                | Administration                                                                                                                                                                                                                                                                                                                                                     |
| <b>Issue Under Consideration:</b> | Motion to approve second reading of an ordinance to repeal and reserve the City of Georgetown's Code of Ordinance, Chapter 14, Article III, Section 14-43 Two-Hour Parking and to eliminate reference of Section 14-43 from Chapter 14, Article II, Section 14-44 Penalties and Fines.                                                                             |
| <b>Amount Requested:</b>          | N/A                                                                                                                                                                                                                                                                                                                                                                |
| <b>In Current Budget?:</b>        | N/A                                                                                                                                                                                                                                                                                                                                                                |
| <b>If not, please explain:</b>    | N/A                                                                                                                                                                                                                                                                                                                                                                |
| <b>Financial Impact:</b>          | N/A                                                                                                                                                                                                                                                                                                                                                                |
| <b>Points to Consider:</b>        | Since December 1, 2024 there has been a moratorium on the enforcement of the two-hour parking regulation. The trial has received positive feedback from citizens, business owners and visitors. Having removed the enforcement allowed visitors the ability to shop, dine and enjoy the parks without concerns that they exceeded the two-hour parking time limit. |
| <b>Options:</b>                   | Approve or Not Approve                                                                                                                                                                                                                                                                                                                                             |
| <b>Staff Recommendation:</b>      | Approve                                                                                                                                                                                                                                                                                                                                                            |

#### Reviews:

Stephanie Buccione

Created/Initiated

Approver

#### Attachments:

1. Parking repeal 14-43 and 14-44



2. Parking repeal Sec.14.44.\_\_\_\_Penalties\_and\_fines.

---

**AN ORDINANCE REPEALING SECTION 43 “TWO HOUR PARKING” AND  
AMENDING SECTION 44 “PENALTIES AND FINES” OF ARTICLE III OF CHAPTER  
14, CITY OF GEORGETOWN CODE OF ORDINANCES**

**WHEREAS,** Section 1-9 of the Code of Ordinances of the City of Georgetown allows for the amendment of the Code of Ordinances from time to time; and

**WHEREAS,** The City of Georgetown Code of Ordinances contains in Chapter 14 Section 14-43, authorization for the City to enforce two-hour parking Monday through Saturday 9:00 am – 5:00 pm in the downtown business district from the intersections of Front and King Streets to the intersections of Front and Queen Streets, and Section 14-44 references a penalty for violation thereof; and

**WHEREAS,** Mayor and Council of the City of Georgetown understand and appreciate the importance of the waterfront commercial business district to the hospitality and economy of the City of Georgetown; and

**WHEREAS,** The City Council passed a moratorium on enforcement of the two-hour parking regulations initially commencing December 1, 2024, and extended; and

**WHEREAS,** The program has been successful and appreciated by citizens, business owners, and visitors, as a welcoming and hospitable way to encourage and support Front Street businesses and their patrons;

**NOW, THEREFORE BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, South Carolina, duly assembled, that the City of Georgetown Code of Ordinances Chapter 14, Article III, Section 14-43 Two Hour Parking be repealed and Reserved; and

**BE IT FURTHER ORDAINED,** that the City of Georgetown Code of Ordinances Chapter 14, Article III, Section 14-44 Penalties and Fines be amended to eliminate reference to Section 14-43, as shown by strike-through on Ex. A, incorporated; and

**BE IT FURTHER ORDAINED,** 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

## Sec. 14-44. Penalties and fines.

- (a) *Graduating penalties.* Any person violating the provisions of this chapter shall be subject to the following penalties for each violation, unless otherwise specified:

| Violation                              | Code Section       | Penalty         |
|----------------------------------------|--------------------|-----------------|
| Exceeding two-hour parking             | 14-43              | \$25.00         |
| Blocking fire hydrant                  | 14-36(b)           | 50.00           |
| Parked on wrong side of street         | 14-36(c)           | 25.00           |
| Parked in no parking/fire zone         | 14-36(a), 14-40(2) | 50.00           |
| Blocking traffic                       | 14-37              | 25.00           |
| Blocking driveway                      | 14-37(c)           | 50.00           |
| Parking in loading zone                | 14-36(a), 14-45    | 50.00           |
| Parking certain large conveyances      | 14-40.1            | 75.00           |
| Parking on the sidewalk                | 14-40(1)           | 25.00           |
| Parking illegally in handicapped space | 14-36(e)           | 500.00—1,000.00 |
| Other violations in Ch. 14             | Ch. 14             | 25.00           |

- (b) *Habitual Violators.* Those persons who repeatedly violate the City of Georgetown parking ordinance may be deemed habitual violators by the municipal court judge for receiving more than three (3) parking citations within a six-month period. This is a separate offense. The fine(s) for habitual parking violators will be three times the fine on the most recent underlying ticket on the first offense after being so designated. The fine must be paid within ten (10) days of receipt of the citation. If it is not paid within ten (10) days, the fine will double to one hundred dollars (\$100.00). If the fine is not paid within thirty (30) days, the vehicle will be identified as a public nuisance.
- (c) *Outstanding fines.* Any vehicle parked on a street or publicly accessible parking lot within the City of Georgetown, which is found to be the subject of three (3) or more past due over sixty-one (61) days on outstanding fines issued pursuant to any state or city parking ordinance, resolution, rule, or regulation is declared a public nuisance.
- (d) Any vehicle identified as a public nuisance shall be impounded by the city by attaching a wheel immobilizer (boot) to the vehicle. For the purpose of this section, owner shall be defined as the individual claiming ownership and if no claim is made, the individual or chief agent of the business, firm or partnership in whose name the vehicle is registered as determined by records of the South Carolina Department of Transportation. The city is authorized to assess a fee for installation of the wheel immobilizer which civil fee shall be added to and collected with the fines.
- (e) No vehicle shall be released to the owner until satisfactory proof of ownership has been demonstrated and all outstanding parking obligations and fees have been paid. Towing and storage charges shall be the responsibility of the vehicle owner.
- (f) The wheel immobilizer is the property of the city. Any person damaging or defacing the device shall be liable for malicious injury to personal property.
- (g) The city assumes no liability for loss or damage to the impounded vehicle or its contents while immobilized.
- (h) Any vehicle that has been identified as a public nuisance which remains unclaimed for forty-eight (48) hours after the use of the immobilizing device, shall be impounded by the city by giving authorization to a commercial towing or wrecker service to tow the vehicle and store it in a safe place until claimed by the owner. After the vehicle is towed, the city shall notify in writing by registered or certified mail (return receipt requested) the person in whose name the vehicle was last registered at the last address reflected by the

South Carolina Department of Transportation records and to any lienholder of record, by registered or certified mail (return receipt requested) that the vehicle is being held designating the place where it is being held. The owner shall have seventy-two (72) hours from the date of receipt of registered or certified mail in which to claim the automobile and pay all outstanding obligations. Should the owner fail to claim the automobile and pay all outstanding obligations within the seventy-two-hour period as above stated, a warrant shall be issued and the owner prosecuted in accordance with applicable city Code of Ordinances.

- (i) Chalk marks shall be placed on tires of vehicles in order to determine if violations have occurred. Any person that is found eliminating a chalk mark from a tire shall be fined under section 1-16 of this Code. and/or imprisoned for a period not to exceed thirty (30) days.
- (j) It shall be unlawful for any owner, driver, or other person to intentionally violate the intention of this section of the Code by moving a previously parked car from one (1) parking space within a designated two-hour parking zone to another so designated parking space, so as to avoid enforcement action by a police officer or parking control officer of the City of Georgetown.
- (l) Any person who violates this subsection shall be fined under section 1-16 of this Code.
- (k) Any contractor or subcontractor who wishes to park along Front Street for an extended period of time must acquire a construction parking permit from the city's building and planning department. Each construction job will be limited to three (3) parking spaces for a maximum of ninety (90) days, with a maximum of two (2) dedicated to dumpsters for construction debris. Permit applications shall include a timeline for construction. Permits will be issued at a cost of twenty-five dollars (\$25.00) per parking space, per day and are to be placed in a visible area of the vehicle so as to be seen by the city's police department. The construction timeline shall be attached to the permit. Permits may be renewed every ninety (90) days.

(Ord. of 8-19-99; Ord. of 10-28-99; Ord. of 12-16-99; Ord. of 5-18-06; Ord. of 12-18-08; Ord. No. 2022-15, 7-21-22; Ord. No. 2023-17, Ex. A, B, 8-17-23)



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### ACTION ITEM

|                                   |                                                                                                      |
|-----------------------------------|------------------------------------------------------------------------------------------------------|
| <b>Council Meeting Date:</b>      | November 20, 2025                                                                                    |
| <b>Department:</b>                | Administration                                                                                       |
| <b>Issue Under Consideration:</b> | Motion to Approve a revision to the Employee Handbook with an amendment to the Donated Leave Policy. |
| <b>Amount Requested:</b>          |                                                                                                      |
| <b>In Current Budget?:</b>        |                                                                                                      |
| <b>If not, please explain:</b>    |                                                                                                      |
| <b>Financial Impact:</b>          |                                                                                                      |
| <b>Points to Consider:</b>        |                                                                                                      |
| <b>Options:</b>                   |                                                                                                      |
| <b>Staff Recommendation:</b>      |                                                                                                      |

#### Reviews:

Katie Badgett  
 Scott Whittier  
 Stephanie Buccione

Created/Initiated  
 Approved  
 Final Approval

Approver  
 Approver  
 Approver

#### Attachments:

1. CITY OF GEORGETOWN DONATED LEAVE POLICY

## **DONATED LEAVE POLICY**

### **Policy Statement**

The purpose of the Donated Leave Policy is to allow employees to voluntarily donate accrued leave to assist employees who are experiencing a serious health condition or qualifying family emergency when the employee has exhausted, or is projected to exhaust, their own accrued leave balance. This program supports the City's values of compassion, mutual support and workforce stability while maintaining fiscal responsibility and compliance with applicable laws.

### **Eligibility**

In order to DONATE leave, an employee must be employed by the City of Georgetown for a minimum of one (1) year and must have a leave balance after donation of at least eighty (80) hours.

To RECEIVE donated leave an employee must:

- Be a regular full or part-time employee eligible to accrue leave.
- Have a serious health condition, or a family emergency that qualifies under the Family Medical Leave Act (FMLA).
- Have exhausted or be projected to exhaust all accrued leave; and
- Be in good standing and not currently on leave for disciplinary reasons or on an approved leave of absence.

### **Allocation of Donated Leave**

Donors may designate their contribution as either:

- Designated for a specific employee eligible to receive donations; or
- General Leave Pool donation to be made available to any approved recipient.
- Leave that is donated and not designated for a particular employee is added to the General Leave Pool.

### **Recipient Specific Donations**

- Once a Recipient is approved to receive donations, employees may donate accrued leave designated for this specific employee.
- Donated hours are credited to the Recipient on a first-donated, first-used basis.
- If multiple employees donate to the same Recipient, Human Resources will track donations by date and apply hours as needed.
- The Recipient must have exhausted his/her own accrued leave balance before any hours are applied to the Recipient as donations.

### **Reversion of Unused Recipient Specific Donated Leave after Eligibility Period**

Recipient specific Donated Leave must be used within twelve (12) months of the date the Recipient is approved for Donated Leave. Once this Eligibility Period expires, any unused recipient specific donated hours will automatically revert to the General Leave Pool.

Unused Recipient Specific Leave Donations will not be returned to Donors or be cashed out to the Recipient.

### **Donation Limits and Conditions**

There is a minimum requirement of eight (8) hours per donation transaction.

A Donor must retain a required minimum balance of eighty (80) hours of his/her own accrued leave after the deduction of any donated leave. This is to ensure that leave is available to the donating employee as may be necessary for their own leave purposes.

No recipient may request or receive Donated Leave greater than one hundred and sixty (160) hours in any rolling twelve (12) month period. A rolling twelve (12) month period is measured backwards from the date that the employee submits a Request for Donated Leave.

Donated leave is paid at the Recipient's regular rate of pay and counts as paid status for benefits accrual in accordance with the City of Georgetown's policies.

Donated leave runs concurrently with FMLA leave and does not extend the total length of FMLA entitlement.

All donated leave is irrevocable and cannot be restored to the Donor's leave balance.

### **Tax and Payroll considerations**

- Donated Leave is treated as taxable income to the Recipient, not the Donor, in accordance with applicable IRS guidance and law.
- The City of Georgetown will ensure that payroll reporting and withholding are handled in compliance with applicable tax regulations.

### **Voluntary Participation and Anti-Coercion**

Participation in the Donated Leave Program is strictly voluntary. No employee may coerce, pressure, or intimidate another employee to donate leave. Supervisors and managers must not condition work assignments, performance evaluations, promotions or other employment decisions upon an employee's decision to donate leave.

Any reports of alleged coercion concerning Donated Leave will be investigated and may result in disciplinary action.

### **Administration and Recordkeeping**

Human Resources is responsible for:

- Administration of the Donated Leave Program
- Maintenance of records of donation and usage
- Ensuring compliance with this policy and applicable laws

Finance is responsible for:

- Tracking donated leave balances and usage
- Ensuring that pay is processed accurately for Recipients





## **Keep Georgetown Beautiful Monthly Report for October 2025**

- Keep Georgetown Beautiful board meeting did not have a quorum. Those there received information on the busy October events.
- National Night Out was a lot of fun. Was able to give out flyers off all the free October events and the services that the city is providing.
- Purchased more mulch for Tim Chatman's corners of Merriman & Church. Keep Georgetown Beautiful bought 2 bags and Tim donated 5. Hopefully no more storms to wash the mulch away again.
- Black River United Way event will be rescheduled due to the storm.
- Movie in the Park was a success. Huge thanks to Leslie and Jose for the setting up.
- Firehouse open house is always a lot of fun. Gave out more flyers.
- Attended the Francis Bunnelle Foundations Initial Coalition: Environment community meeting on October 23<sup>rd</sup> with the community and 24<sup>th</sup> with the team leaders.
- E-waste and Shredding event on October 25<sup>th</sup> was well received. Great location using East Bay Park using East Bay St as the in and Greenwich as the out.
- Board member Vivian Pyatt and I went to Maryville. The vegetable garden is getting some enhancements.

Submitted By:  
Laurie Cipolla

***Please note: The file may be incomplete, as Laurie Cipolla is no longer employed with the City of Georgetown.***

## Building Department Monthly Report Statistics (2025)

### Number of Inspections by Building Official/Building Inspector

| Inspection Type                                 | January    | February   | March      | April      | May        | June       | July       | August     | September  | October    | November | December | Total       |
|-------------------------------------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|----------|----------|-------------|
| Certificates of Occupancy Issued                | 0          | 0          | 2          | 5          | 2          | 1          | 4          | 1          | 2          | 3          |          |          | 20          |
| Stop Work                                       | 5          | 3          | 4          | 2          | 2          | 4          | 4          | 1          | 4          | 3          |          |          | 32          |
| Inspections                                     | 146        | 117        | 138        | 128        | 132        | 94         | 142        | 136        | 181        | 153        |          |          | 1367        |
| Plan Review & Sign                              | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 0          |          |          | 0           |
| Business License Inspections For New Businesses | 5          | 5          | 5          | 5          | 3          | 6          | 2          | 2          | 2          | 3          |          |          | 38          |
| <b>Totals</b>                                   | <b>156</b> | <b>125</b> | <b>149</b> | <b>140</b> | <b>139</b> | <b>105</b> | <b>152</b> | <b>140</b> | <b>189</b> | <b>162</b> | <b>0</b> | <b>0</b> | <b>1457</b> |

### Boards and Commissions Applications & Applications Heard

| Boards and Commissions        | January  | February | March    | April    | May      | June     | July     | August   | September | October  | November | December | Total    |
|-------------------------------|----------|----------|----------|----------|----------|----------|----------|----------|-----------|----------|----------|----------|----------|
| Construction Board of Appeals | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0         | 0        |          |          | 0        |
| Technical Review Committee    | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0         | 0        |          |          | 0        |
| <b>Totals</b>                 | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b>  | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> |

### Code Enforcement Issues

| Enforcement                                              | January   | February  | March     | April     | May       | June       | July       | August    | September  | October    | November | December | Total       |
|----------------------------------------------------------|-----------|-----------|-----------|-----------|-----------|------------|------------|-----------|------------|------------|----------|----------|-------------|
| Calls/Complaints                                         | 6         | 7         | 9         | 5         | 9         | 8          | 9          | 14        | 12         | 10         |          |          | 89          |
| Site Visits                                              | 25        | 26        | 48        | 51        | 55        | 190        | 75         | 41        | 70         | 65         |          |          | 646         |
| Courtesy Notices sent or In person notice                | 10        | 20        | 18        | 17        | 19        | 22         | 16         | 22        | 15         | 18         |          |          | 177         |
| Sign Violations                                          | 1         | 2         | 4         | 6         | 4         | 2          | 4          | 4         | 22         | 5          |          |          | 54          |
| Contact with Business Owners Regarding Business Licenses | 2         | 1         | 2         | 8         | 7         | 111        | 35         | 3         | 4          | 5          |          |          | 178         |
| Other Issues Addressed and Meetings                      | 0         | 0         | 0         | 2         | 1         | 4          | 0          | 2         | 0          | 2          |          |          | 11          |
| <b>Totals</b>                                            | <b>44</b> | <b>56</b> | <b>81</b> | <b>89</b> | <b>95</b> | <b>337</b> | <b>139</b> | <b>86</b> | <b>123</b> | <b>105</b> | <b>0</b> | <b>0</b> | <b>1155</b> |

MAYOR  
CAROL JAYROE

CITY ADMINISTRATOR  
SCOTT WHITTIER

CITY CLERK  
STEPHANIE BUCCIONE



COUNCIL MEMBERS  
JIM CLEMENTS  
MAYOR PRO TEMPORE

JONATHAN ANGNER  
BRUCE CARL  
ERIN ETHRIDGE  
JIMMY MORRIS  
TAMIKA WILLIAMS-OBENG

Electric Utility Department  
Office: (843) 545-4600  
Fax: (843) 527-7591

November 10th, 2025

The following is a summary of major activities in the Electric Utility Department for October 2025:

Peak shaving was successful for the month of October. The coincidental electrical peak load, with Santee Cooper, was correctly projected and the generation plant operated both units during those hours. The electric peak load occurred on October 6th, 2025, at 5pm. Generators ran a total of 7.8 hours for the month of October.

During the month, the Electric Utility Department remained focused on replacing aging poles identified through Osmose Utility Inspections, upgrading pole structures, repairing and installing security lights, and responding to service calls. The Green Eagle project was also completed, and all old overhead lines and poles have been removed.

Osmose Utility Inspection Company continues its system-wide inspection of the City's electric distribution poles. The project is scheduled for completion in January 2026.

The Electric Department began preparing for the upcoming holiday season by checking all decorations for functionality in preparation for installation in November.

October's safety meeting was cancelled due to a scheduling conflict with the safety instructor.

Other statistics of interest for October:

| Electric Department Statistics (FY 2026) |        |        |        |        |        |        |        |        |        |        |        |        |        |
|------------------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Description                              | Jul-25 | Aug-25 | Sep-25 | Oct-25 | Nov-25 | Dec-25 | Jan-26 | Feb-26 | Mar-26 | Apr-26 | May-26 | Jun-26 | Totals |
| Cut-on – regular                         | 48     | 36     | 133    | 59     |        |        |        |        |        |        |        |        | 276    |
| Cut-off – regular                        | 49     | 126    | 190    | 154    |        |        |        |        |        |        |        |        | 519    |
| Cut-off – non-pay                        | 445    | 394    | 329    | 313    |        |        |        |        |        |        |        |        | 1,481  |
| Non-pay restores                         | 256    | 274    | 267    | 255    |        |        |        |        |        |        |        |        | 1,052  |
| Re-read orders                           | 920    | 979    | 840    | 686    |        |        |        |        |        |        |        |        | 3,425  |
| Miscellaneous order                      | 3      | 5      | 5      | 6      |        |        |        |        |        |        |        |        | 19     |
| Void orders                              |        |        |        |        |        |        |        |        |        |        |        |        | -      |
| Total orders worked                      | 1,721  | 1,814  | 1,764  | 1,473  | -      | -      | -      | -      | -      | -      | -      | -      | 6,772  |
| PUPS locates                             | 181    | 264    | 363    | 364    |        |        |        |        |        |        |        |        | 1,172  |



**City of Georgetown  
Engineering Department October 2025 Report**

Date: November 10, 2025

**DESIGN**

**WATER & WASTEWATER**

**1. Maryville Water Distribution Improvements-Phase II (Project # 1518)**

- Engineer: Rowe Professional Services Company
- Fee: \$70,000
- Status:
  1. Design plans are 100% complete.
  2. Construction bid documents were released on Wednesday, 9/10/25.
  3. Bids were received on 10/10/25.
  4. Six bids were received. Green Wave Contracting is the low bidder.
  5. Bid will be presented at the November council meeting for approval.

**2. Willowbank Watermain Improvements Project (Project #1519)**

- Engineer: Thomas & Hutton
- Fee: \$98,500
- Design Notice to Proceed (NTP): 5/21/25.
- Status:
  1. Design work is ongoing and about 90% complete.
  2. Plans are under review with City staff.
  3. The City has applied for a RIA grant on this project. The estimated construction cost is \$2.4 Million. The RIA application was filed on 9/5/25.

**4. Black River Rd Widening Project – Water & Sewer Line Relocations**

- Engineer: Rowe Professional Services Company
- Fee: \$24,263 (Water) & \$24,263 (Sewer)
- Status:
  1. Work is about 60% complete
  2. Engineering design work is ongoing.
  3. Work is being coordinated with SCDOT and the Willowbank project.



**City of Georgetown  
Engineering Department October 2025 Report**

## **STORMWATER**

### **1. Stormwater Pump Station Engineering (Project #4017)**

Consultant: Ardurra (WK Dickson)

Fee: \$303,225

**Status:**

- The kickoff meeting held on Monday, 9/8/25.
- Engineering work is ongoing.

### **2. N. Merriman -Congdon Street Stormwater Improvements (Project # 4016)**

- Engineer: Rowe Professional
- Fee: \$101,500
- Status:
  1. Design work is ongoing and about 90% complete.
  2. Engineering plans are under review with City staff.

## **CONSTRUCTION**

### **WATER**

#### **1. Raw Water Station Electrical Upgrades (Project # 1607)**

- Engineer: Howard Engineering
- Contractor: Coastal Structures Corp.
- Notice of Award: 8/16/24
- Revised Contract Amount: \$821,458.15
- Status:
  1. Work currently is ongoing at about 70% complete.
  2. New transformer has been installed.
  3. New system has been energized.
  4. New generator load test is completed and certified.
  5. SCADA work is pending.



**City of Georgetown  
Engineering Department October 2025 Report**

## **WASTEWATER**

### **1. Sewer Pump Station Generators-FEMA Grant**

- FEMA grant amount: \$160,665.75
- Contractor: Melton Electric.
- Bid Amount: \$215,862
- Notice of Award: 7/26/2022
- Pre-Construction Meeting: 11/16/22.
- Project Start date: TBD (Revised)
- Status Comments:
  1. Delivery of third generator is delayed. New delivery date is TBD.

### **2. Pump Station #11 and 20-in. Force Main Replacement (SCIIP Project #1820 and #1821)**

- Engineer: WK Dickson  
Division I Pump Station #11 Contractor: Moorhead Construction
- Status
  - Contractor's work continues with gravity sewer lines and manholes on Dozier Street.  
Division II Force Main Contractor: RH Moore Construction
- Status:
  - Razor Back subcontractor has mobilized to start jack and bore under Hazard Street RR tracks.

### **2. WWTP Bar Screen Replacement Project #3408**

Engineer: In-house

Contractor: Consensus

Contract Amount: \$488,876

Status:

1. Notice of Award issued on 4/21/2025.
2. Pre-construction meeting held on 6/9/25.
3. Equipment delivery and installation scheduled for mid-January 2026.



**City of Georgetown  
Engineering Department October 2025 Report**

**STORMWATER**

**1. Historic District Stormwater System Improvements-EDA Grant (Project #4015)**

- Engineer: WK. Dickson
- Contractor: Green Wave Contracting, Inc.
- Status:

Division I- Front Street Status:

1. Concrete curb in CCU parking lot is complete.
2. Boardwalk tie-in restoration is pending.
3. Electric duct bank conflict on Front Street has been resolved.
4. Two electric duct bank conflicts on Orange Street have been resolved.
5. Stormwater pipes and structures installed on the south side of Front Street.
6. Street intersection will be open for Veteran's Day parade.
7. EDA approved contractor's time extension request until 12/7/25.

**PUBLIC WORKS**

**1. Cleland Street Parking Lot -CDBG Grant (Project #2402)**

- Engineer: Hanna Engineering
- Contractor: Ben Cox LLC
- Amount: \$332,853.30
- Status:
  1. Work has stopped due to bad weather, super saturated soil, and poor soil drainage conditions.



**City of Georgetown  
Engineering Department October 2025 Report**

**CITY HALL BLDG.**

Project Management (PM) consultant: LCK  
Design-Build Contractor: Coastal Structures Corp.  
Architect: Graham Leigh Architecture  
Status:

1. Demo subcontractor mobilized the week of 10-20-25.
2. Demo work completed.
3. Roof top units will be removed the week of 11-10-25.
4. Submittal approvals are ongoing.

**MUNICIPAL COMPLEX (ELECTRIC & PUBLIC WORKS) BLDG.**

Architect: Tych & Walker  
Contractor: Coastal Structures  
Phase I -PEMB Status:

- Special inspections for concrete foundations and steel framing complete.
- Wall metal framing complete.
- HVAC, plumbing, and electrical rough-in complete.
- Drywall complete.
- Work is about 70% complete.

Phase II- Main Building Renovations Status:

- No activities to report.

**OTHER ACTIVITIES:**

1. Issued award letter for engineering work on WTP Upgrades: New Disinfection System and Old Basin Rehab.
2. Prepared RFP for sanitary sewer surveys in the Historic District.
3. Prepared RFB for sewer and manhole rehab work on S. Fraser Street.
4. Issued award letter for roof repairs at WTP and WWTP.

Prepared by: Orlando Arteaga, P.E., City Engineer



## CURRENT PROJECT LISTING REPORT FOR THE PERIOD ENDING 10.31.2025

| PROJ #         | PO #     | PROJECT NAME - DESC/COMMENTS                                                      | Vendor                | Cost         | % Complete  | balance remaining on PO |
|----------------|----------|-----------------------------------------------------------------------------------|-----------------------|--------------|-------------|-------------------------|
| 2005           | 2025-084 | City Hall Rebuild - Project Management Services                                   | LCK LLC               | 155,000.00   | 0.96        | 6,777.29                |
| 2005           | 2025-027 | New City Hall Project                                                             | COASTAL STRUCTURES    | 864,810.00   | 0.46        | 467,110.15              |
| 1234 1923 3501 | 2025-117 | ARCHITECTURAL SERVICES MUNICIPAL COMPLEX                                          | TYCH AND WALKER       | 73,875.00    | 0.77        | 17,175.00               |
| 1234 1923 3501 | 2025-280 | MUNICIPAL COMPLEX BLDG                                                            | COASTAL STRUCTURES    | 567,265.37   | 0.50        | 284,894.82              |
| 1606           | 2025-116 | WTP Secondary Sedimentation Basin - Engineering Services - EDA Grant #04-79-07777 | WK Dickson            | 526,700.00   | 0.93        | 37,093.35               |
| 1518           | 2025-170 | Maryville Water Distributionn Improvements Phase II                               | Rowe                  | 70,000.00    | 0.73        | 18,664.00               |
| 1519           | 2025-271 | Willowbank Watermain Improvements Project                                         | Thomas & Hutton       | 98,500.00    | 0.28        | 70,840.00               |
| 1606           | 2025-093 | WTP Secondary Sedimentation Basin/WTP FLOC/SED Basin No. 2 - Construction         | Consensus             | 5,223,180.87 | 0.97        | 135,850.09              |
| 1607           | 2025-100 | Raw Water Station Electrical Upgrades                                             | Howard Engineering    | 83,480.00    | 0.90        | 8,670.00                |
| 1607           | 2025-149 | Raw Water Station Electrical Upgrades                                             | Coastal Structures    | 1,082,485.00 | 0.68        | 350,539.41              |
| 1820 & 1821    | 2025-094 | Pump Station #11 and 20 in Force Main Replacement                                 | WK Dickson            | 1,223,000.00 | 0.76        | 292,507.45              |
| 1820           | 2025-273 | Division 1 Pump Station contractor                                                | Moorhead Construction | 6,972,555.00 | 0.029752365 | 6,765,105.00            |
| 1821           | 2025-266 | Division 2 Force Main Replacment SCIIP Grant contractor                           | R H Moore             | 3,247,960.00 | 0.02        | 3,168,529.03            |

## CURRENT PROJECT LISTING REPORT FOR THE PERIOD ENDING 10.31.2025

| PROJ # | PO #     | PROJECT NAME - DESC/COMMENTS                                                                                                        | Vendor                                         | Cost         | % Complete | balance remaining on PO |
|--------|----------|-------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|--------------|------------|-------------------------|
| 1927   | 2025-114 | <b>Front St Under Ground (UG) Infrastructure Upgrade Project - Engineering</b>                                                      | <b>Utility Technology</b>                      | 102,500.00   | 0.75       | 25,788.14               |
| 2402   | 2025-118 | <b>Cleland Street Parking Lot - Engineering Services</b>                                                                            | <b>Hanna Engineering</b>                       | 22,500.00    | 0.52       | 10,900.00               |
| 3408   | 2025-286 | <b>WWTP Bar Screen Replacement</b>                                                                                                  | <b>consensus construction &amp; consulting</b> | 488,876.00   | 0.06       | 458,156.00              |
| 4015   | 2025-115 | <b>Stormwater System Improvements - Engineering - EDA Grant number 04-79-07494 - Change orders 1, 2 &amp; 3 processed 2.17.2023</b> | <b>WK Dickson</b>                              | 567,200.00   | 0.98       | 11,897.10               |
| 4015   | 2025-092 | <b>Historic District Stormwater Improvements</b>                                                                                    | <b>Green Wave</b>                              | 6,251,220.00 | 0.69       | 1,964,803.49            |
| 4016   | 2025-263 | <b>North Merriman-Congdon st Stormwater Improvements</b>                                                                            | <b>Rowe Professional</b>                       | 101,500.00   | 0.31       | 69,900.00               |
| 4017   | 2026-482 | <b>Stormwater Pump station engineering</b>                                                                                          | <b>WK Dickson</b>                              | 303,225.00   | 0.03       | 293,463.60              |

| CITY OF GEORGETOWN    |           |          |       |                              |                       |                   |               |
|-----------------------|-----------|----------|-------|------------------------------|-----------------------|-------------------|---------------|
| SALE OF ASSETS - FY26 |           |          |       |                              |                       |                   |               |
| GovDeal               |           |          |       |                              |                       |                   |               |
| Payment               | Govdeal # | Asset ID | Dept. | Description                  | Amount/Total Proceeds | Notations         | Receipt #     |
| 07.10.2025            | 657       | 16006    | WATER | 2014 FORD F250               | \$13,600.00           | AUCTIONED IN JUNE | 2025-00063932 |
| 07.10.2025            | 647       | 10705    | PW    | 1996 FORD FT900F             | \$5,550.00            | AUCTIONED IN JUNE | 2025-00063930 |
| 07.10.2025            | 649       | 10818    | WATER | 1194 GMC C7HO64              | \$5,550.00            | AUCTIONED IN JUNE | 2025-00063928 |
| 07.10.2025            | 654       | 12161    | PW    | 2009 FORD F250               | \$5,350.00            | AUCTIONED IN JUNE | 2025-00063927 |
| 710.2025              | 637       | 10040    | B&P   | 1197 FORD F150               | \$5,050.00            | AUCTIONED IN JUNE | 2025-00063926 |
| 07.09.2025            | 644       | 10644    | ELEC  | 2007 FORD F150               | \$4,501.00            | AUCTIONED IN JUNE | 2025-00063903 |
| 07.09.2025            | 650       | 11234    | WATER | 2005 FORD F150               | \$4,275.00            | AUCTIONED IN JUNE | 2025-00063901 |
| 07.09.2025            | 642       | 10181    | FLEET | 2004 CHEVY SILVERADO         | \$4,000.00            | AUCTIONED IN JUNE | 2025-00063898 |
| 07.09.2025            | 656       | 13002    | POL   | 2010 CROWN VIC               | \$2,925.00            | AUCTIONED IN JUNE | 2025-00063897 |
| 07.09.2025            | 653       | 12159    | POL   | 2008 CROWN VIC               | \$2,850.00            | AUCTIONED IN JUNE | 2025-00063896 |
| 07.09.2025            | 641       | 10177    | MC    | 2006 CHEV IMPALA             | \$2,046.00            | AUCTIONED IN JUNE | 2025-00063893 |
| 07.09.2025            | 661       | 16014A   | POL   | 2014 FORD TAURUS             | \$2,000.00            | AUCTIONED IN JUNE | 2025-00063891 |
| 07.09.2025            | 658       | 16008A   | POL   | 2014 FORD TAURUS             | \$575.00              | AUCTIONED IN JUNE | 2025-00063888 |
| 07.14.2025            | 645       | 10645    | ELEC  | 1990 FORD F800 BUCKET TRUCK  | \$4,501.00            | AUCTIONED IN JUNE | 2025-00064551 |
| 07.14.2025            | 648       | 10717    | PW    | 2005 GMC GARBAGE TRUCK       | \$8,800.00            | AUCTIONED IN JUNE | 2025-00064556 |
| 07.14.2025            | 660       | 16013A   | POL   | 2014 FORD TAURUS             | \$722.00              | AUCTIONED IN JUNE | 2025-00064562 |
| 07.14.2025            | 643       | 10185    | POL   | 2006 DODGE RAM               | \$4,550.00            | AUCTIONED IN JUNE | 2025-00064564 |
| 07.14.2025            | 640       | 10119    | FLEET | 1992 DODGE D250              | \$3,400.00            | AUCTIONED IN JUNE | 2025-00064567 |
| 07.21.2025            | 662       | 19007    | WATER | 2004 STERLING TRUCK          | \$26,800.00           | AUCTIONED IN JUNE | 2025-00065748 |
| 07.21.2025            | 665       | 17033    | PW    | 2015 JOHN DEERE WHEEL LOADER | \$20,300.00           | AUCTIONED IN JUNE | 2025-00065749 |
| 07.29.2025            | 652       | 12013    | POL   | 2008 CHEV TRALIBLAZER        | \$1,127.00            | AUCTIONED IN JUNE | 2025-00067726 |
| 07.29.2025            | 655       | 12226    | POL   | 2009 DODGE CHARGER           | \$1,666.00            | AUCTIONED IN JUNE | 2025-00067710 |
| Total July            |           |          |       |                              | \$130,138.00          |                   |               |
| 08.11.2025            | 646       | 10663    | PW    | 1998 Ford F800 Grapple Truck | 12,005.00             | AUCTIONED IN JUNE | 2025-00070043 |
| Total August          |           |          |       |                              | 12,005.00             |                   |               |
|                       |           |          |       | no activity                  |                       |                   |               |
| Total September       |           |          |       |                              | 0.00                  |                   |               |
|                       |           |          |       | no activity                  |                       |                   |               |
| Total October         |           |          |       |                              | 0.00                  |                   |               |
|                       |           |          |       | no activity                  |                       |                   |               |
| Total November        |           |          |       |                              |                       |                   |               |

| CITY OF GEORGETOWN    |           |          |       |                               |                       |           |           |
|-----------------------|-----------|----------|-------|-------------------------------|-----------------------|-----------|-----------|
| SALE OF ASSETS - FY26 |           |          |       |                               |                       |           |           |
| GovDeal               |           |          |       |                               |                       |           |           |
| Payment               | Govdeal # | Asset ID | Dept. | Description                   | Amount/Total Proceeds | Notations | Receipt # |
|                       |           |          |       | no activity                   |                       |           |           |
|                       |           |          |       | Total December                |                       |           |           |
|                       |           |          |       | no activity                   |                       |           |           |
|                       |           |          |       | Total January                 |                       |           |           |
|                       |           |          |       | no activity                   |                       |           |           |
|                       |           |          |       | Total February                |                       |           |           |
|                       |           |          |       |                               |                       |           |           |
|                       |           |          |       | Total March                   | -                     |           |           |
|                       |           |          |       |                               |                       |           |           |
|                       |           |          |       | Total April                   | -                     |           |           |
|                       |           |          |       |                               |                       |           |           |
|                       |           |          |       | Total May                     |                       |           |           |
|                       |           |          |       |                               |                       |           |           |
|                       |           |          |       |                               |                       |           |           |
|                       |           |          |       | Total June                    | -                     |           |           |
|                       |           |          |       | TOTAL PER G/L                 | 142,143.00            |           |           |
|                       |           |          |       | ASSET GL 0010.00.00.3910.0001 | 142,143.00            |           |           |
|                       |           |          |       | MISC GL 0010.00.00.3690.0002  |                       |           |           |
|                       |           |          |       |                               |                       |           |           |
|                       |           |          |       |                               |                       |           |           |

**CITY OF GEORGETOWN**  
**FY26 GRANTS**  
**October 2025**

| Ref            | Grantor                                          | Program                                                   | Award Amount  | Match Amount | Expenditures  | Balance       | Award #         | Status |
|----------------|--------------------------------------------------|-----------------------------------------------------------|---------------|--------------|---------------|---------------|-----------------|--------|
| FEDERAL GRANTS |                                                  |                                                           |               |              |               |               |                 |        |
| 1              | US Department of Commerce                        | Stormwater System Improvements (EDA) Proj #4015           | 5,488,526.00  | 2,405,435.00 | 5,049,405.36  | 2,844,555.64  | 04-79-07494     |        |
| 2              | US Department of Commerce                        | Water Treatment Plant Improvements (EDA) Proj #1606       | 3,428,000.00  | 857,000.00   | 4,414,504.38  | -             | 04-79-07777     |        |
| 3              | SC Department of Commerce                        | Cleland Street Public Parking Lot (CDBG) Proj #2402       | 250,000.00    | 110,933.00   | 48,725.50     | 312,207.50    | 4-SP-22-004     |        |
| 4              | Federal Emergency Management Agency (FEMA)       | HMGP : Pump Station Generators                            | 192,798.90    | 21,422.10    | 147,226.00    | 66,995.00     | 4542-0004-R     |        |
| 5              | SC Infrastructure Investment Program (SCIIP)     | Sewer Pump Station #11 Replacement Proj #1820             | 3,888,325.00  | 686,175.00   | 1,198,483.04  | 3,376,016.96  | A-23-C079       |        |
|                | Award \$9,733,783 Match \$1,717,718              | Sewer Force Main Replacement Proj #1821                   | 5,845,413.00  | 1,031,543.00 | -             | 6,876,956.00  |                 |        |
| STATE GRANTS   |                                                  |                                                           |               |              |               |               |                 |        |
| 6              | SC Department of Public Safety                   | FY26 School Resource Officer Program                      | 272,772.00    | -            | -             | 272,772.00    | SR-044-C2202-26 |        |
| 7              | Body Armor Award Grant Program                   | Bulletproof Vest                                          | 11,259.00     | -            | 11,020.74     | 238.26        | 1BA24023        |        |
| OTHER GRANTS   |                                                  |                                                           |               |              |               |               |                 |        |
| 8              | State of South Carolina                          | Gilbert/Hawkins/Butts St Sidewalk Ext. Program Proj# 1236 | 375,000.00    | -            | 272,683.36    | 102,316.64    | -               |        |
| 9              | SC Department of Environmental Services - SC DES | FY26 Grant # 22.01SW26                                    | 13,250.00     | -            | 14,310.33     | -             | 22.01SW26       |        |
| 10             | SCMIRF                                           | 2025 Public Works Property and Liability Reduction Grant  | 4,000.00      | 4,000.00     | 2,092.38      | 5,907.62      | -               |        |
| 11             | SCMIT                                            | 2025 Law Enforcement Officer Safety - Body Armor Vests    | 4,000.00      | 4,000.00     | -             | 8,000.00      | -               |        |
| 12             | SCMIRF                                           | 2025 Law Enforcement Liability Reduction - Tasers         | 4,000.00      | 4,000.00     | -             | 8,000.00      | -               |        |
| TOTAL          |                                                  |                                                           | 19,777,343.90 | 5,124,508.10 | 11,158,451.09 | 13,873,965.62 |                 |        |

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|----------------------------------------------------------------------|-------------|----------------------------------------------------------------|-----------|----------------------------------------|-------------|-----------|-------------------|
| <b>Vendor Code: 10151 CROSBY LAW FIRM LLC</b>                        |             |                                                                |           |                                        |             |           |                   |
| 2026-00384                                                           |             | BLANKET - CITY ATTORNEY'S FEES                                 | 25,000.00 | CROSBY LAW FIRM LLC                    | 10151       | Partial   | 21,974.00         |
| Total Vendor Code 10151:                                             |             |                                                                | 25,000.00 |                                        |             |           | 21,974.00         |
| <b>Vendor Code: 10640 BEN COX LLC</b>                                |             |                                                                |           |                                        |             |           |                   |
| 2026-00422                                                           |             | CLELAND STREET PARKING LOT PROJECT 2402 CDBG GRANT 4-SP-22-004 | 332,853.3 | BEN COX LLC                            | 10640       | Open      | 332,853.30        |
| Total Vendor Code 10640:                                             |             |                                                                | 332,853.3 |                                        |             |           | 332,853.30        |
| <b>Vendor Code: 1128 INDUSTRIAL REWINDING INC</b>                    |             |                                                                |           |                                        |             |           |                   |
| 2026-00372                                                           |             | BLANKET PO FOR WWTP ELECTRIC MOTOR REPAIRS                     | 25,000.00 | INDUSTRIAL REWINDING INC               | 1128        | Partial   | 10,894.56         |
| 2026-00461                                                           |             | SPARE DECANT MOTOR                                             | 22,402.48 | INDUSTRIAL REWINDING INC               | 1128        | Open      | 22,402.48         |
| Total Vendor Code 1128:                                              |             |                                                                | 47,402.48 |                                        |             |           | 33,297.04         |
| <b>Vendor Code: 15356 G &amp; W ELECTRIC CO</b>                      |             |                                                                |           |                                        |             |           |                   |
| 2026-00502                                                           |             | DIELECTRIC RECLOSER                                            | 25,768.00 | G & W ELECTRIC CO                      | 15356       | Open      | 25,768.00         |
| Total Vendor Code 15356:                                             |             |                                                                | 25,768.00 |                                        |             |           | 25,768.00         |
| <b>Vendor Code: 16070 SPARTAN FIRE &amp; EMERGENCY APPARATUS INC</b> |             |                                                                |           |                                        |             |           |                   |
| 2025-00304                                                           |             | EMERGENCY REPAIR TO ENGINE 12                                  | 32,030.28 | SPARTAN FIRE & EMERGENCY APPARATUS INC | 16070       | Open      | 32,030.28         |
| 2026-00479                                                           |             | ATV PATIENT TRANSPORT                                          | 135,000.0 | SPARTAN FIRE & EMERGENCY APPARATUS INC | 16070       | Open      | 135,000.00        |
| Total Vendor Code 16070:                                             |             |                                                                | 167,030.2 |                                        |             |           | 167,030.28        |
| <b>Vendor Code: 16312 CANNON TECHNOLOGIES INC</b>                    |             |                                                                |           |                                        |             |           |                   |
| **2026-00402                                                         |             | RFN IT C2SXD 2S CLASS 200 240V-16S CL 320 METERS               | 39,305.20 | CANNON TECHNOLOGIES INC                | 16312       | Partial   | 12,998.20         |
| **2026-00412                                                         |             | 16S CL320 RFN 530LGS4X RXR QUOTE#24167080 BY JILL SKARSTEN     | 6,677.76  | CANNON TECHNOLOGIES INC                | 16312       | Open      | 6,677.76          |
| **2026-00427                                                         |             | RFN IT C2SXD CL200 240V QUOTE24171738 JILL SKARSTEN            | 26,307.00 | CANNON TECHNOLOGIES INC                | 16312       | Open      | 26,307.00         |
| Total Vendor Code 16312:                                             |             |                                                                | 72,289.96 |                                        |             |           | 45,982.96         |
| <b>Vendor Code: 16313 STATEWIDE SECURITY SYSTEMS INC</b>             |             |                                                                |           |                                        |             |           |                   |
| 2026-00499                                                           |             | SECURITY SYSTEM FOR PUBLIC WORKS                               | 10,200.00 | STATEWIDE SECURITY SYSTEMS INC         | 16313       | Partial   | 5,950.00          |
| 2026-00498                                                           |             | STATEWIDE - CITY WIDE CAMERAS                                  | 50,400.00 | STATEWIDE SECURITY SYSTEMS INC         | 16313       | Partial   | 29,700.00         |

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|-----------------------------------------------------------------------|-------------|---------------------------------------------------------------|-----------|-----------------------------------------|-------------|-----------|-------------------|
| <b>Vendor Code: 16313 STATEWIDE SECURITY SYSTEMS INC</b>              |             |                                                               |           |                                         |             |           |                   |
| Total Vendor Code 16313:                                              |             |                                                               | 60,600.00 |                                         |             |           | 35,650.00         |
| <b>Vendor Code: 16338 SUMTER UTILITIES INC</b>                        |             |                                                               |           |                                         |             |           |                   |
| 2025-00205                                                            |             | SUMTER UTILITIES - FRONT ST UPGRADE PROJECT PHASE 3 PROJ 1931 | 671,021.3 | SUMTER UTILITIES INC                    | 16338       | Partial   | 79,502.36         |
| 2026-00501                                                            |             | ELECTRICAL DISTRIBUTION CONTRACTORS LINE CREW ASSISTANCE      | 473,335.0 | SUMTER UTILITIES INC                    | 16338       | Open      | 473,335.00        |
| Total Vendor Code 16338:                                              |             |                                                               | 1,144,356 |                                         |             |           | 552,837.36        |
| <b>Vendor Code: 16490 CONSENSUS CONSTRUCTION &amp; CONSULTING INC</b> |             |                                                               |           |                                         |             |           |                   |
| 2025-00093                                                            |             | CONSENSUS CONSTRUCTION & CONSULTING - PROJ #1606              | 1,434,661 | CONSENSUS CONSTRUCTION & CONSULTING INC | 16490       | Partial   | 135,850.09        |
| 2025-00286                                                            |             | HEADWORKS BAR SCREEN REPLACEMENT PROJ 3408                    | 488,876.0 | CONSENSUS CONSTRUCTION & CONSULTING INC | 16490       | Partial   | 458,156.00        |
| Total Vendor Code 16490:                                              |             |                                                               | 1,923,537 |                                         |             |           | 594,006.09        |
| <b>Vendor Code: 16954 GREEN WAVE CONTRACTING INC</b>                  |             |                                                               |           |                                         |             |           |                   |
| 2025-00092                                                            |             | GREEN WAVE CONTRACTING - PROJ 4015                            | 4,703,160 | GREEN WAVE CONTRACTING INC              | 16954       | Partial   | 1,964,803.49      |
| Total Vendor Code 16954:                                              |             |                                                               | 4,703,160 |                                         |             |           | 1,964,803.49      |
| <b>Vendor Code: 17780 BENTON CONCRETE &amp; UTILITIES LLC</b>         |             |                                                               |           |                                         |             |           |                   |
| 2025-00298                                                            |             | EAST BAY PARK BOAT LANDING PARKING LOT REPAIRS                | 15,365.00 | BENTON CONCRETE & UTILITIES LLC         | 17780       | Open      | 15,365.00         |
| **2026-00487                                                          |             | FRONT & KING BRICK PAVER REPAIR                               | 8,800.00  | BENTON CONCRETE & UTILITIES LLC         | 17780       | Open      | 8,800.00          |
| Total Vendor Code 17780:                                              |             |                                                               | 24,165.00 |                                         |             |           | 24,165.00         |
| <b>Vendor Code: 18041 ROADS SAFE TRAFFIC SYSTEMS INC</b>              |             |                                                               |           |                                         |             |           |                   |
| 2026-00453                                                            |             | ARROW BOARD                                                   | 6,045.50  | ROADSAFE TRAFFIC SYSTEMS INC            | 18041       | Partial   | 42.00             |
| Total Vendor Code 18041:                                              |             |                                                               | 6,045.50  |                                         |             |           | 42.00             |
| <b>Vendor Code: 18315 THE LAW OFFICE OF ERIN E BAILEY LLC</b>         |             |                                                               |           |                                         |             |           |                   |
| 2026-00475                                                            |             | PUBLIC DEFENDER SERVICES                                      | 30,000.00 | THE LAW OFFICE OF ERIN E BAILEY LLC     | 18315       | Open      | 30,000.00         |
| Total Vendor Code 18315:                                              |             |                                                               | 30,000.00 |                                         |             |           | 30,000.00         |
| <b>Vendor Code: 18317 MECHANICAL EQUIPMENT COMPANY</b>                |             |                                                               |           |                                         |             |           |                   |
| 2026-00503                                                            |             | REUSE PUMP FOR CL2 POND                                       | 65,907.75 | MECHANICAL EQUIPMENT COMPANY            | 18317       | Open      | 65,907.75         |
| Total Vendor Code 18317:                                              |             |                                                               | 65,907.75 |                                         |             |           | 65,907.75         |

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| <b>Vendor Code: 18603 KOPPERS UTILITY AND INDUSTRIAL PRODUCTS INC</b> |             |                                                                |           |                                             |             |           |                   |
| **2026-00399                                                          |             | INVENTORY ITEMS                                                | 75,000.00 | KOPPERS UTILITY AND INDUSTRIAL PRODUCTS INC | 18603       | Partial   | 54,691.40         |
| Total Vendor Code 18603:                                              |             |                                                                | 75,000.00 |                                             |             |           | 54,691.40         |
| <b>Vendor Code: 18607 MELTON ELECTRIC CO INC</b>                      |             |                                                                |           |                                             |             |           |                   |
| 2025-00099                                                            |             | MELTON ELECTRIC - PUMP STATION GENERATORS                      | 236,049.5 | MELTON ELECTRIC CO INC                      | 18607       | Partial   | 88,823.50         |
| Total Vendor Code 18607:                                              |             |                                                                | 236,049.5 |                                             |             |           | 88,823.50         |
| <b>Vendor Code: 18619 ROWE PROFESSIONAL SERVICES COMPANY</b>          |             |                                                                |           |                                             |             |           |                   |
| 2025-00170                                                            |             | ROWE PROFESSIONAL SERVICES - ENGINEERING SERVICES PROJECT 1518 | 62,845.00 | ROWE PROFESSIONAL SERVICES COMPANY          | 18619       | Partial   | 18,664.00         |
| 2025-00263                                                            |             | N MERRIMAN -CONGDON STREET STORMWATER IMPROVEMENTS PROJ 4016   | 101,500.0 | ROWE PROFESSIONAL SERVICES COMPANY          | 18619       | Partial   | 69,900.00         |
| 2026-00473                                                            |             | BLACK RIVER RD WIDENING ENGINEERING WASTEWATER PROJ 1817       | 24,263.00 | ROWE PROFESSIONAL SERVICES COMPANY          | 18619       | Partial   | 22,807.22         |
| 2026-00472                                                            |             | BLACK RIVER RD WIDENING ENGINEERING WATER PROJ 1517            | 24,263.00 | ROWE PROFESSIONAL SERVICES COMPANY          | 18619       | Partial   | 22,807.22         |
| Total Vendor Code 18619:                                              |             |                                                                | 212,871.0 |                                             |             |           | 134,178.44        |
| <b>Vendor Code: 18731 HANNA ENGINEERING LLC</b>                       |             |                                                                |           |                                             |             |           |                   |
| 2025-00118                                                            |             | HANNA ENGINEERING - PROJ #2402 - CDGB #4-SP-22-004             | 15,140.00 | HANNA ENGINEERING LLC                       | 18731       | Partial   | 10,900.00         |
| Total Vendor Code 18731:                                              |             |                                                                | 15,140.00 |                                             |             |           | 10,900.00         |
| <b>Vendor Code: 18736 WRANGLER HOLDCO CORP</b>                        |             |                                                                |           |                                             |             |           |                   |
| 2026-00365                                                            |             | JULY INVOICE FOR GFL                                           | 7,103.03  | WRANGLER HOLDCO CORP                        | 18736       | Open      | 7,103.03          |
| 2026-00414                                                            |             | ANNUAL COMMERCIAL DUMPSTER COLLECTION                          | 78,133.33 | WRANGLER HOLDCO CORP                        | 18736       | Partial   | 49,721.21         |
| Total Vendor Code 18736:                                              |             |                                                                | 85,236.36 |                                             |             |           | 56,824.24         |
| <b>Vendor Code: 18809 BORDER STATES INDUSTRIES INC</b>                |             |                                                                |           |                                             |             |           |                   |
| **2026-00407                                                          |             | INVENTORY ITEMS                                                | 75,000.00 | BORDER STATES INDUSTRIES INC                | 18809       | Partial   | 33,465.40         |
| 2026-00525                                                            |             | INVENTORY-TRANSFORMER SUPPLIES 5310.0145                       | 15,000.00 | BORDER STATES INDUSTRIES INC                | 18809       | Open      | 15,000.00         |
| 2026-00524                                                            |             | INVENTORY-WIRE 5140.0114                                       | 25,000.00 | BORDER STATES INDUSTRIES INC                | 18809       | Open      | 25,000.00         |
| 2026-00516                                                            |             | INVENTORY ITEMS- POLE LINE HARDWARE 5140.0116                  | 35,000.00 | BORDER STATES INDUSTRIES INC                | 18809       | Open      | 35,000.00         |

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| <b>Vendor Code: 18809 BORDER STATES INDUSTRIES INC</b>       |             |                                                                           |           |                                    |             |           |                   |
| Total Vendor Code 18809:                                     |             |                                                                           | 150,000.0 |                                    |             |           | 108,465.40        |
| <b>Vendor Code: 18827 THE CART GUY LLC</b>                   |             |                                                                           |           |                                    |             |           |                   |
| 2026-00476                                                   |             | ROLL OUT CARTS                                                            | 17,222.50 | THE CART GUY LLC                   | 18827       | Open      | 17,222.50         |
| Total Vendor Code 18827:                                     |             |                                                                           | 17,222.50 |                                    |             |           | 17,222.50         |
| <b>Vendor Code: 18833 STEEN ENTERPRISES INC</b>              |             |                                                                           |           |                                    |             |           |                   |
| 2026-00421                                                   |             | 720T10TT:20FT TILT TRAILER,4FT STATIONARY DECK, PER QUOTE BY BRIAN SEMKEN | 15,799.15 | STEEN ENTERPRISES INC              | 18833       | Open      | 15,799.15         |
| Total Vendor Code 18833:                                     |             |                                                                           | 15,799.15 |                                    |             |           | 15,799.15         |
| <b>Vendor Code: 18902 COMBS TECHNOLOGIES INC</b>             |             |                                                                           |           |                                    |             |           |                   |
| 2026-00373                                                   |             | CONTROLLER PLC SANITAIRE PART FOR DECATERS                                | 16,351.74 | COMBS TECHNOLOGIES INC             | 18902       | Partial   | 9,293.02          |
| 2026-00467                                                   |             | PLC CONTROLLER/SCREEN LIFT ARM                                            | 49,006.07 | COMBS TECHNOLOGIES INC             | 18902       | Partial   | 39,713.05         |
| Total Vendor Code 18902:                                     |             |                                                                           | 65,357.81 |                                    |             |           | 49,006.07         |
| <b>Vendor Code: 19062 RAFTELIS FINANCIAL CONSULTANTS INC</b> |             |                                                                           |           |                                    |             |           |                   |
| 2025-00281                                                   |             | 2025 SERVICE FOR UTILITY BILLING ASSESSMENT                               | 38,400.00 | RAFTELIS FINANCIAL CONSULTANTS INC | 19062       | Partial   | 6,644.37          |
| 2026-00405                                                   |             | ELECTRIC UTILITY STUDY- POLE ATTACHEMENTS, LIGHT AGREEMENTS, SOLAR RATES  | 29,910.00 | RAFTELIS FINANCIAL CONSULTANTS INC | 19062       | Partial   | 25,847.50         |
| Total Vendor Code 19062:                                     |             |                                                                           | 68,310.00 |                                    |             |           | 32,491.87         |
| <b>Vendor Code: 19072 GLOBAL EQUIPMENT COMPANY INC</b>       |             |                                                                           |           |                                    |             |           |                   |
| 2026-00505                                                   |             | DRYING CABINET FOR EVIDENCE                                               | 10,292.28 | GLOBAL EQUIPMENT COMPANY INC       | 19072       | Open      | 10,292.28         |
| Total Vendor Code 19072:                                     |             |                                                                           | 10,292.28 |                                    |             |           | 10,292.28         |
| <b>Vendor Code: 19074 SUNBELT SOLOMON SERVICES LLC</b>       |             |                                                                           |           |                                    |             |           |                   |
| **2026-00398                                                 |             | INVENTORY ITEMS- TRANSFORMERS                                             | 75,000.00 | SUNBELT SOLOMON SERVICES LLC       | 19074       | Open      | 75,000.00         |
| Total Vendor Code 19074:                                     |             |                                                                           | 75,000.00 |                                    |             |           | 75,000.00         |
| <b>Vendor Code: 19187 CLEAN IMAGE PRESSURE WASHING LLC</b>   |             |                                                                           |           |                                    |             |           |                   |
| 2026-00510                                                   |             | CHRISTMAS LIGHTS ON FRONT STREET                                          | 46,839.00 | CLEAN IMAGE PRESSURE WASHING LLC   | 19187       | Partial   | 23,419.50         |
| Total Vendor Code 19187:                                     |             |                                                                           | 46,839.00 |                                    |             |           | 23,419.50         |
| <b>Vendor Code: 19249 DOBBS EQUIPMENT SOUTHEAST LLC</b>      |             |                                                                           |           |                                    |             |           |                   |
| 2026-00526                                                   |             | REPAIR OF SWEEPER TRUCK                                                   | 26,036.00 | DOBBS EQUIPMENT SOUTHEAST LLC      | 19249       | Open      | 26,036.00         |

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| <b>Vendor Code: 19249 DOBBS EQUIPMENT SOUTHEAST LLC</b>     |             |                                                                 |           |                                 |             |           |                   |
| Total Vendor Code 19249:                                    |             |                                                                 | 26,036.00 |                                 |             |           | 26,036.00         |
| <b>Vendor Code: 19306 DESTINY BREE BUTLER</b>               |             |                                                                 |           |                                 |             |           |                   |
| 2026-00495                                                  |             | EMERGENCY FLORAL MAINTENANCE FOR FALL                           | 12,450.00 | DESTINY BREE BUTLER             | 19306       | Open      | 12,450.00         |
| Total Vendor Code 19306:                                    |             |                                                                 | 12,450.00 |                                 |             |           | 12,450.00         |
| <b>Vendor Code: 19316 UTILITY TRANSFORMER BROKERS LLC</b>   |             |                                                                 |           |                                 |             |           |                   |
| **2026-00396                                                |             | INVENTORY ITEMS TRANSFORMERS                                    | 75,000.00 | UTILITY TRANSFORMER BROKERS LLC | 19316       | Open      | 75,000.00         |
| Total Vendor Code 19316:                                    |             |                                                                 | 75,000.00 |                                 |             |           | 75,000.00         |
| <b>Vendor Code: 19356 CITI INC</b>                          |             |                                                                 |           |                                 |             |           |                   |
| 2026-00436                                                  |             | PROVIDE TWO SCADA PANELS AT SEWER PUMP STATIONS PS#8 AND PS #19 | 61,525.50 | CITI INC                        | 19356       | Open      | 61,525.50         |
| Total Vendor Code 19356:                                    |             |                                                                 | 61,525.50 |                                 |             |           | 61,525.50         |
| <b>Vendor Code: 19426 FLOCK GROUP INC</b>                   |             |                                                                 |           |                                 |             |           |                   |
| 2026-00497                                                  |             | ANNUAL RECURRING AMOUNT OVER SUBSCRIPTION                       | 12,000.00 | FLOCK GROUP INC                 | 19426       | Open      | 12,000.00         |
| Total Vendor Code 19426:                                    |             |                                                                 | 12,000.00 |                                 |             |           | 12,000.00         |
| <b>Vendor Code: 19431 KISHA GAMBLE</b>                      |             |                                                                 |           |                                 |             |           |                   |
| 2026-00415                                                  |             | JANITORIAL SERVICES                                             | 103,499.0 | KISHA GAMBLE                    | 19431       | Partial   | 75,272.00         |
| Total Vendor Code 19431:                                    |             |                                                                 | 103,499.0 |                                 |             |           | 75,272.00         |
| <b>Vendor Code: 19470 CAPITAL LIGHTING &amp; SUPPLY LLC</b> |             |                                                                 |           |                                 |             |           |                   |
| 2026-00480                                                  |             | SQUARE D 25 HP & 40 HP MCC MOTOR                                | 10,218.50 | CAPITAL LIGHTING & SUPPLY LLC   | 19470       | Open      | 10,218.50         |
| Total Vendor Code 19470:                                    |             |                                                                 | 10,218.50 |                                 |             |           | 10,218.50         |
| <b>Vendor Code: 19520 LCK, LLC</b>                          |             |                                                                 |           |                                 |             |           |                   |
| 2025-00084                                                  |             | CITY HALL PROJECT MANAGEMENT SERVICES - PROJ 2005               | 62,373.69 | LCK, LLC                        | 19520       | Partial   | 6,777.29          |
| Total Vendor Code 19520:                                    |             |                                                                 | 62,373.69 |                                 |             |           | 6,777.29          |
| <b>Vendor Code: 19524 HOWARD ENGINEERING, INC.</b>          |             |                                                                 |           |                                 |             |           |                   |
| 2025-00100                                                  |             | HOWARD ENGINEERING - PROJ 1607                                  | 15,980.00 | HOWARD ENGINEERING, INC.        | 19524       | Partial   | 8,670.00          |
| Total Vendor Code 19524:                                    |             |                                                                 | 15,980.00 |                                 |             |           | 8,670.00          |
| <b>Vendor Code: 19554 BS&amp;A INTERMEDIATE LLC</b>         |             |                                                                 |           |                                 |             |           |                   |
| 2025-00203                                                  |             | BS&A INTERMDIATE LLC - ERP SOFTWARE SYSTEMS                     | 131,615.0 | BS&A INTERMEDIATE LLC           | 19554       | Partial   | 25,775.00         |

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| PO/Req Number                                                | Date Posted         | Description                                                               | Amount    | Vendor Name                    | Vendor Code | PO Status | Remaining Balance |
|--------------------------------------------------------------|---------------------|---------------------------------------------------------------------------|-----------|--------------------------------|-------------|-----------|-------------------|
| <b>Vendor Code: 19554 BS&amp;A INTERMEDIATE LLC</b>          |                     |                                                                           |           |                                |             |           |                   |
| Total Vendor Code 19554:                                     |                     |                                                                           | 131,615.0 |                                |             |           | 25,775.00         |
| <b>Vendor Code: 19559 MAULDIN &amp; JENKINS, LLC</b>         |                     |                                                                           |           |                                |             |           |                   |
| 2026-00515                                                   |                     | AUDIT SERVICES - BUS LIC AND INS CURRENT AND ON FILE                      | 49,000.00 | MAULDIN & JENKINS, LLC         | 19559       | Partial   | 43,000.00         |
| Total Vendor Code 19559:                                     |                     |                                                                           | 49,000.00 |                                |             |           | 43,000.00         |
| <b>Vendor Code: 19855 BOLTON &amp; MENK, INC</b>             |                     |                                                                           |           |                                |             |           |                   |
| 2025-00268                                                   |                     | WASTEWATER TREATMENT PLANT CONDITION ASSESSMENT PROJECT 1823              | 33,200.00 | BOLTON & MENK, INC             | 19855       | Partial   | 2,200.00          |
| 2025-00267                                                   | manual close needed | WASTEWATER LIFT STATION CONDITION ASSESSMENT PROJECT 1825                 | 34,300.00 | BOLTON & MENK, INC             | 19855       | Partial   | 0.00              |
| Total Vendor Code 19855:                                     |                     |                                                                           | 67,500.00 |                                |             |           | 2,200.00          |
| <b>Vendor Code: 19864 Thomas &amp; Hutton Engineering Co</b> |                     |                                                                           |           |                                |             |           |                   |
| 2025-00271                                                   |                     | WILLOWBANK WATER MAIN IMPROVEMENTS ENGINEERING SERVICES PROJECT 1519      | 104,420.0 | Thomas & Hutton Engineering Co | 19864       | Partial   | 70,840.00         |
| Total Vendor Code 19864:                                     |                     |                                                                           | 104,420.0 |                                |             |           | 70,840.00         |
| <b>Vendor Code: 19866 DON MOORHEAD CONSTRUCTION INC</b>      |                     |                                                                           |           |                                |             |           |                   |
| 2025-00273                                                   |                     | SCIIP GRANT PROJECT 1820                                                  | 6,972,555 | DON MOORHEAD CONSTRUCTION INC  | 19866       | Partial   | 6,765,105.00      |
| Total Vendor Code 19866:                                     |                     |                                                                           | 6,972,555 |                                |             |           | 6,765,105.00      |
| <b>Vendor Code: 19871 KING ASPHALT INC</b>                   |                     |                                                                           |           |                                |             |           |                   |
| 2025-00285                                                   |                     | INDIGO AVE ASPHALT RESURFACING PROJECT 1221                               | 136,162.0 | KING ASPHALT INC               | 19871       | Partial   | 10,000.00         |
| Total Vendor Code 19871:                                     |                     |                                                                           | 136,162.0 |                                |             |           | 10,000.00         |
| <b>Vendor Code: 19874 JACKLYN J DONEVANT</b>                 |                     |                                                                           |           |                                |             |           |                   |
| 2026-00466                                                   |                     | CONTRACT SERVICES                                                         | 10,000.00 | JACKLYN J DONEVANT             | 19874       | Partial   | 9,100.00          |
| Total Vendor Code 19874:                                     |                     |                                                                           | 10,000.00 |                                |             |           | 9,100.00          |
| <b>Vendor Code: 19875 RADIAN RESEARCH INC</b>                |                     |                                                                           |           |                                |             |           |                   |
| 2026-00404                                                   | manual close needed | WECO-310 SELECTABLE VOLTAGE METER WARM UP BOARD QUOTE#AAAQ5837-01 BY HEDI | 7,276.00  | RADIAN RESEARCH INC            | 19875       | Partial   | 444.30            |
| Total Vendor Code 19875:                                     |                     |                                                                           | 7,276.00  |                                |             |           | 444.30            |
| <b>Vendor Code: 19898 TEREX USA LLC</b>                      |                     |                                                                           |           |                                |             |           |                   |

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|-----------------------------------------|-------------|------------------------------------------------------------------------------------|-----------|------------------------------------------|-------------|-----------|-------------------|
| <b>Vendor Code: 19898</b><br>2026-00423 |             | 2025 F-550 CHASSIS 4X4<br>SUPER CAB-QUOTE#QU34885-<br>TU-V1 BY HARRISON<br>HARGETT | 196,903.0 | TEREX USA LLC                            | 19898       | Open      | 196,903.00        |
| Total Vendor Code 19898:                |             |                                                                                    | 196,903.0 |                                          |             |           | 196,903.00        |
| <b>Vendor Code: 19900</b><br>2026-00442 |             | 2025 POLE INSPECTION AND<br>TREATMENT                                              | 250,000.0 | OSMOSE UTILITIES<br>SERVICES INC         | 19900       | Partial   | 194,374.31        |
| Total Vendor Code 19900:                |             |                                                                                    | 250,000.0 |                                          |             |           | 194,374.31        |
| <b>Vendor Code: 19903</b><br>2026-00439 |             | SEASONAL FLORAL<br>MAINTENANCE                                                     | 36,302.36 | POMONA LANDSCAPING LLC                   | 19903       | Open      | 36,302.36         |
| Total Vendor Code 19903:                |             |                                                                                    | 36,302.36 |                                          |             |           | 36,302.36         |
| <b>Vendor Code: 19904</b><br>2026-00447 |             | QUOTE#184524 NICK, 90XP<br>9" DISC STYLE<br>CHIPPER/CHIP BOX COMBO<br>UNIT         | 60,500.00 | VESCO MATERIAL HANDLING<br>EQUIPMENT INC | 19904       | Open      | 60,500.00         |
| Total Vendor Code 19904:                |             |                                                                                    | 60,500.00 |                                          |             |           | 60,500.00         |
| <b>Vendor Code: 19907</b><br>2026-00463 |             | VIKING 7 GPM PUMPS,<br>SENSOR 24" LEADS QUOTE<br>QUO-0319033                       | 5,780.07  | JF ACQUISITION LLC                       | 19907       | Open      | 5,780.07          |
| Total Vendor Code 19907:                |             |                                                                                    | 5,780.07  |                                          |             |           | 5,780.07          |
| <b>Vendor Code: 19924</b><br>2026-00504 |             | PROFESSIONAL SERVICES -<br>CONSULTANT                                              | 8,000.00  | DENISE HAGEMEIER                         | 19924       | Partial   | 4,165.00          |
| Total Vendor Code 19924:                |             |                                                                                    | 8,000.00  |                                          |             |           | 4,165.00          |
| <b>Vendor Code: 19930</b><br>2026-00521 |             | DOG PARK/BARAUCH PARK<br>FENCE REPAIRS                                             | 9,228.00  | STAND STRONG FENCING OF<br>MYRTLE BEACH  | 19930       | Open      | 9,228.00          |
| Total Vendor Code 19930:                |             |                                                                                    | 9,228.00  |                                          |             |           | 9,228.00          |
| <b>Vendor Code: 19931</b><br>2026-00527 |             | WTP & WWTP ROOF REPAIRS<br>PROJ #1612 & PROJ #3408                                 | 113,547.2 | ALLCON OF GREENVILLE,<br>INC.            | 19931       | Open      | 113,547.24        |
| Total Vendor Code 19931:                |             |                                                                                    | 113,547.2 |                                          |             |           | 113,547.24        |
| <b>Vendor Code: 205</b>                 |             | INTERNATIONAL PAPER COMPANY                                                        |           |                                          |             |           |                   |

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|------------------------------------------------------------------|-------------|-----------------------------------------------------------------------|-----------|-----------------------------------------|-------------|-----------|-------------------|
| <b>Vendor Code: 205 INTERNATIONAL PAPER COMPANY</b>              |             |                                                                       |           |                                         |             |           |                   |
| 2026-00517                                                       |             | SOLE SOURCE - BLANKET - RAW WATER - BUS LIC AND INS NA                | 25,000.00 | INTERNATIONAL PAPER COMPANY             | 205         | Partial   | 18,529.53         |
| Total Vendor Code 205:                                           |             |                                                                       | 25,000.00 |                                         |             |           | 18,529.53         |
| <b>Vendor Code: 2709 PETE DUTY &amp; ASSOCIATES, INC.</b>        |             |                                                                       |           |                                         |             |           |                   |
| 2026-00395                                                       |             | SULZER 12 HP PUMP                                                     | 9,630.00  | PETE DUTY & ASSOCIATES, INC.            | 2709        | Open      | 9,630.00          |
| Total Vendor Code 2709:                                          |             |                                                                       | 9,630.00  |                                         |             |           | 9,630.00          |
| <b>Vendor Code: 356 THOMAS SUPPLY CO INC</b>                     |             |                                                                       |           |                                         |             |           |                   |
| 2026-00371                                                       |             | ELECTRICAL WIRE FOR SBR EQUIPMENT REPAIRS                             | 10,000.00 | THOMAS SUPPLY CO INC                    | 356         | Partial   | 3,184.10          |
| Total Vendor Code 356:                                           |             |                                                                       | 10,000.00 |                                         |             |           | 3,184.10          |
| <b>Vendor Code: 3613 MOTOROLA SOLUTIONS INC</b>                  |             |                                                                       |           |                                         |             |           |                   |
| 2026-00500                                                       |             | SCDPS RADIO REPLACEMENT                                               | 129,821.0 | MOTOROLA SOLUTIONS INC                  | 3613        | Open      | 129,821.04        |
| Total Vendor Code 3613:                                          |             |                                                                       | 129,821.0 |                                         |             |           | 129,821.04        |
| <b>Vendor Code: 3968 GEORGETOWN COUNTY LANDFILL</b>              |             |                                                                       |           |                                         |             |           |                   |
| 2026-00509                                                       |             | LANDFILL FEES                                                         | 25,000.00 | GEORGETOWN COUNTY LANDFILL              | 3968        | Partial   | 15,163.46         |
| Total Vendor Code 3968:                                          |             |                                                                       | 25,000.00 |                                         |             |           | 15,163.46         |
| <b>Vendor Code: 4085 SC DEPARTMENT OF JUVENILE JUSTICE</b>       |             |                                                                       |           |                                         |             |           |                   |
| 2026-00429                                                       |             | DETENTION SERVICES PRISONER HOUSING                                   | 10,000.00 | SC DEPARTMENT OF JUVENILE JUSTICE       | 4085        | Partial   | 6,375.00          |
| Total Vendor Code 4085:                                          |             |                                                                       | 10,000.00 |                                         |             |           | 6,375.00          |
| <b>Vendor Code: 4137 R H MOORE INC</b>                           |             |                                                                       |           |                                         |             |           |                   |
| 2025-00266                                                       |             | DIVISION II FORCE MAIN REPLACEMENT SCIIP GRANT A-23-C079 PROJECT 1821 | 3,247,960 | R H MOORE INC                           | 4137        | Partial   | 3,168,529.03      |
| Total Vendor Code 4137:                                          |             |                                                                       | 3,247,960 |                                         |             |           | 3,168,529.03      |
| <b>Vendor Code: 4200 GEORGETOWN COUNTY BOARD OF DISABILITIES</b> |             |                                                                       |           |                                         |             |           |                   |
| 2026-00383                                                       |             | RESIDENTIAL RECYCLING-BLANKET JUL 2025-JUN 2026                       | 53,000.00 | GEORGETOWN COUNTY BOARD OF DISABILITIES | 4200        | Partial   | 42,221.78         |
| Total Vendor Code 4200:                                          |             |                                                                       | 53,000.00 |                                         |             |           | 42,221.78         |
| <b>Vendor Code: 4885 REVELS TURF &amp; TRACTOR</b>               |             |                                                                       |           |                                         |             |           |                   |
| **2025-00302                                                     |             | REPLACEMENT OF MOWERS FOR DEPARTMENT                                  | 29,039.78 | REVELS TURF & TRACTOR                   | 4885        | Open      | 29,039.78         |
| 2026-00366                                                       |             | GROUNDS MAINT EQUIP                                                   | 41,494.58 | REVELS TURF & TRACTOR                   | 4885        | Open      | 41,494.58         |

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|------------------------------------------------------------------------|-------------|------------------------------------------------------------------------|-----------|-----------------------------------------------------|-------------|-----------|-------------------|
| <b>Vendor Code: 4885 REVELS TURF &amp; TRACTOR</b>                     |             |                                                                        |           |                                                     |             |           |                   |
| Total Vendor Code 4885:                                                |             |                                                                        | 70,534.36 |                                                     |             |           | 70,534.36         |
| <b>Vendor Code: 5010 TYCH &amp; WALKER ARCHITECTS, LLP</b>             |             |                                                                        |           |                                                     |             |           |                   |
| 2025-00117                                                             |             | TYCH & WALKER ARCHITECTS<br>- PROJ 1234 1926 3501                      | 24,275.00 | TYCH & WALKER<br>ARCHITECTS, LLP                    | 5010        | Partial   | 17,175.00         |
| Total Vendor Code 5010:                                                |             |                                                                        | 24,275.00 |                                                     |             |           | 17,175.00         |
| <b>Vendor Code: 5038 BUSCH SYSTEMS INTERNATIONAL INC</b>               |             |                                                                        |           |                                                     |             |           |                   |
| 2026-00506                                                             |             | RECYCLE BINS GRANT<br>#22.01SW26                                       | 7,499.31  | BUSCH SYSTEMS<br>INTERNATIONAL INC                  | 5038        | Open      | 7,499.31          |
| Total Vendor Code 5038:                                                |             |                                                                        | 7,499.31  |                                                     |             |           | 7,499.31          |
| <b>Vendor Code: 5417 W K DICKSON &amp; CO INC</b>                      |             |                                                                        |           |                                                     |             |           |                   |
| 2025-00094                                                             |             | WK DICKSON & CO - SCIIP<br>GRANT AWARD PROJ 1820 &<br>18201            | 431,717.1 | W K DICKSON & CO INC                                | 5417        | Partial   | 292,507.45        |
| 2025-00115                                                             |             | W K DICKSON - PROJ #4015<br>- EDA GRANT #04-79-07494                   | 171,597.0 | W K DICKSON & CO INC                                | 5417        | Partial   | 11,897.10         |
| 2025-00116                                                             |             | WK DICKSON - PROJ #1606                                                | 97,032.36 | W K DICKSON & CO INC                                | 5417        | Partial   | 37,093.35         |
| 2026-00482                                                             |             | ENGINEERING SERVICES FOR<br>NEW STORMWATER PUMPS<br>PROJ 4017          | 303,225.0 | W K DICKSON & CO INC                                | 5417        | Partial   | 293,463.60        |
| Total Vendor Code 5417:                                                |             |                                                                        | 1,003,571 |                                                     |             |           | 634,961.50        |
| <b>Vendor Code: 5615 HTC COMMUNICATIONS INC</b>                        |             |                                                                        |           |                                                     |             |           |                   |
| 2026-00462                                                             |             | CLOUD MANAGEMENT                                                       | 68,500.00 | HTC COMMUNICATIONS INC                              | 5615        | Partial   | 27,604.72         |
| 2026-00490                                                             |             | AUTOMATIC LOCKS FOR<br>PUBLIC RESTROOMS                                | 22,523.95 | HTC COMMUNICATIONS INC                              | 5615        | Open      | 22,523.95         |
| Total Vendor Code 5615:                                                |             |                                                                        | 91,023.95 |                                                     |             |           | 50,128.67         |
| <b>Vendor Code: 6254 UTILITY TECHNOLOGY ENGINEERS-CONSULTANTS PLLC</b> |             |                                                                        |           |                                                     |             |           |                   |
| 2025-00037                                                             |             | UTILITY TECHNOLOGY<br>ENGINEERING - PROJ 1931<br>PHASE 3               | 28,932.76 | UTILITY TECHNOLOGY<br>ENGINEERS-CONSULTANTS<br>PLLC | 6254        | Partial   | 21,324.35         |
| 2025-00114                                                             |             | UTILITY TECHNOLOGY -<br>PROJ 1927 ROLLOVER FROM<br>PO#2024-124         | 25,788.14 | UTILITY TECHNOLOGY<br>ENGINEERS-CONSULTANTS<br>PLLC | 6254        | Open      | 25,788.14         |
| 2025-00223                                                             |             | CONSTRUCTION SERVICES<br>FOR FRONT STREET PROJECT<br>#1931             | 39,300.00 | UTILITY TECHNOLOGY<br>ENGINEERS-CONSULTANTS<br>PLLC | 6254        | Partial   | 18,982.37         |
| 2026-00470                                                             |             | GIS ELECTRIC SYSTEM<br>MAPPING CONTINUED FROM<br>2024/2025 FISCAL YEAR | 90,000.00 | UTILITY TECHNOLOGY                                  | 6254        | Partial   | 57,144.24         |
| 2026-00520                                                             |             | MARINA DRIVE UNDERGROUND<br>LOOP PROJ #1931                            | 15,560.00 | UTILITY TECHNOLOGY                                  | 6254        | Open      | 15,560.00         |

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| <b>Vendor Code: 6254 UTILITY TECHNOLOGY</b>             |             |                                                                                    |           |                                |             |           |                   |
| Total Vendor Code 6254:                                 |             |                                                                                    | 199,580.9 |                                |             |           | 138,799.10        |
| <b>Vendor Code: 6524 COASTAL STRUCTURES CORPORATION</b> |             |                                                                                    |           |                                |             |           |                   |
| 2025-00027                                              |             | COASTAL STRUCTURES CORP - PROJECT 2005                                             | 795,863.0 | COASTAL STRUCTURES CORPORATION | 6524        | Partial   | 467,110.15        |
| 2025-00149                                              |             | COASTAL STRUCTURES - PROJ 1607                                                     | 842,158.8 | COASTAL STRUCTURES CORPORATION | 6524        | Partial   | 350,539.41        |
| 2025-00280                                              |             | PHASE 1 METAL BLDG MUNICIPAL COMPLEX- PROJECT 1234 , 1926 , 3501                   | 626,227.9 | COASTAL STRUCTURES CORPORATION | 6524        | Partial   | 284,894.82        |
| 2026-00400                                              |             | CONSULTING SERVICES HARRY JOHNSON                                                  | 40,000.00 | COASTAL STRUCTURES CORPORATION | 6524        | Partial   | 25,577.50         |
| 2026-00408                                              |             | MUNICIPAL BUILDING COMPLEX PHASE II MAIN BUILDING RENOVATIONS PROJ -1926 1234 3501 | 1,087,495 | COASTAL STRUCTURES CORPORATION | 6524        | Open      | 1,087,495.21      |
| Total Vendor Code 6524:                                 |             |                                                                                    | 3,391,745 |                                |             |           | 2,215,617.09      |
| <b>Vendor Code: 6700 ST FRANCES ANIMAL CENTER</b>       |             |                                                                                    |           |                                |             |           |                   |
| 2026-00392                                              |             | CONTRACT SERVICES FOR ANIMAL CONTROL                                               | 85,000.00 | ST FRANCES ANIMAL CENTER       | 6700        | Open      | 85,000.00         |
| Total Vendor Code 6700:                                 |             |                                                                                    | 85,000.00 |                                |             |           | 85,000.00         |
| <b>Vendor Code: 7196 SET SOLUTIONS, LLC</b>             |             |                                                                                    |           |                                |             |           |                   |
| 2026-00385                                              |             | COG SAFETY TRAINING                                                                | 25,000.00 | SET SOLUTIONS, LLC             | 7196        | Partial   | 20,500.00         |
| Total Vendor Code 7196:                                 |             |                                                                                    | 25,000.00 |                                |             |           | 20,500.00         |
| <b>Vendor Code: 7285 DELL MARKETING L. P.</b>           |             |                                                                                    |           |                                |             |           |                   |
| 2026-00428                                              |             | LEASE FOR 4 YEARS                                                                  | 138,797.9 | DELL MARKETING L. P.           | 7285        | Partial   | 135,862.95        |
| Total Vendor Code 7285:                                 |             |                                                                                    | 138,797.9 |                                |             |           | 135,862.95        |
| <b>Vendor Code: 7749 CAROLINA INTERNATIONAL TRUCKS</b>  |             |                                                                                    |           |                                |             |           |                   |
| 2025-00261                                              |             | PURCHASE OF A 2026 HX250 SFA DUMP TRUCK                                            | 282,698.0 | CAROLINA INTERNATIONAL TRUCKS  | 7749        | Open      | 282,698.06        |
| Total Vendor Code 7749:                                 |             |                                                                                    | 282,698.0 |                                |             |           | 282,698.06        |
| <b>Vendor Code: 7936 TANNER INDUSTRIES, INC.</b>        |             |                                                                                    |           |                                |             |           |                   |
| 2026-00424                                              |             | AMMONIA                                                                            | 20,000.00 | TANNER INDUSTRIES, INC.        | 7936        | Partial   | 16,070.37         |
| Total Vendor Code 7936:                                 |             |                                                                                    | 20,000.00 |                                |             |           | 16,070.37         |
| <b>Vendor Code: 8540 LINE EQUIPMENT SALES CO INC</b>    |             |                                                                                    |           |                                |             |           |                   |
| **2026-00406                                            |             | INVENTORY ITEMS                                                                    | 75,000.00 | LINE EQUIPMENT SALES CO INC    | 8540        | Partial   | 62,726.03         |
| Total Vendor Code 8540:                                 |             |                                                                                    | 75,000.00 |                                |             |           | 62,726.03         |

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|----------------------------------------------------------|-------------|---------------------------------------------------------------------------------------|-----------|--------------------------------|-------------|-----------|-------------------|
| <b>Vendor Code: 8794 GEORGETOWN ALCOHOL AND DRUG AB</b>  |             |                                                                                       |           |                                |             |           |                   |
| 2026-00440                                               |             | GEORGETOWN ALCOHOL AND DRUG AB                                                        | 76,128.00 | GEORGETOWN ALCOHOL AND DRUG AB | 8794        | Open      | 76,128.00         |
| Total Vendor Code 8794:                                  |             |                                                                                       | 76,128.00 |                                |             |           | 76,128.00         |
| <b>Vendor Code: 89 INDUSTRIAL SOLUTIONS &amp; SUPPLY</b> |             |                                                                                       |           |                                |             |           |                   |
| 2025-00040                                               |             | INDUSTRIAL SOLUTIONS - SULFURIC ACID                                                  | 25,000.00 | INDUSTRIAL SOLUTIONS & SUPPLY  | 89          | Partial   | 17,818.74         |
| 2026-00377                                               |             | 25% SODIUM HYDROXIDE (CAUSTIC)                                                        | 25,000.00 | INDUSTRIAL SOLUTIONS & SUPPLY  | 89          | Partial   | 8,070.12          |
| 2026-00375                                               |             | 50% SULFURIC ACID                                                                     | 25,000.00 | INDUSTRIAL SOLUTIONS & SUPPLY  | 89          | Open      | 25,000.00         |
| 2026-00426                                               |             | POLYMER                                                                               | 25,000.00 | INDUSTRIAL SOLUTIONS & SUPPLY  | 89          | Partial   | 13,917.95         |
| 2026-00522                                               |             | HYPER+ION 9254 (PAC)                                                                  | 25,000.00 | INDUSTRIAL SOLUTIONS & SUPPLY  | 89          | Open      | 25,000.00         |
| 2026-00519                                               |             | 25% SODIUM HYDROXIDE CAUSTIC SODA                                                     | 25,000.00 | INDUSTRIAL SOLUTIONS & SUPPLY  | 89          | Open      | 25,000.00         |
| Total Vendor Code 89:                                    |             |                                                                                       | 150,000.0 |                                |             |           | 114,806.81        |
| <b>Vendor Code: 8905 PVS TECHNOLOGIES INC</b>            |             |                                                                                       |           |                                |             |           |                   |
| 2026-00379                                               |             | FERRIC CHLORIDE                                                                       | 75,000.00 | PVS TECHNOLOGIES INC           | 8905        | Partial   | 20,799.12         |
| Total Vendor Code 8905:                                  |             |                                                                                       | 75,000.00 |                                |             |           | 20,799.12         |
| <b>Vendor Code: 9046 STONE CONSTRUCTION</b>              |             |                                                                                       |           |                                |             |           |                   |
| 2026-00448                                               |             | BLANKET FOR STOCKPILE, FLBC, LIMESTONE, DIRT AND ROCK                                 | 25,000.00 | STONE CONSTRUCTION             | 9046        | Partial   | 19,704.41         |
| Total Vendor Code 9046:                                  |             |                                                                                       | 25,000.00 |                                |             |           | 19,704.41         |
| <b>Vendor Code: 9253 CONWAY FORD INC</b>                 |             |                                                                                       |           |                                |             |           |                   |
| 2026-00441                                               |             | 2026 EXPLORER 4DR 4X2                                                                 | 44,976.00 | CONWAY FORD INC                | 9253        | Open      | 44,976.00         |
| 2026-00477                                               |             | FORD EXPLORER - REPLACEMENT FOR FIRE MARSHALL VEHICLE 1157                            | 45,680.00 | CONWAY FORD INC                | 9253        | Open      | 45,680.00         |
| Total Vendor Code 9253:                                  |             |                                                                                       | 90,656.00 |                                |             |           | 90,656.00         |
| <b>Vendor Code: 9846 ANDRITZ SEPARATION INC</b>          |             |                                                                                       |           |                                |             |           |                   |
| 2026-00369                                               |             | BELTS FOR BELT PRESS                                                                  | 5,565.33  | ANDRITZ SEPARATION INC         | 9846        | Partial   | 191.34            |
| 2026-00518                                               |             | SOLE SOURCE REPAIRS TO BELT PRESS - NO ON SITE WORK - GOODS ONLY - BUS LIC AND INS NA | 24,407.66 | ANDRITZ SEPARATION INC         | 9846        | Open      | 24,407.66         |
| Total Vendor Code 9846:                                  |             |                                                                                       | 29,972.99 |                                |             |           | 24,599.00         |
| <b>Vendor Code: 9902 BRENNTAG MID-SOUTH INC</b>          |             |                                                                                       |           |                                |             |           |                   |

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\*\* Denotes the purchase order has a change order awaiting approval



**CUSTOM PURCHASE ORDER REPORT FOR CITY OF GEORGETOWN, SC**

POST DATES 07/01/2024 - 10/31/2025

STATUS: OPEN & PARTIAL PO STATE: PURCHASE ORDERS



| PO/Req<br>Number                                | Date<br>Posted | Description            | Amount    | Vendor<br>Name         | Vendor<br>Code | PO<br>Status | Remaining Balance |
|-------------------------------------------------|----------------|------------------------|-----------|------------------------|----------------|--------------|-------------------|
| <b>Vendor Code: 9902 BRENNTAG MID-SOUTH INC</b> |                |                        |           |                        |                |              |                   |
| 2026-00378                                      |                | 25% SODIUM HYDROXIDE   | 25,000.00 | BRENNTAG MID-SOUTH INC | 9902           | Partial      | 6,218.60          |
| 2026-00471                                      |                | ORTHOPHOSPHATE         | 25,000.00 | BRENNTAG MID-SOUTH INC | 9902           | Partial      | 12,610.00         |
| Total Vendor Code 9902:                         |                |                        | 50,000.00 |                        |                |              | 18,828.60         |
| <b>Vendor Code: 9909 JONES CHEMICALS INC</b>    |                |                        |           |                        |                |              |                   |
| 2026-00376                                      |                | TON CHLORINE CYLINDERS | 75,000.00 | JONES CHEMICALS INC    | 9909           | Partial      | 58,872.87         |
| 2026-00380                                      |                | TON CHLORINE CYLINDERS | 25,000.00 | JONES CHEMICALS INC    | 9909           | Partial      | 13,872.17         |
| Total Vendor Code 9909:                         |                |                        | 100,000.0 |                        |                |              | 72,745.04         |
| Report Total:                                   |                |                        | 27,761.00 |                        |                |              | 19,975,938.55     |

## CITY OF GEORGETOWN

### Vehicle and Heavy Equipment Purchase Listing

**October 31, 2025**

| Description                                    | Department         | Cost              |
|------------------------------------------------|--------------------|-------------------|
| 2025 Ford Explorer                             | Police             | <b>73,827.50</b>  |
| 2025 Ford Explorer                             | Police             | <b>73,827.50</b>  |
| 2025 Ford Explorer                             | Police             | <b>73,827.50</b>  |
| 2025 Ford Explorer                             | Police             | <b>73,827.50</b>  |
| 2026 Chevrolet Equinox                         | Water Filtration   | <b>34,005.00</b>  |
| Bobcat Skid Steer Loader                       | Public Works       | <b>48,221.60</b>  |
| Bobcat Skid Steer Loader                       | Water Distribution | <b>55,565.56</b>  |
| 2025 F250 Super Duty Truck                     | Wastewater         | <b>57,449.00</b>  |
| 2024 John Deere Loader (Tink Claw) FY25 Budget | Waste Management   | <b>127,680.01</b> |
| 2026 International : Scow body Dump Truck      | Waste Management   | <b>196,149.75</b> |
|                                                |                    | <b>814,380.92</b> |

# Finance and IT Department October 2025 Report

## Statistics:

### **New Business Licenses Issued:**

THE LEONARD GROUP OF SOUTH CAROLINA  
SUNZEYE  
OCEAN TOWING LLC  
BLACK CAT KITCHEN  
JOETTA HAMLIN  
APPLE INC  
COOK MOBILE MOVERS LLC  
GEORGETOWN SHUTTERSHOP  
JEROME HERSKOWITZ  
MOJO PLUMBING, LLC  
III GNATS LLC  
MERRIMAN STORES LLC DBA HOP IN

**South Carolina Business License Tax Standardization Act 176:** During our first season of issuing business licenses, the Council approved the Business License Ordinance on September 15, 2022, to include the new Standardization procedures and requirements.

Chapter 1, Article II, “Business Licenses” of the Code of Ordinances for the City of Georgetown by replacing Article II in its entirety.

### **Update:**

**Finance has processed 845 renewals since February.**

Final Assessment Letters have been sent to the outstanding business owners.

Finance continues to receive and process renewals through the portal, in person, and by mail.

858 Annual Business License Renewals were sent out in February 2025.

**HDL Companies:** The city received and approved the listing of potential businesses operating in the city without a business license for October 2025. (See Active Businesses Report)

**Per the contract, the city received approved payments from one company totaling \$3,867.02 before reimbursement to HDL Companies.**

## Projects Progress:

**Grants:** Please see the attached schedule for the details on each grant award.

**FY23, 24, and 25 Financial Statement Audit RFP:** As required, procurement requested a proposal for financial statement audit services for FY23, 24, and 25. Based on the information provided, Finance

recommended that we go forward with Mauldin & Jenkins (<https://www.mjcpa.com>). Council approved May 19, 2022.

**Audit field work continues with expected completion by December 31, 2025.**

**Audit work for FY2025 began in July, with fieldwork scheduled to start the week of October 13, 2025.**

The finance department received notification that our COA application has been accepted and is pending review.

### **Budget**

The council approved the FY 2025-26 budget calendar at the December 2024 meeting. The budget has been initialized, and departmental budget meetings were held during the week of February 21, 2025.

**FY 2025-2026 Budget began July 1, 2025.**

The second reading and adoption of the FY 2025-26 budget was on June 18, 2025, at the regular council meeting.

The first reading of the budget was on May 15, 2025, at the regular council meeting.

Budget Workshops were held on April 17, 2025, and May 1, 2025, at 4:00 pm.

Finance presented the draft budget to the council at the Annual Budget Retreat on March 27, 2025.

### **ERP Software**

**Staff continues to work with BS&A to develop strategies for ensuring accurate invoice calculations and receive ongoing training.**

### **IT**

Currently working to upgrade computers throughout the city per the lease agreement approved by council.

Continues to monitor and audit processes, ensuring efficiency and best practices and identifying critical areas for SQL Server management, such as security, backup/disaster recovery, and performance tuning.

### **Other**

Finance has one vacancy.

The Budget Performance Report for September 2025 is attached. Due to the earlier Council Meeting Agenda deadline, monthly financial information will be for the previous month.

| Active Businesses                                        |                                                                                                                                                        |                                                         |                            |             |
|----------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|----------------------------|-------------|
| Business                                                 | Type of Business                                                                                                                                       | Source                                                  | Status                     | Last Worked |
| 109-111 SCREVEN STREET LLC                               | Commercial Property Owner                                                                                                                              | ParcelData2025 - Inside City                            | MAIL SENT                  | 9/4/2025    |
| 1108 DUKE LLC                                            | Commercial Property Owner                                                                                                                              | ParcelData2025 - Inside City                            | MAIL SENT                  | 9/4/2025    |
| 1311 CHURCH STREET LLC                                   | Commercial Property Owner                                                                                                                              | ParcelData2025 - Inside City                            | PAID-INITIAL               | 9/30/2025   |
| 1380 NORTH FRASER LLC                                    | Commercial Property Owner                                                                                                                              | ParcelData2025 - Inside City                            | MAIL SENT                  | 9/4/2025    |
| 1706 HIGHMARKET LLC                                      | Commercial Property Owner                                                                                                                              | ParcelData2025 - Inside City                            | MAIL SENT                  | 9/4/2025    |
| 2104 SOUTH FRASER LLC                                    | Commercial Property Owner                                                                                                                              | ParcelData2025 - Inside City                            | MAIL SENT                  | 9/4/2025    |
| 235 CHURCH STREET LLC                                    | Commercial Property Owner                                                                                                                              | ParcelData2025 - Inside City                            | MAIL SENT                  | 9/4/2025    |
| 301 CHURCH STREET LLC                                    | Commercial Property Owner                                                                                                                              | ParcelData2025 - Inside City                            | MAIL SENT                  | 9/4/2025    |
| 353 CHURCH STREET LLC                                    | Commercial Property Owner                                                                                                                              | ParcelData2025 - Inside City                            | MAIL SENT                  | 9/4/2025    |
| 3Chords Inc                                              | Staffing agency for school districts, clinicians, and educators                                                                                        | Business Requested                                      | PAID-2ND RENEWAL           | 7/16/2025   |
| 3M Company                                               | Lease Equipment                                                                                                                                        | Georgetown County Business Personal Property Tax        | PENDING BL Apps            | 5/27/2025   |
| 413 CANNON ST LLC                                        | Commercial Property Owner                                                                                                                              | ParcelData2025 - Inside City                            | MAIL SENT                  | 9/4/2025    |
| 511 PRINCE STREET LLC                                    | Commercial Property Owner                                                                                                                              | ParcelData2025 - Inside City                            | MAIL SENT                  | 9/4/2025    |
| 632 FRONT STREET LLC                                     | Commercial Property Owner                                                                                                                              | ParcelData2025 - Inside City                            | MAIL SENT                  | 9/4/2025    |
| 718 FRONT STREET HOLDINGS LLC                            | Commercial Property Owner                                                                                                                              | ParcelData2025 - Inside City                            | MAIL SENT                  | 9/4/2025    |
| A&A Refrigeration                                        | Commercial refrigeration installation/repair/maintenance, HVAC services, commercial kitchen equipment and hood systems, ice machine rental and leasing | Client Referral                                         | NEW ACCOUNT LOAD           | 10/6/2025   |
| A&A Seamless Gutters                                     | Gutter installation and cleaning                                                                                                                       | City Vendor List                                        | MAIL SENT                  | 3/25/2025   |
| A&S HOLDINGS LLC                                         | Commercial Property Owner                                                                                                                              | ParcelData2025 - Inside City                            | MAIL SENT                  | 9/4/2025    |
| A3 Communications Inc                                    | Networking, Security and Communcations                                                                                                                 | Georgetown County Schools Transparencies Jan-April 2023 | PAID-INITIAL               | 7/16/2025   |
| AABC DOWNTOWN PAWLEYS ISLAND LLC                         | Commercial Property Owner                                                                                                                              | ParcelData2025 - Inside City                            | MAIL SENT                  | 9/4/2025    |
| Abbvie US LLC                                            | Lessor of Medical Equipment                                                                                                                            | Georgetown Business Personal Property Tax               | PAID-INITIAL               | 10/30/2024  |
| ABM Industries dba ABM Electrical Power Services LLC     | Facility Management and Cleaning                                                                                                                       | Common Business                                         | PAID-2ND RENEWAL           | 7/16/2025   |
| Active Glass and Mirror (AG&M)                           | Commercial and residential glass services                                                                                                              | City Vendor List                                        | MAIL SENT                  | 3/25/2025   |
| ADDLESTONE LLC                                           | Commercial Property Owner                                                                                                                              | ParcelData2025 - Inside City                            | MAIL SENT                  | 9/4/2025    |
| ADP, Inc.                                                | Payroll Processing                                                                                                                                     | City Vendor List                                        | PAID-2ND RENEWAL           | 7/16/2025   |
| ADT Commercial LLC (The ADT Security Corporation)        | Commercial Electronic Security Svcs.                                                                                                                   | Georgetown County Business Personal Property Tax        | PAID-2ND RENEWAL           | 7/16/2025   |
| AED Brands LLC                                           | First aid equipment and defibrillators. Provide on-site inspections                                                                                    | Georgetown Combined Muni Lists                          | APPLICATION-1ST FOLLOW UP  | 7/28/2025   |
| Agri South Inc                                           | Farm & Garden Supplies/Equipment                                                                                                                       | Georgetown All Proof Combined                           | APPLICATION-INITIAL        | 7/31/2025   |
| All Source Enterprises, LLC (DBA Safe Industries)        | Fire protection                                                                                                                                        | Common Business                                         | PAID-2ND RENEWAL           | 7/16/2025   |
| ALLSTON PYATT HOLDINGS LLC                               | Commercial Property Owner                                                                                                                              | ParcelData2025 - Inside City                            | Addr Complete/Pending apps | 9/29/2025   |
| Al-Tar                                                   | Cold storage, histology, calibration, on-site lab equipment repair, centrifuge services, lab balances                                                  | City Vendor List                                        | Needs Mail Sent            | 7/16/2025   |
| Altec Industries                                         | Electric utility products                                                                                                                              | City Vendor List                                        | PAID-INITIAL               | 7/8/2024    |
| American Builders & Contractors Supply dba ABC Supply Co | Distributor of roofing, siding, windows, gutters and more                                                                                              | City Vendor List                                        | PAID-2ND RENEWAL           | 9/30/2024   |
| American Greeting Corp                                   | Greeting cards-Marketing services                                                                                                                      | Common Business                                         | PAID-2ND RENEWAL           | 7/16/2025   |
| American Tire Distributors (ATD)                         | HOLD - Tire supplier, Have own company fleet of vehicles for delivery                                                                                  | Common Business                                         | PAID-INITIAL               | 12/16/2024  |
| Amplify Education                                        | Professional School Teacher Development plan and Tech Support                                                                                          | Georgetown County School Transparency List              | MAIL SENT                  | 3/25/2025   |
| AP HOSPITALITY INC                                       | Commercial Property Owner                                                                                                                              | ParcelData2025 - Inside City                            | MAIL SENT                  | 9/4/2025    |
| Apex Learning                                            | Digital Curriculum Consulting                                                                                                                          | Georgetown County School Transparency List              | MAIL SENT                  | 3/25/2025   |

|                                                                      |                                                                                                                    |                                                         |                                       |           |
|----------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|---------------------------------------|-----------|
| Apollo Piping Design Services dba Aalberts Integrated Piping Systems | DNA - Piping design, AIPS calibration, OEM manufacturing, sales reps                                               | City Vendor List                                        | MAIL SENT                             | 3/25/2025 |
| Apple Inc                                                            | Technology /software                                                                                               | Georgetown County School Transparency                   | CALCULATION SENT                      | 9/11/2025 |
| APPLECOOL SELF STORAGE LLC                                           | Commercial Property Owner                                                                                          | ParcelData2025 - Inside City                            | MAIL SENT                             | 9/4/2025  |
| AquaFix Inc                                                          | Wastewater technology, lab services, product supplier. Sales reps                                                  | City Vendor List                                        | PAID-INITIAL                          | 4/7/2025  |
| Arc3 Gases South                                                     | Welding Products and Gases, rentals and repairs                                                                    | Common Business                                         | PAID-2ND RENEWAL                      | 7/16/2025 |
| ASA PROPERTIES LLC                                                   | Commercial Property Owner                                                                                          | ParcelData2025 - Inside City                            | MAIL SENT                             | 9/4/2025  |
| Ascentium Capital LLC                                                | Finance new and used equipment                                                                                     | Common Business                                         | PAID-2ND RENEWAL                      | 7/16/2025 |
| ATCO International                                                   | Distributor of maintenance products                                                                                | City Vendor List                                        | PAID-2ND RENEWAL                      | 7/16/2025 |
| Augusta Concrete Block Company                                       | Manufacturer of Concrete Blocks, Reatining Wall Services                                                           | Discovery                                               | APPLICATION-1ST FOLLOW UP             | 5/2/2025  |
| Augusta Fiberglass Coatings Inc                                      | Engineering & Field service, repair, and maintenance                                                               | City Vendor List                                        | MAIL SENT                             | 5/16/2025 |
| Baker Distributing Company                                           | Equipment & Supplies. Have own company fleet of vehicles for delivery                                              | Business requested                                      | PAID-INITIAL                          | 6/10/2024 |
| BARREL PROPERTIES LLC DBA SMK HOLDINGS LLC                           | Commercial Property Owner                                                                                          | ParcelData2025 - Inside City                            | MAIL SENT                             | 9/4/2025  |
| Beard Equipment Company                                              | Golf and sports turf equipment supplier, repairs, rentals, have own company vehicles                               | Discovery                                               | WAITING ON PROOF RESPONSE-(discovery) | 4/22/2025 |
| Beckman Coulter Inc                                                  | Lease medical equipment                                                                                            | Common Business                                         | PAID-2ND RENEWAL                      | 7/16/2025 |
| BENSTON PROPERTIES LLC                                               | Commercial Property Owner                                                                                          | ParcelData2025 - Inside City                            | MAIL SENT                             | 9/4/2025  |
| BHSFF SOUTH CAROLINA LLC                                             | Commercial Property Owner                                                                                          | ParcelData2025 - Inside City                            | MAIL SENT                             | 9/4/2025  |
| Binswanger Enterprises, LLC                                          | Glass & Repair                                                                                                     | Common Business                                         | PAID-2ND RENEWAL                      | 7/16/2025 |
| Blossman Gas and Appliance                                           | Propane gas, appliance and service                                                                                 | Common Business                                         | PAID-2ND RENEWAL                      | 7/16/2025 |
| Bobby's Appliance Center                                             | Appliances and mattress sale. Home delivery and installation. Appliance repair                                     | Georgetown County School Transparency List              | MAIL SENT                             | 3/25/2025 |
| BOCAT HOLDINGS I LLC                                                 | Commercial Property Owner                                                                                          | ParcelData2025 - Inside City                            | MAIL SENT                             | 9/4/2025  |
| BONNIE B BAYLEY                                                      | Commercial Property Owner                                                                                          | ParcelData2025 - Inside City                            | Addr Complete/Pending apps            | 9/4/2025  |
| Boston Scientific Corp                                               | DNA - Surgical Supplies                                                                                            | Common Business                                         | PAID-2ND RENEWAL                      | 7/16/2025 |
| Bound Tree Medical, LLC                                              | Medical Supply for Emergency Services. Sales reps                                                                  | Georgetown All Proof Combined                           | PAID-INITIAL                          | 8/28/2025 |
| Brainpop                                                             | Technology Services                                                                                                | Georgetown County School Transparency September 2024    | PHONE CALL                            | 5/20/2025 |
| Brenntag Mid-South Inc                                               | Chemical distribution                                                                                              | Georgetown County Vendor List                           | Needs Mail Sent                       | 4/22/2025 |
| BRG LLC                                                              | Commercial Property Owner                                                                                          | ParcelData2025 - Inside City                            | MAIL SENT                             | 9/4/2025  |
| Bridgetek Solutions LLC                                              | Equipment/software technology                                                                                      | Georgetown County Schools Transparencies Jan-April 2023 | ONE AT A TIME                         | 7/29/2025 |
| Brink's Incorporated                                                 | Armored truck services                                                                                             | Common Business                                         | PAID-2ND RENEWAL                      | 7/16/2025 |
| Britton Landscaping LLC                                              |                                                                                                                    | Georgetown County Vendor List                           | APPLICATION-1ST FOLLOW UP             | 7/7/2025  |
| BROTHERS FROM DIFFERENT MOTHERS LLC                                  | Commercial Property Owner                                                                                          | ParcelData2025 - Inside City                            | MAIL SENT                             | 9/4/2025  |
| BROWNE TROY                                                          | Parcel Data Owner                                                                                                  | Parcel Data Owner                                       | Needs Mail Sent                       | 9/2/2025  |
| BSN Sports                                                           | marketer, manufacturer and distributor of sporting goods apparel and equipment w/ field reps                       | Georgetown County School Transparency 02/2025           | Multiple Attempts                     | 10/2/2025 |
| Business Information Systems Inc dba BIS Digital Inc                 | Digital recording solutions. Field technicians install and repair                                                  | Georgetown All Proof Combined                           | APPLICATION-INITIAL                   | 7/21/2025 |
| C C FERRER LLC                                                       | Parcel Data Owner                                                                                                  | Parcel Data Owner                                       | Needs Mail Sent                       | 9/2/2025  |
| C&S Solutions Inc                                                    | Locating, Inspecting, & Fault Finding Utilities Equipment, on-site training and demonstration                      | City Vendor List                                        | Needs Mail Sent                       | 4/28/2025 |
| Camden Fire Extinguishers Services                                   | Fire Extinguishers Installation, Test, Repair, Services, and Inspections                                           | Common Business                                         | PAID-2ND RENEWAL                      | 7/16/2025 |
| Canon Financial Services Inc                                         | Lease office equipment                                                                                             | Common Business                                         | PAID-2ND RENEWAL                      | 7/16/2025 |
| Cantey Gutters                                                       | Residential Gutter Installations and Repairs                                                                       | Discovery                                               | APPLICATION-INITIAL                   | 5/20/2025 |
| Capitol Materials Coastal                                            | Construction materials and equipment supplier, safety and site reviews, delivery via own company fleet of vehicles | Georgetown County Vendor List                           | BIZ RESEARCHING                       | 8/4/2025  |
| Caplea Coe Architects Inc                                            | Technology solutions and architectural services                                                                    | City Vendor List 8/2024                                 | PAID-INITIAL                          | 9/18/2025 |

|                                               |                                                                                                                                                                 |                                                        |                           |           |
|-----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|---------------------------|-----------|
| Carahsoft Technology Corporation              | Government IT solutions provider                                                                                                                                | Georgetown All Proof Combined                          | Multiple Attempts         | 7/29/2025 |
| CARL STEVEN MARTIN                            | Parcel Data Owner                                                                                                                                               | Parcel Data Owner                                      | Needs Mail Sent           | 9/2/2025  |
| Carolina Electrical Supply Company (CESCO)    | Commercial, residential, and industrial lighting + design services, delivery offered                                                                            | Georgetown All Proof Combined                          | APPLICATION-INITIAL       | 7/21/2025 |
| Carolina Industrial Equipment, Inc            | Industrial Equipment and Supplier, rental, and service                                                                                                          | Georgetown County Vendor List                          | BIZ RESEARCHING           | 6/17/2025 |
| Carolina International Trucks, Inc.           | Sells and services medium, heavy, and severe service International Trucks, IC Buses, delivery via company own fleet. Truck lease and rentals                    | City Vendor List                                       | MAIL SENT                 | 3/25/2025 |
| Carolina Office Systems Inc                   | Computer and office machine repair                                                                                                                              | Common Business                                        | PAID-2ND RENEWAL          | 7/16/2025 |
| Carolina Parks and Play                       | playgrounds, splash pads, site furnishings, shade products                                                                                                      | City Vendor List 8/2024                                | PAID-INITIAL              | 4/9/2025  |
| Carolina Recording Systems                    | Voice recording systems, on-site support, on-site preventative maintenance                                                                                      | Common Business                                        | PAID-INITIAL              | 2/6/2025  |
| Carolina Shine LLC                            | Cleaning supplies distributor, deliver via own company trucks, travelling sales reps                                                                            | City Vendor List                                       | Needs Mail Sent           | 7/8/2025  |
| CARTER HARRIS E LAMBERT PAMELA R              | Parcel Data Owner                                                                                                                                               | Parcel Data Owner                                      | Needs Mail Sent           | 9/2/2025  |
| CATTLEA INVESTMENTS LLC                       | Parcel Data Owner                                                                                                                                               | Parcel Data Owner                                      | Needs Mail Sent           | 9/2/2025  |
| CBK PROPERTIES LLC                            | Parcel Data Owner                                                                                                                                               | Parcel Data Owner                                      | Needs Mail Sent           | 9/2/2025  |
| CDW Government Inc                            | IT Services                                                                                                                                                     | Georgetown County School Transparency November 2024    | APPLICATION-1ST FOLLOW UP | 5/5/2025  |
| CECCHINE GLENN D CECCHINE CAROL A             | Parcel Data Owner                                                                                                                                               | Parcel Data Owner                                      | Needs Mail Sent           | 9/2/2025  |
| CENTURY PROPERTIES XXVI LIMITED PS            | Parcel Data Owner                                                                                                                                               | Parcel Data Owner                                      | Needs Mail Sent           | 9/2/2025  |
| CGB LIMITED PARTNERSHIP                       | Parcel Data Owner                                                                                                                                               | Parcel Data Owner                                      | Needs Mail Sent           | 9/2/2025  |
| CHUNG KWOK                                    | Parcel Data Owner                                                                                                                                               | Parcel Data Owner                                      | Needs Mail Sent           | 9/2/2025  |
| Cisco Systems Capital Corporation             | Lease Equipment                                                                                                                                                 | Discovery                                              | Multiple Attempts         | 7/7/2025  |
| ClassLink                                     | Identity and access management technology services, learning analytics,                                                                                         | Georgetown County School Transparency July 2024        | Multiple Attempts         | 7/8/2025  |
| CMK PROPERTIES LLC                            | Parcel Data Owner                                                                                                                                               | Parcel Data Owner                                      | Needs Mail Sent           | 9/2/2025  |
| Co B LLC                                      | Parcel Data Owner                                                                                                                                               | Parcel Data Owner                                      | Needs Mail Sent           | 9/2/2025  |
| Coast 2 Coast Lawns LLC                       | Land maintenance and lawn care                                                                                                                                  | Georgetown County School Transparency List             | MAIL SENT                 | 3/25/2025 |
| Coastal Capital Leasing                       | Copy Machine Leasing                                                                                                                                            | Business                                               | PAID-RENEWAL              | 6/10/2024 |
| Coastal Sanitary Supply Co, Inc               | Janitorial supplies, Floor equipment, training & maintenance, ship locally and regionally on own fleet trucks                                                   | Georgetown County School Transparency 2021 & 2023-2024 | Multiple Attempts         | 7/8/2025  |
| Coastal Staffing Services LLC                 | Staffin                                                                                                                                                         | City Vendor List                                       | PAID-INITIAL              | 8/30/2023 |
| Coastal Wire Company                          | Coil wire, box wire, high tensile galvanized wire. equipment parts and equipment service                                                                        | Georgetown County Vendor List                          | Needs Mail Sent           | 7/8/2025  |
| CodeLynx                                      | Audio visual and physical security design and installation for A/V, access control and video surveillance                                                       | Georgetown County School Transparency List             | PHONE CALL                | 6/26/2025 |
| CoinCloud (Cash Cloud, Inc)                   | Bitcoin atm rental                                                                                                                                              | Common Business                                        | PAID-2ND RENEWAL          | 7/16/2025 |
| Coleman Worldwide Moving                      | Local, Long Distance, & International Moving Services                                                                                                           | Discovery                                              | APPLICATION-INITIAL       | 5/20/2025 |
| COLLINS PERRY R                               | Parcel Data Owner                                                                                                                                               | Parcel Data Owner                                      | Needs Mail Sent           | 9/2/2025  |
| Combs and Associates (Combs Technologies Inc) | Equipment for Water and Waterwater Treatment. Territory sales reps                                                                                              | City Vendor List                                       | MAIL SENT                 | 3/25/2025 |
| Commercial Openings                           | Doors and frames, door hardware, bathroom partitions and accessories. On-site installation. Have own company fleet of vehicles                                  | City Vendor List                                       | MAIL SENT                 | 3/25/2025 |
| Community Design Solutions                    | Community Design & Planning services                                                                                                                            | City Vendor List                                       | PHONE CALL                | 7/2/2025  |
| ComputerPlus Sales and Service Inc            | Systems maintenance, hardware contract maintenance, managed imac services, depot repair and advanced exchange, printer equipment and supplies, on-site services | City Vendor List                                       | MAIL SENT                 | 3/25/2025 |
| Concrete Designs LLC                          | Precast Concrete, Delivery, and Install                                                                                                                         | City Vendor List                                       | PAID-RENEWAL              | 7/16/2025 |
| Consensus Construction and Consulting Inc     | General Contractor                                                                                                                                              | City Vendor List 2024                                  | Needs Mail Sent           | 4/15/2025 |
| Consolidated Pipe & Supply Company, Inc.      | Pipe, Valve & Fitting Products and Services                                                                                                                     | City Vendor List                                       | PAID-2ND RENEWAL          | 7/16/2025 |

|                                         |                                                                                                                                                                                                                            |                                                        |                     |           |
|-----------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|---------------------|-----------|
| Construction Materials Group            | Construction materials supplier. Delivery offered                                                                                                                                                                          | Georgetown County Vendor List                          | Needs Mail Sent     | 8/6/2025  |
| Conway Rental Center (CRC)              | Party and equipment rental                                                                                                                                                                                                 | City Vendor List                                       | PAID-INITIAL        | 3/19/2025 |
| Cook and Boardman LLC                   | Hardware Distribution, fire door inspection and installation, on-site diagnostic service, custom fabrication and welding, project management                                                                               | Georgetown County School Transparency 2021 & 2023-2024 | PAID-INITIAL        | 4/2/2025  |
| COOPER JEFFREY A COOPER PATRICIA T      | Parcel Data Owner                                                                                                                                                                                                          | PARCEL DATA OWNER                                      | Needs Mail Sent     | 9/2/2025  |
| Core & Main LP                          | Maintenance & repairs                                                                                                                                                                                                      | Common Business                                        | PAID-2ND RENEWAL    | 7/16/2025 |
| CORNELIUS JEFFERSON III LLC             | Parcel Data Owner                                                                                                                                                                                                          | Parcel Data Owner                                      | Needs Mail Sent     | 9/2/2025  |
| Crane 1 Services Inc                    | Maintenance/Repair and Training on Hoist and Cranes. Have own company fleet of vehicles.                                                                                                                                   | City Vendor List                                       | ADDRESS REQUEST     | 8/15/2025 |
| CRIBB HELEN T                           | Parcel Data Owner                                                                                                                                                                                                          | PARCEL DATA OWNER                                      | Needs Mail Sent     | 9/2/2025  |
| Crossmark Inc                           | Contract to scan inventory                                                                                                                                                                                                 | Discovery                                              | Multiple Attempts   | 6/9/2025  |
| CSC Leasing Company                     | Equipment leasing and financing                                                                                                                                                                                            | Georgetown County Business Personal Property Tax       | MAIL SENT           | 5/16/2025 |
| CSC Serviceworks Inc                    | Lease Equipment                                                                                                                                                                                                            | Common Business                                        | PAID-2ND RENEWAL    | 7/16/2025 |
| CSI Leasing                             | DNA KY- Lease Equipment                                                                                                                                                                                                    | Common Business                                        | PAID-2ND RENEWAL    | 7/16/2025 |
| D&W Sitework LLC                        | Demolition and Excavation services                                                                                                                                                                                         | City Vendor List                                       | MAIL SENT           | 3/25/2025 |
| Daikin Applied Americas Inc.            | Commercial HVAC systems for heating, ventilation and air conditioning                                                                                                                                                      | Common Business                                        | PAID-2ND RENEWAL    | 7/16/2025 |
| Dana Safety Supply Inc                  | major warehousing distributor, seller, service provider, and installer of law enforcement and public safety                                                                                                                | Georgetown All Proof Combined                          | Multiple Attempts   | 8/6/2025  |
| DANCING MULLETT LLC                     | Parcel Data Owner                                                                                                                                                                                                          | Parcel Data Owner                                      | Needs Mail Sent     | 9/2/2025  |
| DANIELS HOLDINGS                        | Parcel Data Owner                                                                                                                                                                                                          | Parcel Data Owner                                      | Needs Mail Sent     | 9/2/2025  |
| DARCOM LLC                              | Parcel Data Owner                                                                                                                                                                                                          | Parcel Data Owner                                      | Needs Mail Sent     | 9/2/2025  |
| Dawson Lumber Company                   | Lumber and building materials supplies. Delivery offered                                                                                                                                                                   | City Vendor List                                       | MAIL SENT           | 3/25/2025 |
| DCS PROPERTIES LLC ZOERB DONITA TRUSTEE | Parcel Data Owner                                                                                                                                                                                                          | Parcel Data Owner                                      | Needs Mail Sent     | 9/2/2025  |
| De Lage Landen Financial Services       | Lease Equipment                                                                                                                                                                                                            | Common Business                                        | PAID-2ND RENEWAL    | 7/16/2025 |
| DEBIDUE CREEK LLC                       | Parcel Data Owner                                                                                                                                                                                                          | Parcel Data Owner                                      | Needs Mail Sent     | 9/2/2025  |
| DEBORDIEU BELLES LLC                    | Parcel Data Owner                                                                                                                                                                                                          | Parcel Data Owner                                      | Needs Mail Sent     | 9/2/2025  |
| Dell Marketing LP                       | Technology/Software-Retail                                                                                                                                                                                                 | City Vendor List                                       | PAID-INITIAL        | 6/2/2025  |
| Dependable Service Plumbing and Air Inc | HVAC and plumbing services                                                                                                                                                                                                 | City Vendor List                                       | PAID-RENEWAL        | 9/30/2024 |
| DG GEORGETOWN LLC                       | Parcel Data Owner                                                                                                                                                                                                          | Parcel Data Owner                                      | Needs Mail Sent     | 9/2/2025  |
| DHSP VENTURES LLC A SC LLC              | Parcel Data Owner                                                                                                                                                                                                          | Parcel Data Owner                                      | Needs Mail Sent     | 9/2/2025  |
| Digitalmint Bitcoin ATM                 | Bitcoin ATM                                                                                                                                                                                                                | Common Business                                        | Needs Mail Sent     | 4/16/2025 |
| Dish Network LLC                        | DNA - Satellite service provider                                                                                                                                                                                           | Georgetown County Business Personal Property Tax       | PAID-2ND RENEWAL    | 7/16/2025 |
| DJ CAPITAL LLC                          | Parcel Data Owner                                                                                                                                                                                                          | Parcel Data Owner                                      | Needs Mail Sent     | 9/2/2025  |
| DocuSystems Inc                         | Office copiers and equipment, managed IT, managed print services, document management service                                                                                                                              | City Vendor List                                       | PAID-2ND RENEWAL    | 7/16/2025 |
| DOWNING NANCY W                         | Parcel Data Owner                                                                                                                                                                                                          | Parcel Data Owner                                      | Needs Mail Sent     | 9/2/2025  |
| DOZIER MARTHA MAE                       | Parcel Data Owner                                                                                                                                                                                                          | Parcel Data Owner                                      | Needs Mail Sent     | 9/2/2025  |
| DP CAPITAL LLC                          | Parcel Data Owner                                                                                                                                                                                                          | Parcel Data Owner                                      | Needs Mail Sent     | 9/2/2025  |
| DUNCAN DEVELOPMENT LLC                  | Parcel Data Owner                                                                                                                                                                                                          | Parcel Data Owner                                      | Needs Mail Sent     | 9/2/2025  |
| Eadie's Construction Company Inc        | Storm drain install/repair, sewer main install/repair, water main install/repair, sewer lift station install/repair, hydrant install/repair, jack and bore, directional drilling, septic systems, box culverts, demolition | City Vendor List                                       | APPLICATION-INITIAL | 6/30/2025 |
| Eadie's Industrial Inc                  | Industrial Vacuum services, combo sewer jet, sewer lift stations, water blasting, storage tank cleaning, video/camera inspections, drainage maintenance, remediation services                                              | City Vendor List                                       | MAIL SENT           | 3/25/2025 |
| EAGLE PARTNERS LLC                      | Parcel Data Owner                                                                                                                                                                                                          | Parcel Data Owner                                      | Needs Mail Sent     | 9/2/2025  |
| East Coast Metal Distributors           | HVAC product suppliers. Deliver via own truck                                                                                                                                                                              | Common Business                                        | PAID-INITIAL        | 2/8/2023  |



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| Eastland Pest Control                                             | Pest control service                                                                                                                                                                   | Georgetown County School Transparency List                    | MAIL SENT                 | 3/25/2025 |
| Eckberg Enterprises Inc.                                          | Plumbing services                                                                                                                                                                      | Georgetown County School Transparency List                    | PAID-INITIAL              | 7/16/2025 |
| Edmentum, Inc.                                                    | Educational computer software (dba Plato Learning)                                                                                                                                     | Georgetown County School Transparency 02/2025                 | Multiple Attempts         | 5/19/2025 |
| EDMUNDS STEVE P                                                   | Parcel Data Owner                                                                                                                                                                      | Parcel Data Owner                                             | Needs Mail Sent           | 9/2/2025  |
| EDWARDS JAMES B III EDWARDS JOYCE T                               | Parcel Data Owner                                                                                                                                                                      | Parcel Data Owner                                             | Needs Mail Sent           | 9/2/2025  |
| Elliott's Stump Grinding (Kevin Elliot's Stump Grinding)          | Tree stump and root clearing                                                                                                                                                           | Georgetown County Vendor List                                 | Needs Mail Sent           | 6/5/2025  |
| Enome Inc (Goalbook)                                              | Educational tools for teachers w on site demonstrations, conferences, and traveling sales reps                                                                                         | Georgetown County Schools Transparencies Jan-April 2023       | PHONE CALL                | 5/23/2025 |
| ESKENAZI JILL                                                     | Parcel Data Owner                                                                                                                                                                      | Parcel Data Owner                                             | Needs Mail Sent           | 9/2/2025  |
| Esri Inc. (Environmental Systems Research Institute)              | Consulting, Geo Spatial Mapping                                                                                                                                                        | City Vendor List                                              | MAIL SENT                 | 3/25/2025 |
| ETHERIDGE LORA S ETHERIDGE JAMES R                                | Parcel Data Owner                                                                                                                                                                      | Parcel Data Owner                                             | Needs Mail Sent           | 9/2/2025  |
| ETHRIDGE PATSY M ETHRIDGE PATRICK T                               | Parcel Data Owner                                                                                                                                                                      | Parcel Data Owner                                             | Needs Mail Sent           | 9/2/2025  |
| ETHRIDGE PATSY M TRUSTEE                                          | Parcel Data Owner                                                                                                                                                                      | Parcel Data Owner                                             | Needs Mail Sent           | 9/2/2025  |
| Event Works Rentals (Peach Tree Tents and Events LLC)             | Event Rentals, Tent Set Up, Consultation and Delivery                                                                                                                                  | Georgetown County School Transparency List                    | PAID-2ND RENEWAL          | 7/16/2025 |
| eXp Realty LLC                                                    | Real estate agency                                                                                                                                                                     | Client Referral                                               | NEW ACCOUNT LOAD          | 10/6/2025 |
| FABIAN JOSEPH                                                     | Parcel Data Owner                                                                                                                                                                      | Parcel Data Owner                                             | Needs Mail Sent           | 9/2/2025  |
| FEAGIN LARRY                                                      | Parcel Data Owner                                                                                                                                                                      | Parcel Data Owner                                             | Needs Mail Sent           | 9/2/2025  |
| FEAGIN LARRY L ET AL FEAGIN LINDA H                               | Parcel Data Owner                                                                                                                                                                      | Parcel Data Owner                                             | Needs Mail Sent           | 9/2/2025  |
| Ferrellgas LP (dba Blue Rhino)                                    | Propane supplier                                                                                                                                                                       | Common Business                                               | PAID-2ND RENEWAL          | 7/16/2025 |
| Fleur de la mer Gtown LLC                                         | Parcel Data Owner                                                                                                                                                                      | Parcel Data Owner                                             | Needs Mail Sent           | 9/2/2025  |
| Flock Group Inc.                                                  | Public safety solutions, surveillance/safety camera installation and maintenance                                                                                                       | Georgetown County Vendor List                                 | PAID-RENEWAL              | 7/16/2025 |
| Focus 5 Inc                                                       | Professional learning opportunities and program consulting focused on aligning arts integration, best instructional practices, and current thinking in the field of arts and education | Georgetown County School Transparency 02/2025                 | APPLICATION-1ST FOLLOW UP | 9/4/2025  |
| FORD F B JR                                                       | Parcel Data Owner                                                                                                                                                                      | Parcel Data Owner                                             | Needs Mail Sent           | 9/2/2025  |
| FORD FRANCIS BELL JR CO TRUSTEE STOTT MARY LOUISE FORD CO-TRUSTEE | Parcel Data Owner                                                                                                                                                                      | Parcel Data Owner                                             | Needs Mail Sent           | 9/2/2025  |
| Fortiline Waterworks                                              | Underground Water, Sewer and Storm Drain Utility Products                                                                                                                              | City Vendor List 8/2024                                       | 2nd Phone Call            | 7/1/2025  |
| Franklin Baking Company, LLC                                      | Produces bread, rolls, cakes, and donuts, It operates direct-store-delivery routes                                                                                                     | Georgetown Combined Muni Lists                                | APPLICATION-INITIAL       | 9/18/2025 |
| FRONT & ORANGE LLC                                                | Parcel Data Owner                                                                                                                                                                      | Parcel Data Owner                                             | Needs Mail Sent           | 9/2/2025  |
| FRONT STREET CAPITAL LLC                                          | Parcel Data Owner                                                                                                                                                                      | Parcel Data Owner                                             | Needs Mail Sent           | 9/2/2025  |
| Frye Mobile Homes                                                 | Mobile home sales and rentals                                                                                                                                                          | Client Referral                                               | NEW ACCOUNT LOAD          | 10/6/2025 |
| FujiFilm North America Corporation                                | Medical imaging Equipment                                                                                                                                                              | Common Business                                               | PAID-RENEWAL              | 7/16/2025 |
| G Meetze Construction, LLC                                        | General contractor                                                                                                                                                                     | Discovery                                                     | Multiple Attempts         | 10/2/2025 |
| G3 Engineering & Surveying LLC                                    | Civil engineering, land surveying, site planning services, landscape architecture & land development consulting                                                                        | City Vendor List 8/2024                                       | PAID-INITIAL              | 3/31/2025 |
| GARCIA ROBERTO GARCIA ANGELICA                                    | Parcel Data Owner                                                                                                                                                                      | Parcel Data Owner                                             | Needs Mail Sent           | 9/2/2025  |
| Garda CL East Inc (GardaWorld)                                    | Armored truck services                                                                                                                                                                 | Discovery                                                     | PAID-INITIAL              | 5/22/2025 |
| GEATHERS DEON                                                     | Parcel Data Owner                                                                                                                                                                      | Parcel Data Owner                                             | Needs Mail Sent           | 9/2/2025  |
| Genco Inc                                                         | Janitorial Supplies, Food Service, Facility and Grounds Maintenance. Deliver via own company fleet                                                                                     | Georgetown County School Transparency September-November 2024 | APPLICATION-1ST FOLLOW UP | 6/30/2025 |
| GEORGETOWN DEVELOPERS LLC                                         | Commercial Property Owner                                                                                                                                                              | ParcelData2025 - Inside City                                  | MAIL SENT                 | 9/4/2025  |
| GEORGIA SKY LLC                                                   | Parcel Data Owner                                                                                                                                                                      | Parcel Data Owner                                             | Needs Mail Sent           | 9/2/2025  |
| GeoTAC HOLDINGS LLC                                               | Parcel Data Owner                                                                                                                                                                      | Parcel Data Owner                                             | Needs Mail Sent           | 9/2/2025  |
| GEOTAC II HOLDINGS LLC                                            | Parcel Data Owner                                                                                                                                                                      | Parcel Data Owner                                             | Needs Mail Sent           | 9/2/2025  |
| GERMAN THEOPIA E ET AL BROWN CHERYL                               | Parcel Data Owner                                                                                                                                                                      | Parcel Data Owner                                             | Needs Mail Sent           | 9/2/2025  |
| GILLAM ENTERPRISES LLC                                            | Parcel Data Owner                                                                                                                                                                      | Parcel Data Owner                                             | Needs Mail Sent           | 9/2/2025  |
| GOAT ISLAND MARITIME INC                                          | Parcel Data Owner                                                                                                                                                                      | Parcel Data Owner                                             | Needs Mail Sent           | 9/2/2025  |

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| GORDON S M D/B/A TAYLOR RENTAL CENTER                         | Parcel Data Owner                                                                                                                         | Parcel Data Owner                             | Needs Mail Sent           | 9/2/2025  |
| Graham's Golf Cars Inc                                        | Golf cart sales, service, rentals, new and used parts                                                                                     | City Vendor List                              | PAID-INITIAL              | 4/2/2025  |
| GRANT MARY L A                                                | Parcel Data Owner                                                                                                                         | Parcel Data Owner                             | Needs Mail Sent           | 9/2/2025  |
| Graybar Electric Company                                      | Electrical apparatus and equipment                                                                                                        | Georgetown County School Transparency 02/2025 | Multiple Attempts         | 10/2/2025 |
| Gray's Lawn Care LLC                                          | Landscaping                                                                                                                               | City Vendor List 8/2024                       | APPLICATION-1ST FOLLOW UP | 5/23/2025 |
| GREEN BRITTANI                                                | Parcel Data Owner                                                                                                                         | Parcel Data Owner                             | Needs Mail Sent           | 9/2/2025  |
| GREEN JULIE PARKER ET AL GREEN MARY GILLIAN RAE               | Parcel Data Owner                                                                                                                         | Parcel Data Owner                             | Needs Mail Sent           | 9/2/2025  |
| GREEN LUNDA M GREEN RICHARD D                                 | Parcel Data Owner                                                                                                                         | Parcel Data Owner                             | Needs Mail Sent           | 9/2/2025  |
| GREEN LUNDA MOULTRIE LIFE ESTATE GREEN RICHARD JR LIFE ESTATE | Parcel Data Owner                                                                                                                         | Parcel Data Owner                             | Needs Mail Sent           | 9/2/2025  |
| GREEN R A III TRUSTEE ETAL MOSELEY ELIZABETH GREEN TRUSTE     | Parcel Data Owner                                                                                                                         | Parcel Data Owner                             | Needs Mail Sent           | 9/2/2025  |
| GREENE YVONNE                                                 | Parcel Data Owner                                                                                                                         | Parcel Data Owner                             | Needs Mail Sent           | 9/2/2025  |
| GSI-Generator Services Inc                                    | Sales, service and repair                                                                                                                 | Common Business                               | PAID-2ND RENEWAL          | 7/16/2025 |
| GW Services Inc                                               | Regime and association management, rentals and real estate sales, home inspections, interior and exterior remodeling, contact maintenance | City Vendor List                              | Needs Mail Sent           | 4/9/2025  |
| GXC Inc                                                       | Armed and unarmed security personnel, metal detectors, rental services with on site setup                                                 | Georgetown County School Transparency List    | PAID-2ND RENEWAL          | 7/16/2025 |
| H&E Equipment Services                                        | Earthmoving, construction, industrial, material handling, and heavy equipment rental                                                      | Georgetown County School Transparency List    | PAID-2ND RENEWAL          | 7/16/2025 |
| HALL VETERINARY PROPERTIES LLC                                | Parcel Data Owner                                                                                                                         | Parcel Data Owner                             | Needs Mail Sent           | 9/2/2025  |
| Hallmark Marketing Company LLC                                | Greeting cards, gift wrap, ornaments & gifts                                                                                              | Common Business                               | PAID-2ND RENEWAL          | 7/16/2025 |
| HAMLIN KAREN JOETTA OWENS THERESA HAMLIN TRTEE                | Parcel Data Owner                                                                                                                         | Parcel Data Owner                             | Needs Mail Sent           | 9/2/2025  |
| HARDWICK AUTOS LLC                                            | Parcel Data Owner                                                                                                                         | Parcel Data Owner                             | Needs Mail Sent           | 9/2/2025  |
| HARDWICK PROPERTIES II LLC                                    | Parcel Data Owner                                                                                                                         | Parcel Data Owner                             | Needs Mail Sent           | 9/2/2025  |
| Hardwick's Landscaping LLC                                    | Excavating and landscaping services                                                                                                       | Georgetown County School Transparency List    | PAID-RENEWAL              | 7/16/2025 |
| HARRISON SELENA T                                             | Parcel Data Owner                                                                                                                         | Parcel Data Owner                             | Needs Mail Sent           | 9/2/2025  |
| HCA Healthcare (Hospital Corporation of America)              | Healthcare facility operator                                                                                                              | Discovery                                     | AVENUE EXHAUSTED          | 6/4/2025  |
| Heartful Hearts in Home Care                                  | Non-Medical In Home Care Agency                                                                                                           | Client Referral                               | NEW ACCOUNT LOAD          | 10/6/2025 |
| Helena Chemical Company (Helena Agri-Enterprises LLC)         | Services include: Custom seed treating, Product delivery, Custom application, Fertilizer, Plant tissue                                    | Discovery                                     | PAID-INITIAL              | 7/16/2025 |
| HEMINGWAY H E JR                                              | Parcel Data Owner                                                                                                                         | Parcel Data Owner                             | Needs Mail Sent           | 9/2/2025  |
| HENRIETTA BARBER, TRUSTEE                                     | Commercial Property Owner                                                                                                                 | ParcelData2025 - Inside City                  | MAIL SENT                 | 9/4/2025  |
| Herff Jones LLC                                               | Sells educational recognition, achievement and motivational products/materials                                                            | Common Business                               | PAID-2ND RENEWAL          | 7/16/2025 |
| Hershey Creamery Company                                      | Ice Cream                                                                                                                                 | Common Business                               | PAID-2ND RENEWAL          | 7/16/2025 |
| HERSKOWITZ JEROME A HERSKOWITZ CATHERINE M                    | Parcel Data Owner                                                                                                                         | Parcel Data Owner                             | Needs Mail Sent           | 9/2/2025  |
| Hill-Rom Company Inc                                          | Lease Equipment                                                                                                                           | Common Business                               | ONE AT A TIME             | 4/23/2025 |
| HINSON BARRY L HINSON WANDA G                                 | Parcel Data Owner                                                                                                                         | Parcel Data Owner                             | Needs Mail Sent           | 9/2/2025  |
| HOBCAW COMPANY LLC THE                                        | Parcel Data Owner                                                                                                                         | Parcel Data Owner                             | Needs Mail Sent           | 9/2/2025  |
| Hobgood Electric                                              | Technical field services, industrial electrical contracting, apparatus repair services. Have own company fleet of vehicles                | City Vendor List                              | MAIL SENT                 | 3/25/2025 |
| Hoffman Hydronics LLC                                         | HVAC And plumbing solutions                                                                                                               | Discovery                                     | PHONE CALL                | 7/18/2025 |
| HOLLADAY ENTERPRISES LLC                                      | Parcel Data Owner                                                                                                                         | Parcel Data Owner                             | Needs Mail Sent           | 9/2/2025  |
| Hometown Sheds                                                | Metal sheds, wooden buildings, play sets, carports/garages, pre-owned sheds, dog kennels. Set-up and delivery                             | City Vendor List                              | MAIL SENT                 | 5/16/2025 |
| HOPETOWN VILLAS LLC                                           | Parcel Data Owner                                                                                                                         | Parcel Data Owner                             | Needs Mail Sent           | 9/2/2025  |

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| HOWARD ANTHONY S                                                    | Parcel Data Owner                                                              | Parcel Data Owner                                            | Needs Mail Sent     | 9/2/2025  |
| HUDSON C A                                                          | Parcel Data Owner                                                              | Parcel Data Owner                                            | Needs Mail Sent     | 9/2/2025  |
| HUTTO SCOTT W HUTTO LAURA W                                         | Parcel Data Owner                                                              | Parcel Data Owner                                            | Needs Mail Sent     | 9/2/2025  |
| Hydro Conduit dba Rinker Materials                                  | Building materials supplies                                                    | Georgetown County Vendor List                                | PAID-INITIAL        | 12/2/2024 |
| III GNATS LLC                                                       | Parcel Data Owner                                                              | Parcel Data Owner                                            | Needs Mail Sent     | 9/2/2025  |
| Imperial Dade & Paper Co LLC                                        | Supplies-Maintenance                                                           | Common Business                                              | PAID-2ND RENEWAL    | 7/16/2025 |
| Industrial Solutions and Supplies                                   |                                                                                | City Vendor List                                             | PAID-2ND RENEWAL    | 7/16/2025 |
| INFOG LLC                                                           | Parcel Data Owner                                                              | Parcel Data Owner                                            | Needs Mail Sent     | 9/2/2025  |
| INTERNATIONAL PAPER CO                                              | Parcel Data Owner                                                              | Parcel Data Owner                                            | Needs Mail Sent     | 9/2/2025  |
| INTERNATIONAL PAPER CO INTERNATIONAL MILL                           | Parcel Data Owner                                                              | Parcel Data Owner                                            | Needs Mail Sent     | 9/2/2025  |
| INTERNATIONAL PAPER CO WOODLANDS OFFICE                             | Parcel Data Owner                                                              | Parcel Data Owner                                            | Needs Mail Sent     | 9/2/2025  |
| Interntwork Engineering                                             | Engineer                                                                       | Georgetown County School Transparency                        | Multiple Attempts   | 9/22/2025 |
| Intrepid USA Healthcare Services                                    | in-home healthcare, palliative care, and hospice services                      | Client Referral                                              | NEW ACCOUNT LOAD    | 10/6/2025 |
| IPOG LLC                                                            | Parcel Data Owner                                                              | Parcel Data Owner                                            | Needs Mail Sent     | 9/2/2025  |
| ISZARD LAMAR C/O MARCEL D BRIDGES SR                                | Parcel Data Owner                                                              | Parcel Data Owner                                            | Needs Mail Sent     | 9/2/2025  |
| J & S CONSULTANTS LLC                                               | Parcel Data Owner                                                              | Parcel Data Owner                                            | Needs Mail Sent     | 9/2/2025  |
| JACINEZ HOLDINGS LLC                                                | Parcel Data Owner                                                              | Parcel Data Owner                                            | Needs Mail Sent     | 9/2/2025  |
| JAMISON SIMMONS                                                     | Commercial Property Owner                                                      | ParcelData2025 - Inside City                                 | MAIL SENT           | 9/4/2025  |
| JCI Jones Chemicals Inc                                             | re-packager of Chlorine and one of the largest Industrial Bleach manufacturers | City Vendor List                                             | PAID-INITIAL        | 6/25/2024 |
| JOHNSON ALDON L JOHNSON MARGIE A                                    | Parcel Data Owner                                                              | Parcel Data Owner                                            | Needs Mail Sent     | 9/2/2025  |
| Johnson-Lambe Company                                               | sports equipment jersey designs, trophies and awards, Sales reps in SC         | Georgetown County School Transparency List                   | PAID-2ND RENEWAL    | 7/16/2025 |
| JONES LEE S                                                         | Parcel Data Owner                                                              | Parcel Data Owner                                            | Needs Mail Sent     | 9/2/2025  |
| KARRAS RENTAL PROPERTIES LLC                                        | Parcel Data Owner                                                              | Parcel Data Owner                                            | Needs Mail Sent     | 9/2/2025  |
| KCI USA, Inc. dba 3M Medical Solutions                              | Sell and rent medical equipment                                                | Common Business                                              | BIZ RESEARCHING     | 7/14/2025 |
| KEITH MONLICA DEAS                                                  | Parcel Data Owner                                                              | Parcel Data Owner                                            | Needs Mail Sent     | 9/2/2025  |
| Kelly Services Global LLC                                           | Employment Agency                                                              | Georgetown County School Transparency List                   | PAID-2ND RENEWAL    | 7/16/2025 |
| Kelly Services Inc                                                  | Employment Agency                                                              | Georgetown County School Transparency List                   | PAID-2ND RENEWAL    | 7/16/2025 |
| Kelly Services USA LLC                                              | Employment Agency                                                              | Georgetown County School Transparency List                   | PAID-2ND RENEWAL    | 7/16/2025 |
| KEY KEITH E                                                         | Parcel Data Owner                                                              | Parcel Data Owner                                            | Needs Mail Sent     | 9/2/2025  |
| Kingston Electric                                                   | Commercial Electrician Services                                                | Georgetown County Vendor List                                | Verifying Liability | 6/23/2025 |
| KNOWLIN EVA ET AL MCCALLA DELICIA                                   | Parcel Data Owner                                                              | Parcel Data Owner                                            | Needs Mail Sent     | 9/2/2025  |
| Konecranes Inc                                                      | Cranes services                                                                | Discovery                                                    | CALCULATION SENT    | 8/5/2025  |
| KREX LLC                                                            | Parcel Data Owner                                                              | Parcel Data Owner                                            | Needs Mail Sent     | 9/2/2025  |
| L VAN HANDEL PROPERTIES LLC                                         | Parcel Data Owner                                                              | Parcel Data Owner                                            | Needs Mail Sent     | 9/2/2025  |
| L&W Supply Corporation dba Acoustical & Drywall Supply (ABC Supply) | Products Supply/Delivery                                                       | Common Business                                              | PAID-2ND RENEWAL    | 7/16/2025 |
| LAMBERT BIRDELL LAMBERT MARY DAISY                                  | Parcel Data Owner                                                              | Parcel Data Owner                                            | Needs Mail Sent     | 9/2/2025  |
| LANCE ERIC ET AL                                                    | Parcel Data Owner                                                              | Parcel Data Owner                                            | Needs Mail Sent     | 9/2/2025  |
| LANDS END YACHT CLUB PROPERTIES LLC                                 | Parcel Data Owner                                                              | Parcel Data Owner                                            | Needs Mail Sent     | 9/2/2025  |
| Language Line Services, Inc                                         | Onsite Translators                                                             | Georgetown County Vendor List                                | ONE AT A TIME       | 5/15/2025 |
| LAREAU NEIL W                                                       | Parcel Data Owner                                                              | Parcel Data Owner                                            | Needs Mail Sent     | 9/2/2025  |
| LAWRIMORE CHALMERS P JR ET AL                                       |                                                                                |                                                              |                     |           |
| LAWRIMORE CONSTANCE F                                               | Parcel Data Owner                                                              | Parcel Data Owner                                            | Needs Mail Sent     | 9/2/2025  |
| Leading Up LLC                                                      | On-site professional and personal development                                  | Georgetown County School Transparency List                   | MAIL SENT           | 3/25/2025 |
| LEAF Capital Funding LLC                                            | Lease Equipment                                                                | Common Business                                              | PAID-INITIAL        | 7/8/2024  |
| LEE JEFFREY A                                                       | Parcel Data Owner                                                              | Parcel Data Owner                                            | Needs Mail Sent     | 9/2/2025  |
| Lee Transport Equipment, Inc.                                       | Installation and service of transport equipment                                | City Vendor List                                             | Needs Mail Sent     | 4/1/2025  |
| Leland O'neil Plumbing and Backflow Specialties                     | Plumbing services                                                              | Georgetown County School Transparency September-October 2024 | Needs Mail Sent     | 5/22/2025 |

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| LensLock                                      | Body worn cameras, in-car cameras, surveillance cameras, evidence management                                                                                 | City Vendor List                                                                                                  | PAID-INITIAL              | 1/3/2025  |
| LIBERTY STEEL GEORGETOWN INC                  | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                                                                                 | Needs Mail Sent           | 9/2/2025  |
| LiftOne, LLC                                  | Lease Equipment                                                                                                                                              | Common Business                                                                                                   | PAID-2ND RENEWAL          | 7/16/2025 |
| Lincare                                       | Home healthcare services                                                                                                                                     | Discovery                                                                                                         | PAID-RENEWAL              | 7/16/2025 |
| Lindler's Construction of South Carolina, LLC | General Contractor                                                                                                                                           | Discovery                                                                                                         | APPLICATION-INITIAL       | 5/20/2025 |
| Line Equipment Sales Company Inc              | Test Lab, Tool Repair, Manufacturing, Delivery via own company fleet                                                                                         | City Vendor List                                                                                                  | PAID-RENEWAL              | 7/16/2025 |
| LINEN ONEAL                                   | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                                                                                 | Needs Mail Sent           | 9/2/2025  |
| Live Productions                              | Lighting, sound, staging, entertainment, planning/management/design, equipment rentals, power management                                                     | Georgetown County School Transparency List                                                                        | MAIL SENT                 | 3/25/2025 |
| LKP LLC CWBJR LLC                             | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                                                                                 | Needs Mail Sent           | 9/2/2025  |
| LONG SHOT LLC                                 | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                                                                                 | Needs Mail Sent           | 9/2/2025  |
| Loomis Armored US LLC                         | Armored truck services                                                                                                                                       | Common Business                                                                                                   | PAID-2ND RENEWAL          | 7/16/2025 |
| Lowco Roofing                                 | Roofing Services, Interior & Exterior Painting                                                                                                               | Google Maps Data SC (Inside City Limits)                                                                          | APPLICATION-1ST FOLLOW UP | 9/19/2025 |
| Lowcountry Sod Pros                           | Sodding, hardscapes, patios, paving                                                                                                                          | Georgetown County Vendor List                                                                                     | MAIL SENT                 | 5/16/2025 |
| Lumio HX Inc dba Zeo Energy                   | Solar installation company                                                                                                                                   | Client Referral                                                                                                   | NEW ACCOUNT LOAD          | 10/6/2025 |
| Lux Vending dba Bitcoin Depot                 | DNA - Bitcoin atm rentals                                                                                                                                    | Common Business                                                                                                   | PAID-2ND RENEWAL          | 7/16/2025 |
| LWTT LLC                                      | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                                                                                 | Needs Mail Sent           | 9/2/2025  |
| MADISON TRUST CO FBO SHELTON ROBERT E III     | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                                                                                 | Needs Mail Sent           | 9/2/2025  |
| MAGCHASE LLC                                  | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                                                                                 | Needs Mail Sent           | 9/2/2025  |
| MAGNOLIA COMMONS LLC                          | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                                                                                 | Needs Mail Sent           | 9/2/2025  |
| Mansfield Oil Company                         | DNA Supplies-Maintenance, fuel system design build, environmental compliance testing and reporting, fuel quality management, gas delivery and mobile fueling | City Vendor List 2021 & 2024 - Georgetown County School Transparency 2021 & 2023-2024 - Georgetown County AP 2023 | Verifying Liability       | 6/25/2025 |
| MARY GEORGE PROPERTIES LLC                    | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                                                                                 | Needs Mail Sent           | 9/2/2025  |
| Masimo Americas Inc.                          | Medical monitoring machines                                                                                                                                  | City Vendor List                                                                                                  | MAIL SENT                 | 3/25/2025 |
| MATHES PH INVESTMENT LLC                      | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                                                                                 | Needs Mail Sent           | 9/2/2025  |
| McCALLA DELICIA McCALLA MICHAEL               | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                                                                                 | Needs Mail Sent           | 9/2/2025  |
| MCCLARY JESSIE S III                          | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                                                                                 | Needs Mail Sent           | 9/2/2025  |
| MCCLARY KENNETH R                             | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                                                                                 | Needs Mail Sent           | 9/2/2025  |
| MCKNIGHT BENNY MCKNIGHT MICHAEL R             | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                                                                                 | Needs Mail Sent           | 9/2/2025  |
| MCLAUGHLIN RHONDA                             | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                                                                                 | Needs Mail Sent           | 9/2/2025  |
| Meco Inc of Florence                          | Petroleum refueling, technicians come on site for maintenance/repairs, have own company fleet of vehicles                                                    | City Vendor List                                                                                                  | PAID-2ND RENEWAL          | 7/16/2025 |
| Mega LED Technology (Mega Sign Inc)           | Large sign manufacturing and install                                                                                                                         | City Vendor List                                                                                                  | PHONE CALL                | 6/4/2025  |
| MELBAR HOLDINGS LLC                           | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                                                                                 | Needs Mail Sent           | 9/2/2025  |
| MICHELLE AND CHARLES SMITH                    | Commercial Property Owner                                                                                                                                    | ParcelData2025 - Inside City                                                                                      | MAIL SENT                 | 9/4/2025  |
| Mighty Tiny Marketing                         | personalized marketing, social media, and business plan to increase leads, sales, and brand awareness.                                                       | Client Referral                                                                                                   | NEW ACCOUNT LOAD          | 10/6/2025 |
| MILLER DAISY LEE TRUSTEE MILLER DAISY LEE     | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                                                                                 | Needs Mail Sent           | 9/2/2025  |
| MILLER JOHN A MILLER KRISTI D                 | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                                                                                 | Needs Mail Sent           | 9/2/2025  |
| MIND FULL BODY LLC                            | Commercial Property Owner                                                                                                                                    | ParcelData2025 - Inside City                                                                                      | MAIL SENT                 | 9/4/2025  |
| MINGO PROPERTIES LLC                          | Commercial Property Owner                                                                                                                                    | ParcelData2025 - Inside City                                                                                      | MAIL SENT                 | 9/4/2025  |
| MINGO PROPERTIES LLCC                         | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                                                                                 | Needs Mail Sent           | 9/2/2025  |
| ML PROPERTIES OF GEORGETOWN SC LLC            | Commercial Property Owner                                                                                                                                    | ParcelData2025 - Inside City                                                                                      | Verifying Liability       | 8/26/2025 |
| Modern Turf, Inc                              | DNA - Sport field landscaping                                                                                                                                | Georgetown County School Transparency List                                                                        | MAIL SENT                 | 3/25/2025 |
| MONEYLINE PROPERTIES LLC                      | Commercial Property Owner                                                                                                                                    | ParcelData2025 - Inside City                                                                                      | MAIL SENT                 | 9/4/2025  |
| Moore Athletic's LLC-Aaron Moore              | Athletic services                                                                                                                                            | Client Referral                                                                                                   | NEW ACCOUNT LOAD          | 10/6/2025 |

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|-----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|---------------------------|------------|
| MOORE JAMES B JR                              | Parcel Data Owner                                                                                                                                    | Parcel Data Owner                                       | Needs Mail Sent           | 9/2/2025   |
| Moseley Architects of SC, PC                  | Architects                                                                                                                                           | Georgetown County AP 2023                               | APPLICATION-1ST FOLLOW UP | 5/12/2025  |
| Motorola Solutions Inc                        | Access control systems, video security, body worn cameras, cybersecurity services, on-site preventative maintenance, technology lifecycle management | Common Business                                         | PAID-2ND RENEWAL          | 7/16/2025  |
| MSA Safety Sales LLC                          | Safety equipment supplier, on-site service and equipment repair, rental equipment                                                                    | Common Business                                         | PAID-INITIAL              | 12/11/2024 |
| Municipal Emergency Services (MES Fire)       | Fire Fighter Equipment, on Site Service and Repair with own company fleet                                                                            | Client Referral                                         | NEW ACCOUNT LOAD          | 10/6/2025  |
| MURRAY WILLIAM R JR MURRAY MARY PAIGE P       | Parcel Data Owner                                                                                                                                    | Parcel Data Owner                                       | Needs Mail Sent           | 9/2/2025   |
| Nalco Company LLC                             | Water treatment                                                                                                                                      | Georgetown County Business Personal Property Tax        | PAID-2ND RENEWAL          | 7/16/2025  |
| National Power Corporation                    | Generator Repair and Rental                                                                                                                          | Common Business                                         | PAID-RENEWAL              | 7/16/2025  |
| NearPod Inc                                   | Interactive mobile presentations that teachers create and customize themselves-In person training                                                    | Georgetown County School Transparency 02/2025           | PHONE CALL                | 4/24/2025  |
| NELSON FAMILY LIMITED PART NELSON HARRIET G   | Parcel Data Owner                                                                                                                                    | Parcel Data Owner                                       | Needs Mail Sent           | 9/2/2025   |
| NetSource ET, LLC                             | Educational Technology                                                                                                                               | Georgetown County School Transparency List              | MAIL SENT                 | 3/25/2025  |
| New Dairy Group, LLC. (DBA Borden Dairy) *SC* | Retail product sold and delivered via own trucks                                                                                                     | Georgetown Combined Muni Lists                          | APPLICATION-1ST FOLLOW UP | 6/27/2025  |
| NEWPORT LAND PARTNERS LLC                     | Parcel Data Owner                                                                                                                                    | Parcel Data Owner                                       | Needs Mail Sent           | 9/2/2025   |
| NEWTOWNE PROPERTIES OF SC INC                 | Parcel Data Owner                                                                                                                                    | Parcel Data Owner                                       | Needs Mail Sent           | 9/2/2025   |
| NORTH SANTEE RIVER HOUSE LLC                  | Parcel Data Owner                                                                                                                                    | Parcel Data Owner                                       | Needs Mail Sent           | 9/2/2025   |
| NORTHGATE OF GEORGETOWN LLC                   | Parcel Data Owner                                                                                                                                    | Parcel Data Owner                                       | Needs Mail Sent           | 9/2/2025   |
| NS RETAIL HOLDINGS LLC                        | Parcel Data Owner                                                                                                                                    | Parcel Data Owner                                       | Needs Mail Sent           | 9/2/2025   |
| NTT GEORGETOWN LLC                            | Parcel Data Owner                                                                                                                                    | Parcel Data Owner                                       | Needs Mail Sent           | 9/2/2025   |
| Nu-Idea School Supply Co.                     | Furniture supplier                                                                                                                                   | Georgetown County School Transparency List              | PAID-2ND RENEWAL          | 7/16/2025  |
| OAK RIDGE SOUTH LLC                           | Parcel Data Owner                                                                                                                                    | Parcel Data Owner                                       | Needs Mail Sent           | 9/2/2025   |
| Olympus America Inc                           | Equipment rental                                                                                                                                     | Common Business                                         | PAID-INITIAL              | 4/4/2023   |
| ON FRONT LLC                                  | Parcel Data Owner                                                                                                                                    | Parcel Data Owner                                       | Needs Mail Sent           | 9/2/2025   |
| OVERTON FAMILY PARTNERSHIP LLC                | Parcel Data Owner                                                                                                                                    | Parcel Data Owner                                       | Needs Mail Sent           | 9/2/2025   |
| OWENS JAMES B                                 | Parcel Data Owner                                                                                                                                    | Parcel Data Owner                                       | Needs Mail Sent           | 9/2/2025   |
| PALMETTO PROPERTIES OF G-TOWN LLC             | Parcel Data Owner                                                                                                                                    | Parcel Data Owner                                       | Needs Mail Sent           | 9/2/2025   |
| PARKER HOLDINGS OF HANAHAN LLC                | Parcel Data Owner                                                                                                                                    | Parcel Data Owner                                       | Needs Mail Sent           | 9/2/2025   |
| PARSONS QUINCY ROBERT                         | Parcel Data Owner                                                                                                                                    | Parcel Data Owner                                       | Needs Mail Sent           | 9/2/2025   |
| PATJA LLC                                     | Parcel Data Owner                                                                                                                                    | Parcel Data Owner                                       | Needs Mail Sent           | 9/2/2025   |
| Pawleys Island Locksmith                      | Locksmith services                                                                                                                                   | City Vendor List                                        | PAID-2ND RENEWAL          | 7/16/2025  |
| Pawnee Leasing Corporation                    | Lease equipment                                                                                                                                      | Common Business                                         | PAID-RENEWAL              | 7/16/2025  |
| Pee Dee Scale Company                         | Scale supplier, have own company fleet of trucks                                                                                                     | Georgetown County Vendor List                           | Needs Mail Sent           | 6/5/2025   |
| PENDULUM PROPERTIES LLC                       | Parcel Data Owner                                                                                                                                    | Parcel Data Owner                                       | Needs Mail Sent           | 9/2/2025   |
| Pet Dairy                                     | Dairy Products                                                                                                                                       | Georgetown County Schools Transparencies Jan-April 2023 | Multiple Attempts         | 6/4/2025   |
| Pike Gas Services                             | Natural gas infrastructure services                                                                                                                  | Client Referral                                         | NEW ACCOUNT LOAD          | 10/6/2025  |
| PINCKNEY ALFRED HRS                           | Parcel Data Owner                                                                                                                                    | Parcel Data Owner                                       | Needs Mail Sent           | 9/2/2025   |
| Pinnacle Network Solutions                    | Consulting, onsite repair, warranty services                                                                                                         | Georgetown County School Transparency 2021 & 2023-2024  | PHONE CALL                | 4/30/2025  |
| Pitney Bowes Global Financial Services        | Lease postage equipment                                                                                                                              | Georgetown County Business Personal Property Tax        | CALCULATION SENT          | 6/20/2025  |
| PIXIE DUST LLC                                | Parcel Data Owner                                                                                                                                    | Parcel Data Owner                                       | Needs Mail Sent           | 9/2/2025   |
| PJH LLC                                       | Parcel Data Owner                                                                                                                                    | Parcel Data Owner                                       | Needs Mail Sent           | 9/2/2025   |
| PLAINS COASTAL PROPERTIES LLC                 | Parcel Data Owner                                                                                                                                    | Parcel Data Owner                                       | Needs Mail Sent           | 9/2/2025   |
| Playworld Preferred, Inc                      | Playground equipment supplier                                                                                                                        | Georgetown County School Transparency 02/2025           | PAID-INITIAL              | 5/13/2025  |

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| PlumbMaster Inc                                       | Technical/special services, inventory consultation, field sales reps                                                                                      | Discovery                                         | APPLICATION-INITIAL        | 6/24/2025 |
| PNRE HOLDINGS LLC                                     | Parcel Data Owner                                                                                                                                         | Parcel Data Owner                                 | Needs Mail Sent            | 9/2/2025  |
| Porter Roofing Contractors Inc                        | Roofing contractor                                                                                                                                        | Georgetown County School Transparency 2021 & 2023 | PHONE CALL                 | 5/23/2025 |
| Praxair Distribution Inc / Linde Gas & Equipment Inc. | Industrial gases, supply, equipment & services                                                                                                            | Georgetown County School Transparency 02/2025     | CALCULATION SENT           | 4/30/2025 |
| PRIOLEAU HENRY P HRS                                  | Parcel Data Owner                                                                                                                                         | Parcel Data Owner                                 | Needs Mail Sent            | 9/2/2025  |
| ProPump & Controls Inc                                | Pump station install and maintenance, irrigation control panels and retrofits, wet well install, biogas systems, pipe fitting and fabrication. Sales reps | City Vendor List                                  | MAIL SENT                  | 5/16/2025 |
| Protective Technologies Inc                           | Cathodic protection, tank lining, internal inspections, under-dispenser containment, sump repairs, sump waterproofing, spill bucket repairs               | Discovery                                         | PHONE CALL                 | 5/9/2025  |
| Pro-Tek Termite and Pest Control                      | Pest control services                                                                                                                                     | Georgetown County Vendor List                     | Needs Mail Sent            | 4/30/2025 |
| PROVIDENT TRUST GROUP LLC ETAL                        |                                                                                                                                                           |                                                   |                            |           |
| CRANBERRY REALTY TRUST                                | Parcel Data Owner                                                                                                                                         | Parcel Data Owner                                 | Needs Mail Sent            | 9/2/2025  |
| Pugh Lubricants, LLC dba Apollo Oil, LLC              | Distributor of automotive-fleet oils and greases, oil and fuel absorbents, and car oil,fuel, air filters                                                  | Common Business                                   | PAID-2ND RENEWAL           | 7/16/2025 |
| PURAH LLC                                             | Parcel Data Owner                                                                                                                                         | Parcel Data Owner                                 | Needs Mail Sent            | 9/2/2025  |
| PVS Chemicals                                         | Chemical manufacturing and delivery services                                                                                                              | Georgetown County Vendor List                     | Needs Mail Sent            | 5/1/2025  |
| PYATT MATTHEW HRS                                     | Parcel Data Owner                                                                                                                                         | Parcel Data Owner                                 | Needs Mail Sent            | 9/2/2025  |
| Quadient, Inc. (previously Neopost USA, Inc.)         | rental of postage meter and supplies                                                                                                                      | Georgetown County School Transparency 2023-2024   | APPLICATION-1ST FOLLOW UP  | 5/20/2025 |
| Quantum Health Professionals, Inc                     | Staffing service                                                                                                                                          | Georgetown County School Transparency 2023-2024   | PAID-INITIAL               | 5/28/2025 |
| Quench USA Inc (Advanced H2O Solutions LLC)           | Water technology company that rents and services filtered water coolers.                                                                                  | Common Business                                   | PAID-RENEWAL               | 7/16/2025 |
| QUERY KENNETH REX QUERY SABRINA SMITH                 | Parcel Data Owner                                                                                                                                         | Parcel Data Owner                                 | Needs Mail Sent            | 9/2/2025  |
| Quest Resource Management Group                       | Recycling & Disposal Services and equipment rentals                                                                                                       | Common Business                                   | PAID-2ND RENEWAL           | 7/16/2025 |
| R H PROPERTIES LLC OF GEORGETOWN                      | Parcel Data Owner                                                                                                                                         | Parcel Data Owner                                 | Needs Mail Sent            | 9/2/2025  |
| REARDON DEBBY                                         | Parcel Data Owner                                                                                                                                         | Parcel Data Owner                                 | Needs Mail Sent            | 9/2/2025  |
| REARDON SHAWN M REARDON CYNTHIA C                     | Parcel Data Owner                                                                                                                                         | Parcel Data Owner                                 | Needs Mail Sent            | 9/2/2025  |
| REID BRODERICK M REID ROCHELLE G                      | Parcel Data Owner                                                                                                                                         | Parcel Data Owner                                 | Needs Mail Sent            | 9/2/2025  |
| Rentokil North America Inc dba J C Ehrlich Co, Inc    | Pest control & consulting                                                                                                                                 | Common Business                                   | PAID-2ND RENEWAL           | 7/16/2025 |
| RESTORE REALTY LLC                                    | Commercial Property Owner                                                                                                                                 | ParcelData2025 - Inside City                      | PAID-INITIAL               | 9/15/2025 |
| RICHMOND REALTY CO LLC                                | Parcel Data Owner                                                                                                                                         | Parcel Data Owner                                 | Needs Mail Sent            | 9/2/2025  |
| RICHMOND REALTY COMPANY LLC                           | Commercial Property Owner                                                                                                                                 | ParcelData2025 - Inside City                      | MAIL SENT                  | 9/4/2025  |
| RIONS LION DEN LLC                                    | Parcel Data Owner                                                                                                                                         | Parcel Data Owner                                 | Needs Mail Sent            | 9/2/2025  |
| RITA JAMES LLC                                        | Parcel Data Owner                                                                                                                                         | Parcel Data Owner                                 | Needs Mail Sent            | 9/2/2025  |
| Robert Half International Inc                         | Accounting Staffing Agency                                                                                                                                | Common Business                                   | PAID-2ND RENEWAL           | 7/16/2025 |
| ROBINSON WILLIE LOUISE CO-TRUSTEE BURNS               |                                                                                                                                                           |                                                   |                            |           |
| JANICE R CO-TRUSTEE                                   | Parcel Data Owner                                                                                                                                         | Parcel Data Owner                                 | Needs Mail Sent            | 9/2/2025  |
| Royal Cup Inc                                         | sale of coffee and tea                                                                                                                                    | Common Business                                   | PAID-2ND RENEWAL           | 7/16/2025 |
| RRJG FRASER ST LLC                                    | Parcel Data Owner                                                                                                                                         | Parcel Data Owner                                 | Needs Mail Sent            | 9/2/2025  |
| Rug Doctor LLC                                        | Rental cleaning supplies                                                                                                                                  | Common Business                                   | PAID-2ND RENEWAL           | 7/16/2025 |
| RUSSELL REAL ESTATE INVESTMENTS LLC                   | Parcel Data Owner                                                                                                                                         | Parcel Data Owner                                 | Needs Mail Sent            | 9/2/2025  |
| S&R Turf and Irrigation Equipment, LLC                | Irrigation Equipment, Parts and Service, sod sales, golf course services                                                                                  | Georgetown County Vendor List                     | Addr Complete/Pending apps | 9/19/2025 |
| SACORONTZES PROPERTIES LLC                            | Parcel Data Owner                                                                                                                                         | Parcel Data Owner                                 | Needs Mail Sent            | 9/2/2025  |

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| Safeware Inc                                                                 | Safety equipment rentals and sales, on-site technical services. Have own company fleet of vehicles                                                           | City Vendor List                                        | MAIL SENT                  | 6/19/2025 |
| SAMPIT RIVER PROPERTIES LLC                                                  | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                       | Needs Mail Sent            | 9/2/2025  |
| SANITARY AND SANITARY L.L.C.                                                 | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                       | Needs Mail Sent            | 9/2/2025  |
| Santee Automotive Ford Dealership                                            | Car dealership w/ delivery & roadside assistance                                                                                                             | Georgetown County Schools Transparencies Jan-April 2023 | Verifying Liability        | 4/22/2025 |
| SANTEE ELECTRIC CO-OP                                                        | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                       | Needs Mail Sent            | 9/2/2025  |
| SAWYER SCOTT C                                                               | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                       | Needs Mail Sent            | 9/2/2025  |
| SBK SC PORTFOLIO OWNER LLC                                                   | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                       | Needs Mail Sent            | 9/2/2025  |
| School Bell Studio                                                           | Photography for schools, yearbooks, ids, photos, dances, etc                                                                                                 | Georgetown County Schools Transparencies Jan-April 2023 | Multiple Attempts          | 6/5/2025  |
| SEAPORT OIL CO INC                                                           | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                       | Needs Mail Sent            | 9/2/2025  |
| Security Solutions of America                                                | Guarding, event security, mobile patrol, remote guarding, perimeter security, client specialized training                                                    | Georgetown County Vendor List                           | PHONE CALL                 | 4/21/2025 |
| SevenE LLC                                                                   | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                       | Needs Mail Sent            | 9/2/2025  |
| SEYMOUR WILLIAM F SHAWN ALAN COPELAND TSTEE                                  | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                       | Needs Mail Sent            | 9/2/2025  |
| SHE KNOWS PROPERTIES LLC                                                     | Commercial Property Owner                                                                                                                                    | ParcelData2025 - Inside City                            | Addr Complete/Pending apps | 9/10/2025 |
| SHEEHAN LARRY E C/O MINGO PROPERTIES LLC                                     | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                       | Needs Mail Sent            | 9/2/2025  |
| SHELL JAMES B SHELL KIMBERLY M                                               | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                       | Needs Mail Sent            | 9/2/2025  |
| SHELTON CHARLES A SHELTON JANICE M                                           | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                       | Needs Mail Sent            | 9/2/2025  |
| SHI International Corp                                                       | Reseller of software, hardware, and related servicestechology products and services                                                                          | Georgetown County School Transparency October 2024      | Multiple Attempts          | 7/21/2025 |
| SHIV SHAKTI PROPERTY LLC                                                     | Commercial Property Owner                                                                                                                                    | ParcelData2025 - Inside City                            | MAIL SENT                  | 9/4/2025  |
| Shutterfly Lifetouch, LLC (Previously Lifetouch National School Studios Inc) | Pictures taken at school locations                                                                                                                           | Common Business                                         | PAID-RENEWAL               | 7/16/2025 |
| SIMMONS JAMES                                                                | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                       | Needs Mail Sent            | 9/2/2025  |
| SIMMONS JAMISON                                                              | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                       | Needs Mail Sent            | 9/2/2025  |
| Sirchie FingerPrint Labs                                                     | Crime Scenes Investigation & Forensic Science Solutions and training                                                                                         | City Vendor List                                        | Needs Mail Sent            | 5/2/2025  |
| SMITH HERBERT                                                                | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                       | Needs Mail Sent            | 9/2/2025  |
| SMITH MICHELLE LYNN SMITH CHARLES RICHARD JR                                 | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                       | Needs Mail Sent            | 9/2/2025  |
| Smith's Addressing Machine Services                                          | Installation, onsite service, and preventive maintenance-                                                                                                    | Georgetown County School Transparency List              | MAIL SENT                  | 3/25/2025 |
| Snider Tire Inc dba Snider Fleet Solutions                                   | Roadside service with mobile service trucks, tire retread, fleet management, onsite scheduled services, forklift repairs. Have own company fleet of vehicles | Common Business                                         | PAID-2ND RENEWAL           | 7/16/2025 |
| SOUTH IMPROVEMENT COMPANY LLC THE                                            | Commercial Property Owner                                                                                                                                    | ParcelData2025 - Inside City                            | PAID-INITIAL               | 9/30/2025 |
| SOUTH ISLAND LIVING LLC                                                      | Parcel Data Owner                                                                                                                                            | Parcel Data Owner                                       | Needs Mail Sent            | 9/2/2025  |
| Southeastern Paper Group                                                     | Distributor of disposables, packaging, janitorial/sanitation supplies and equipment                                                                          | City Vendor List                                        | MAIL SENT                  | 3/25/2025 |
| Sparrow and Kennedy Tractor Company                                          | Tractor and outdoor equipment supplies, repair technicians with own company fleet of vehicles                                                                | City Vendor List                                        | MAIL SENT                  | 3/25/2025 |
| SPATCO Energy Solutions                                                      | Equipment installation & repairs                                                                                                                             | Common Business                                         | PAID-2ND RENEWAL           | 7/16/2025 |
| Stantec Consulting Services                                                  | Consulting services                                                                                                                                          | Georgetown County Vendor List                           | PAID-INITIAL               | 7/11/2025 |
| STERN FIRST LLC                                                              | Commercial Property Owner                                                                                                                                    | ParcelData2025 - Inside City                            | PAID-INITIAL               | 9/17/2025 |
| Stone Construction Company                                                   | Excavation Contractor, septic services                                                                                                                       | City Vendor List                                        | PAID-INITIAL               | 6/4/2024  |
| Stryker Sales LLC (dba Stryker Medical)                                      | Medical devices and equipment                                                                                                                                | Common Business                                         | PAID-2ND RENEWAL           | 7/16/2025 |
| Sumter Utilities                                                             | Construction                                                                                                                                                 | City Vendor List 8/2024                                 | APPLICATION-1ST FOLLOW UP  | 6/3/2025  |
| Sunbelt Soloman Services LLC                                                 | Industrial transformer sales, services, and rent                                                                                                             | Georgetown County Vendor List                           | Needs Mail Sent            | 7/2/2025  |
| Superior Plus Energy Services dba Freeman Gas                                | Propane Supplier- delivery, install/repair                                                                                                                   | Business Self Reported                                  | PAID-2ND RENEWAL           | 7/16/2025 |

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| SUSAN LUMPKIN CERAMICS LLC               | Parcel Data Owner                                                                                                                       | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025   |
| TAFT SONYA BLAIR                         | Parcel Data Owner                                                                                                                       | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025   |
| Talotta Contract Interiors               | Moving and delivery services, project management, installations, interior designers, space planning. Have own company fleet of vehicles | City Vendor List                                              | PAID-INITIAL      | 9/30/2024  |
| TAMSBURG JOSEPH L JR                     | Parcel Data Owner                                                                                                                       | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025   |
| TAMSBURG-MARINA DRIVE LLC                | Parcel Data Owner                                                                                                                       | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025   |
| Tanner Industries Inc                    | Anhydrous Ammonia & Aqua Ammonia supplier, storage tanks, and pump out services                                                         | City Vendor List                                              | Multiple Attempts | 6/24/2025  |
| TARA WILSON BARR                         | Commercial Property Owner                                                                                                               | ParcelData2025 - Inside City                                  | MAIL SENT         | 9/4/2025   |
| TARBOX COURT 3 LLC                       | Parcel Data Owner                                                                                                                       | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025   |
| TAYLOR CHRISTOPHER GEORGE                | Parcel Data Owner                                                                                                                       | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025   |
| TBABIT LLC                               | Parcel Data Owner                                                                                                                       | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025   |
| TENNANT MARGOT                           | Parcel Data Owner                                                                                                                       | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025   |
| TERESA IRENE BLACK                       | Commercial Property Owner                                                                                                               | ParcelData2025 - Inside City                                  | MAIL SENT         | 9/4/2025   |
| TERMINAL TIRE COMPANY INC                | Parcel Data Owner                                                                                                                       | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025   |
| The Wagner Consulting Group, Inc.        | Consulting and inspections                                                                                                              | Client Referral                                               | NEW ACCOUNT LOAD  | 10/6/2025  |
| Therapy Travelers LLC                    | Staffing agency for school districts, clinicians, and educators                                                                         | Business request                                              | PAID-RENEWAL      | 9/30/2024  |
| THERMATECH SERVICES LLC                  | Parcel Data Owner                                                                                                                       | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025   |
| THOMAS BRENDAN RICHARD                   | Parcel Data Owner                                                                                                                       | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025   |
| THOMAS JANNIE B LIFE ESTATE              | Parcel Data Owner                                                                                                                       | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025   |
| THOMAS PROPERTY MANAGEMENT LLC           | Parcel Data Owner                                                                                                                       | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025   |
| Thompson Turner Construction             | Construction company                                                                                                                    | Discovery                                                     | PHONE CALL        | 5/1/2025   |
| TIAA Commercial Finance, Inc             | DNA - Commercial equipment leasing                                                                                                      | Common Business                                               | PAID-INITIAL      | 11/30/2022 |
| TIAA FSB                                 | Commercial Equipment Leasing (Separate Entity from TIAA Commercial Finance)                                                             | discovery                                                     | PAID-INITIAL      | 11/30/2022 |
| TICE DEBORAH F TICE MARK A               | Parcel Data Owner                                                                                                                       | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025   |
| Timepayment Corporation                  | Lease Equipment                                                                                                                         | Common Business                                               | PAID-INITIAL      | 7/16/2025  |
| Tisdale Plumbing Company                 | Plumbing services                                                                                                                       | Georgetown County School Transparency List                    | MAIL SENT         | 3/25/2025  |
| TMT HOLDINGS LLC                         | Parcel Data Owner                                                                                                                       | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025   |
| TOOTH WIZARD LLC                         | Parcel Data Owner                                                                                                                       | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025   |
| Toter LLC                                | Cart assembly and delivery, cart maintenance, RFID cart management, custom solutions. Have own company fleet of vehicles                | Georgetown County Vendor List                                 | Needs Mail Sent   | 5/23/2025  |
| Toyota Industries Commercial Finance INC | Forklifts Financial Services                                                                                                            | Common Business                                               | PAID-RENEWAL      | 7/16/2025  |
| TRAN HAI D NGUYEN HOAI T                 | Parcel Data Owner                                                                                                                       | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025   |
| Trane US Inc                             | Maintenance Repairs                                                                                                                     | Georgetown County School Transparency List                    | PAID-2ND RENEWAL  | 7/16/2025  |
| TRINITY INVESTMENTS OF THE PIEDMONT LLC  | Parcel Data Owner                                                                                                                       | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025   |
| TRISCO PROPERTIES LLC                    | Parcel Data Owner                                                                                                                       | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025   |
| TruckPro LLC                             | Truck parts and service experts                                                                                                         | Common Business                                               | PAID-RENEWAL      | 7/16/2025  |
| TUPACZ PROPERTIES LLC                    | Parcel Data Owner                                                                                                                       | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025   |
| TYS INVESTMENTS LLC                      | Parcel Data Owner                                                                                                                       | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025   |
| Uline                                    | DNA - distributes shipping, packaging, and industrial supplies w/ field sales team                                                      | City Vendor List 8/2024                                       | AVENUE EXHAUSTED  | 7/23/2025  |
| US Foods, Inc.                           | Food supplier (retail)                                                                                                                  | Georgetown County School Transparency List & City Vendor List | PAID-2ND RENEWAL  | 7/16/2025  |
| US Tire Recycling LP                     | Tire recycling. Tire remediation (on-site tire collection)                                                                              | Georgetown County Vendor List                                 | PAID-INITIAL      | 12/20/2024 |
| USIC Locating Services, LLC              | Locating Underground Services                                                                                                           | Business Provided                                             | PAID-INITIAL      | 5/1/2025   |
| VANNIER KENT P                           | Parcel Data Owner                                                                                                                       | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025   |
| VEIT KURTIS R                            | Parcel Data Owner                                                                                                                       | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025   |
| ViaSat, Inc.                             | Lease and install internet equipment                                                                                                    | Common Business                                               | PAID-2ND RENEWAL  | 7/16/2025  |
| VL Contractors                           | Floor services, ceramic tile services, kitchen renovation                                                                               | Client Referral                                               | NEW ACCOUNT LOAD  | 10/6/2025  |



|                                                                |                                                                                                                                   |                                                               |                   |           |
|----------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|-------------------|-----------|
| Voya Financial                                                 | Wealth Solutions, Health Solutions, and Investment Management w/ field reps                                                       | Georgetown County School Transparency 2021 & 2023-2024        | BIZ RESEARCHING   | 7/24/2025 |
| W.W. Grainger, Inc                                             | Cleaning and Sanitation                                                                                                           | Common Business                                               | PAID-2ND RENEWAL  | 7/16/2025 |
| W.W. Williams Company, LLC                                     | Vehicle Parts/Service/Repair                                                                                                      | Common Business                                               | PAID-2ND RENEWAL  | 7/16/2025 |
| WALKER CATHERINE                                               | Parcel Data Owner                                                                                                                 | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025  |
| WARD JAMES CURTIS WARD KAYLA PIERCE                            | Parcel Data Owner                                                                                                                 | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025  |
| WARD JOSEPH JR                                                 | Parcel Data Owner                                                                                                                 | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025  |
| WARD REBECCA C                                                 | Parcel Data Owner                                                                                                                 | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025  |
| WATKINS JOHN M                                                 | Parcel Data Owner                                                                                                                 | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025  |
| Wells Fargo Vendor Financial Services                          | Equipment leasing                                                                                                                 | Common Business                                               | PAID-2ND RENEWAL  | 7/16/2025 |
| WENDY BONDS-JANOWSKI                                           | Commercial Property Owner                                                                                                         | ParcelData2025 - Inside City                                  | MAIL SENT         | 9/4/2025  |
| Wesco Distribution Inc dba Englewood Electrical Supply Company | Automation Solutions, Managed Solutions, Training Solutions, Inventory Management and Consolidation, Lighting Services, Ecommerce | City Vendor List                                              | PAID-RENEWAL      | 7/16/2025 |
| WEST END LAUNDRY                                               | Parcel Data Owner                                                                                                                 | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025  |
| WHLR-GEORGETOWN LLC                                            | Parcel Data Owner                                                                                                                 | Client Referral and Parcel Data                               | NEW ACCOUNT LOAD  | 9/17/2025 |
| WILLIAMS LILLIE R WILLIAMS JASON C                             | Parcel Data Owner                                                                                                                 | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025  |
| Williams Scotsman, Inc. (dba WillScot dba Mobile Mini)         | Builds/leases modular buildings, portable classrooms, and mobile office space                                                     | Common Business                                               | PAID-2ND RENEWAL  | 7/16/2025 |
| WINN HOLDINGS LLC                                              | Parcel Data Owner                                                                                                                 | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025  |
| WINNIE ALBERT                                                  | Parcel Data Owner                                                                                                                 | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025  |
| WINSTON MCKENZIE RENTALS LLC                                   | Parcel Data Owner                                                                                                                 | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025  |
| WINYAH 515 LLC                                                 | Commercial Property Owner                                                                                                         | ParcelData2025 - Inside City                                  | MAIL SENT         | 9/4/2025  |
| WINYAH INVESTORS                                               | Parcel Data Owner                                                                                                                 | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025  |
| WINYAH INVESTORS C/O NEWTOWNE PROPERTIES                       | Commercial Property Owner                                                                                                         | ParcelData2025 - Inside City                                  | MAIL SENT         | 9/4/2025  |
| WINYAH PROPERTIES LLC                                          | Parcel Data Owner                                                                                                                 | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025  |
| WINYAH VILLAGE PARTNERS                                        | Parcel Data Owner                                                                                                                 | Parcel Data Owner                                             | Needs Mail Sent   | 9/2/2025  |
| WK Dickson & Co                                                | Infrastructure Consultant/General Contractor                                                                                      | Georgetown County AP 2023 & City Vendor List 2021-2022 & 2024 | Multiple Attempts | 10/3/2025 |
| WM Building Envelope Consultants LLC                           | Exterior Walls, Roofing and Waterproofing consulting services                                                                     | Georgetown County School Transparency List                    | MAIL SENT         | 5/16/2025 |
| Wyeth Holdings, LLC (Pfizer Inc)                               | Medical Equipment sales and rental                                                                                                | Common Business                                               | PAID-RENEWAL      | 7/16/2025 |
| Xerox Corporation                                              | Lease Equipment                                                                                                                   |                                                               | PAID-2ND RENEWAL  | 7/16/2025 |
| YELLOW TAG II LLC                                              | Commercial Property Owner                                                                                                         | ParcelData2025 - Inside City                                  | MAIL SENT         | 9/4/2025  |
| ZAJAH VENTURES LLC                                             | Commercial Property Owner                                                                                                         | ParcelData2025 - Inside City                                  | MAIL SENT         | 9/4/2025  |
| Zimmer US, Inc.                                                | Lease Equipment - sales and marketing of orthopedic, sports medicine, surgical and trauma products                                | Common Business                                               | PAID-2ND RENEWAL  | 7/16/2025 |

## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                                   | Description                   | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | % Budget<br>Used |
|---------------------------------------------|-------------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------|
| <b>Fund: 0010 General Fund</b>              |                               |                          |                                        |                         |                   |                      |                  |
| <b>Account Category: Estimated Revenues</b> |                               |                          |                                        |                         |                   |                      |                  |
| 0010.00.00.3020.0008                        | Opioid Recovery Program       | 110,000                  | 0                                      | 110,000                 | 0                 | 0                    | 0.00             |
| 0010.00.00.3110.0001                        | Property Taxes - Real         | 5,966,289                | 0                                      | 5,966,289               | 69,134            | 0                    | 1.16             |
| 0010.00.00.3110.0003                        | Property Taxes - Vehicles     | 425,000                  | 0                                      | 425,000                 | 104,221           | 0                    | 24.52            |
| 0010.00.00.3110.0004                        | Inventory Tax                 | 132,978                  | 0                                      | 132,978                 | 0                 | 0                    | 0.00             |
| 0010.00.00.3110.0005                        | Prop Tax-Penalties & Cost     | 30,000                   | 0                                      | 30,000                  | 0                 | 0                    | 0.00             |
| 0010.00.00.3110.0006                        | Homestead Exemption Tax       | 156,000                  | 0                                      | 156,000                 | 0                 | 0                    | 0.00             |
| 0010.00.00.3110.0007                        | Manufacturer's Tax Reduce     | 135,000                  | 0                                      | 135,000                 | 0                 | 0                    | 0.00             |
| 0010.00.00.3110.0008                        | Motor Carrier Lieu of Tax     | 18,000                   | 0                                      | 18,000                  | 2,511             | 0                    | 13.95            |
| 0010.00.00.3110.0011                        | Boat and Motor Taxes          | 75,000                   | 0                                      | 75,000                  | 25,029            | 0                    | 33.37            |
| 0010.00.00.3210.0001                        | Business Licenses             | 4,000,000                | 0                                      | 4,000,000               | 50,138            | 0                    | 1.25             |
| 0010.00.00.3210.0002                        | Business Lic - Penalties      | 19,500                   | 0                                      | 19,500                  | (15,232)          | 0                    | (78.11)          |
| 0010.00.00.3220.0001                        | Cable TV Franchise            | 140,000                  | 0                                      | 140,000                 | 22,684            | 0                    | 16.20            |
| 0010.00.00.3220.0002                        | S.C. Electric & Gas Co.       | 89,000                   | 0                                      | 89,000                  | 0                 | 0                    | 0.00             |
| 0010.00.00.3230.0001                        | Electrical Permits            | 5,000                    | 0                                      | 5,000                   | 3,524             | 0                    | 70.48            |
| 0010.00.00.3230.0002                        | Plumbing Permits              | 2,500                    | 0                                      | 2,500                   | 3,563             | 0                    | 142.52           |
| 0010.00.00.3230.0003                        | Gas Permits                   | 2,500                    | 0                                      | 2,500                   | 450               | 0                    | 18.00            |
| 0010.00.00.3230.0004                        | Building Permits              | 110,000                  | 0                                      | 110,000                 | 47,980            | 0                    | 43.62            |
| 0010.00.00.3230.0005                        | Yard Sale Permits             | 50                       | 0                                      | 50                      | 12                | 0                    | 24.00            |
| 0010.00.00.3230.0006                        | Mobile Home Permits           | 1,500                    | 0                                      | 1,500                   | 1,080             | 0                    | 72.00            |
| 0010.00.00.3230.0007                        | Demolition & Clearance        | 2,000                    | 0                                      | 2,000                   | 300               | 0                    | 15.00            |
| 0010.00.00.3230.0008                        | Mechanical Permits            | 6,000                    | 0                                      | 6,000                   | 4,718             | 0                    | 78.63            |
| 0010.00.00.3230.0010                        | Bus Lic Inspection Fee        | 50                       | 0                                      | 50                      | 35                | 0                    | 70.00            |
| 0010.00.00.3230.0013                        | Burning Permit                | 50                       | 0                                      | 50                      | 0                 | 0                    | 0.00             |
| 0010.00.00.3230.0014                        | Construct Parking Permit      | 500                      | 0                                      | 500                     | 0                 | 0                    | 0.00             |
| 0010.00.00.3230.0015                        | Reinspection Fee              | 4,000                    | 0                                      | 4,000                   | 0                 | 0                    | 0.00             |
| 0010.00.00.3230.0016                        | Permit Not Posted On-Site     | 50                       | 0                                      | 50                      | 0                 | 0                    | 0.00             |
| 0010.00.00.3230.0019                        | Stop Work Order Fee           | 1,300                    | 0                                      | 1,300                   | 1,210             | 0                    | 93.08            |
| 0010.00.00.3230.0020                        | Board of Appeals Fee          | 600                      | 0                                      | 600                     | 1,200             | 0                    | 200.00           |
| 0010.00.00.3230.0021                        | Zoning Fees                   | 7,500                    | 0                                      | 7,500                   | 5,250             | 0                    | 70.00            |
| 0010.00.00.3230.0022                        | Plan Review Fee               | 50,000                   | 0                                      | 50,000                  | 19,744            | 0                    | 39.49            |
| 0010.00.00.3230.0023                        | Sign Permit Fee               | 7,000                    | 0                                      | 7,000                   | 1,150             | 0                    | 16.43            |
| 0010.00.00.3230.0024                        | Planning Commission Fees      | 500                      | 0                                      | 500                     | 300               | 0                    | 60.00            |
| 0010.00.00.3230.0025                        | ARB Fees                      | 6,000                    | 0                                      | 6,000                   | 2,500             | 0                    | 41.67            |
| 0010.00.00.3230.0026                        | Plat Approval Fees            | 600                      | 0                                      | 600                     | 0                 | 0                    | 0.00             |
| 0010.00.00.3230.0027                        | Special Events Permit         | 2,500                    | 0                                      | 2,500                   | 3,890             | 0                    | 155.60           |
| 0010.00.00.3230.0028                        | Miscellaneous permits         | 4,000                    | 0                                      | 4,000                   | 50                | 0                    | 1.25             |
| 0010.00.00.3230.0029                        | STR Permits                   | 5,000                    | 0                                      | 5,000                   | 1,250             | 0                    | 25.00            |
| 0010.00.00.3230.0030                        | Community Appearance Board Ap | 300                      | 0                                      | 300                     | 200               | 0                    | 66.67            |
| 0010.00.00.3240.0008                        | Fire Impact Fee               | 45,000                   | 0                                      | 45,000                  | 20,762            | 0                    | 46.14            |
| 0010.00.00.3320.0000                        | State Grants                  | 286,171                  | 0                                      | 286,171                 | 0                 | 0                    | 0.00             |
| 0010.00.00.3350.0001                        | Local Government Fund         | 196,933                  | 0                                      | 196,933                 | 56,994            | 0                    | 28.94            |
| 0010.00.00.3440.0005                        | SRO Reimbursement             | 178,000                  | 0                                      | 178,000                 | 190,900           | 0                    | 107.25           |
| 0010.00.00.3510.0001                        | Police Fines                  | 75,000                   | 0                                      | 75,000                  | 11,460            | 0                    | 15.28            |
| 0010.00.00.3510.0003                        | Parking Fines                 | 25,000                   | 0                                      | 25,000                  | 21,289            | 0                    | 85.16            |
| 0010.00.00.3510.0007                        | Sunday Liquor Sales           | 12,000                   | 0                                      | 12,000                  | 7,150             | 0                    | 59.58            |
| 0010.00.00.3510.0008                        | Victim's Asst. Fees-(%)       | 6,500                    | 0                                      | 6,500                   | 1,538             | 0                    | 23.66            |
| 0010.00.00.3510.0009                        | Victim's Asst. Flat Fees      | 2,500                    | 0                                      | 2,500                   | 367               | 0                    | 14.68            |
| 0010.00.00.3510.0010                        | Misc Police Revenue           | 5,000                    | 0                                      | 5,000                   | 3,097             | 0                    | 61.94            |
| 0010.00.00.3610.0001                        | Investment Earnings           | 225,000                  | 0                                      | 225,000                 | 80,655            | 0                    | 35.85            |
| 0010.00.00.3620.0000                        | Rents and Royalties           | 12,000                   | 0                                      | 12,000                  | (433)             | 0                    | (3.61)           |

## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                                   | Description                   | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | % Budget<br>Used |
|---------------------------------------------|-------------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------|
| <b>Fund: 0010 General Fund</b>              |                               |                          |                                        |                         |                   |                      |                  |
| <b>Account Category: Estimated Revenues</b> |                               |                          |                                        |                         |                   |                      |                  |
| 0010.00.00.3630.0001                        | Fees for GIS/B&P Documents    | 50                       | 0                                      | 50                      | 0                 | 0                    | 0.00             |
| 0010.00.00.3630.0005                        | FOIA Fees                     | 650                      | 0                                      | 650                     | 25                | 0                    | 3.85             |
| 0010.00.00.3640.0000                        | Housing Authority FILOT       | 45,000                   | 0                                      | 45,000                  | 0                 | 0                    | 0.00             |
| 0010.00.00.3640.0001                        | Steel Mill FILOT              | 5,000                    | 0                                      | 5,000                   | 0                 | 0                    | 0.00             |
| 0010.00.00.3670.0007                        | Donations and Promotions-Poli | 0                        | 0                                      | 0                       | 3,550             | 0                    | 0.00             |
| 0010.00.00.3680.0000                        | Work Comp Reimbursement       | 41,099                   | 0                                      | 41,099                  | 43,200            | 0                    | 105.11           |
| 0010.00.00.3690.0000                        | Cash Over & Short             | 0                        | 0                                      | 0                       | (47)              | 0                    | 0.00             |
| 0010.00.00.3690.0002                        | Miscellaneous Revenue         | 15,000                   | 0                                      | 15,000                  | 106,060           | 0                    | 707.07           |
| 0010.00.00.3690.0003                        | Insurance Proceeds            | 15,000                   | 0                                      | 15,000                  | 1,792             | 0                    | 11.95            |
| 0010.00.00.3690.0005                        | Set-off Debt Collection Fees  | 500                      | 0                                      | 500                     | 566               | 0                    | 113.20           |
| 0010.00.00.3690.0013                        | Returned Check Fees           | 2,500                    | 0                                      | 2,500                   | 0                 | 0                    | 0.00             |
| 0010.00.00.3700.0000                        | Overpayments                  | 0                        | 0                                      | 0                       | 725               | 0                    | 0.00             |
| 0010.00.00.3910.0001                        | Sale of Assets                | 0                        | 0                                      | 0                       | 140,477           | 0                    | 0.00             |
| 0010.00.00.3920.0001                        | From Electric Fund            | 918,371                  | 0                                      | 918,371                 | 229,593           | 0                    | 25.00            |
| 0010.00.00.3920.0002                        | From Water Fund               | 357,431                  | 0                                      | 357,431                 | 89,358            | 0                    | 25.00            |
| 0010.00.00.3920.0003                        | From Accom Tax Fund           | 32,250                   | 0                                      | 32,250                  | 0                 | 0                    | 0.00             |
| 0010.00.00.3920.0005                        | From Wastewater Fund          | 395,802                  | 0                                      | 395,802                 | 98,951            | 0                    | 25.00            |
| 0010.00.00.3920.0009                        | From Hospitality Fund         | 125,000                  | 0                                      | 125,000                 | 31,250            | 0                    | 25.00            |
| 0010.00.00.3940.0002                        | Transfer from fund balance    | 579,913                  | 0                                      | 579,913                 | 0                 | 0                    | 0.00             |
| Estimated Revenues                          |                               | 15,118,937               | 0                                      | 15,118,937              | 1,496,170         | 0                    | 9.90             |
| <b>Account Category: Appropriations</b>     |                               |                          |                                        |                         |                   |                      |                  |
| 0010.01.00.4000.0101                        | Regular Pay                   | 432,000                  | 0                                      | 432,000                 | 96,964            | 0                    | 22.45            |
| 0010.01.00.4010.0103                        | Overtime                      | 1,700                    | 0                                      | 1,700                   | 357               | 0                    | 21.00            |
| 0010.01.00.4050.0114                        | FICA                          | 33,250                   | 0                                      | 33,250                  | 7,115             | 0                    | 21.40            |
| 0010.01.00.4060.0116                        | Retirement                    | 81,750                   | 0                                      | 81,750                  | 17,923            | 0                    | 21.92            |
| 0010.01.00.4080.0125                        | SCMIT Worker's Comp Ins.      | 10,489                   | 0                                      | 10,489                  | 4,318             | 0                    | 41.17            |
| 0010.01.00.4100.0001                        | Health Claims Cost            | 34,026                   | 0                                      | 34,026                  | 22,804            | 0                    | 67.02            |
| 0010.01.00.4100.0002                        | Health Claim Costs-Retire     | 9,472                    | 0                                      | 9,472                   | 2,765             | 0                    | 29.19            |
| 0010.01.00.5000.0101                        | Supplies and Materials        | 5,000                    | 0                                      | 5,000                   | 693               | 0                    | 13.86            |
| 0010.01.00.5000.0102                        | Equipment                     | 200                      | 0                                      | 200                     | 0                 | 0                    | 0.00             |
| 0010.01.00.5000.0105                        | Printing and Binding          | 300                      | 0                                      | 300                     | 0                 | 0                    | 0.00             |
| 0010.01.00.6100.0111                        | Communications- Landline      | 5,000                    | 0                                      | 5,000                   | 1,405             | 0                    | 28.10            |
| 0010.01.00.6100.0112                        | Postage                       | 500                      | 0                                      | 500                     | 22                | 0                    | 4.40             |
| 0010.01.00.6100.1110                        | Communications- wireless      | 1,500                    | 0                                      | 1,500                   | 88                | 0                    | 5.87             |
| 0010.01.00.6200.0114                        | Advertising                   | 0                        | 0                                      | 0                       | 42                | 0                    | 0.00             |
| 0010.01.00.6400.0124                        | Travel Expense                | 5,400                    | 0                                      | 5,400                   | 407               | 0                    | 7.54             |
| 0010.01.00.6500.0127                        | Electricity                   | 3,798                    | 0                                      | 3,798                   | 929               | 0                    | 24.46            |
| 0010.01.00.6500.0128                        | Water                         | 925                      | 0                                      | 925                     | 245               | 0                    | 26.49            |
| 0010.01.00.6500.0129                        | Wastewater                    | 865                      | 0                                      | 865                     | 145               | 0                    | 16.76            |
| 0010.01.00.6500.0130                        | Sanitation                    | 1,054                    | 0                                      | 1,054                   | 170               | 0                    | 16.13            |
| 0010.01.00.6500.0133                        | Stormwater                    | 1,489                    | 0                                      | 1,489                   | 241               | 0                    | 16.19            |
| 0010.01.00.6500.0134                        | Security Lights               | 1,947                    | 0                                      | 1,947                   | 315               | 0                    | 16.18            |
| 0010.01.00.6500.1271                        | Electricity- Sales Tax        | 125                      | 0                                      | 125                     | 33                | 0                    | 26.40            |
| 0010.01.00.6600.0139                        | Fleet Services-RTA Mtce Alloc | 75                       | 0                                      | 75                      | 0                 | 0                    | 0.00             |
| 0010.01.00.6600.0145                        | Gasoline & Oil                | 700                      | 0                                      | 700                     | 166               | 0                    | 23.71            |
| 0010.01.00.6600.1391                        | Fleet Services -Departmental  | 708                      | 0                                      | 708                     | 72                | 0                    | 10.17            |
| 0010.01.00.6700.0156                        | Equipment Rental/Lease        | 5,900                    | 0                                      | 5,900                   | 705               | 0                    | 11.95            |
| 0010.01.00.6850.0180                        | Membership Dues and Fees      | 2,874                    | 0                                      | 2,874                   | 1,031             | 0                    | 35.87            |
| 0010.01.00.6850.0182                        | Other Operating Expenses      | 3,000                    | 0                                      | 3,000                   | 0                 | 0                    | 0.00             |

## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                               | Description                | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | % Budget<br>Used |
|-----------------------------------------|----------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------|
| <b>Fund: 0010 General Fund</b>          |                            |                          |                                        |                         |                   |                      |                  |
| <b>Account Category: Appropriations</b> |                            |                          |                                        |                         |                   |                      |                  |
| 0010.01.00.6850.0186                    | Training                   | 6,090                    | 0                                      | 6,090                   | 2,123             | 0                    | 34.86            |
| 0010.01.00.6850.1801                    | Subscriptions              | 425                      | 0                                      | 425                     | 50                | 0                    | 11.76            |
| 0010.01.00.6860.0187                    | Professional Services      | 5,000                    | 0                                      | 5,000                   | 0                 | 8,000                | 0.00             |
| 0010.01.00.6860.0195                    | Repair/Maint Svc Contract  | 900                      | 0                                      | 900                     | 418               | 0                    | 46.44            |
| 0010.01.00.6860.1895                    | Employee wellness services | 3,009                    | 0                                      | 3,009                   | 447               | 0                    | 14.86            |
| 0010.01.00.6870.0204                    | Janitorial Services        | 6,729                    | 0                                      | 6,729                   | 420               | 1,260                | 6.24             |
| 0010.01.00.7950.0001                    | IT Internal Allocations    | 42,428                   | 0                                      | 42,428                  | 141               | 0                    | 0.33             |
| 0010.01.00.7950.0995                    | GF Cost Distribution       | (406,432)                | 0                                      | (406,432)               | 0                 | 0                    | 0.00             |
| 0010.01.02.4000.0101                    | Regular Pay                | 116,000                  | 0                                      | 116,000                 | 27,522            | 0                    | 23.73            |
| 0010.01.02.4050.0114                    | FICA                       | 8,900                    | 0                                      | 8,900                   | 1,843             | 0                    | 20.71            |
| 0010.01.02.4060.0116                    | Retirement                 | 22,000                   | 0                                      | 22,000                  | 3,748             | 0                    | 17.04            |
| 0010.01.02.4100.0001                    | Health Claims Cost         | 38,187                   | 0                                      | 38,187                  | 17,854            | 0                    | 46.75            |
| 0010.01.02.4100.0002                    | Health Claim Costs-Retire  | 2,253                    | 0                                      | 2,253                   | 0                 | 0                    | 0.00             |
| 0010.01.02.5000.0101                    | Supplies and Materials     | 2,000                    | 0                                      | 2,000                   | 0                 | 0                    | 0.00             |
| 0010.01.02.5000.0102                    | Equipment                  | 1,600                    | 0                                      | 1,600                   | 0                 | 0                    | 0.00             |
| 0010.01.02.5000.0105                    | Printing and Binding       | 600                      | 0                                      | 600                     | 0                 | 0                    | 0.00             |
| 0010.01.02.6100.0111                    | Communications- Landline   | 50                       | 0                                      | 50                      | 0                 | 0                    | 0.00             |
| 0010.01.02.6100.0112                    | Postage                    | 400                      | 0                                      | 400                     | 0                 | 0                    | 0.00             |
| 0010.01.02.6100.1110                    | Communications- Wireless   | 5,000                    | 0                                      | 5,000                   | 326               | 0                    | 6.52             |
| 0010.01.02.6200.0114                    | Advertising                | 3,000                    | 0                                      | 3,000                   | 0                 | 0                    | 0.00             |
| 0010.01.02.6400.0124                    | Travel Expense             | 20,450                   | 0                                      | 20,450                  | 1,060             | 0                    | 5.18             |
| 0010.01.02.6700.0156                    | Equipment Rental/Lease     | 11,000                   | 0                                      | 11,000                  | 0                 | 0                    | 0.00             |
| 0010.01.02.6850.0182                    | Other Operating Expenses   | 5,000                    | 0                                      | 5,000                   | 0                 | 0                    | 0.00             |
| 0010.01.02.6850.0186                    | Training                   | 14,255                   | 0                                      | 14,255                  | 0                 | 0                    | 0.00             |
| 0010.01.02.6860.0187                    | Professional Services      | 350                      | 0                                      | 350                     | 0                 | 0                    | 0.00             |
| 0010.01.02.6860.1895                    | Employee wellness services | 11,004                   | 0                                      | 11,004                  | 1,640             | 0                    | 14.90            |
| 0010.01.02.7950.0001                    | IT Internal Allocations    | 48,488                   | 0                                      | 48,488                  | 2,926             | 0                    | 6.03             |
| 0010.04.00.4000.0101                    | Regular Pay                | 762,000                  | 0                                      | 762,000                 | 166,448           | 0                    | 21.84            |
| 0010.04.00.4010.0103                    | Overtime                   | 5,000                    | 0                                      | 5,000                   | 80                | 0                    | 1.60             |
| 0010.04.00.4010.0106                    | Contract Labor             | 15,000                   | 0                                      | 15,000                  | 2,700             | 0                    | 18.00            |
| 0010.04.00.4050.0114                    | FICA                       | 60,500                   | 0                                      | 60,500                  | 12,251            | 0                    | 20.25            |
| 0010.04.00.4060.0116                    | Retirement                 | 145,500                  | 0                                      | 145,500                 | 30,722            | 0                    | 21.11            |
| 0010.04.00.4080.0125                    | SCMIT Worker's Comp Ins.   | 5,760                    | 0                                      | 5,760                   | 2,662             | 0                    | 46.22            |
| 0010.04.00.4100.0001                    | Health Claims Cost         | 63,514                   | 0                                      | 63,514                  | 37,691            | 0                    | 59.34            |
| 0010.04.00.4100.0002                    | Health Claim Costs-Retire  | 2,253                    | 0                                      | 2,253                   | 103               | 0                    | 4.57             |
| 0010.04.00.5000.0101                    | Supplies and Materials     | 0                        | 0                                      | 0                       | 360               | 0                    | 0.00             |
| 0010.04.00.5000.0105                    | Printing and Binding       | 600                      | 0                                      | 600                     | 0                 | 0                    | 0.00             |
| 0010.04.00.6100.0111                    | Communications- Landline   | 1,500                    | 0                                      | 1,500                   | 291               | 0                    | 19.40            |
| 0010.04.00.6100.0112                    | Postage                    | 7,500                    | 0                                      | 7,500                   | 2,883             | 0                    | 38.44            |
| 0010.04.00.6100.1110                    | Communications- Wireless   | 500                      | 0                                      | 500                     | 46                | 0                    | 9.20             |
| 0010.04.00.6400.0124                    | Travel Expense             | 5,000                    | 0                                      | 5,000                   | 882               | 0                    | 17.64            |
| 0010.04.00.6500.0127                    | Electricity                | 3,021                    | 0                                      | 3,021                   | 752               | 0                    | 24.89            |
| 0010.04.00.6500.0128                    | Water                      | 792                      | 0                                      | 792                     | 210               | 0                    | 26.52            |
| 0010.04.00.6500.0129                    | Wastewater                 | 742                      | 0                                      | 742                     | 124               | 0                    | 16.71            |
| 0010.04.00.6500.0130                    | Sanitation                 | 903                      | 0                                      | 903                     | 146               | 0                    | 16.17            |
| 0010.04.00.6500.0133                    | Stormwater                 | 1,230                    | 0                                      | 1,230                   | 199               | 0                    | 16.18            |
| 0010.04.00.6500.0134                    | Security Lights            | 1,669                    | 0                                      | 1,669                   | 270               | 0                    | 16.18            |
| 0010.04.00.6500.1271                    | Electricity- Sales Tax     | 107                      | 0                                      | 107                     | 28                | 0                    | 26.17            |
| 0010.04.00.6700.0156                    | Equipment Rental/Lease     | 10,761                   | 0                                      | 10,761                  | 1,412             | 0                    | 13.12            |
| 0010.04.00.6850.0180                    | Membership Dues and Fees   | 2,000                    | 0                                      | 2,000                   | 244               | 0                    | 12.20            |

## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                               | Description                   | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | % Budget<br>Used |
|-----------------------------------------|-------------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------|
| <b>Fund: 0010 General Fund</b>          |                               |                          |                                        |                         |                   |                      |                  |
| <b>Account Category: Appropriations</b> |                               |                          |                                        |                         |                   |                      |                  |
| 0010.04.00.6850.0182                    | Other Operating Expenses      | 3,000                    | 0                                      | 3,000                   | 1,289             | 0                    | 42.97            |
| 0010.04.00.6850.0184                    | Continuing Education          | 1,600                    | 0                                      | 1,600                   | 510               | 0                    | 31.88            |
| 0010.04.00.6850.0186                    | Training                      | 3,250                    | 0                                      | 3,250                   | 15                | 0                    | 0.46             |
| 0010.04.00.6860.0189                    | Employee Medical              | 650                      | 0                                      | 650                     | 0                 | 0                    | 0.00             |
| 0010.04.00.6860.1895                    | Employee wellness services    | 10,007                   | 0                                      | 10,007                  | 1,491             | 0                    | 14.90            |
| 0010.04.00.7950.0001                    | IT Internal Allocations       | 42,428                   | 0                                      | 42,428                  | 2,561             | 0                    | 6.04             |
| 0010.04.00.7950.0995                    | GF Cost Distribution          | (462,220)                | 0                                      | (462,220)               | 0                 | 0                    | 0.00             |
| 0010.05.05.4000.0101                    | Regular Pay                   | 3,042,520                | 0                                      | 3,042,520               | 598,862           | 0                    | 19.68            |
| 0010.05.05.4010.0103                    | Overtime                      | 166,014                  | 0                                      | 166,014                 | 53,296            | 0                    | 32.10            |
| 0010.05.05.4010.0105                    | On-call pay                   | 12,000                   | 0                                      | 12,000                  | 2,386             | 0                    | 19.88            |
| 0010.05.05.4050.0114                    | FICA                          | 241,500                  | 0                                      | 241,500                 | 48,003            | 0                    | 19.88            |
| 0010.05.05.4060.0116                    | Retirement                    | 670,000                  | 0                                      | 670,000                 | 136,877           | 0                    | 20.43            |
| 0010.05.05.4080.0125                    | SCMIT Worker's Comp Ins.      | 143,538                  | 0                                      | 143,538                 | 68,660            | 0                    | 47.83            |
| 0010.05.05.4100.0001                    | Health Claims Cost            | 311,286                  | 0                                      | 311,286                 | 147,313           | 0                    | 47.32            |
| 0010.05.05.4100.0002                    | Health Claim Costs-Retire     | 65,871                   | 0                                      | 65,871                  | 16,680            | 0                    | 25.32            |
| 0010.05.05.5000.0101                    | Supplies and Materials        | 27,255                   | 0                                      | 27,255                  | 9,758             | 0                    | 35.80            |
| 0010.05.05.5000.0102                    | Equipment                     | 25,463                   | 0                                      | 25,463                  | 3,460             | 0                    | 13.59            |
| 0010.05.05.5000.0103                    | Furniture                     | 7,384                    | 0                                      | 7,384                   | 0                 | 0                    | 0.00             |
| 0010.05.05.5000.0108                    | SRO Grant Expenses            | 34,560                   | 0                                      | 34,560                  | 268               | 0                    | 0.78             |
| 0010.05.05.5010.0101                    | Uniforms and Clothing         | 63,130                   | 0                                      | 63,130                  | 11,660            | 0                    | 18.47            |
| 0010.05.05.6100.0111                    | Communications- Landline      | 12,412                   | 0                                      | 12,412                  | 501               | 0                    | 4.04             |
| 0010.05.05.6100.0112                    | Postage                       | 515                      | 0                                      | 515                     | 30                | 0                    | 5.83             |
| 0010.05.05.6100.1110                    | Communications- Wireless      | 62,814                   | 0                                      | 62,814                  | 15,478            | 13,318               | 24.64            |
| 0010.05.05.6200.0114                    | Advertising                   | 3,045                    | 0                                      | 3,045                   | 0                 | 0                    | 0.00             |
| 0010.05.05.6400.0124                    | Travel Expense                | 23,336                   | 0                                      | 23,336                  | 2,423             | 0                    | 10.38            |
| 0010.05.05.6500.0127                    | Electricity                   | 37,455                   | 0                                      | 37,455                  | 8,256             | 0                    | 22.04            |
| 0010.05.05.6500.0128                    | Water                         | 4,545                    | 0                                      | 4,545                   | 775               | 0                    | 17.05            |
| 0010.05.05.6500.0129                    | Wastewater                    | 3,416                    | 0                                      | 3,416                   | 585               | 0                    | 17.13            |
| 0010.05.05.6500.0130                    | Sanitation                    | 2,255                    | 0                                      | 2,255                   | 365               | 0                    | 16.19            |
| 0010.05.05.6500.0133                    | Stormwater                    | 2,235                    | 0                                      | 2,235                   | 362               | 0                    | 16.20            |
| 0010.05.05.6500.0134                    | Security Lights               | 3,830                    | 0                                      | 3,830                   | 620               | 0                    | 16.19            |
| 0010.05.05.6500.1271                    | Electricity- Sales Tax        | 961                      | 0                                      | 961                     | 270               | 0                    | 28.10            |
| 0010.05.05.6600.0103                    | Emergency Preparedness        | 5,000                    | 0                                      | 5,000                   | 4,375             | 0                    | 87.50            |
| 0010.05.05.6600.0133                    | Repairs & Maint. Services     | 40,690                   | 0                                      | 40,690                  | 1,228             | 0                    | 3.02             |
| 0010.05.05.6600.0139                    | Fleet Services-RTA Mtce Alloc | 33,166                   | 0                                      | 33,166                  | 6,566             | 0                    | 19.80            |
| 0010.05.05.6600.0145                    | Gasoline & Oil                | 119,000                  | 0                                      | 119,000                 | 20,493            | 0                    | 17.22            |
| 0010.05.05.6600.1391                    | Fleet Services -Departmental  | 58,222                   | 0                                      | 58,222                  | 9,445             | 0                    | 16.22            |
| 0010.05.05.6600.1392                    | Fleet Svcs- Outside Vends     | 26,400                   | 0                                      | 26,400                  | 0                 | 0                    | 0.00             |
| 0010.05.05.6700.0156                    | Equipment Rental/Lease        | 7,725                    | 0                                      | 7,725                   | 1,118             | 0                    | 14.47            |
| 0010.05.05.6820.1721                    | Prisoner Housing              | 70,000                   | 0                                      | 70,000                  | 15,573            | 6,375                | 22.25            |
| 0010.05.05.6850.0180                    | Membership Dues and Fees      | 4,583                    | 0                                      | 4,583                   | 1,320             | 0                    | 28.80            |
| 0010.05.05.6850.0182                    | Other Operating Expenses      | 12,314                   | 0                                      | 12,314                  | 866               | 0                    | 7.03             |
| 0010.05.05.6850.0184                    | Continuing Education          | 3,000                    | 0                                      | 3,000                   | 0                 | 0                    | 0.00             |
| 0010.05.05.6850.0186                    | Training                      | 13,220                   | 0                                      | 13,220                  | 2,270             | 0                    | 17.17            |
| 0010.05.05.6850.0187                    | Special Projects              | 7,496                    | 0                                      | 7,496                   | 457               | 0                    | 6.10             |
| 0010.05.05.6850.0189                    | Reserve Program               | 3,030                    | 0                                      | 3,030                   | 0                 | 0                    | 0.00             |
| 0010.05.05.6850.1801                    | Subscriptions                 | 11,728                   | 0                                      | 11,728                  | 5,467             | 0                    | 46.61            |
| 0010.05.05.6850.1861                    | Law Enforce Accreditation/Pol | 12,545                   | 0                                      | 12,545                  | 7,580             | 0                    | 60.42            |
| 0010.05.05.6860.0184                    | Technology Services           | 45,625                   | 0                                      | 45,625                  | 41,479            | 0                    | 90.91            |
| 0010.05.05.6860.0189                    | Employee Medical              | 2,859                    | 0                                      | 2,859                   | 350               | 0                    | 12.24            |

## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                               | Description                   | Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Budget Amended | 25-26<br>Budget | 25-26<br>Activity | 25-26<br>Encumbrance | % Budget | 25-26<br>Used |
|-----------------------------------------|-------------------------------|-----------------|----------------------------------------|-------------------------|-----------------|-------------------|----------------------|----------|---------------|
| <b>Fund: 0010 General Fund</b>          |                               |                 |                                        |                         |                 |                   |                      |          |               |
| <b>Account Category: Appropriations</b> |                               |                 |                                        |                         |                 |                   |                      |          |               |
| 0010.05.05.6860.0194                    | Other Prof/Tech Services      | 85,000          | 0                                      |                         | 85,000          | 0                 | 85,000               |          | 0.00          |
| 0010.05.05.6860.0195                    | Repair/Maint Svc Contract     | 38,522          | 0                                      |                         | 38,522          | 4,387             | 0                    |          | 11.39         |
| 0010.05.05.6860.1895                    | Employee wellness services    | 36,021          | 0                                      |                         | 36,021          | 5,219             | 0                    |          | 14.49         |
| 0010.05.05.6870.0203                    | Contract Services             | 8,755           | 0                                      |                         | 8,755           | (730)             | 0                    |          | (8.34)        |
| 0010.05.05.6870.0204                    | Janitorial Services           | 6,729           | 0                                      |                         | 6,729           | 4,050             | 12,150               |          | 60.19         |
| 0010.05.05.7950.0001                    | IT Internal Allocations       | 42,428          | 0                                      |                         | 42,428          | 2,561             | 0                    |          | 6.04          |
| 0010.05.05.7950.0010                    | 911 Expense Billing           | (1,888)         | 0                                      |                         | (1,888)         | 0                 | 0                    |          | 0.00          |
| 0010.05.07.4000.0101                    | Regular Pay                   | 45,300          | 0                                      |                         | 45,300          | 9,540             | 0                    |          | 21.06         |
| 0010.05.07.4010.0103                    | Overtime                      | 2,760           | 0                                      |                         | 2,760           | 0                 | 0                    |          | 0.00          |
| 0010.05.07.4050.0114                    | FICA                          | 3,680           | 0                                      |                         | 3,680           | 718               | 0                    |          | 19.51         |
| 0010.05.07.4060.0116                    | Retirement                    | 8,920           | 0                                      |                         | 8,920           | 1,756             | 0                    |          | 19.69         |
| 0010.05.07.4080.0125                    | SCMIT Worker's Comp Ins.      | 1,305           | 0                                      |                         | 1,305           | 526               | 0                    |          | 40.31         |
| 0010.05.07.4100.0001                    | Health Claims Cost            | 0               | 0                                      |                         | 0               | 225               | 0                    |          | 0.00          |
| 0010.05.07.5000.0101                    | Supplies and Materials        | 1,083           | 0                                      |                         | 1,083           | 0                 | 0                    |          | 0.00          |
| 0010.05.07.5000.0102                    | Equipment                     | 1,417           | 0                                      |                         | 1,417           | 0                 | 0                    |          | 0.00          |
| 0010.05.07.5010.0101                    | Uniforms and Clothing         | 412             | 0                                      |                         | 412             | 0                 | 0                    |          | 0.00          |
| 0010.05.07.6100.0111                    | Communications- Landline      | 310             | 0                                      |                         | 310             | 0                 | 0                    |          | 0.00          |
| 0010.05.07.6100.0112                    | Postage                       | 155             | 0                                      |                         | 155             | 0                 | 0                    |          | 0.00          |
| 0010.05.07.6100.1110                    | Communications- Wireless      | 2,082           | 0                                      |                         | 2,082           | 188               | 0                    |          | 9.03          |
| 0010.05.07.6400.0124                    | Travel Expense                | 1,875           | 0                                      |                         | 1,875           | 368               | 0                    |          | 19.63         |
| 0010.05.07.6600.0133                    | Repairs & Maint. Services     | 3,500           | 0                                      |                         | 3,500           | 0                 | 0                    |          | 0.00          |
| 0010.05.07.6600.0134                    | Radio Repairs                 | 670             | 0                                      |                         | 670             | 0                 | 0                    |          | 0.00          |
| 0010.05.07.6600.0139                    | Fleet Services-RTA Mtce Alloc | 206             | 0                                      |                         | 206             | 0                 | 0                    |          | 0.00          |
| 0010.05.07.6600.0145                    | Gasoline & Oil                | 3,605           | 0                                      |                         | 3,605           | 174               | 0                    |          | 4.83          |
| 0010.05.07.6600.1391                    | Fleet Services -Departmental  | 1,061           | 0                                      |                         | 1,061           | 108               | 0                    |          | 10.18         |
| 0010.05.07.6600.1392                    | Fleet Svcs- Outside Vends     | 650             | 0                                      |                         | 650             | 0                 | 0                    |          | 0.00          |
| 0010.05.07.6700.0156                    | Equipment Rental/Lease        | 260             | 0                                      |                         | 260             | 0                 | 0                    |          | 0.00          |
| 0010.05.07.6850.0180                    | Membership Dues and Fees      | 335             | 0                                      |                         | 335             | 0                 | 0                    |          | 0.00          |
| 0010.05.07.6850.0182                    | Other Operating Expenses      | 1,340           | 0                                      |                         | 1,340           | 0                 | 0                    |          | 0.00          |
| 0010.05.07.6850.0186                    | Training                      | 1,200           | 0                                      |                         | 1,200           | 85                | 0                    |          | 7.08          |
| 0010.05.07.6850.0187                    | Special Projects              | 375             | 0                                      |                         | 375             | 324               | 0                    |          | 86.40         |
| 0010.05.07.6860.0195                    | Repair/Maint Svc Contract     | 670             | 0                                      |                         | 670             | 0                 | 0                    |          | 0.00          |
| 0010.05.07.6860.1895                    | Employee wellness services    | 1,200           | 0                                      |                         | 1,200           | 149               | 0                    |          | 12.42         |
| 0010.05.07.7950.0001                    | IT Internal Allocations       | 6,061           | 0                                      |                         | 6,061           | 366               | 0                    |          | 6.04          |
| 0010.05.26.6600.0139                    | Fleet Services-RTA Mtce Alloc | 750             | 0                                      |                         | 750             | 40                | 0                    |          | 5.33          |
| 0010.05.26.6600.1391                    | Fleet Services -Departmental  | 1,309           | 0                                      |                         | 1,309           | 215               | 0                    |          | 16.42         |
| 0010.06.00.4080.0125                    | SCMIT Worker's Comp Ins.      | 0               | 0                                      |                         | 0               | 1,052             | 0                    |          | 0.00          |
| 0010.06.00.6500.0130                    | Sanitation                    | 0               | 0                                      |                         | 0               | 24                | 0                    |          | 0.00          |
| 0010.06.00.6500.0133                    | Stormwater                    | 0               | 0                                      |                         | 0               | 34                | 0                    |          | 0.00          |
| 0010.06.00.6500.0134                    | Security Lights               | 0               | 0                                      |                         | 0               | 45                | 0                    |          | 0.00          |
| 0010.09.00.4000.0101                    | Regular Pay                   | 667,670         | 0                                      |                         | 667,670         | 101,338           | 0                    |          | 15.18         |
| 0010.09.00.4010.0103                    | Overtime                      | 4,500           | 0                                      |                         | 4,500           | 873               | 0                    |          | 19.40         |
| 0010.09.00.4010.0106                    | Contract Labor                | 50,000          | 0                                      |                         | 50,000          | 900               | 9,100                |          | 1.80          |
| 0010.09.00.4050.0114                    | FICA                          | 51,500          | 0                                      |                         | 51,500          | 7,508             | 0                    |          | 14.58         |
| 0010.09.00.4060.0116                    | Retirement                    | 124,800         | 0                                      |                         | 124,800         | 18,926            | 0                    |          | 15.17         |
| 0010.09.00.4080.0125                    | SCMIT Worker's Comp Ins.      | 5,209           | 0                                      |                         | 5,209           | 1,030             | 0                    |          | 19.77         |
| 0010.09.00.4100.0001                    | Health Claims Cost            | 59,472          | 0                                      |                         | 59,472          | 23,867            | 0                    |          | 40.13         |
| 0010.09.00.5000.0101                    | Supplies and Materials        | 4,395           | 0                                      |                         | 4,395           | 378               | 0                    |          | 8.60          |
| 0010.09.00.5000.0102                    | Equipment                     | 2,300           | 0                                      |                         | 2,300           | 0                 | 0                    |          | 0.00          |
| 0010.09.00.5000.0103                    | Furniture                     | 500             | 0                                      |                         | 500             | 0                 | 0                    |          | 0.00          |

## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                               | Description                   | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | % Budget<br>Used |
|-----------------------------------------|-------------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------|
| <b>Fund: 0010 General Fund</b>          |                               |                          |                                        |                         |                   |                      |                  |
| <b>Account Category: Appropriations</b> |                               |                          |                                        |                         |                   |                      |                  |
| 0010.09.00.5000.0105                    | Printing and Binding          | 1,820                    | 0                                      | 1,820                   | 0                 | 0                    | 0.00             |
| 0010.09.00.5150.0124                    | Department Supplies           | 300                      | 0                                      | 300                     | 0                 | 0                    | 0.00             |
| 0010.09.00.6100.0111                    | Communications- Landline      | 1,200                    | 0                                      | 1,200                   | 291               | 0                    | 24.25            |
| 0010.09.00.6100.0112                    | Postage                       | 4,368                    | 0                                      | 4,368                   | 655               | 0                    | 15.00            |
| 0010.09.00.6100.1110                    | Communications- wireless      | 3,000                    | 0                                      | 3,000                   | 373               | 0                    | 12.43            |
| 0010.09.00.6200.0114                    | Advertising                   | 4,590                    | 0                                      | 4,590                   | 99                | 0                    | 2.16             |
| 0010.09.00.6400.0124                    | Travel Expense                | 9,020                    | 0                                      | 9,020                   | 731               | 0                    | 8.10             |
| 0010.09.00.6500.0127                    | Electricity                   | 2,500                    | 0                                      | 2,500                   | 501               | 0                    | 20.04            |
| 0010.09.00.6500.0128                    | Water                         | 529                      | 0                                      | 529                     | 140               | 0                    | 26.47            |
| 0010.09.00.6500.0129                    | Wastewater                    | 475                      | 0                                      | 475                     | 83                | 0                    | 17.47            |
| 0010.09.00.6500.0130                    | Sanitation                    | 620                      | 0                                      | 620                     | 73                | 0                    | 11.77            |
| 0010.09.00.6500.0133                    | Stormwater                    | 875                      | 0                                      | 875                     | 102               | 0                    | 11.66            |
| 0010.09.00.6500.0134                    | Security Lights               | 1,115                    | 0                                      | 1,115                   | 135               | 0                    | 12.11            |
| 0010.09.00.6500.1271                    | Electricity- Sales Tax        | 300                      | 0                                      | 300                     | 19                | 0                    | 6.33             |
| 0010.09.00.6600.0133                    | Repairs & Maint. Services     | 465                      | 0                                      | 465                     | 0                 | 0                    | 0.00             |
| 0010.09.00.6600.0139                    | Fleet Services-RTA Mtce Alloc | 1,500                    | 0                                      | 1,500                   | 0                 | 0                    | 0.00             |
| 0010.09.00.6600.0145                    | Gasoline & Oil                | 6,867                    | 0                                      | 6,867                   | 674               | 0                    | 9.82             |
| 0010.09.00.6600.1391                    | Fleet Services -Departmental  | 2,335                    | 0                                      | 2,335                   | 271               | 0                    | 11.61            |
| 0010.09.00.6600.1392                    | Fleet Svcs- Outside Vends     | 750                      | 0                                      | 750                     | 0                 | 0                    | 0.00             |
| 0010.09.00.6700.0156                    | Equipment Rental/Lease        | 7,500                    | 0                                      | 7,500                   | 998               | 0                    | 13.31            |
| 0010.09.00.6850.0180                    | Membership Dues and Fees      | 2,900                    | 0                                      | 2,900                   | 1,586             | 0                    | 54.69            |
| 0010.09.00.6850.0182                    | Other Operating Expenses      | 755                      | 0                                      | 755                     | 91                | 0                    | 12.05            |
| 0010.09.00.6850.0184                    | Continuing Education          | 4,947                    | 0                                      | 4,947                   | 849               | 0                    | 17.16            |
| 0010.09.00.6850.0186                    | Training                      | 6,396                    | 0                                      | 6,396                   | 1,250             | 0                    | 19.54            |
| 0010.09.00.6850.0192                    | KGB Operations                | 0                        | 0                                      | 0                       | (167)             | 0                    | 0.00             |
| 0010.09.00.6860.0186                    | Legal Services                | 200                      | 0                                      | 200                     | 0                 | 0                    | 0.00             |
| 0010.09.00.6860.0187                    | Professional Services         | 350                      | 0                                      | 350                     | 0                 | 0                    | 0.00             |
| 0010.09.00.6860.0191                    | Contract Services/Studies     | 271,000                  | 0                                      | 271,000                 | 34,740            | 0                    | 12.82            |
| 0010.09.00.6860.0201                    | Main Street Coordinator Opera | 11,200                   | 0                                      | 11,200                  | 1,561             | 0                    | 13.94            |
| 0010.09.00.6860.1895                    | Employee wellness services    | 5,004                    | 0                                      | 5,004                   | 746               | 0                    | 14.91            |
| 0010.09.00.7950.0001                    | IT Internal Allocations       | 18,184                   | 0                                      | 18,184                  | 1,097             | 0                    | 6.03             |
| 0010.10.00.4000.0101                    | Regular Pay                   | 217,000                  | 0                                      | 217,000                 | 41,460            | 0                    | 19.11            |
| 0010.10.00.4010.0103                    | Overtime                      | 5,500                    | 0                                      | 5,500                   | 1,517             | 0                    | 27.58            |
| 0010.10.00.4010.0105                    | On-call pay                   | 10,400                   | 0                                      | 10,400                  | 2,386             | 0                    | 22.94            |
| 0010.10.00.4050.0114                    | FICA                          | 18,000                   | 0                                      | 18,000                  | 3,398             | 0                    | 18.88            |
| 0010.10.00.4060.0116                    | Retirement                    | 44,000                   | 0                                      | 44,000                  | 8,229             | 0                    | 18.70            |
| 0010.10.00.4080.0125                    | SCMIT Worker's Comp Ins.      | 3,139                    | 0                                      | 3,139                   | 1,293             | 0                    | 41.19            |
| 0010.10.00.4100.0001                    | Health Claims Cost            | 14,453                   | 0                                      | 14,453                  | 4,794             | 0                    | 33.17            |
| 0010.10.00.5000.0101                    | Supplies and Materials        | 3,500                    | 0                                      | 3,500                   | 448               | 0                    | 12.80            |
| 0010.10.00.5000.0102                    | Equipment                     | 1,500                    | 0                                      | 1,500                   | 0                 | 0                    | 0.00             |
| 0010.10.00.6100.0111                    | Communications- Landline      | 1,600                    | 0                                      | 1,600                   | 393               | 0                    | 24.56            |
| 0010.10.00.6100.0112                    | Postage                       | 4,700                    | 0                                      | 4,700                   | 1,510             | 0                    | 32.13            |
| 0010.10.00.6200.0114                    | Advertising                   | 500                      | 0                                      | 500                     | 0                 | 0                    | 0.00             |
| 0010.10.00.6400.0124                    | Travel Expense                | 900                      | 0                                      | 900                     | 0                 | 0                    | 0.00             |
| 0010.10.00.6500.0127                    | Electricity                   | 6,965                    | 0                                      | 6,965                   | 1,535             | 0                    | 22.04            |
| 0010.10.00.6500.0128                    | Water                         | 693                      | 0                                      | 693                     | 118               | 0                    | 17.03            |
| 0010.10.00.6500.0129                    | Wastewater                    | 521                      | 0                                      | 521                     | 89                | 0                    | 17.08            |
| 0010.10.00.6500.0130                    | Sanitation                    | 120                      | 0                                      | 120                     | 19                | 0                    | 15.83            |
| 0010.10.00.6500.0133                    | Stormwater                    | 389                      | 0                                      | 389                     | 63                | 0                    | 16.20            |
| 0010.10.00.6500.0134                    | Security Lights               | 471                      | 0                                      | 471                     | 76                | 0                    | 16.14            |



## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                               | Description                   | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | % Budget<br>Used |
|-----------------------------------------|-------------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------|
| <b>Fund: 0010 General Fund</b>          |                               |                          |                                        |                         |                   |                      |                  |
| <b>Account Category: Appropriations</b> |                               |                          |                                        |                         |                   |                      |                  |
| 0010.10.00.6500.1271                    | Electricity- Sales Tax        | 179                      | 0                                      | 179                     | 50                | 0                    | 27.93            |
| 0010.10.00.6600.0133                    | Repairs & Maint. Services     | 2,500                    | 0                                      | 2,500                   | 1,658             | 0                    | 66.32            |
| 0010.10.00.6600.0139                    | Fleet Services-RTA Mtce Alloc | 500                      | 0                                      | 500                     | 0                 | 0                    | 0.00             |
| 0010.10.00.6600.0145                    | Gasoline & Oil                | 350                      | 0                                      | 350                     | 80                | 0                    | 22.86            |
| 0010.10.00.6600.1391                    | Fleet Services -Departmental  | 708                      | 0                                      | 708                     | 72                | 0                    | 10.17            |
| 0010.10.00.6700.0156                    | Equipment Rental/Lease        | 2,400                    | 0                                      | 2,400                   | 583               | 0                    | 24.29            |
| 0010.10.00.6850.0180                    | Membership Dues and Fees      | 120                      | 0                                      | 120                     | 0                 | 0                    | 0.00             |
| 0010.10.00.6850.0182                    | Other Operating Expenses      | 4,135                    | 0                                      | 4,135                   | 0                 | 0                    | 0.00             |
| 0010.10.00.6850.0186                    | Training                      | 400                      | 0                                      | 400                     | 0                 | 0                    | 0.00             |
| 0010.10.00.6860.0187                    | Professional Services         | 39,375                   | 0                                      | 39,375                  | 1,494             | 30,000               | 3.79             |
| 0010.10.00.6860.0195                    | Repair/Maint Svc Contract     | 2,000                    | 0                                      | 2,000                   | 404               | 0                    | 20.20            |
| 0010.10.00.6860.1895                    | Employee wellness services    | 3,009                    | 0                                      | 3,009                   | 447               | 0                    | 14.86            |
| 0010.10.00.7950.0001                    | IT Internal Allocations       | 30,306                   | 0                                      | 30,306                  | 1,829             | 0                    | 6.04             |
| 0010.11.00.4000.0101                    | Regular Pay                   | 2,105,000                | 0                                      | 2,105,000               | 369,364           | 0                    | 17.55            |
| 0010.11.00.4010.0103                    | Overtime                      | 225,000                  | 0                                      | 225,000                 | 43,647            | 0                    | 19.40            |
| 0010.11.00.4020.0111                    | Volunteer Employees           | 500                      | 0                                      | 500                     | 150               | 0                    | 30.00            |
| 0010.11.00.4050.0114                    | FICA                          | 177,750                  | 0                                      | 177,750                 | 30,087            | 0                    | 16.93            |
| 0010.11.00.4060.0116                    | Retirement                    | 493,500                  | 0                                      | 493,500                 | 83,263            | 0                    | 16.87            |
| 0010.11.00.4080.0125                    | SCMIT Worker's Comp Ins.      | 78,232                   | 0                                      | 78,232                  | 33,436            | 0                    | 42.74            |
| 0010.11.00.4100.0001                    | Health Claims Cost            | 297,498                  | 0                                      | 297,498                 | 112,560           | 0                    | 37.84            |
| 0010.11.00.4100.0002                    | Health Claim Costs-Retire     | 42,736                   | 0                                      | 42,736                  | 10,203            | 0                    | 23.87            |
| 0010.11.00.5000.0101                    | Supplies and Materials        | 25,000                   | 0                                      | 25,000                  | 5,225             | 0                    | 20.90            |
| 0010.11.00.5000.0102                    | Equipment                     | 53,250                   | 0                                      | 53,250                  | 8,325             | 0                    | 15.63            |
| 0010.11.00.5000.0103                    | Furniture                     | 7,000                    | 0                                      | 7,000                   | 2,087             | 0                    | 29.81            |
| 0010.11.00.5000.0105                    | Printing and Binding          | 500                      | 0                                      | 500                     | 0                 | 0                    | 0.00             |
| 0010.11.00.5000.0107                    | Technology Supplies           | 14,197                   | 0                                      | 14,197                  | 2,666             | 0                    | 18.78            |
| 0010.11.00.5010.0101                    | Uniforms and Clothing         | 68,700                   | 0                                      | 68,700                  | 183               | 0                    | 0.27             |
| 0010.11.00.5150.0121                    | Safety Supplies               | 10,000                   | 0                                      | 10,000                  | 0                 | 0                    | 0.00             |
| 0010.11.00.5150.0128                    | Medical Supplies              | 20,000                   | 0                                      | 20,000                  | 757               | 0                    | 3.79             |
| 0010.11.00.5310.0140                    | Haz Mat Supplies/Equipmnt     | 12,000                   | 0                                      | 12,000                  | 390               | 0                    | 3.25             |
| 0010.11.00.6100.0111                    | Communications- Landline      | 6,500                    | 0                                      | 6,500                   | 1,350             | 0                    | 20.77            |
| 0010.11.00.6100.0112                    | Postage                       | 1,000                    | 0                                      | 1,000                   | 50                | 0                    | 5.00             |
| 0010.11.00.6100.1110                    | Communications- Wireless      | 33,000                   | 0                                      | 33,000                  | 6,401             | 0                    | 19.40            |
| 0010.11.00.6200.0114                    | Advertising                   | 750                      | 0                                      | 750                     | 0                 | 0                    | 0.00             |
| 0010.11.00.6300.0121                    | Fire Prevention Materials     | 12,500                   | 0                                      | 12,500                  | 2,338             | 0                    | 18.70            |
| 0010.11.00.6400.0124                    | Travel Expense                | 6,006                    | 0                                      | 6,006                   | 120               | 0                    | 2.00             |
| 0010.11.00.6500.0127                    | Electricity                   | 12,463                   | 0                                      | 12,463                  | 4,079             | 0                    | 32.73            |
| 0010.11.00.6500.0128                    | Water                         | 6,118                    | 0                                      | 6,118                   | 1,100             | 0                    | 17.98            |
| 0010.11.00.6500.0129                    | Wastewater                    | 3,462                    | 0                                      | 3,462                   | 590               | 0                    | 17.04            |
| 0010.11.00.6500.0130                    | Sanitation                    | 973                      | 0                                      | 973                     | 158               | 0                    | 16.24            |
| 0010.11.00.6500.0133                    | Stormwater                    | 2,341                    | 0                                      | 2,341                   | 379               | 0                    | 16.19            |
| 0010.11.00.6500.0134                    | Security Lights               | 1,866                    | 0                                      | 1,866                   | 302               | 0                    | 16.18            |
| 0010.11.00.6500.1271                    | Electricity- Sales Tax        | 393                      | 0                                      | 393                     | 105               | 0                    | 26.72            |
| 0010.11.00.6600.0103                    | Emergency Preparedness        | 5,000                    | 0                                      | 5,000                   | 0                 | 0                    | 0.00             |
| 0010.11.00.6600.0105                    | COVID-19 Pandemic Expense     | 2,000                    | 0                                      | 2,000                   | 0                 | 0                    | 0.00             |
| 0010.11.00.6600.0133                    | Repairs & Maint. Services     | 38,000                   | 0                                      | 38,000                  | (64,250)          | 0                    | (169.08)         |
| 0010.11.00.6600.0139                    | Fleet Services-RTA Mtce Alloc | 25,000                   | 0                                      | 25,000                  | 2,489             | 0                    | 9.96             |
| 0010.11.00.6600.0145                    | Gasoline & Oil                | 45,000                   | 0                                      | 45,000                  | 5,437             | 0                    | 12.08            |
| 0010.11.00.6600.1391                    | Fleet Services -Departmental  | 16,165                   | 0                                      | 16,165                  | 4,071             | 0                    | 25.18            |
| 0010.11.00.6600.1392                    | Fleet Svcs- Outside Vends     | 40,000                   | 0                                      | 40,000                  | 13,580            | 32,030               | 33.95            |



## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                               | Description                   | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | % Budget<br>Used |
|-----------------------------------------|-------------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------|
| <b>Fund: 0010 General Fund</b>          |                               |                          |                                        |                         |                   |                      |                  |
| <b>Account Category: Appropriations</b> |                               |                          |                                        |                         |                   |                      |                  |
| 0010.11.00.6700.0156                    | Equipment Rental/Lease        | 8,500                    | 0                                      | 8,500                   | 1,387             | 0                    | 16.32            |
| 0010.11.00.6820.0169                    | Laundry & Linen               | 2,000                    | 0                                      | 2,000                   | 175               | 0                    | 8.75             |
| 0010.11.00.6850.0180                    | Membership Dues and Fees      | 2,218                    | 0                                      | 2,218                   | 0                 | 0                    | 0.00             |
| 0010.11.00.6850.0182                    | Other Operating Expenses      | 3,000                    | 0                                      | 3,000                   | 0                 | 0                    | 0.00             |
| 0010.11.00.6850.0184                    | Continuing Education          | 3,000                    | 0                                      | 3,000                   | 0                 | 0                    | 0.00             |
| 0010.11.00.6850.0186                    | Training                      | 19,890                   | 0                                      | 19,890                  | 2,074             | 0                    | 10.43            |
| 0010.11.00.6850.0187                    | Special Projects              | 25,700                   | 0                                      | 25,700                  | 0                 | 0                    | 0.00             |
| 0010.11.00.6850.1801                    | Subscriptions                 | 14,423                   | 0                                      | 14,423                  | 7,784             | 0                    | 53.97            |
| 0010.11.00.6860.0189                    | Employee Medical              | 13,800                   | 0                                      | 13,800                  | 0                 | 0                    | 0.00             |
| 0010.11.00.6860.0195                    | Repair/Maint Svc Contract     | 89,336                   | 0                                      | 89,336                  | 11,745            | 0                    | 13.15            |
| 0010.11.00.6860.1895                    | Employee wellness services    | 30,004                   | 0                                      | 30,004                  | 4,473             | 0                    | 14.91            |
| 0010.11.00.7950.0001                    | IT Internal Allocations       | 36,367                   | 0                                      | 36,367                  | 2,195             | 0                    | 6.04             |
| 0010.12.00.4000.0101                    | Regular Pay                   | 578,000                  | 0                                      | 578,000                 | 151,559           | 0                    | 26.22            |
| 0010.12.00.4010.0103                    | Overtime                      | 25,000                   | 0                                      | 25,000                  | 2,305             | 0                    | 9.22             |
| 0010.12.00.4010.0106                    | Contract Labor                | 25,000                   | 0                                      | 25,000                  | 16,418            | 0                    | 65.67            |
| 0010.12.00.4050.0114                    | FICA                          | 48,500                   | 0                                      | 48,500                  | 11,282            | 0                    | 23.26            |
| 0010.12.00.4060.0116                    | Retirement                    | 117,000                  | 0                                      | 117,000                 | 28,384            | 0                    | 24.26            |
| 0010.12.00.4080.0125                    | SCMIT Worker's Comp Ins.      | 35,434                   | 0                                      | 35,434                  | 18,311            | 0                    | 51.68            |
| 0010.12.00.4100.0001                    | Health Claims Cost            | 97,383                   | 0                                      | 97,383                  | 37,277            | 0                    | 38.28            |
| 0010.12.00.4100.0002                    | Health Claim Costs-Retire     | 34,714                   | 0                                      | 34,714                  | 7,971             | 0                    | 22.96            |
| 0010.12.00.5000.0101                    | Supplies and Materials        | 6,000                    | 0                                      | 6,000                   | 3,712             | 0                    | 61.87            |
| 0010.12.00.5000.0102                    | Equipment                     | 17,400                   | 0                                      | 17,400                  | 788               | 0                    | 4.53             |
| 0010.12.00.5000.0105                    | Printing and Binding          | 1,500                    | 0                                      | 1,500                   | 0                 | 0                    | 0.00             |
| 0010.12.00.5010.0101                    | Uniforms and Clothing         | 18,500                   | 0                                      | 18,500                  | 1,645             | 0                    | 8.89             |
| 0010.12.00.5130.0112                    | Asphalt/Concrete/Gravel       | 17,500                   | 0                                      | 17,500                  | 1,770             | 0                    | 10.11            |
| 0010.12.00.5150.0121                    | Safety Supplies               | 5,500                    | 0                                      | 5,500                   | 268               | 0                    | 4.87             |
| 0010.12.00.6100.0111                    | Communications- Landline      | 3,500                    | 0                                      | 3,500                   | 1,137             | 0                    | 32.49            |
| 0010.12.00.6100.0112                    | Postage                       | 400                      | 0                                      | 400                     | 0                 | 0                    | 0.00             |
| 0010.12.00.6100.1110                    | Communications- Wireless      | 5,000                    | 0                                      | 5,000                   | 469               | 0                    | 9.38             |
| 0010.12.00.6200.0114                    | Advertising                   | 150                      | 0                                      | 150                     | 0                 | 0                    | 0.00             |
| 0010.12.00.6400.0124                    | Travel Expense                | 2,500                    | 0                                      | 2,500                   | 653               | 0                    | 26.12            |
| 0010.12.00.6500.0127                    | Electricity                   | 1,040                    | 0                                      | 1,040                   | 351               | 0                    | 33.75            |
| 0010.12.00.6500.0128                    | Water                         | 1,311                    | 0                                      | 1,311                   | 204               | 0                    | 15.56            |
| 0010.12.00.6500.0129                    | Wastewater                    | 1,330                    | 0                                      | 1,330                   | 208               | 0                    | 15.64            |
| 0010.12.00.6500.0130                    | Sanitation                    | 470                      | 0                                      | 470                     | 76                | 0                    | 16.17            |
| 0010.12.00.6500.0133                    | Stormwater                    | 668                      | 0                                      | 668                     | 108               | 0                    | 16.17            |
| 0010.12.00.6500.0134                    | Security Lights               | 550                      | 0                                      | 550                     | 89                | 0                    | 16.18            |
| 0010.12.00.6500.1271                    | Electricity- Sales Tax        | 2                        | 0                                      | 2                       | 0                 | 0                    | 0.00             |
| 0010.12.00.6600.0103                    | Emergency Preparedness        | 7,000                    | 0                                      | 7,000                   | 550               | 0                    | 7.86             |
| 0010.12.00.6600.0133                    | Repairs & Maint. Services     | 15,000                   | 0                                      | 15,000                  | 2,029             | 0                    | 13.53            |
| 0010.12.00.6600.0139                    | Fleet Services-RTA Mtce Alloc | 10,000                   | 0                                      | 10,000                  | 5,392             | 0                    | 53.92            |
| 0010.12.00.6600.0145                    | Gasoline & Oil                | 26,000                   | 0                                      | 26,000                  | 10,026            | 0                    | 38.56            |
| 0010.12.00.6600.1391                    | Fleet Services -Departmental  | 57,441                   | 0                                      | 57,441                  | 8,408             | 0                    | 14.64            |
| 0010.12.00.6600.1392                    | Fleet Svcs- Outside Vends     | 8,500                    | 0                                      | 8,500                   | 2,094             | 0                    | 24.64            |
| 0010.12.00.6630.0142                    | Street Sign Maintenance       | 12,000                   | 0                                      | 12,000                  | 604               | 0                    | 5.03             |
| 0010.12.00.6630.0148                    | Maintenance of Parks          | 0                        | 0                                      | 0                       | (116)             | 0                    | 0.00             |
| 0010.12.00.6700.0156                    | Equipment Rental/Lease        | 4,000                    | 0                                      | 4,000                   | 869               | 0                    | 21.73            |
| 0010.12.00.6850.0180                    | Membership Dues and Fees      | 600                      | 0                                      | 600                     | 305               | 0                    | 50.83            |
| 0010.12.00.6850.0182                    | Other Operating Expenses      | 4,500                    | 0                                      | 4,500                   | 165               | 0                    | 3.67             |
| 0010.12.00.6850.0186                    | Training                      | 4,700                    | 0                                      | 4,700                   | 697               | 0                    | 14.83            |

## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                               | Description                | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | % Budget | 25-26<br>Used |
|-----------------------------------------|----------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|----------|---------------|
| <b>Fund: 0010 General Fund</b>          |                            |                          |                                        |                         |                   |                      |          |               |
| <b>Account Category: Appropriations</b> |                            |                          |                                        |                         |                   |                      |          |               |
| 0010.12.00.6850.0192                    | KGB Operations             | 0                        | 0                                      | 0                       | 122               | 0                    |          | 0.00          |
| 0010.12.00.6860.0187                    | Professional Services      | 10,000                   | 0                                      | 10,000                  | 833               | 7,500                |          | 8.33          |
| 0010.12.00.6860.0189                    | Employee Medical           | 1,000                    | 0                                      | 1,000                   | 80                | 0                    |          | 8.00          |
| 0010.12.00.6860.0195                    | Repair/Maint Svc Contract  | 30,300                   | 0                                      | 30,300                  | 3,850             | 12,291               |          | 12.71         |
| 0010.12.00.6860.1895                    | Employee wellness services | 13,996                   | 0                                      | 13,996                  | 2,088             | 0                    |          | 14.92         |
| 0010.12.00.6870.0204                    | Janitorial Services        | 2,709                    | 0                                      | 2,709                   | 608               | 1,823                |          | 22.44         |
| 0010.12.00.7030.1001                    | Agent Fees                 | 1,155                    | 0                                      | 1,155                   | 0                 | 0                    |          | 0.00          |
| 0010.12.00.7950.0001                    | IT Internal Allocations    | 12,122                   | 0                                      | 12,122                  | 732               | 0                    |          | 6.04          |
| 0010.13.00.4000.0101                    | Regular Pay                | 161,500                  | 0                                      | 161,500                 | 36,655            | 0                    |          | 22.70         |
| 0010.13.00.4050.0114                    | FICA                       | 12,600                   | 0                                      | 12,600                  | 2,704             | 0                    |          | 21.46         |
| 0010.13.00.4060.0116                    | Retirement                 | 30,100                   | 0                                      | 30,100                  | 6,589             | 0                    |          | 21.89         |
| 0010.13.00.4080.0125                    | SCMIT Worker's Comp Ins.   | 1,305                    | 0                                      | 1,305                   | 526               | 0                    |          | 40.31         |
| 0010.13.00.4100.0001                    | Health Claims Cost         | 11,985                   | 0                                      | 11,985                  | 6,652             | 0                    |          | 55.50         |
| 0010.13.00.5000.0102                    | Equipment                  | 0                        | 0                                      | 0                       | 962               | 0                    |          | 0.00          |
| 0010.13.00.6100.0111                    | Communications- Landline   | 500                      | 0                                      | 500                     | 0                 | 0                    |          | 0.00          |
| 0010.13.00.6100.1110                    | Communications- Wireless   | 700                      | 0                                      | 700                     | 109               | 0                    |          | 15.57         |
| 0010.13.00.6400.0124                    | Travel Expense             | 3,388                    | 0                                      | 3,388                   | 0                 | 0                    |          | 0.00          |
| 0010.13.00.6500.0127                    | Electricity                | 1,007                    | 0                                      | 1,007                   | 251               | 0                    |          | 24.93         |
| 0010.13.00.6500.0128                    | Water                      | 265                      | 0                                      | 265                     | 70                | 0                    |          | 26.42         |
| 0010.13.00.6500.0129                    | Wastewater                 | 248                      | 0                                      | 248                     | 41                | 0                    |          | 16.53         |
| 0010.13.00.6500.0130                    | Sanitation                 | 301                      | 0                                      | 301                     | 49                | 0                    |          | 16.28         |
| 0010.13.00.6500.0133                    | Stormwater                 | 2,590                    | 0                                      | 2,590                   | 419               | 0                    |          | 16.18         |
| 0010.13.00.6500.0134                    | Security Lights            | 557                      | 0                                      | 557                     | 90                | 0                    |          | 16.16         |
| 0010.13.00.6500.1271                    | Electricity- Sales Tax     | 36                       | 0                                      | 36                      | 9                 | 0                    |          | 25.00         |
| 0010.13.00.6600.0145                    | Gasoline & Oil             | 1,000                    | 0                                      | 1,000                   | 69                | 0                    |          | 6.90          |
| 0010.13.00.6850.0182                    | Other Operating Expenses   | 0                        | 0                                      | 0                       | 3,556             | 0                    |          | 0.00          |
| 0010.13.00.6860.0184                    | Technology Services        | 325,038                  | 0                                      | 325,038                 | 83,032            | 41,258               |          | 25.55         |
| 0010.13.00.6860.0191                    | Contract Services/Studies  | 10,000                   | 0                                      | 10,000                  | 0                 | 0                    |          | 0.00          |
| 0010.13.00.6860.1895                    | Employee wellness services | 998                      | 0                                      | 998                     | 149               | 0                    |          | 14.93         |
| 0010.13.00.7950.0001                    | IT Internal Allocations    | (606,118)                | 0                                      | (606,118)               | (36,581)          | 0                    |          | 6.04          |
| 0010.13.00.9000.3950                    | Computer Software          | 0                        | (131,615)                              | 131,615                 | 0                 | 25,775               |          | 0.00          |
| 0010.13.00.9000.4300                    | Other Equipment            | 42,000                   | 0                                      | 42,000                  | 2,935             | 135,863              |          | 6.99          |
| 0010.14.00.4000.0101                    | Regular Pay                | 181,000                  | 0                                      | 181,000                 | 41,408            | 0                    |          | 22.88         |
| 0010.14.00.4010.0103                    | Overtime                   | 1,000                    | 0                                      | 1,000                   | 0                 | 0                    |          | 0.00          |
| 0010.14.00.4050.0114                    | FICA                       | 13,900                   | 0                                      | 13,900                  | 3,072             | 0                    |          | 22.10         |
| 0010.14.00.4060.0116                    | Retirement                 | 33,600                   | 0                                      | 33,600                  | 7,656             | 0                    |          | 22.79         |
| 0010.14.00.4080.0125                    | SCMIT Worker's Comp Ins.   | 8,722                    | 0                                      | 8,722                   | 3,683             | 0                    |          | 42.23         |
| 0010.14.00.4100.0001                    | Health Claims Cost         | 27,432                   | 0                                      | 27,432                  | 8,591             | 0                    |          | 31.32         |
| 0010.14.00.4100.0002                    | Health Claim Costs-Retire  | 16,734                   | 0                                      | 16,734                  | 3,042             | 0                    |          | 18.18         |
| 0010.14.00.5000.0101                    | Supplies and Materials     | 6,000                    | 0                                      | 6,000                   | 1,073             | 0                    |          | 17.88         |
| 0010.14.00.5000.0102                    | Equipment                  | 3,000                    | 0                                      | 3,000                   | 241               | 0                    |          | 8.03          |
| 0010.14.00.5000.0105                    | Printing and Binding       | 600                      | 0                                      | 600                     | 0                 | 0                    |          | 0.00          |
| 0010.14.00.5000.0107                    | Technology Supplies        | 1,872                    | 0                                      | 1,872                   | 0                 | 0                    |          | 0.00          |
| 0010.14.00.5010.0101                    | Uniforms and Clothing      | 1,700                    | 0                                      | 1,700                   | 0                 | 0                    |          | 0.00          |
| 0010.14.00.5150.0121                    | Safety Supplies            | 600                      | 0                                      | 600                     | 0                 | 0                    |          | 0.00          |
| 0010.14.00.6100.0111                    | Communications- Landline   | 2,000                    | 0                                      | 2,000                   | 387               | 0                    |          | 19.35         |
| 0010.14.00.6100.0112                    | Postage                    | 200                      | 0                                      | 200                     | 0                 | 0                    |          | 0.00          |
| 0010.14.00.6100.1110                    | Communications- Wireless   | 600                      | 0                                      | 600                     | 41                | 0                    |          | 6.83          |
| 0010.14.00.6200.0114                    | Advertising                | 100                      | 0                                      | 100                     | 0                 | 0                    |          | 0.00          |
| 0010.14.00.6400.0124                    | Travel Expense             | 600                      | 0                                      | 600                     | 0                 | 0                    |          | 0.00          |

## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                               | Description                   | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | % Budget<br>Used |
|-----------------------------------------|-------------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------|
| <b>Fund: 0010 General Fund</b>          |                               |                          |                                        |                         |                   |                      |                  |
| <b>Account Category: Appropriations</b> |                               |                          |                                        |                         |                   |                      |                  |
| 0010.14.00.6500.0127                    | Electricity                   | 10,583                   | 0                                      | 10,583                  | 3,063             | 0                    | 28.94            |
| 0010.14.00.6500.0128                    | Water                         | 1,311                    | 0                                      | 1,311                   | 204               | 0                    | 15.56            |
| 0010.14.00.6500.0129                    | Wastewater                    | 1,330                    | 0                                      | 1,330                   | 208               | 0                    | 15.64            |
| 0010.14.00.6500.0130                    | Sanitation                    | 457                      | 0                                      | 457                     | 74                | 0                    | 16.19            |
| 0010.14.00.6500.0133                    | Stormwater                    | 1,218                    | 0                                      | 1,218                   | 197               | 0                    | 16.17            |
| 0010.14.00.6500.0134                    | Security Lights               | 527                      | 0                                      | 527                     | 85                | 0                    | 16.13            |
| 0010.14.00.6500.1271                    | Electricity- Sales Tax        | 503                      | 0                                      | 503                     | 119               | 0                    | 23.66            |
| 0010.14.00.6600.0133                    | Repairs & Maint. Services     | 2,000                    | 0                                      | 2,000                   | 1,038             | 0                    | 51.90            |
| 0010.14.00.6600.0139                    | Fleet Services-RTA Mtce Alloc | 3,500                    | 0                                      | 3,500                   | 0                 | 0                    | 0.00             |
| 0010.14.00.6600.0145                    | Gasoline & Oil                | 3,500                    | 0                                      | 3,500                   | 608               | 0                    | 17.37            |
| 0010.14.00.6600.1391                    | Fleet Services -Departmental  | 1,000                    | 0                                      | 1,000                   | 0                 | 0                    | 0.00             |
| 0010.14.00.6600.1392                    | Fleet Svcs- Outside Vends     | 1,000                    | 0                                      | 1,000                   | 0                 | 0                    | 0.00             |
| 0010.14.00.6620.0140                    | Building Repairs              | 1,500                    | 0                                      | 1,500                   | 144               | 0                    | 9.60             |
| 0010.14.00.6700.0156                    | Equipment Rental/Lease        | 828                      | 0                                      | 828                     | 149               | 0                    | 18.00            |
| 0010.14.00.6850.0182                    | Other Operating Expenses      | 500                      | 0                                      | 500                     | 33                | 0                    | 6.60             |
| 0010.14.00.6850.0186                    | Training                      | 1,000                    | 0                                      | 1,000                   | 0                 | 0                    | 0.00             |
| 0010.14.00.6860.0195                    | Repair/Maint Svc Contract     | 9,700                    | 0                                      | 9,700                   | 5,670             | 0                    | 58.45            |
| 0010.14.00.6860.1895                    | Employee wellness services    | 1,995                    | 0                                      | 1,995                   | 298               | 0                    | 14.94            |
| 0010.14.00.7030.1001                    | Agent Fees                    | 700                      | 0                                      | 700                     | 0                 | 0                    | 0.00             |
| 0010.14.00.7350.0122                    | Services Billed               | (353,715)                | 0                                      | (353,715)               | (49,823)          | 0                    | 14.09            |
| 0010.14.00.7950.0001                    | IT Internal Allocations       | 12,122                   | 0                                      | 12,122                  | 732               | 0                    | 6.04             |
| 0010.20.00.4010.0106                    | Contract Labor                | 4,000                    | 0                                      | 4,000                   | 0                 | 0                    | 0.00             |
| 0010.20.00.4100.0002                    | Health Claim Costs-Retire     | 31,200                   | 0                                      | 31,200                  | (14,875)          | 0                    | (47.68)          |
| 0010.20.00.5100.0106                    | Cleaning & Sanitation Sup     | 3,000                    | 0                                      | 3,000                   | 144               | 0                    | 4.80             |
| 0010.20.00.6000.0110                    | SCMIRF Property/Liab Ins      | 421,839                  | 0                                      | 421,839                 | 222,704           | 0                    | 52.79            |
| 0010.20.00.6000.0112                    | Survivors Health Ins          | 16,000                   | 0                                      | 16,000                  | 0                 | 0                    | 0.00             |
| 0010.20.00.6000.1051                    | Employee Wellness & Safety    | 13,300                   | 0                                      | 13,300                  | 2,877             | 0                    | 21.63            |
| 0010.20.00.6000.1052                    | Unemployment Insurance        | 4,000                    | 0                                      | 4,000                   | 0                 | 0                    | 0.00             |
| 0010.20.00.6200.0114                    | Advertising                   | 2,500                    | 0                                      | 2,500                   | 0                 | 0                    | 0.00             |
| 0010.20.00.6500.0127                    | Electricity                   | 4,479                    | 0                                      | 4,479                   | 1,301             | 0                    | 29.05            |
| 0010.20.00.6500.0128                    | Water                         | 752                      | 0                                      | 752                     | 51                | 0                    | 6.78             |
| 0010.20.00.6500.0129                    | Wastewater                    | 1,266                    | 0                                      | 1,266                   | 355               | 0                    | 28.04            |
| 0010.20.00.6500.0133                    | Stormwater                    | 2,058                    | 0                                      | 2,058                   | 333               | 0                    | 16.18            |
| 0010.20.00.6500.1271                    | Electricity- Sales Tax        | 86                       | 0                                      | 86                      | 30                | 0                    | 34.88            |
| 0010.20.00.6600.0113                    | Opioid Recovery Program Expen | 110,000                  | 0                                      | 110,000                 | 0                 | 76,128               | 0.00             |
| 0010.20.00.6600.0133                    | Repairs & Maint. Services     | 10,000                   | 0                                      | 10,000                  | 85                | 0                    | 0.85             |
| 0010.20.00.6850.0180                    | Membership Dues and Fees      | 3,200                    | 0                                      | 3,200                   | 0                 | 0                    | 0.00             |
| 0010.20.00.6850.0182                    | Other Operating Expenses      | 41,088                   | 0                                      | 41,088                  | 49,281            | 0                    | 119.94           |
| 0010.20.00.6850.0186                    | Training                      | 0                        | 0                                      | 0                       | 8                 | 0                    | 0.00             |
| 0010.20.00.6850.1822                    | City Hall - Temporary Locatio | 133,700                  | 0                                      | 133,700                 | 34,608            | 0                    | 25.88            |
| 0010.20.00.6860.0186                    | Legal Services                | 85,000                   | 0                                      | 85,000                  | 5,066             | 21,974               | 5.96             |
| 0010.20.00.6860.0187                    | Professional Services         | 14,500                   | 0                                      | 14,500                  | 3,274             | 0                    | 22.58            |
| 0010.20.00.6860.0190                    | Consulting Services           | 5,000                    | 0                                      | 5,000                   | 0                 | 0                    | 0.00             |
| 0010.20.00.6860.0192                    | Elections                     | 12,000                   | 0                                      | 12,000                  | 0                 | 0                    | 0.00             |
| 0010.20.00.6860.0194                    | Other Prof/Tech Services      | 0                        | 0                                      | 0                       | 2,700             | 0                    | 0.00             |
| 0010.20.00.6860.0195                    | Repair/Maint Svc Contract     | 3,400                    | 0                                      | 3,400                   | 1,575             | 0                    | 46.32            |
| 0010.20.00.6860.0196                    | Bank Charges/Fees             | 5,200                    | 0                                      | 5,200                   | 912               | 0                    | 17.54            |
| 0010.20.00.6860.0199                    | Internal Engineering          | 26,669                   | 0                                      | 26,669                  | 7,660             | 0                    | 28.72            |
| 0010.20.00.6860.1871                    | Audit Services                | 50,000                   | 0                                      | 50,000                  | 4,000             | 0                    | 8.00             |
| 0010.20.00.6870.0204                    | Janitorial Services           | 11,983                   | 0                                      | 11,983                  | 1,950             | 5,850                | 16.27            |

## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                               | Description             | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | 25-26<br>% Budget Used |
|-----------------------------------------|-------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------------|
| <b>Fund: 0010 General Fund</b>          |                         |                          |                                        |                         |                   |                      |                        |
| <b>Account Category: Appropriations</b> |                         |                          |                                        |                         |                   |                      |                        |
| 0010.20.00.7950.0995                    | GF Cost Distribution    | (406,488)                | 0                                      | (406,488)               | 0                 | 0                    | 0.00                   |
| 0010.21.00.6810.0100                    | Capital Lease Principal | 23,398                   | 0                                      | 23,398                  | 23,398            | 0                    | 100.00                 |
| 0010.21.00.6810.0120                    | Capital Lease Interest  | 2,415                    | 0                                      | 2,415                   | 2,415             | 0                    | 100.00                 |
| 0010.21.00.6810.0130                    | GO Bond Principal       | 55,000                   | 0                                      | 55,000                  | 0                 | 0                    | 0.00                   |
| 0010.21.00.6810.0140                    | GO Bond Interest        | 9,205                    | 0                                      | 9,205                   | 0                 | 0                    | 0.00                   |
| 0010.21.00.7020.0105                    | Interest on Bonds       | 54,175                   | 0                                      | 54,175                  | 0                 | 0                    | 0.00                   |
| 0010.21.00.7020.0110                    | Bond Principal          | 47,600                   | 0                                      | 47,600                  | 0                 | 0                    | 0.00                   |
| 0010.22.00.7500.0127                    | Transfers to Waste Mgmt | 92,135                   | 0                                      | 92,135                  | 0                 | 0                    | 0.00                   |
| Appropriations                          |                         | 15,118,937               | (131,615)                              | 15,250,552              | 3,563,332         | 525,695              | 23.37                  |
| <b>Fund 0010 - General Fund:</b>        |                         |                          |                                        |                         |                   |                      |                        |
| TOTAL ESTIMATED REVENUES                |                         | 15,118,937               | 0                                      | 15,118,937              | 1,496,170         | 0                    | 9.90                   |
| TOTAL APPROPRIATIONS                    |                         | 15,118,937               | (131,615)                              | 15,250,552              | 3,563,332         | 525,695              | 23.37                  |
| NET OF REVENUES & APPROPRIATIONS:       |                         | 0                        | 131,615                                | (131,615)               | (2,067,162)       | (525,695)            |                        |
|                                         |                         | 0.00%                    | 0.00%                                  | -0.87%                  | -138.16%          | 0.00%                |                        |

## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                                   | Description               | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | % Budget<br>Used |
|---------------------------------------------|---------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------|
| <b>Fund: 0011 Debt Service</b>              |                           |                          |                                        |                         |                   |                      |                  |
| <b>Account Category: Estimated Revenues</b> |                           |                          |                                        |                         |                   |                      |                  |
| 0011.00.00.3110.0002                        | Property Taxes -Debt Mill | 180,000                  | 0                                      | 180,000                 | 6,447             | 0                    | 3.58             |
|                                             | Estimated Revenues        | 180,000                  | 0                                      | 180,000                 | 6,447             | 0                    | 3.58             |
| <b>Account Category: Appropriations</b>     |                           |                          |                                        |                         |                   |                      |                  |
| 0011.21.00.6810.0130                        | GO Bond Principal         | 92,329                   | 0                                      | 92,329                  | 0                 | 0                    | 0.00             |
| 0011.21.00.6810.0140                        | GO Bond Interest          | 39,031                   | 0                                      | 39,031                  | 0                 | 0                    | 0.00             |
| 0011.21.00.7500.0137                        | Trns from/to Fund Balance | 48,640                   | 0                                      | 48,640                  | 0                 | 0                    | 0.00             |
|                                             | Appropriations            | 180,000                  | 0                                      | 180,000                 | 0                 | 0                    | 0.00             |
| <b>Fund 0011 - Debt Service:</b>            |                           |                          |                                        |                         |                   |                      |                  |
| TOTAL ESTIMATED REVENUES                    |                           | 180,000                  | 0                                      | 180,000                 | 6,447             | 0                    | 3.58             |
| TOTAL APPROPRIATIONS                        |                           | 180,000                  | 0                                      | 180,000                 | 0                 | 0                    | 0.00             |
| NET OF REVENUES & APPROPRIATIONS:           |                           | 0                        | 0                                      | 0                       | 6,447             | 0                    |                  |
|                                             |                           | 0.00%                    | 0.00%                                  | 0.00%                   | 100.00%           | 0.00%                |                  |

## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                                         | Description                   | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | % Budget<br>Used |
|---------------------------------------------------|-------------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------|
| <b>Fund: 0012 Capital Projects Reserve Fund</b>   |                               |                          |                                        |                         |                   |                      |                  |
| <b>Account Category: Estimated Revenues</b>       |                               |                          |                                        |                         |                   |                      |                  |
| 0012.00.00.3310.0010                              | Grant Revenue                 | 189,650                  | 0                                      | 189,650                 | 0                 | 0                    | 0.00             |
| 0012.00.00.3630.0005                              | FOIA Fees                     | 0                        | 0                                      | 0                       | 42                | 0                    | 0.00             |
| 0012.00.00.3920.0015                              | Transfer from Capital Project | 4,688,243                | 0                                      | 4,688,243               | 0                 | 0                    | 0.00             |
| Estimated Revenues                                |                               | 4,877,893                | 0                                      | 4,877,893               | 42                | 0                    | 0.00             |
| <b>Account Category: Appropriations</b>           |                               |                          |                                        |                         |                   |                      |                  |
| 0012.26.00.9000.0903                              | Sidewalk Program              | 278,000                  | 0                                      | 278,000                 | 0                 | 0                    | 0.00             |
| 0012.26.00.9000.0904                              | Street Re-Surfacing Program   | 127,000                  | (135,162)                              | 262,162                 | 126,162           | 10,000               | 48.12            |
| 0012.26.00.9000.3000                              | Buildings & Improvements      | 2,995,693                | (821,854)                              | 3,817,547               | 108,053           | 1,076,934            | 2.83             |
| 0012.26.00.9000.3950                              | Computer Software             | 66,200                   | 0                                      | 66,200                  | 24,771            | 15,500               | 37.42            |
| 0012.26.00.9000.4100                              | Vehicles                      | 594,050                  | 0                                      | 594,050                 | 295,310           | 45,680               | 49.71            |
| 0012.26.00.9000.4200                              | Heavy Equipment               | 0                        | 0                                      | 0                       | 48,222            | 41,495               | 0.00             |
| 0012.26.00.9000.4300                              | Other Equipment               | 816,950                  | 0                                      | 816,950                 | 30,225            | 287,459              | 3.70             |
| Appropriations                                    |                               | 4,877,893                | (957,016)                              | 5,834,909               | 632,743           | 1,477,068            | 10.84            |
| <b>Fund 0012 - Capital Projects Reserve Fund:</b> |                               |                          |                                        |                         |                   |                      |                  |
| TOTAL ESTIMATED REVENUES                          |                               | 4,877,893                | 0                                      | 4,877,893               | 42                | 0                    | 0.00             |
| TOTAL APPROPRIATIONS                              |                               | 4,877,893                | (957,016)                              | 5,834,909               | 632,743           | 1,477,068            | 10.84            |
| NET OF REVENUES & APPROPRIATIONS:                 |                               | 0                        | 957,016                                | (957,016)               | (632,701)         | (1,477,068)          |                  |
|                                                   |                               | 0.00%                    | 0.00%                                  | -19.62%                 | -1,506,430.95%    | 0.00%                |                  |

## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                                   | Description               | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | % Budget<br>Used |
|---------------------------------------------|---------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------|
| <b>Fund: 0013 TIF District</b>              |                           |                          |                                        |                         |                   |                      |                  |
| <b>Account Category: Estimated Revenues</b> |                           |                          |                                        |                         |                   |                      |                  |
| 0013.00.00.3020.0006                        | TIF Proceeds              | 157,687                  | 0                                      | 157,687                 | 0                 | 0                    | 0.00             |
|                                             | Estimated Revenues        | 157,687                  | 0                                      | 157,687                 | 0                 | 0                    | 0.00             |
| <b>Account Category: Appropriations</b>     |                           |                          |                                        |                         |                   |                      |                  |
| 0013.00.00.7500.0137                        | Trns from/to Fund Balance | 157,687                  | 0                                      | 157,687                 | 0                 | 0                    | 0.00             |
|                                             | Appropriations            | 157,687                  | 0                                      | 157,687                 | 0                 | 0                    | 0.00             |
| Fund 0013 - TIF District:                   |                           |                          |                                        |                         |                   |                      |                  |
| TOTAL ESTIMATED REVENUES                    |                           | 157,687                  | 0                                      | 157,687                 | 0                 | 0                    | 0.00             |
| TOTAL APPROPRIATIONS                        |                           | 157,687                  | 0                                      | 157,687                 | 0                 | 0                    | 0.00             |
| NET OF REVENUES & APPROPRIATIONS:           |                           | 0                        | 0                                      | 0                       | 0                 | 0                    |                  |
|                                             |                           | 0.00%                    | 0.00%                                  | 0.00%                   | 0.00%             | 0.00%                |                  |

BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                                   | Description         | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | % Budget<br>Used |
|---------------------------------------------|---------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------|
| <b>Fund: 0015 Agency Fund</b>               |                     |                          |                                        |                         |                   |                      |                  |
| <b>Account Category: Estimated Revenues</b> |                     |                          |                                        |                         |                   |                      |                  |
| 0015.00.00.3610.0001                        | Investment Earnings | 0                        | 0                                      | 0                       | 295               | 0                    | 0.00             |
|                                             | Estimated Revenues  | 0                        | 0                                      | 0                       | 295               | 0                    | 0.00             |
| Fund 0015 - Agency Fund:                    |                     |                          |                                        |                         |                   |                      |                  |
| TOTAL ESTIMATED REVENUES                    |                     | 0                        | 0                                      | 0                       | 295               | 0                    | 0.00             |
| TOTAL APPROPRIATIONS                        |                     | 0                        | 0                                      | 0                       | 0                 | 0                    | 0.00             |
| NET OF REVENUES & APPROPRIATIONS:           |                     | 0                        | 0                                      | 0                       | 295               | 0                    |                  |
|                                             |                     | 0.00%                    | 0.00%                                  | 0.00%                   | 100.00%           | 0.00%                |                  |



## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                                   | Description             | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | % Budget<br>Used |
|---------------------------------------------|-------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------|
| <b>Fund: 0018 State and Local Grants</b>    |                         |                          |                                        |                         |                   |                      |                  |
| <b>Account Category: Estimated Revenues</b> |                         |                          |                                        |                         |                   |                      |                  |
| 0018.00.00.3310.0070                        | Hazard Mitigation Grant | 402,522                  | 0                                      | 402,522                 | 0                 | 0                    | 0.00             |
| 0018.00.00.3320.0000                        | State Grants            | 12,000                   | 0                                      | 12,000                  | 0                 | 0                    | 0.00             |
|                                             | Estimated Revenues      | 414,522                  | 0                                      | 414,522                 | 0                 | 0                    | 0.00             |
| <b>Account Category: Appropriations</b>     |                         |                          |                                        |                         |                   |                      |                  |
| 0018.70.00.5000.0101                        | Supplies and Materials  | 8,000                    | 0                                      | 8,000                   | 9,362             | 7,499                | 117.03           |
| 0018.70.00.5000.0102                        | Equipment               | 4,000                    | 0                                      | 4,000                   | 0                 | 0                    | 0.00             |
| 0018.70.00.6850.0187                        | Special Projects        | 402,522                  | 0                                      | 402,522                 | 0                 | 0                    | 0.00             |
|                                             | Appropriations          | 414,522                  | 0                                      | 414,522                 | 9,362             | 7,499                | 2.26             |
| <b>Fund 0018 - State and Local Grants:</b>  |                         |                          |                                        |                         |                   |                      |                  |
| TOTAL ESTIMATED REVENUES                    |                         | 414,522                  | 0                                      | 414,522                 | 0                 | 0                    | 0.00             |
| TOTAL APPROPRIATIONS                        |                         | 414,522                  | 0                                      | 414,522                 | 9,362             | 7,499                | 2.26             |
| NET OF REVENUES & APPROPRIATIONS:           |                         | 0                        | 0                                      | 0                       | (9,362)           | (7,499)              |                  |
|                                             |                         | 0.00%                    | 0.00%                                  | 0.00%                   | 0.00%             | 0.00%                |                  |

## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                                         | Description                   | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | % Budget<br>Used |
|---------------------------------------------------|-------------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------|
| <b>Fund: 0019 Res. Utilities Round Up Program</b> |                               |                          |                                        |                         |                   |                      |                  |
| <b>Account Category: Estimated Revenues</b>       |                               |                          |                                        |                         |                   |                      |                  |
| 0019.00.00.3020.0007                              | Residential Utilities Round U | 0                        | 0                                      | 0                       | 234               | 0                    | 0.00             |
| Estimated Revenues                                |                               | 0                        | 0                                      | 0                       | 234               | 0                    | 0.00             |
| Fund 0019 - Res. Utilities Round Up Program:      |                               |                          |                                        |                         |                   |                      |                  |
| TOTAL ESTIMATED REVENUES                          |                               | 0                        | 0                                      | 0                       | 234               | 0                    | 0.00             |
| TOTAL APPROPRIATIONS                              |                               | 0                        | 0                                      | 0                       | 0                 | 0                    | 0.00             |
| NET OF REVENUES & APPROPRIATIONS:                 |                               | 0                        | 0                                      | 0                       | 234               | 0                    |                  |
|                                                   |                               | 0.00%                    | 0.00%                                  | 0.00%                   | 100.00%           | 0.00%                |                  |

## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                                    | Description               | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | % Budget<br>Used |
|----------------------------------------------|---------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------|
| <b>Fund: 0020 State Accommodations Tax</b>   |                           |                          |                                        |                         |                   |                      |                  |
| <b>Account Category: Estimated Revenues</b>  |                           |                          |                                        |                         |                   |                      |                  |
| 0020.00.00.3180.0001                         | Accommodations Tax        | 170,000                  | 0                                      | 170,000                 | 0                 | 0                    | 0.00             |
| 0020.00.00.3610.0001                         | Investment Earnings       | 700                      | 0                                      | 700                     | 0                 | 0                    | 0.00             |
| Estimated Revenues                           |                           | 170,700                  | 0                                      | 170,700                 | 0                 | 0                    | 0.00             |
| <b>Account Category: Appropriations</b>      |                           |                          |                                        |                         |                   |                      |                  |
| 0020.33.00.6200.0114                         | Advertising               | 200                      | 0                                      | 200                     | 84                | 0                    | 42.00            |
| 0020.33.00.6830.0173                         | Tourism Related           | 94,250                   | 0                                      | 94,250                  | 16,825            | 0                    | 17.85            |
| 0020.33.00.6830.0174                         | Tourism Advertise/Promote | 43,500                   | 0                                      | 43,500                  | 0                 | 0                    | 0.00             |
| 0020.33.00.6850.0187                         | Special Projects          | 500                      | 0                                      | 500                     | 0                 | 0                    | 0.00             |
| 0020.33.00.7500.0124                         | Transfers to General Fund | 32,250                   | 0                                      | 32,250                  | 0                 | 0                    | 0.00             |
| Appropriations                               |                           | 170,700                  | 0                                      | 170,700                 | 16,909            | 0                    | 9.91             |
| <b>Fund 0020 - State Accommodations Tax:</b> |                           |                          |                                        |                         |                   |                      |                  |
| TOTAL ESTIMATED REVENUES                     |                           | 170,700                  | 0                                      | 170,700                 | 0                 | 0                    | 0.00             |
| TOTAL APPROPRIATIONS                         |                           | 170,700                  | 0                                      | 170,700                 | 16,909            | 0                    | 9.91             |
| NET OF REVENUES & APPROPRIATIONS:            |                           | 0                        | 0                                      | 0                       | (16,909)          | 0                    |                  |
|                                              |                           | 0.00%                    | 0.00%                                  | 0.00%                   | 0.00%             | 0.00%                |                  |

## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                                   | Description                | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | 25-26<br>% Budget Used |
|---------------------------------------------|----------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------------|
| <b>Fund: 0022 Local Hospitality/ATax</b>    |                            |                          |                                        |                         |                   |                      |                        |
| <b>Account Category: Estimated Revenues</b> |                            |                          |                                        |                         |                   |                      |                        |
| 0022.00.00.3240.0001                        | Hospitality Fee            | 1,100,000                | 0                                      | 1,100,000               | 233,696           | 0                    | 21.25                  |
| 0022.00.00.3240.0002                        | Accommodation Fees         | 300,000                  | 0                                      | 300,000                 | 55,384            | 0                    | 18.46                  |
| 0022.00.00.3310.0000                        | Federal Grants             | 250,000                  | 0                                      | 250,000                 | 0                 | 0                    | 0.00                   |
| 0022.00.00.3310.0069                        | Match Revenue              | 149,798                  | 0                                      | 149,798                 | 0                 | 0                    | 0.00                   |
| 0022.00.00.3320.0015                        | DBA State Grant            | 109,154                  | 0                                      | 109,154                 | 0                 | 0                    | 0.00                   |
| 0022.00.00.3610.0001                        | Investment Earnings        | 1,500                    | 0                                      | 1,500                   | 0                 | 0                    | 0.00                   |
| 0022.00.00.3940.0002                        | Transfer from fund balance | 1,447,614                | 0                                      | 1,447,614               | 0                 | 0                    | 0.00                   |
| Estimated Revenues                          |                            | 3,358,066                | 0                                      | 3,358,066               | 289,080           | 0                    | 8.61                   |
| <b>Account Category: Appropriations</b>     |                            |                          |                                        |                         |                   |                      |                        |
| 0022.08.00.6500.0127                        | Electricity                | 6,000                    | 0                                      | 6,000                   | 3,044             | 0                    | 50.73                  |
| 0022.08.00.6850.0182                        | Other Operating Expenses   | 25,000                   | 0                                      | 25,000                  | 0                 | 0                    | 0.00                   |
| 0022.23.00.4000.0101                        | Regular Pay                | 142,100                  | 0                                      | 142,100                 | 26,633            | 0                    | 18.74                  |
| 0022.23.00.4010.0103                        | Overtime                   | 51,047                   | 0                                      | 51,047                  | 15,007            | 0                    | 29.40                  |
| 0022.23.00.4050.0114                        | FICA                       | 14,800                   | 0                                      | 14,800                  | 3,041             | 0                    | 20.55                  |
| 0022.23.00.4060.0116                        | Retirement                 | 41,000                   | 0                                      | 41,000                  | 7,179             | 0                    | 17.51                  |
| 0022.23.00.4100.0001                        | Health Claims Cost         | 4,042                    | 0                                      | 4,042                   | 2,664             | 0                    | 65.91                  |
| 0022.23.00.6810.0100                        | Capital Lease Principal    | 10,298                   | 0                                      | 10,298                  | 10,298            | 0                    | 100.00                 |
| 0022.23.00.6810.0120                        | Capital Lease Interest     | 1,063                    | 0                                      | 1,063                   | 1,063             | 0                    | 100.00                 |
| 0022.23.00.7500.0124                        | Transfers to General Fund  | 125,000                  | 0                                      | 125,000                 | 31,250            | 0                    | 25.00                  |
| 0022.24.00.6200.1141                        | Advertising- Other         | 350                      | 0                                      | 350                     | 0                 | 0                    | 0.00                   |
| 0022.24.00.6830.0174                        | Tourism Advertise/Promote  | 308,328                  | 0                                      | 308,328                 | 36,309            | 0                    | 11.78                  |
| 0022.24.00.6850.0182                        | Other Operating Expenses   | 293,500                  | 0                                      | 293,500                 | 29,372            | 93,095               | 10.01                  |
| 0022.24.00.6850.0187                        | Special Projects           | 103,250                  | (15,365)                               | 118,615                 | 3,540             | 15,365               | 2.98                   |
| 0022.24.00.6850.0192                        | KGB Operations             | 15,800                   | 0                                      | 15,800                  | 799               | 0                    | 5.06                   |
| 0022.24.00.6850.1871                        | Way-finding project        | 50,000                   | 0                                      | 50,000                  | 221               | 0                    | 0.44                   |
| 0022.24.00.6860.0191                        | Contract Services/Studies  | 25,000                   | 0                                      | 25,000                  | 0                 | 0                    | 0.00                   |
| 0022.24.00.6860.0195                        | Repair/Maint Svc Contract  | 90,000                   | 0                                      | 90,000                  | 22,594            | 8,500                | 25.10                  |
| 0022.24.00.6860.0199                        | Internal Engineering       | 26,669                   | 0                                      | 26,669                  | 0                 | 0                    | 0.00                   |
| 0022.24.00.6870.0204                        | Janitorial Services        | 90,000                   | 0                                      | 90,000                  | 17,532            | 66,620               | 19.48                  |
| 0022.24.00.9000.0905                        | Park Improvements          | 1,042,000                | 0                                      | 1,042,000               | 9,184             | 8,800                | 0.88                   |
| 0022.24.00.9000.1000                        | Infrastructure Improvemts  | 360,933                  | (10,900)                               | 371,833                 | 0                 | 343,753              | 0.00                   |
| 0022.24.00.9000.4300                        | Other Equipment            | 180,000                  | 0                                      | 180,000                 | 0                 | 135,000              | 0.00                   |
| 0022.24.00.9000.6000                        | Other Improvements         | 97,000                   | 0                                      | 97,000                  | 0                 | 0                    | 0.00                   |
| 0022.29.00.6000.0110                        | SCMIRF Property/Liab Ins   | 39,628                   | 0                                      | 39,628                  | 19,144            | 0                    | 48.31                  |
| 0022.29.00.6500.0127                        | Electricity                | 3,240                    | 0                                      | 3,240                   | 453               | 0                    | 13.98                  |
| 0022.29.00.6500.0133                        | Stormwater                 | 1,913                    | 0                                      | 1,913                   | 209               | 0                    | 10.93                  |
| 0022.29.00.6500.1271                        | Electricity- Sales Tax     | 105                      | 0                                      | 105                     | 11                | 0                    | 10.48                  |
| 0022.29.00.6870.0203                        | Contract Services          | 210,000                  | 0                                      | 210,000                 | 105,000           | 0                    | 50.00                  |
| Appropriations                              |                            | 3,358,066                | (26,265)                               | 3,384,331               | 344,547           | 671,133              | 10.18                  |
| <b>Fund 0022 - Local Hospitality/ATax:</b>  |                            |                          |                                        |                         |                   |                      |                        |
| TOTAL ESTIMATED REVENUES                    |                            | 3,358,066                | 0                                      | 3,358,066               | 289,080           | 0                    | 8.61                   |
| TOTAL APPROPRIATIONS                        |                            | 3,358,066                | (26,265)                               | 3,384,331               | 344,547           | 671,133              | 10.18                  |
| NET OF REVENUES & APPROPRIATIONS:           |                            | 0                        | 26,265                                 | (26,265)                | (55,467)          | (671,133)            |                        |
|                                             |                            | 0.00%                    | 0.00%                                  | -0.78%                  | -19.19%           | 0.00%                |                        |

## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                                   | Description                    | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | 25-26<br>% Budget Used |
|---------------------------------------------|--------------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------------|
| <b>Fund: 0030 Electric Utility Fund</b>     |                                |                          |                                        |                         |                   |                      |                        |
| <b>Account Category: Estimated Revenues</b> |                                |                          |                                        |                         |                   |                      |                        |
| 0030.00.00.3010.0000                        | Sale Of Utilities              | 15,441,667               | 0                                      | 15,441,667              | 3,698,363         | 0                    | 23.95                  |
| 0030.00.00.3010.0001                        | Revenue from Energy Efficiency | 30,000                   | 0                                      | 30,000                  | 4,294             | 0                    | 14.31                  |
| 0030.00.00.3010.0002                        | New Turn Ons                   | 4,000                    | 0                                      | 4,000                   | 890               | 0                    | 22.25                  |
| 0030.00.00.3010.0004                        | Security Lights                | 295,000                  | 0                                      | 295,000                 | 66,224            | 0                    | 22.45                  |
| 0030.00.00.3010.0012                        | Restores                       | 80,000                   | 0                                      | 80,000                  | 3,243             | 0                    | 4.05                   |
| 0030.00.00.3020.0001                        | Penalties                      | 125,000                  | 0                                      | 125,000                 | 43,970            | 0                    | 35.18                  |
| 0030.00.00.3020.0002                        | Pole Rental                    | 200,000                  | 0                                      | 200,000                 | 3,572             | 0                    | 1.79                   |
| 0030.00.00.3060.0001                        | Investment Earnings            | 200,000                  | 0                                      | 200,000                 | 41,351            | 0                    | 20.68                  |
| 0030.00.00.3690.0002                        | Miscellaneous Revenue          | 2,000                    | 0                                      | 2,000                   | 3,543             | 0                    | 177.15                 |
| 0030.00.00.3940.0002                        | Transfer from fund balance     | 630,454                  | 0                                      | 630,454                 | 0                 | 0                    | 0.00                   |
| Estimated Revenues                          |                                | 17,008,121               | 0                                      | 17,008,121              | 3,865,450         | 0                    | 22.73                  |
| <b>Account Category: Appropriations</b>     |                                |                          |                                        |                         |                   |                      |                        |
| 0030.19.00.4000.0101                        | Regular Pay                    | 1,287,000                | 0                                      | 1,287,000               | 250,815           | 0                    | 19.49                  |
| 0030.19.00.4010.0103                        | Overtime                       | 36,000                   | 0                                      | 36,000                  | 5,382             | 0                    | 14.95                  |
| 0030.19.00.4010.0105                        | On-call pay                    | 21,000                   | 0                                      | 21,000                  | 4,771             | 0                    | 22.72                  |
| 0030.19.00.4010.0106                        | Contract Labor                 | 702,250                  | 0                                      | 702,250                 | 9,833             | 503,503              | 1.40                   |
| 0030.19.00.4010.0107                        | Labor Billed                   | 0                        | 0                                      | 0                       | (751)             | 0                    | 0.00                   |
| 0030.19.00.4050.0114                        | FICA                           | 101,500                  | 0                                      | 101,500                 | 19,047            | 0                    | 18.77                  |
| 0030.19.00.4060.0116                        | Retirement                     | 245,000                  | 0                                      | 245,000                 | 47,639            | 0                    | 19.44                  |
| 0030.19.00.4080.0125                        | SCMIT Worker's Comp Ins.       | 86,788                   | 0                                      | 86,788                  | 38,544            | 0                    | 44.41                  |
| 0030.19.00.4100.0001                        | Health Claims Cost             | 116,704                  | 0                                      | 116,704                 | 65,311            | 0                    | 55.96                  |
| 0030.19.00.4100.0002                        | Health Claim Costs-Retire      | 41,463                   | 0                                      | 41,463                  | 12,197            | 0                    | 29.42                  |
| 0030.19.00.5000.0101                        | Supplies and Materials         | 17,900                   | 0                                      | 17,900                  | 5,468             | 0                    | 30.55                  |
| 0030.19.00.5000.0102                        | Equipment                      | 8,500                    | 0                                      | 8,500                   | 2,891             | 0                    | 34.01                  |
| 0030.19.00.5000.0105                        | Printing and Binding           | 600                      | 0                                      | 600                     | 0                 | 0                    | 0.00                   |
| 0030.19.00.5010.0101                        | Uniforms and Clothing          | 25,900                   | 0                                      | 25,900                  | 8,700             | 0                    | 33.59                  |
| 0030.19.00.5140.0114                        | Wire Expense                   | 30,000                   | 0                                      | 30,000                  | 13,091            | 0                    | 43.64                  |
| 0030.19.00.5140.0116                        | Pole Line Hardware             | 27,000                   | 0                                      | 27,000                  | 7,839             | 0                    | 29.03                  |
| 0030.19.00.5140.0117                        | Poles & Crossarms              | 20,000                   | 0                                      | 20,000                  | 1,693             | 0                    | 8.47                   |
| 0030.19.00.5140.0118                        | Fuel for Peak Shaving Generat  | 100,000                  | 0                                      | 100,000                 | 3,543             | 0                    | 3.54                   |
| 0030.19.00.5150.0121                        | Safety Supplies                | 600                      | 0                                      | 600                     | 0                 | 0                    | 0.00                   |
| 0030.19.00.5150.0123                        | Special Dept Supplies          | 20,000                   | 0                                      | 20,000                  | 3,744             | 0                    | 18.72                  |
| 0030.19.00.5210.0128                        | Meter Supplies                 | 65,000                   | 0                                      | 65,000                  | 10,127            | 0                    | 15.58                  |
| 0030.19.00.5230.0133                        | Street Light Supplies          | 20,000                   | 0                                      | 20,000                  | 1,115             | 0                    | 5.58                   |
| 0030.19.00.5310.0143                        | Security Lights                | 40,000                   | 0                                      | 40,000                  | 6,807             | 0                    | 17.02                  |
| 0030.19.00.5310.0145                        | Transformer Supplies           | 95,000                   | 0                                      | 95,000                  | 41,975            | 0                    | 44.18                  |
| 0030.19.00.5400.0150                        | Power Purchases                | 9,339,050                | 0                                      | 9,339,050               | 2,591,431         | 0                    | 27.75                  |
| 0030.19.00.5400.0153                        | Energy Efficiency Program      | 50,000                   | 0                                      | 50,000                  | 2,566             | 0                    | 5.13                   |
| 0030.19.00.6000.0110                        | SCMIRF Property/Liab Ins       | 171,776                  | 0                                      | 171,776                 | 82,984            | 0                    | 48.31                  |
| 0030.19.00.6100.0111                        | Communications- Landline       | 5,500                    | 0                                      | 5,500                   | 1,030             | 0                    | 18.73                  |
| 0030.19.00.6100.0112                        | Postage                        | 6,000                    | 0                                      | 6,000                   | 1,987             | 0                    | 33.12                  |
| 0030.19.00.6100.1110                        | Communications- Wireless       | 14,200                   | 0                                      | 14,200                  | 1,579             | 0                    | 11.12                  |
| 0030.19.00.6200.0114                        | Advertising                    | 2,000                    | 0                                      | 2,000                   | 84                | 0                    | 4.20                   |
| 0030.19.00.6400.0124                        | Travel Expense                 | 14,400                   | 0                                      | 14,400                  | 448               | 0                    | 3.11                   |
| 0030.19.00.6500.0127                        | Electricity                    | 20,680                   | 0                                      | 20,680                  | 5,118             | 0                    | 24.75                  |
| 0030.19.00.6500.0128                        | Water                          | 1,808                    | 0                                      | 1,808                   | 278               | 0                    | 15.38                  |
| 0030.19.00.6500.0129                        | Wastewater                     | 1,729                    | 0                                      | 1,729                   | 271               | 0                    | 15.67                  |
| 0030.19.00.6500.0130                        | Sanitation                     | 2,084                    | 0                                      | 2,084                   | 337               | 0                    | 16.17                  |
| 0030.19.00.6500.0133                        | Stormwater                     | 3,562                    | 0                                      | 3,562                   | 576               | 0                    | 16.17                  |

## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                               | Description                   | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | % Budget<br>Used |
|-----------------------------------------|-------------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------|
| <b>Fund: 0030 Electric Utility Fund</b> |                               |                          |                                        |                         |                   |                      |                  |
| <b>Account Category: Appropriations</b> |                               |                          |                                        |                         |                   |                      |                  |
| 0030.19.00.6500.0134                    | Security Lights               | 10,493                   | 0                                      | 10,493                  | 1,698             | 0                    | 16.18            |
| 0030.19.00.6500.1271                    | Electricity- Sales Tax        | 572                      | 0                                      | 572                     | 146               | 0                    | 25.52            |
| 0030.19.00.6600.0103                    | Emergency Preparedness        | 5,000                    | 0                                      | 5,000                   | 0                 | 0                    | 0.00             |
| 0030.19.00.6600.0133                    | Repairs & Maint. Services     | 3,000                    | 0                                      | 3,000                   | 0                 | 0                    | 0.00             |
| 0030.19.00.6600.0139                    | Fleet Services-RTA Mtce Alloc | 15,000                   | 0                                      | 15,000                  | 1,992             | 0                    | 13.28            |
| 0030.19.00.6600.0140                    | Hydraulic Repair              | 13,000                   | 0                                      | 13,000                  | 0                 | 0                    | 0.00             |
| 0030.19.00.6600.0145                    | Gasoline & Oil                | 35,000                   | 0                                      | 35,000                  | 5,771             | 0                    | 16.49            |
| 0030.19.00.6600.1391                    | Fleet Services -Departmental  | 33,214                   | 0                                      | 33,214                  | 4,235             | 0                    | 12.75            |
| 0030.19.00.6600.1392                    | Fleet Svcs- Outside Vends     | 5,000                    | 0                                      | 5,000                   | 1,193             | 0                    | 23.86            |
| 0030.19.00.6620.0141                    | Department Repairs            | 30,500                   | 0                                      | 30,500                  | 26,056            | 5,780                | 85.43            |
| 0030.19.00.6630.0145                    | Sub-Station Maintenance       | 3,000                    | 0                                      | 3,000                   | 61                | 0                    | 2.03             |
| 0030.19.00.6630.0146                    | Transformers Repairs          | 15,000                   | 0                                      | 15,000                  | 0                 | 0                    | 0.00             |
| 0030.19.00.6640.0101                    | Community Education           | 1,000                    | 0                                      | 1,000                   | 0                 | 0                    | 0.00             |
| 0030.19.00.6700.0156                    | Equipment Rental/Lease        | 4,800                    | 0                                      | 4,800                   | 509               | 0                    | 10.60            |
| 0030.19.00.6810.0100                    | Capital Lease Principal       | 53,695                   | 0                                      | 53,695                  | 53,695            | 0                    | 100.00           |
| 0030.19.00.6810.0120                    | Capital Lease Interest        | 5,543                    | 0                                      | 5,543                   | 1,385             | 0                    | 24.99            |
| 0030.19.00.6820.0170                    | Infrared Test                 | 850                      | 0                                      | 850                     | 825               | 0                    | 97.06            |
| 0030.19.00.6820.0171                    | Safety Testing/Compliance     | 5,000                    | 0                                      | 5,000                   | 830               | 0                    | 16.60            |
| 0030.19.00.6820.0173                    | Tree Crew Maintenance         | 20,000                   | 0                                      | 20,000                  | 4,877             | 0                    | 24.39            |
| 0030.19.00.6850.0180                    | Membership Dues and Fees      | 40,244                   | 0                                      | 40,244                  | 15,058            | 0                    | 37.42            |
| 0030.19.00.6850.0182                    | Other Operating Expenses      | 50,000                   | 0                                      | 50,000                  | 2,989             | 0                    | 5.98             |
| 0030.19.00.6850.0183                    | Depreciation                  | 850,000                  | 0                                      | 850,000                 | 0                 | 0                    | 0.00             |
| 0030.19.00.6850.0186                    | Training                      | 49,100                   | 0                                      | 49,100                  | 3,291             | 0                    | 6.70             |
| 0030.19.00.6850.0190                    | Landfill Fees                 | 30,000                   | 0                                      | 30,000                  | 477               | 0                    | 1.59             |
| 0030.19.00.6860.0186                    | Legal Services                | 5,000                    | 0                                      | 5,000                   | 0                 | 0                    | 0.00             |
| 0030.19.00.6860.0187                    | Professional Services         | 296,000                  | (11,496)                               | 307,496                 | 13,018            | 290,336              | 4.23             |
| 0030.19.00.6860.0188                    | Architect/Engineer Svcs       | 170,000                  | 0                                      | 170,000                 | 37,323            | 66,151               | 21.95            |
| 0030.19.00.6860.0191                    | Contract Services/Studies     | 3,000                    | 0                                      | 3,000                   | 541               | 0                    | 18.03            |
| 0030.19.00.6860.0195                    | Repair/Maint Svc Contract     | 31,300                   | 0                                      | 31,300                  | 1,731             | 0                    | 5.53             |
| 0030.19.00.6860.0196                    | Bank Charges/Fees             | 25,000                   | 0                                      | 25,000                  | 4,197             | 0                    | 16.79            |
| 0030.19.00.6860.0199                    | Internal Engineering          | 26,671                   | 0                                      | 26,671                  | 3,830             | 0                    | 14.36            |
| 0030.19.00.6860.1895                    | Employee wellness services    | 13,996                   | 0                                      | 13,996                  | 2,088             | 0                    | 14.92            |
| 0030.19.00.6870.0202                    | Utility Billing Services      | 58,000                   | 0                                      | 58,000                  | 1,483             | 0                    | 2.56             |
| 0030.19.00.6870.0204                    | Janitorial Services           | 2,749                    | 0                                      | 2,749                   | 660               | 1,980                | 24.01            |
| 0030.19.00.6890.0800                    | Equipment Charges             | 0                        | 0                                      | 0                       | (554)             | 0                    | 0.00             |
| 0030.19.00.7020.0105                    | Interest on Bonds             | 105,950                  | 0                                      | 105,950                 | (52,785)          | 0                    | (49.82)          |
| 0030.19.00.7020.0110                    | Bond Principal                | 710,000                  | 0                                      | 710,000                 | 0                 | 0                    | 0.00             |
| 0030.19.00.7030.1001                    | Agent Fees                    | 3,760                    | 0                                      | 3,760                   | 0                 | 0                    | 0.00             |
| 0030.19.00.7500.0124                    | Transfers to General Fund     | 918,371                  | 0                                      | 918,371                 | 229,593           | 0                    | 25.00            |
| 0030.19.00.7500.0141                    | Transfer to Water Utility     | 159,635                  | 0                                      | 159,635                 | 0                 | 0                    | 0.00             |
| 0030.19.00.7500.0142                    | Transfer to Wastewater        | 376,907                  | 0                                      | 376,907                 | 0                 | 0                    | 0.00             |
| 0030.19.00.7950.0001                    | IT Internal Allocations       | 151,531                  | 0                                      | 151,531                 | 9,145             | 0                    | 6.04             |
| 0030.19.00.7950.0995                    | GF Cost Distribution          | 614,996                  | 0                                      | 614,996                 | 0                 | 0                    | 0.00             |
| 0030.19.00.7999.9999                    | Principal Reclassified        | (710,000)                | 0                                      | (710,000)               | 0                 | 0                    | 0.00             |
| 0030.19.00.9000.3000                    | Buildings & Improvements      | 1,052,418                | (280,515)                              | 1,332,933               | 119,262           | 737,521              | 8.95             |
| 0030.19.00.9000.3100                    | Electric Distribution         | 2,730,000                | (190,885)                              | 2,920,885               | 139,213           | 148,918              | 4.77             |
| 0030.19.00.9000.4100                    | Vehicles                      | 245,000                  | 0                                      | 245,000                 | 0                 | 241,879              | 0.00             |
| 0030.19.00.9000.4300                    | Other Equipment               | 238,500                  | 0                                      | 238,500                 | 83,509            | 109,343              | 35.01            |
| 0030.19.00.9000.6000                    | Other Improvements            | 34,500                   | 0                                      | 34,500                  | 11,500            | 0                    | 33.33            |
| 0030.19.00.9999.9999                    | Assets Reclassified           | (4,300,418)              | 0                                      | (4,300,418)             | 0                 | 0                    | 0.00             |

## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                                 | Description        | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | % Budget<br>Used |
|-------------------------------------------|--------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------|
| <b>Fund: 0030 Electric Utility Fund</b>   |                    |                          |                                        |                         |                   |                      |                  |
| <b>Account Category: Appropriations</b>   |                    |                          |                                        |                         |                   |                      |                  |
| 0030.36.00.6620.0141                      | Department Repairs | 25,000                   | 0                                      | 25,000                  | 0                 | 0                    | 0.00             |
| 0030.36.00.6850.0183                      | Depreciation       | 250                      | 0                                      | 250                     | 0                 | 0                    | 0.00             |
| Appropriations                            |                    | 17,008,121               | (482,896)                              | 17,491,017              | 3,977,312         | 2,105,411            | 22.74            |
| <b>Fund 0030 - Electric Utility Fund:</b> |                    |                          |                                        |                         |                   |                      |                  |
| TOTAL ESTIMATED REVENUES                  |                    | 17,008,121               | 0                                      | 17,008,121              | 3,865,450         | 0                    | 22.73            |
| TOTAL APPROPRIATIONS                      |                    | 17,008,121               | (482,896)                              | 17,491,017              | 3,977,312         | 2,105,411            | 22.74            |
| NET OF REVENUES & APPROPRIATIONS:         |                    | 0                        | 482,896                                | (482,896)               | (111,862)         | (2,105,411)          |                  |
|                                           |                    | 0.00%                    | 0.00%                                  | -2.84%                  | -2.89%            | 0.00%                |                  |

## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                                   | Description                   | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | % Budget<br>Used |
|---------------------------------------------|-------------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------|
| <b>Fund: 0031 Water Utility Fund</b>        |                               |                          |                                        |                         |                   |                      |                  |
| <b>Account Category: Estimated Revenues</b> |                               |                          |                                        |                         |                   |                      |                  |
| 0031.00.00.3010.0000                        | Sale Of Utilities             | 4,339,130                | 0                                      | 4,339,130               | 774,532           | 0                    | 17.85            |
| 0031.00.00.3010.0002                        | New Turn Ons                  | 2,000                    | 0                                      | 2,000                   | 710               | 0                    | 35.50            |
| 0031.00.00.3010.0006                        | Sale Of Raw Water             | 12,000                   | 0                                      | 12,000                  | 0                 | 0                    | 0.00             |
| 0031.00.00.3010.0009                        | New Service Taps              | 22,000                   | 0                                      | 22,000                  | 2,100             | 0                    | 9.55             |
| 0031.00.00.3010.0013                        | Meter Installation            | 6,000                    | 0                                      | 6,000                   | 1,050             | 0                    | 17.50            |
| 0031.00.00.3020.0001                        | Penalties                     | 32,000                   | 0                                      | 32,000                  | 12,898            | 0                    | 40.31            |
| 0031.00.00.3060.0001                        | Investment Earnings           | 30,000                   | 0                                      | 30,000                  | 8,176             | 0                    | 27.25            |
| 0031.00.00.3070.0002                        | Sale Of Scrap                 | 0                        | 0                                      | 0                       | 1,099             | 0                    | 0.00             |
| 0031.00.00.3240.0020                        | Water Impact Fee              | 25,000                   | 0                                      | 25,000                  | 6,650             | 0                    | 26.60            |
| 0031.00.00.3690.0002                        | Miscellaneous Revenue         | 8,000                    | 0                                      | 8,000                   | 315               | 0                    | 3.94             |
| 0031.00.00.3690.0003                        | Insurance Proceeds            | 1,200                    | 0                                      | 1,200                   | 0                 | 0                    | 0.00             |
| 0031.00.00.3920.0016                        | Transfer from Electric Utilit | 159,635                  | 0                                      | 159,635                 | 0                 | 0                    | 0.00             |
| Estimated Revenues                          |                               | 4,636,965                | 0                                      | 4,636,965               | 807,530           | 0                    | 17.42            |
| <b>Account Category: Appropriations</b>     |                               |                          |                                        |                         |                   |                      |                  |
| 0031.15.00.4000.0101                        | Regular Pay                   | 284,500                  | 0                                      | 284,500                 | 60,271            | 0                    | 21.18            |
| 0031.15.00.4010.0103                        | Overtime                      | 17,000                   | 0                                      | 17,000                  | 4,644             | 0                    | 27.32            |
| 0031.15.00.4010.0105                        | On-call pay                   | 10,400                   | 0                                      | 10,400                  | 2,386             | 0                    | 22.94            |
| 0031.15.00.4050.0114                        | FICA                          | 24,500                   | 0                                      | 24,500                  | 4,945             | 0                    | 20.18            |
| 0031.15.00.4060.0116                        | Retirement                    | 58,000                   | 0                                      | 58,000                  | 12,178            | 0                    | 21.00            |
| 0031.15.00.4080.0125                        | SCMIT Worker's Comp Ins.      | 17,626                   | 0                                      | 17,626                  | 7,278             | 0                    | 41.29            |
| 0031.15.00.4100.0001                        | Health Claims Cost            | 25,837                   | 0                                      | 25,837                  | 14,937            | 0                    | 57.81            |
| 0031.15.00.4100.0002                        | Health Claim Costs-Retire     | 2,279                    | 0                                      | 2,279                   | 0                 | 0                    | 0.00             |
| 0031.15.00.5000.0101                        | Supplies and Materials        | 7,600                    | 0                                      | 7,600                   | 733               | 0                    | 9.64             |
| 0031.15.00.5000.0102                        | Equipment                     | 9,500                    | 0                                      | 9,500                   | 0                 | 0                    | 0.00             |
| 0031.15.00.5010.0101                        | Uniforms and Clothing         | 4,400                    | 0                                      | 4,400                   | 869               | 0                    | 19.75            |
| 0031.15.00.5130.0112                        | Asphalt/Concrete/Gravel       | 51,000                   | 0                                      | 51,000                  | 4,177             | 25,000               | 8.19             |
| 0031.15.00.5140.0110                        | Water Dist System Supply      | 105,000                  | 0                                      | 105,000                 | 34,118            | 0                    | 32.49            |
| 0031.15.00.5150.0129                        | Permit Fees Due To Others     | 1,000                    | 0                                      | 1,000                   | 0                 | 0                    | 0.00             |
| 0031.15.00.5230.0136                        | Hydrant Replacement           | 10,000                   | 0                                      | 10,000                  | 0                 | 0                    | 0.00             |
| 0031.15.00.5320.0148                        | Small Hand Tools              | 500                      | 0                                      | 500                     | 0                 | 0                    | 0.00             |
| 0031.15.00.6000.0110                        | SCMIRF Property/Liab Ins      | 91,064                   | 0                                      | 91,064                  | 43,992            | 0                    | 48.31            |
| 0031.15.00.6100.0112                        | Postage                       | 4,000                    | 0                                      | 4,000                   | 10                | 0                    | 0.25             |
| 0031.15.00.6100.1110                        | Communications- Wireless      | 2,040                    | 0                                      | 2,040                   | 79                | 0                    | 3.87             |
| 0031.15.00.6200.0114                        | Advertising                   | 600                      | 0                                      | 600                     | 0                 | 0                    | 0.00             |
| 0031.15.00.6400.0124                        | Travel Expense                | 100                      | 0                                      | 100                     | 0                 | 0                    | 0.00             |
| 0031.15.00.6500.0127                        | Electricity                   | 10,318                   | 0                                      | 10,318                  | 1,723             | 0                    | 16.70            |
| 0031.15.00.6500.0128                        | Water                         | 59,342                   | 0                                      | 59,342                  | 9,309             | 0                    | 15.69            |
| 0031.15.00.6500.0129                        | Wastewater                    | 20,338                   | 0                                      | 20,338                  | 2,756             | 0                    | 13.55            |
| 0031.15.00.6500.0130                        | Sanitation                    | 692                      | 0                                      | 692                     | 112               | 0                    | 16.18            |
| 0031.15.00.6500.0133                        | Stormwater                    | 46,019                   | 0                                      | 46,019                  | 7,446             | 0                    | 16.18            |
| 0031.15.00.6500.1271                        | Electricity- Sales Tax        | 331                      | 0                                      | 331                     | 51                | 0                    | 15.41            |
| 0031.15.00.6600.0133                        | Repairs & Maint. Services     | 23,000                   | 0                                      | 23,000                  | 583               | 0                    | 2.53             |
| 0031.15.00.6600.0139                        | Fleet Services-RTA Mtce Alloc | 5,000                    | 0                                      | 5,000                   | 31                | 0                    | 0.62             |
| 0031.15.00.6600.0145                        | Gasoline & Oil                | 10,000                   | 0                                      | 10,000                  | 1,981             | 0                    | 19.81            |
| 0031.15.00.6600.1391                        | Fleet Services -Departmental  | 7,853                    | 0                                      | 7,853                   | 1,222             | 0                    | 15.56            |
| 0031.15.00.6600.1392                        | Fleet Svcs- Outside Vends     | 7,500                    | 0                                      | 7,500                   | 0                 | 0                    | 0.00             |
| 0031.15.00.6700.0156                        | Equipment Rental/Lease        | 500                      | 0                                      | 500                     | 0                 | 0                    | 0.00             |
| 0031.15.00.6850.0180                        | Membership Dues and Fees      | 200                      | 0                                      | 200                     | 136               | 0                    | 68.00            |
| 0031.15.00.6850.0182                        | Other Operating Expenses      | 1,500                    | 0                                      | 1,500                   | 0                 | 0                    | 0.00             |



## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                               | Description                | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | % Budget<br>Used |
|-----------------------------------------|----------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------|
| <b>Fund: 0031 Water Utility Fund</b>    |                            |                          |                                        |                         |                   |                      |                  |
| <b>Account Category: Appropriations</b> |                            |                          |                                        |                         |                   |                      |                  |
| 0031.15.00.6850.0183                    | Depreciation               | 512,000                  | 0                                      | 512,000                 | 0                 | 0                    | 0.00             |
| 0031.15.00.6850.0186                    | Training                   | 6,100                    | 0                                      | 6,100                   | 1,681             | 0                    | 27.56            |
| 0031.15.00.6860.0187                    | Professional Services      | 3,700                    | (11,496)                               | 15,196                  | 19,462            | 2,276                | 128.07           |
| 0031.15.00.6860.0189                    | Employee Medical           | 1,500                    | 0                                      | 1,500                   | 0                 | 0                    | 0.00             |
| 0031.15.00.6860.0191                    | Contract Services/Studies  | 52,000                   | 0                                      | 52,000                  | 541               | 0                    | 1.04             |
| 0031.15.00.6860.0196                    | Bank Charges/Fees          | 10,000                   | 0                                      | 10,000                  | 1,642             | 0                    | 16.42            |
| 0031.15.00.6860.0199                    | Internal Engineering       | 26,669                   | 0                                      | 26,669                  | 3,830             | 0                    | 14.36            |
| 0031.15.00.6860.1895                    | Employee wellness services | 5,004                    | 0                                      | 5,004                   | 746               | 0                    | 14.91            |
| 0031.15.00.6870.0202                    | Utility Billing Services   | 10,000                   | 0                                      | 10,000                  | 224               | 0                    | 2.24             |
| 0031.15.00.6870.0204                    | Janitorial Services        | 908                      | 0                                      | 908                     | 600               | 1,800                | 66.08            |
| 0031.15.00.7020.0106                    | Interest- Bonds            | 74,642                   | 0                                      | 74,642                  | (10,675)          | 0                    | (14.30)          |
| 0031.15.00.7020.0110                    | Bond Principal             | 306,496                  | 0                                      | 306,496                 | 0                 | 0                    | 0.00             |
| 0031.15.00.7030.0109                    | Agents Fee                 | 8,000                    | 0                                      | 8,000                   | 0                 | 0                    | 0.00             |
| 0031.15.00.7500.0124                    | Transfers to General Fund  | 189,009                  | 0                                      | 189,009                 | 47,252            | 0                    | 25.00            |
| 0031.15.00.7950.0995                    | GF Cost Distribution       | 132,719                  | 0                                      | 132,719                 | 0                 | 0                    | 0.00             |
| 0031.15.00.7950.0999                    | Allocation G&A Services    | 86,240                   | 0                                      | 86,240                  | 2,664             | 0                    | 3.09             |
| 0031.15.00.7999.9999                    | Principal Reclassified     | (306,496)                | 0                                      | (306,496)               | 0                 | 0                    | 0.00             |
| 0031.15.00.9000.3500                    | Water Distribution         | 4,834,185                | (77,840)                               | 4,912,025               | 900               | 138,643              | 0.02             |
| 0031.15.00.9000.4200                    | Heavy Equipment            | 65,000                   | 0                                      | 65,000                  | 55,566            | 0                    | 85.49            |
| 0031.15.00.9000.4300                    | Other Equipment            | 12,000                   | 0                                      | 12,000                  | 0                 | 11,123               | 0.00             |
| 0031.15.00.9999.9999                    | Assets Reclassified        | (4,911,185)              | 0                                      | (4,911,185)             | 0                 | 0                    | 0.00             |
| 0031.16.00.4000.0101                    | Regular Pay                | 333,750                  | 0                                      | 333,750                 | 71,207            | 0                    | 21.34            |
| 0031.16.00.4010.0103                    | Overtime                   | 8,500                    | 0                                      | 8,500                   | 1,832             | 0                    | 21.55            |
| 0031.16.00.4010.0105                    | On-call pay                | 13,000                   | 0                                      | 13,000                  | 3,181             | 0                    | 24.47            |
| 0031.16.00.4050.0114                    | FICA                       | 27,500                   | 0                                      | 27,500                  | 5,536             | 0                    | 20.13            |
| 0031.16.00.4060.0116                    | Retirement                 | 66,000                   | 0                                      | 66,000                  | 13,963            | 0                    | 21.16            |
| 0031.16.00.4080.0125                    | SCMIT Worker's Comp Ins.   | 15,589                   | 0                                      | 15,589                  | 6,554             | 0                    | 42.04            |
| 0031.16.00.4100.0001                    | Health Claims Cost         | 50,915                   | 0                                      | 50,915                  | 17,778            | 0                    | 34.92            |
| 0031.16.00.4100.0002                    | Health Claim Costs-Retire  | 12,215                   | 0                                      | 12,215                  | 0                 | 0                    | 0.00             |
| 0031.16.00.5000.0101                    | Supplies and Materials     | 2,500                    | 0                                      | 2,500                   | 89                | 0                    | 3.56             |
| 0031.16.00.5000.0102                    | Equipment                  | 28,327                   | 0                                      | 28,327                  | 5,439             | 0                    | 19.20            |
| 0031.16.00.5010.0101                    | Uniforms and Clothing      | 4,000                    | 0                                      | 4,000                   | 0                 | 0                    | 0.00             |
| 0031.16.00.5120.0108                    | Chemicals                  | 558,908                  | 0                                      | 558,908                 | 81,553            | 116,978              | 14.59            |
| 0031.16.00.5120.0109                    | Laboratory Supplies        | 28,000                   | 0                                      | 28,000                  | 6,156             | 0                    | 21.99            |
| 0031.16.00.5150.0121                    | Safety Supplies            | 1,600                    | 0                                      | 1,600                   | 0                 | 0                    | 0.00             |
| 0031.16.00.5150.0129                    | Permit Fees Due To Others  | 23,000                   | 0                                      | 23,000                  | 19,640            | 0                    | 85.39            |
| 0031.16.00.5320.0148                    | Small Hand Tools           | 300                      | 0                                      | 300                     | 0                 | 0                    | 0.00             |
| 0031.16.00.5400.0151                    | IP Raw Water Contract-Cty  | 47,394                   | 0                                      | 47,394                  | 13,633            | 0                    | 28.77            |
| 0031.16.00.5400.0152                    | Raw Water Pump Maint.      | 65,000                   | 0                                      | 65,000                  | 3,693             | 0                    | 5.68             |
| 0031.16.00.5400.0157                    | Treated Water Purchase     | 200                      | 0                                      | 200                     | 15                | 0                    | 7.50             |
| 0031.16.00.5400.1510                    | IP Raw Water Contract-Stl  | 24,374                   | 0                                      | 24,374                  | 0                 | 0                    | 0.00             |
| 0031.16.00.6000.0110                    | SCMIRF Property/Liab Ins   | 274,486                  | 0                                      | 274,486                 | 132,602           | 0                    | 48.31            |
| 0031.16.00.6100.0111                    | Communications- Landline   | 1,500                    | 0                                      | 1,500                   | 395               | 0                    | 26.33            |
| 0031.16.00.6100.0112                    | Postage                    | 800                      | 0                                      | 800                     | 98                | 0                    | 12.25            |
| 0031.16.00.6100.1110                    | Communications- Wireless   | 660                      | 0                                      | 660                     | 41                | 0                    | 6.21             |
| 0031.16.00.6200.0114                    | Advertising                | 1,000                    | 0                                      | 1,000                   | 0                 | 0                    | 0.00             |
| 0031.16.00.6400.0124                    | Travel Expense             | 100                      | 0                                      | 100                     | 0                 | 0                    | 0.00             |
| 0031.16.00.6500.0127                    | Electricity                | 91,065                   | 0                                      | 91,065                  | 4,343             | 0                    | 4.77             |
| 0031.16.00.6500.0130                    | Sanitation                 | 929                      | 0                                      | 929                     | 150               | 0                    | 16.15            |
| 0031.16.00.6500.0133                    | Stormwater                 | 5,270                    | 0                                      | 5,270                   | 853               | 0                    | 16.19            |

## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                               | Description                   | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | % Budget<br>Used |
|-----------------------------------------|-------------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------|
| <b>Fund: 0031 Water Utility Fund</b>    |                               |                          |                                        |                         |                   |                      |                  |
| <b>Account Category: Appropriations</b> |                               |                          |                                        |                         |                   |                      |                  |
| 0031.16.00.6500.0134                    | Security Lights               | 1,631                    | 0                                      | 1,631                   | 264               | 0                    | 16.19            |
| 0031.16.00.6500.1271                    | Electricity- Sales Tax        | 73                       | 0                                      | 73                      | 5                 | 0                    | 6.85             |
| 0031.16.00.6600.0133                    | Repairs & Maint. Services     | 60,000                   | 0                                      | 60,000                  | 7,847             | 9,630                | 13.08            |
| 0031.16.00.6600.0139                    | Fleet Services-RTA Mtce Alloc | 500                      | 0                                      | 500                     | 290               | 0                    | 58.00            |
| 0031.16.00.6600.0145                    | Gasoline & Oil                | 1,750                    | 0                                      | 1,750                   | 100               | 0                    | 5.71             |
| 0031.16.00.6600.1391                    | Fleet Services -Departmental  | 2,441                    | 0                                      | 2,441                   | 314               | 0                    | 12.86            |
| 0031.16.00.6600.1392                    | Fleet Svcs- Outside Vends     | 500                      | 0                                      | 500                     | 0                 | 0                    | 0.00             |
| 0031.16.00.6700.0156                    | Equipment Rental/Lease        | 500                      | 0                                      | 500                     | 0                 | 0                    | 0.00             |
| 0031.16.00.6850.0180                    | Membership Dues and Fees      | 1,100                    | 0                                      | 1,100                   | 45                | 0                    | 4.09             |
| 0031.16.00.6850.0182                    | Other Operating Expenses      | 15,000                   | 0                                      | 15,000                  | 26                | 0                    | 0.17             |
| 0031.16.00.6850.0183                    | Depreciation                  | 293,000                  | 0                                      | 293,000                 | 0                 | 0                    | 0.00             |
| 0031.16.00.6850.0186                    | Training                      | 2,420                    | 0                                      | 2,420                   | 61                | 0                    | 2.52             |
| 0031.16.00.6860.0187                    | Professional Services         | 68,800                   | 0                                      | 68,800                  | 94                | 0                    | 0.14             |
| 0031.16.00.6860.0189                    | Employee Medical              | 1,200                    | 0                                      | 1,200                   | 0                 | 0                    | 0.00             |
| 0031.16.00.6860.0195                    | Repair/Maint Svc Contract     | 2,000                    | 0                                      | 2,000                   | 843               | 0                    | 42.15            |
| 0031.16.00.6860.0199                    | Internal Engineering          | 26,669                   | 0                                      | 26,669                  | 3,830             | 0                    | 14.36            |
| 0031.16.00.6860.1895                    | Employee wellness services    | 6,001                    | 0                                      | 6,001                   | 895               | 0                    | 14.91            |
| 0031.16.00.6870.0204                    | Janitorial Services           | 2,709                    | 0                                      | 2,709                   | 600               | 1,800                | 22.15            |
| 0031.16.00.7020.0105                    | Interest on Bonds             | 51,987                   | 0                                      | 51,987                  | (4,332)           | 0                    | (8.33)           |
| 0031.16.00.7020.0110                    | Bond Principal                | 36,977                   | 0                                      | 36,977                  | 0                 | 0                    | 0.00             |
| 0031.16.00.7500.0124                    | Transfers to General Fund     | 168,422                  | 0                                      | 168,422                 | 42,106            | 0                    | 25.00            |
| 0031.16.00.7950.0995                    | GF Cost Distribution          | 118,262                  | 0                                      | 118,262                 | 0                 | 0                    | 0.00             |
| 0031.16.00.7950.0999                    | Allocation G&A Services       | 86,240                   | 0                                      | 86,240                  | 2,664             | 0                    | 3.09             |
| 0031.16.00.7999.9999                    | Principal Reclassified        | (36,977)                 | 0                                      | (36,977)                | 0                 | 0                    | 0.00             |
| 0031.16.00.9000.3000                    | Buildings & Improvements      | 40,000                   | 0                                      | 40,000                  | 13,810            | 0                    | 34.53            |
| 0031.16.00.9000.3300                    | Water Filtration Plant        | 925,000                  | (1,155,115)                            | 2,080,115               | 565,447           | 719,081              | 27.18            |
| 0031.16.00.9000.4100                    | Vehicles                      | 45,000                   | 0                                      | 45,000                  | 34,005            | 0                    | 75.57            |
| 0031.16.00.9999.9999                    | Assets Reclassified           | (1,010,000)              | 0                                      | (1,010,000)             | 0                 | 0                    | 0.00             |
| 0031.41.00.4000.0101                    | Regular Pay                   | 154,500                  | 0                                      | 154,500                 | 31,848            | 0                    | 20.61            |
| 0031.41.00.4010.0103                    | Overtime                      | 0                        | 0                                      | 0                       | 71                | 0                    | 0.00             |
| 0031.41.00.4050.0114                    | FICA                          | 11,900                   | 0                                      | 11,900                  | 2,355             | 0                    | 19.79            |
| 0031.41.00.4060.0116                    | Retirement                    | 29,000                   | 0                                      | 29,000                  | 5,910             | 0                    | 20.38            |
| 0031.41.00.4080.0125                    | SCMIT Worker's Comp Ins.      | 5,754                    | 0                                      | 5,754                   | 1,995             | 0                    | 34.67            |
| 0031.41.00.4100.0001                    | Health Claims Cost            | 20,370                   | 0                                      | 20,370                  | 12,886            | 0                    | 63.26            |
| 0031.41.00.5000.0101                    | Supplies and Materials        | 5,400                    | 0                                      | 5,400                   | 712               | 0                    | 13.19            |
| 0031.41.00.5000.0102                    | Equipment                     | 2,000                    | 0                                      | 2,000                   | 346               | 0                    | 17.30            |
| 0031.41.00.5000.0103                    | Furniture                     | 1,000                    | 0                                      | 1,000                   | 0                 | 0                    | 0.00             |
| 0031.41.00.5010.0101                    | Uniforms and Clothing         | 500                      | 0                                      | 500                     | 0                 | 0                    | 0.00             |
| 0031.41.00.6000.0110                    | SCMIRF Property/Liab Ins      | 485                      | 0                                      | 485                     | 234               | 0                    | 48.25            |
| 0031.41.00.6100.0111                    | Communications- Landline      | 4,800                    | 0                                      | 4,800                   | 299               | 0                    | 6.23             |
| 0031.41.00.6100.0112                    | Postage                       | 1,500                    | 0                                      | 1,500                   | 291               | 0                    | 19.40            |
| 0031.41.00.6100.1110                    | Communications- Wireless      | 660                      | 0                                      | 660                     | 41                | 0                    | 6.21             |
| 0031.41.00.6400.0124                    | Travel Expense                | 100                      | 0                                      | 100                     | 0                 | 0                    | 0.00             |
| 0031.41.00.6500.0127                    | Electricity                   | 3,305                    | 0                                      | 3,305                   | 840               | 0                    | 25.42            |
| 0031.41.00.6500.0128                    | Water                         | 440                      | 0                                      | 440                     | 74                | 0                    | 16.82            |
| 0031.41.00.6500.0129                    | Wastewater                    | 492                      | 0                                      | 492                     | 83                | 0                    | 16.87            |
| 0031.41.00.6500.0130                    | Sanitation                    | 487                      | 0                                      | 487                     | 79                | 0                    | 16.22            |
| 0031.41.00.6500.0133                    | Stormwater                    | 3,112                    | 0                                      | 3,112                   | 504               | 0                    | 16.20            |
| 0031.41.00.6500.0134                    | Security Lights               | 655                      | 0                                      | 655                     | 106               | 0                    | 16.18            |
| 0031.41.00.6500.1271                    | Electricity- Sales Tax        | 94                       | 0                                      | 94                      | 26                | 0                    | 27.66            |

## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                               | Description                   | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | % Budget<br>Used |
|-----------------------------------------|-------------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------|
| <b>Fund: 0031 Water Utility Fund</b>    |                               |                          |                                        |                         |                   |                      |                  |
| <b>Account Category: Appropriations</b> |                               |                          |                                        |                         |                   |                      |                  |
| 0031.41.00.6600.0133                    | Repairs & Maint. Services     | 8,000                    | 0                                      | 8,000                   | 1,635             | 0                    | 20.44            |
| 0031.41.00.6600.0139                    | Fleet Services-RTA Mtce Alloc | 500                      | 0                                      | 500                     | 7                 | 0                    | 1.40             |
| 0031.41.00.6600.0145                    | Gasoline & Oil                | 2,500                    | 0                                      | 2,500                   | 261               | 0                    | 10.44            |
| 0031.41.00.6600.1391                    | Fleet Services -Departmental  | 3,006                    | 0                                      | 3,006                   | 356               | 0                    | 11.84            |
| 0031.41.00.6600.1392                    | Fleet Svcs- Outside Vends     | 500                      | 0                                      | 500                     | 0                 | 0                    | 0.00             |
| 0031.41.00.6700.0156                    | Equipment Rental/Lease        | 3,800                    | 0                                      | 3,800                   | 363               | 0                    | 9.55             |
| 0031.41.00.6850.0180                    | Membership Dues and Fees      | 1,600                    | 0                                      | 1,600                   | 0                 | 0                    | 0.00             |
| 0031.41.00.6850.0182                    | Other Operating Expenses      | 1,500                    | 0                                      | 1,500                   | 100               | 0                    | 6.67             |
| 0031.41.00.6850.0183                    | Depreciation                  | 2,700                    | 0                                      | 2,700                   | 0                 | 0                    | 0.00             |
| 0031.41.00.6850.0186                    | Training                      | 800                      | 0                                      | 800                     | 0                 | 0                    | 0.00             |
| 0031.41.00.6860.0187                    | Professional Services         | 1,640                    | 0                                      | 1,640                   | 0                 | 0                    | 0.00             |
| 0031.41.00.6860.0189                    | Employee Medical              | 500                      | 0                                      | 500                     | 0                 | 0                    | 0.00             |
| 0031.41.00.6860.0195                    | Repair/Maint Svc Contract     | 2,200                    | 0                                      | 2,200                   | 609               | 0                    | 27.68            |
| 0031.41.00.6860.1895                    | Employee wellness services    | 1,995                    | 0                                      | 1,995                   | 298               | 0                    | 14.94            |
| 0031.41.00.6870.0204                    | Janitorial Services           | 2,724                    | 0                                      | 2,724                   | 600               | 1,800                | 22.03            |
| 0031.41.00.7950.0001                    | IT Internal Allocations       | 151,531                  | 0                                      | 151,531                 | 9,145             | 0                    | 6.04             |
| 0031.41.00.7950.0999                    | Allocation G&A Services       | (431,202)                | 0                                      | (431,202)               | (13,320)          | 0                    | 3.09             |
| 0031.41.00.9000.3000                    | Buildings & Improvements      | 115,000                  | 0                                      | 115,000                 | 0                 | 0                    | 0.00             |
| 0031.41.00.9000.4100                    | Vehicles                      | 45,000                   | 0                                      | 45,000                  | 0                 | 0                    | 0.00             |
| 0031.41.00.9999.9999                    | Assets Reclassified           | (160,000)                | 0                                      | (160,000)               | 0                 | 0                    | 0.00             |
| 0031.42.00.4000.0101                    | Regular Pay                   | 162,000                  | 0                                      | 162,000                 | 39,886            | 0                    | 24.62            |
| 0031.42.00.4050.0114                    | FICA                          | 12,500                   | 0                                      | 12,500                  | 2,870             | 0                    | 22.96            |
| 0031.42.00.4060.0116                    | Retirement                    | 31,000                   | 0                                      | 31,000                  | 6,854             | 0                    | 22.11            |
| 0031.42.00.4080.0125                    | SCMIT Worker's Comp Ins.      | 150                      | 0                                      | 150                     | 0                 | 0                    | 0.00             |
| 0031.42.00.4100.0001                    | Health Claims Cost            | 22,484                   | 0                                      | 22,484                  | 3,440             | 0                    | 15.30            |
| 0031.42.00.5000.0101                    | Supplies and Materials        | 300                      | 0                                      | 300                     | 62                | 0                    | 20.67            |
| 0031.42.00.5000.0102                    | Equipment                     | 3,000                    | 0                                      | 3,000                   | 0                 | 0                    | 0.00             |
| 0031.42.00.5000.0105                    | Printing and Binding          | 300                      | 0                                      | 300                     | 0                 | 0                    | 0.00             |
| 0031.42.00.5010.0101                    | Uniforms and Clothing         | 600                      | 0                                      | 600                     | 0                 | 0                    | 0.00             |
| 0031.42.00.5150.0121                    | Safety Supplies               | 300                      | 0                                      | 300                     | 91                | 0                    | 30.33            |
| 0031.42.00.5150.0124                    | Department Supplies           | 300                      | 0                                      | 300                     | 0                 | 0                    | 0.00             |
| 0031.42.00.6000.0110                    | SCMIRF Property/Liab Ins      | 809                      | 0                                      | 809                     | 391               | 0                    | 48.33            |
| 0031.42.00.6100.0112                    | Postage                       | 50                       | 0                                      | 50                      | 0                 | 0                    | 0.00             |
| 0031.42.00.6100.1110                    | Communications- wireless      | 1,200                    | 0                                      | 1,200                   | 84                | 0                    | 7.00             |
| 0031.42.00.6400.0124                    | Travel Expense                | 600                      | 0                                      | 600                     | 0                 | 0                    | 0.00             |
| 0031.42.00.6600.1391                    | Fleet Services -Departmental  | 3,006                    | 0                                      | 3,006                   | 0                 | 0                    | 0.00             |
| 0031.42.00.6850.0180                    | Membership Dues and Fees      | 850                      | 0                                      | 850                     | 450               | 0                    | 52.94            |
| 0031.42.00.6850.0182                    | Other Operating Expenses      | 5,250                    | 0                                      | 5,250                   | 0                 | 0                    | 0.00             |
| 0031.42.00.6850.0183                    | Depreciation                  | 5,500                    | 0                                      | 5,500                   | 0                 | 0                    | 0.00             |
| 0031.42.00.6850.0184                    | Continuing Education          | 3,000                    | 0                                      | 3,000                   | 590               | 0                    | 19.67            |
| 0031.42.00.6850.0186                    | Training                      | 1,500                    | 0                                      | 1,500                   | 1,200             | 0                    | 80.00            |
| 0031.42.00.6860.0187                    | Professional Services         | 10,000                   | 0                                      | 10,000                  | 0                 | 0                    | 0.00             |
| 0031.42.00.6860.1895                    | Employee wellness services    | 1,995                    | 0                                      | 1,995                   | 298               | 0                    | 14.94            |
| 0031.42.00.7350.0122                    | Services Billed               | (266,694)                | 0                                      | (266,694)               | (38,301)          | 0                    | 14.36            |
| Appropriations                          |                               | 4,636,965                | (1,244,451)                            | 5,881,416               | 1,474,734         | 1,028,131            | 25.07            |
| <b>Fund 0031 - Water Utility Fund:</b>  |                               |                          |                                        |                         |                   |                      |                  |
| TOTAL ESTIMATED REVENUES                |                               | 4,636,965                | 0                                      | 4,636,965               | 807,530           | 0                    | 17.42            |
| TOTAL APPROPRIATIONS                    |                               | 4,636,965                | (1,244,451)                            | 5,881,416               | 1,474,734         | 1,028,131            | 25.07            |

BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                            | Description | 25-26    |        | 25-26     |        | 25-26       | 25-26  | 25-26     | 25-26       |
|--------------------------------------|-------------|----------|--------|-----------|--------|-------------|--------|-----------|-------------|
|                                      |             | Original | Budget | Original  | Budget | Amended     | Budget | Activity  | Encumbrance |
|                                      |             |          |        | Amt       | Change |             |        |           | % Budget    |
|                                      |             |          |        |           |        |             |        |           | Used        |
| <b>Fund: 0031 Water Utility Fund</b> |             |          |        |           |        |             |        |           |             |
| NET OF REVENUES & APPROPRIATIONS:    |             |          |        |           |        |             |        |           |             |
|                                      |             | 0        |        | 1,244,451 |        | (1,244,451) |        | (667,204) | (1,028,131) |
|                                      |             | 0.00%    |        | 0.00%     |        | -26.84%     |        | -82.62%   | 0.00%       |

## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                                   | Description                   | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | 25-26<br>% Budget Used |
|---------------------------------------------|-------------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------------|
| <b>Fund: 0032 Wastewater Fund</b>           |                               |                          |                                        |                         |                   |                      |                        |
| <b>Account Category: Estimated Revenues</b> |                               |                          |                                        |                         |                   |                      |                        |
| 0032.00.00.3010.0000                        | Sale Of Utilities             | 3,888,621                | 0                                      | 3,888,621               | 675,034           | 0                    | 17.36                  |
| 0032.00.00.3010.0002                        | New Turn Ons                  | 2,500                    | 0                                      | 2,500                   | 675               | 0                    | 27.00                  |
| 0032.00.00.3010.0009                        | New Service Taps              | 15,000                   | 0                                      | 15,000                  | 2,700             | 0                    | 18.00                  |
| 0032.00.00.3010.0014                        | Fixed Charges - Andrews       | 94,578                   | 0                                      | 94,578                  | 28,183            | 0                    | 29.80                  |
| 0032.00.00.3010.0015                        | Fixed Charges - GCWSD         | 179,831                  | 0                                      | 179,831                 | 53,588            | 0                    | 29.80                  |
| 0032.00.00.3010.0016                        | Fixed Charges - COG           | 402,541                  | 0                                      | 402,541                 | 0                 | 0                    | 0.00                   |
| 0032.00.00.3010.0017                        | Volume Charges - Andrews      | 250,000                  | 0                                      | 250,000                 | 70,466            | 0                    | 28.19                  |
| 0032.00.00.3010.0018                        | Volume Charges - GCWSD        | 480,000                  | 0                                      | 480,000                 | 87,548            | 0                    | 18.24                  |
| 0032.00.00.3010.0019                        | Volume Charges - COG          | 750,000                  | 0                                      | 750,000                 | 0                 | 0                    | 0.00                   |
| 0032.00.00.3010.0026                        | Fixed- Elim Georgetown        | (402,541)                | 0                                      | (402,541)               | 0                 | 0                    | 0.00                   |
| 0032.00.00.3010.0029                        | Volume-Elim-Georgetown        | (750,000)                | 0                                      | (750,000)               | 0                 | 0                    | 0.00                   |
| 0032.00.00.3020.0001                        | Penalties                     | 35,000                   | 0                                      | 35,000                  | 13,061            | 0                    | 37.32                  |
| 0032.00.00.3030.0006                        | Septic Tank Dumping           | 30,000                   | 0                                      | 30,000                  | 7,614             | 0                    | 25.38                  |
| 0032.00.00.3060.0001                        | Investment Earnings           | 60,000                   | 0                                      | 60,000                  | 7,615             | 0                    | 12.69                  |
| 0032.00.00.3240.0017                        | Wastewater Impact Fee         | 19,800                   | 0                                      | 19,800                  | 8,880             | 0                    | 44.85                  |
| 0032.00.00.3690.0002                        | Miscellaneous Revenue         | 150                      | 0                                      | 150                     | 44                | 0                    | 29.33                  |
| 0032.00.00.3920.0001                        | From Electric Fund            | 376,907                  | 0                                      | 376,907                 | 0                 | 0                    | 0.00                   |
| Estimated Revenues                          |                               | 5,432,387                | 0                                      | 5,432,387               | 955,408           | 0                    | 17.59                  |
| <b>Account Category: Appropriations</b>     |                               |                          |                                        |                         |                   |                      |                        |
| 0032.18.00.4000.0101                        | Regular Pay                   | 314,500                  | 0                                      | 314,500                 | 45,391            | 0                    | 14.43                  |
| 0032.18.00.4010.0103                        | Overtime                      | 5,000                    | 0                                      | 5,000                   | 561               | 0                    | 11.22                  |
| 0032.18.00.4010.0105                        | On-call pay                   | 10,400                   | 0                                      | 10,400                  | 1,388             | 0                    | 13.35                  |
| 0032.18.00.4050.0114                        | FICA                          | 25,750                   | 0                                      | 25,750                  | 3,410             | 0                    | 13.24                  |
| 0032.18.00.4060.0116                        | Retirement                    | 62,000                   | 0                                      | 62,000                  | 8,735             | 0                    | 14.09                  |
| 0032.18.00.4080.0125                        | SCMIT Worker's Comp Ins.      | 28,647                   | 0                                      | 28,647                  | 13,636            | 0                    | 47.60                  |
| 0032.18.00.4100.0001                        | Health Claims Cost            | 60,379                   | 0                                      | 60,379                  | 24,666            | 0                    | 40.85                  |
| 0032.18.00.4100.0002                        | Health Claim Costs-Retire     | 18,994                   | 0                                      | 18,994                  | 0                 | 0                    | 0.00                   |
| 0032.18.00.5000.0101                        | Supplies and Materials        | 5,600                    | 0                                      | 5,600                   | 1,826             | 0                    | 32.61                  |
| 0032.18.00.5000.0102                        | Equipment                     | 20,000                   | 0                                      | 20,000                  | 5,143             | 0                    | 25.72                  |
| 0032.18.00.5000.0107                        | Technology Supplies           | 4,681                    | 0                                      | 4,681                   | 0                 | 0                    | 0.00                   |
| 0032.18.00.5010.0101                        | uniforms and Clothing         | 5,700                    | 0                                      | 5,700                   | 1,454             | 0                    | 25.51                  |
| 0032.18.00.5120.0108                        | Chemicals                     | 6,500                    | 0                                      | 6,500                   | 0                 | 0                    | 0.00                   |
| 0032.18.00.5130.0112                        | Asphalt/Concrete/Gravel       | 40,000                   | 0                                      | 40,000                  | (1,078)           | 0                    | (2.70)                 |
| 0032.18.00.5140.0111                        | WW Collection Syst Supply     | 10,000                   | 0                                      | 10,000                  | 0                 | 0                    | 0.00                   |
| 0032.18.00.5150.0121                        | Safety Supplies               | 900                      | 0                                      | 900                     | 300               | 0                    | 33.33                  |
| 0032.18.00.5320.0148                        | Small Hand Tools              | 400                      | 0                                      | 400                     | 0                 | 0                    | 0.00                   |
| 0032.18.00.5320.1481                        | Small Hand Tools - Maintenanc | 600                      | 0                                      | 600                     | 0                 | 0                    | 0.00                   |
| 0032.18.00.6000.0110                        | SCMIRF Property/Liab Ins      | 77,477                   | 0                                      | 77,477                  | 37,429            | 0                    | 48.31                  |
| 0032.18.00.6100.0112                        | Postage                       | 1,000                    | 0                                      | 1,000                   | 250               | 0                    | 25.00                  |
| 0032.18.00.6100.1110                        | Communications- Wireless      | 3,100                    | 0                                      | 3,100                   | 186               | 0                    | 6.00                   |
| 0032.18.00.6200.0114                        | Advertising                   | 500                      | 0                                      | 500                     | 0                 | 0                    | 0.00                   |
| 0032.18.00.6400.0124                        | Travel Expense                | 200                      | 0                                      | 200                     | 0                 | 0                    | 0.00                   |
| 0032.18.00.6500.0127                        | Electricity                   | 104,130                  | 0                                      | 104,130                 | 20,440            | 0                    | 19.63                  |
| 0032.18.00.6500.0133                        | Stormwater                    | 19,186                   | 0                                      | 19,186                  | 3,105             | 0                    | 16.18                  |
| 0032.18.00.6500.0134                        | Security Lights               | 1,496                    | 0                                      | 1,496                   | 242               | 0                    | 16.18                  |
| 0032.18.00.6500.1271                        | Electricity- Sales Tax        | 2,701                    | 0                                      | 2,701                   | 538               | 0                    | 19.92                  |
| 0032.18.00.6600.0133                        | Repairs & Maint. Services     | 120,000                  | 0                                      | 120,000                 | 31,699            | 0                    | 26.42                  |
| 0032.18.00.6600.0139                        | Fleet Services-RTA Mtce Alloc | 12,000                   | 0                                      | 12,000                  | 922               | 0                    | 7.68                   |
| 0032.18.00.6600.0145                        | Gasoline & Oil                | 23,625                   | 0                                      | 23,625                  | 4,202             | 0                    | 17.79                  |

## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                               | Description                  | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | % Budget<br>Used |
|-----------------------------------------|------------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------|
| <b>Fund: 0032 Wastewater Fund</b>       |                              |                          |                                        |                         |                   |                      |                  |
| <b>Account Category: Appropriations</b> |                              |                          |                                        |                         |                   |                      |                  |
| 0032.18.00.6600.1391                    | Fleet Services -Departmental | 34,204                   | 0                                      | 34,204                  | 3,946             | 0                    | 11.54            |
| 0032.18.00.6600.1392                    | Fleet Svcs- Outside Vends    | 1,000                    | 0                                      | 1,000                   | 0                 | 0                    | 0.00             |
| 0032.18.00.6700.0156                    | Equipment Rental/Lease       | 6,000                    | 0                                      | 6,000                   | 0                 | 0                    | 0.00             |
| 0032.18.00.6810.0100                    | Capital Lease Principal      | 60,000                   | 0                                      | 60,000                  | 0                 | 0                    | 0.00             |
| 0032.18.00.6810.0120                    | Capital Lease Interest       | 4,920                    | 0                                      | 4,920                   | (3,280)           | 0                    | (66.67)          |
| 0032.18.00.6850.0180                    | Membership Dues and Fees     | 600                      | 0                                      | 600                     | 45                | 0                    | 7.50             |
| 0032.18.00.6850.0182                    | Other Operating Expenses     | 5,000                    | 0                                      | 5,000                   | 55                | 0                    | 1.10             |
| 0032.18.00.6850.0183                    | Depreciation                 | 490,000                  | 0                                      | 490,000                 | 0                 | 0                    | 0.00             |
| 0032.18.00.6850.0186                    | Training                     | 2,250                    | 0                                      | 2,250                   | 0                 | 0                    | 0.00             |
| 0032.18.00.6860.0187                    | Professional Services        | 6,400                    | 0                                      | 6,400                   | 1,166             | 1,612                | 18.22            |
| 0032.18.00.6860.0189                    | Employee Medical             | 1,000                    | 0                                      | 1,000                   | 89                | 0                    | 8.90             |
| 0032.18.00.6860.0191                    | Contract Services/Studies    | 2,220                    | 0                                      | 2,220                   | 543               | 0                    | 24.46            |
| 0032.18.00.6860.0195                    | Repair/Maint Svc Contract    | 20,000                   | 0                                      | 20,000                  | 0                 | 0                    | 0.00             |
| 0032.18.00.6860.0196                    | Bank Charges/Fees            | 8,000                    | 0                                      | 8,000                   | 1,368             | 0                    | 17.10            |
| 0032.18.00.6860.0199                    | Internal Engineering         | 26,669                   | 0                                      | 26,669                  | 3,830             | 0                    | 14.36            |
| 0032.18.00.6860.1895                    | Employee wellness services   | 6,998                    | 0                                      | 6,998                   | 1,044             | 0                    | 14.92            |
| 0032.18.00.6870.0202                    | Utility Billing Services     | 10,000                   | 0                                      | 10,000                  | 203               | 0                    | 2.03             |
| 0032.18.00.6870.0204                    | Janitorial Services          | 3,617                    | 0                                      | 3,617                   | 0                 | 0                    | 0.00             |
| 0032.18.00.7020.0106                    | Interest- Bonds              | 118,306                  | 0                                      | 118,306                 | (13,705)          | 0                    | (11.58)          |
| 0032.18.00.7020.0110                    | Bond Principal               | 177,627                  | 0                                      | 177,627                 | 0                 | 0                    | 0.00             |
| 0032.18.00.7030.1001                    | Agent Fees                   | 4,301                    | 0                                      | 4,301                   | 2,000             | 0                    | 46.50            |
| 0032.18.00.7500.0124                    | Transfers to General Fund    | 237,843                  | 0                                      | 237,843                 | 59,461            | 0                    | 25.00            |
| 0032.18.00.7950.0995                    | GF Cost Distribution         | 123,180                  | 0                                      | 123,180                 | 0                 | 0                    | 0.00             |
| 0032.18.00.7950.0999                    | Allocation G&A Services      | 107,801                  | 0                                      | 107,801                 | 3,330             | 0                    | 3.09             |
| 0032.18.00.7999.9999                    | Principal Reclassified       | (177,627)                | 0                                      | (177,627)               | 0                 | 0                    | 0.00             |
| 0032.18.00.9000.0911                    | Sewer Improvement Projects   | 500,000                  | (10,568,582)                           | 11,068,582              | 340,526           | 10,243,056           | 3.08             |
| 0032.18.00.9000.3700                    | Wastewater Collection Sys    | 650,000                  | (81,806)                               | 731,806                 | 10,025            | 114,012              | 1.37             |
| 0032.18.00.9000.4100                    | Vehicles                     | 58,000                   | 0                                      | 58,000                  | 0                 | 57,449               | 0.00             |
| 0032.18.00.9000.4200                    | Heavy Equipment              | 150,000                  | 0                                      | 150,000                 | 0                 | 0                    | 0.00             |
| 0032.18.00.9000.4300                    | Other Equipment              | 20,000                   | 0                                      | 20,000                  | 0                 | 67,571               | 0.00             |
| 0032.18.00.9999.9999                    | Assets Reclassified          | (1,378,000)              | 0                                      | (1,378,000)             | 0                 | 0                    | 0.00             |
| 0032.34.00.4000.0101                    | Regular Pay                  | 372,000                  | 0                                      | 372,000                 | 79,821            | 0                    | 21.46            |
| 0032.34.00.4010.0103                    | Overtime                     | 15,000                   | 0                                      | 15,000                  | 3,799             | 0                    | 25.33            |
| 0032.34.00.4010.0105                    | On-call pay                  | 14,000                   | 0                                      | 14,000                  | 3,181             | 0                    | 22.72            |
| 0032.34.00.4050.0114                    | FICA                         | 31,000                   | 0                                      | 31,000                  | 6,266             | 0                    | 20.21            |
| 0032.34.00.4060.0116                    | Retirement                   | 74,500                   | 0                                      | 74,500                  | 16,057            | 0                    | 21.55            |
| 0032.34.00.4080.0125                    | SCMIT Worker's Comp Ins.     | 6,337                    | 0                                      | 6,337                   | 2,631             | 0                    | 41.52            |
| 0032.34.00.4100.0001                    | Health Claims Cost           | 65,108                   | 0                                      | 65,108                  | 19,777            | 0                    | 30.38            |
| 0032.34.00.5000.0101                    | Supplies and Materials       | 2,800                    | 0                                      | 2,800                   | 1,148             | 0                    | 41.00            |
| 0032.34.00.5000.0102                    | Equipment                    | 10,272                   | 0                                      | 10,272                  | 3,342             | 5,565                | 32.54            |
| 0032.34.00.5010.0101                    | Uniforms and Clothing        | 4,000                    | 0                                      | 4,000                   | 790               | 0                    | 19.75            |
| 0032.34.00.5120.0108                    | Chemicals                    | 220,000                  | (17,819)                               | 237,819                 | 8,066             | 134,753              | 3.39             |
| 0032.34.00.5120.0109                    | Laboratory Supplies          | 24,000                   | 0                                      | 24,000                  | 8,307             | 0                    | 34.61            |
| 0032.34.00.5150.0121                    | Safety Supplies              | 900                      | 0                                      | 900                     | 0                 | 0                    | 0.00             |
| 0032.34.00.5150.0129                    | Permit Fees Due To Others    | 9,700                    | 0                                      | 9,700                   | 5,439             | 0                    | 56.07            |
| 0032.34.00.5320.0148                    | Small Hand Tools             | 500                      | 0                                      | 500                     | 116               | 0                    | 23.20            |
| 0032.34.00.6000.0110                    | SCMIRF Property/Liab Ins     | 428,309                  | 0                                      | 428,309                 | 206,912           | 0                    | 48.31            |
| 0032.34.00.6100.0111                    | Communications- Landline     | 2,400                    | 0                                      | 2,400                   | 635               | 0                    | 26.46            |
| 0032.34.00.6100.0112                    | Postage                      | 1,200                    | 0                                      | 1,200                   | 0                 | 0                    | 0.00             |
| 0032.34.00.6100.1110                    | Communications- Wireless     | 660                      | 0                                      | 660                     | 83                | 0                    | 12.58            |

## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                               | Description                   | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | % Budget | 25-26<br>Used |
|-----------------------------------------|-------------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|----------|---------------|
| <b>Fund: 0032 Wastewater Fund</b>       |                               |                          |                                        |                         |                   |                      |          |               |
| <b>Account Category: Appropriations</b> |                               |                          |                                        |                         |                   |                      |          |               |
| 0032.34.00.6200.0114                    | Advertising                   | 500                      | 0                                      | 500                     | 0                 | 0                    |          | 0.00          |
| 0032.34.00.6400.0124                    | Travel Expense                | 100                      | 0                                      | 100                     | 0                 | 0                    |          | 0.00          |
| 0032.34.00.6500.0127                    | Electricity                   | 271,109                  | 0                                      | 271,109                 | 102,660           | 0                    |          | 37.87         |
| 0032.34.00.6500.0128                    | Water                         | 2,569                    | 0                                      | 2,569                   | 959               | 0                    |          | 37.33         |
| 0032.34.00.6500.0130                    | Sanitation                    | 3,239                    | 0                                      | 3,239                   | 524               | 0                    |          | 16.18         |
| 0032.34.00.6500.0133                    | Stormwater                    | 81,038                   | 0                                      | 81,038                  | 13,113            | 0                    |          | 16.18         |
| 0032.34.00.6500.0134                    | Security Lights               | 4,288                    | 0                                      | 4,288                   | 694               | 0                    |          | 16.18         |
| 0032.34.00.6500.1271                    | Electricity- Sales Tax        | 10,538                   | 0                                      | 10,538                  | 2,801             | 0                    |          | 26.58         |
| 0032.34.00.6600.0133                    | Repairs & Maint. Services     | 175,000                  | 0                                      | 175,000                 | 36,443            | 44,234               |          | 20.82         |
| 0032.34.00.6600.0139                    | Fleet Services-RTA Mtce Alloc | 3,000                    | 0                                      | 3,000                   | 529               | 0                    |          | 17.63         |
| 0032.34.00.6600.0145                    | Gasoline & Oil                | 3,707                    | 0                                      | 3,707                   | 335               | 0                    |          | 9.04          |
| 0032.34.00.6600.1391                    | Fleet Services -Departmental  | 1,592                    | 0                                      | 1,592                   | 487               | 0                    |          | 30.59         |
| 0032.34.00.6600.1392                    | Fleet Svcs- Outside Vends     | 150                      | 0                                      | 150                     | 0                 | 0                    |          | 0.00          |
| 0032.34.00.6700.0156                    | Equipment Rental/Lease        | 1,200                    | 0                                      | 1,200                   | 0                 | 0                    |          | 0.00          |
| 0032.34.00.6850.0180                    | Membership Dues and Fees      | 425                      | 0                                      | 425                     | 0                 | 0                    |          | 0.00          |
| 0032.34.00.6850.0182                    | Other Operating Expenses      | 1,000                    | 0                                      | 1,000                   | 0                 | 0                    |          | 0.00          |
| 0032.34.00.6850.0183                    | Depreciation                  | 8,200                    | 0                                      | 8,200                   | 0                 | 0                    |          | 0.00          |
| 0032.34.00.6850.0186                    | Training                      | 2,150                    | 0                                      | 2,150                   | 70                | 0                    |          | 3.26          |
| 0032.34.00.6850.0190                    | Landfill Fees                 | 75,000                   | 0                                      | 75,000                  | 8,790             | 0                    |          | 11.72         |
| 0032.34.00.6860.0187                    | Professional Services         | 68,975                   | 0                                      | 68,975                  | 0                 | 0                    |          | 0.00          |
| 0032.34.00.6860.0189                    | Employee Medical              | 1,100                    | 0                                      | 1,100                   | 0                 | 0                    |          | 0.00          |
| 0032.34.00.6860.0195                    | Repair/Maint Svc Contract     | 2,220                    | 0                                      | 2,220                   | 1,256             | 0                    |          | 56.58         |
| 0032.34.00.6860.0199                    | Internal Engineering          | 53,339                   | 0                                      | 53,339                  | 7,660             | 0                    |          | 14.36         |
| 0032.34.00.6860.1895                    | Employee wellness services    | 5,004                    | 0                                      | 5,004                   | 746               | 0                    |          | 14.91         |
| 0032.34.00.6870.0204                    | Janitorial Services           | 0                        | 0                                      | 0                       | 600               | 1,800                |          | 0.00          |
| 0032.34.00.7020.0106                    | Interest- Bonds               | 104,114                  | 0                                      | 104,114                 | (8,676)           | 0                    |          | (8.33)        |
| 0032.34.00.7020.0110                    | Bond Principal                | 375,505                  | 0                                      | 375,505                 | 0                 | 0                    |          | 0.00          |
| 0032.34.00.7030.0109                    | Agents Fee                    | 5,800                    | 0                                      | 5,800                   | 0                 | 0                    |          | 0.00          |
| 0032.34.00.7500.0124                    | Transfers to General Fund     | 157,959                  | 0                                      | 157,959                 | 39,490            | 0                    |          | 25.00         |
| 0032.34.00.7950.0995                    | GF Cost Distribution          | 81,809                   | 0                                      | 81,809                  | 0                 | 0                    |          | 0.00          |
| 0032.34.00.7950.0999                    | Allocation G&A Services       | 107,801                  | 0                                      | 107,801                 | 3,330             | 0                    |          | 3.09          |
| 0032.34.00.7999.9999                    | Principal Reclassified        | (375,505)                | 0                                      | (375,505)               | 0                 | 0                    |          | 0.00          |
| 0032.34.00.9000.3000                    | Buildings & Improvements      | 125,000                  | 0                                      | 125,000                 | 0                 | 0                    |          | 0.00          |
| 0032.34.00.9000.3900                    | Wastewater Treatment Plnt     | 100,000                  | (495,976)                              | 595,976                 | 9,300             | 491,076              |          | 1.56          |
| 0032.34.00.9000.4100                    | Vehicles                      | 360,000                  | (282,698)                              | 642,698                 | 0                 | 282,698              |          | 0.00          |
| 0032.34.00.9000.4300                    | Other Equipment               | 312,000                  | 0                                      | 312,000                 | 65,534            | 128,023              |          | 21.00         |
| 0032.34.00.9999.9999                    | Assets Reclassified           | (897,000)                | 0                                      | (897,000)               | 0                 | 0                    |          | 0.00          |
| 0032.34.17.6850.0183                    | Depreciation                  | 651,000                  | 0                                      | 651,000                 | 0                 | 0                    |          | 0.00          |
| Appropriations                          |                               | 5,432,387                | (11,446,881)                           | 16,879,268              | 1,268,106         | 11,571,849           |          | 7.51          |
| <b>Fund 0032 - Wastewater Fund:</b>     |                               |                          |                                        |                         |                   |                      |          |               |
| TOTAL ESTIMATED REVENUES                |                               | 5,432,387                | 0                                      | 5,432,387               | 955,408           | 0                    |          | 17.59         |
| TOTAL APPROPRIATIONS                    |                               | 5,432,387                | (11,446,881)                           | 16,879,268              | 1,268,106         | 11,571,849           |          | 7.51          |
| NET OF REVENUES & APPROPRIATIONS:       |                               | 0                        | 11,446,881                             | (11,446,881)            | (312,698)         | (11,571,849)         |          |               |
|                                         |                               | 0.00%                    | 0.00%                                  | -210.72%                | -32.73%           | 0.00%                |          |               |



## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                                   | Description                   | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | % Budget<br>Used |
|---------------------------------------------|-------------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------|
| <b>Fund: 0033 Stormwater Utility Fund</b>   |                               |                          |                                        |                         |                   |                      |                  |
| <b>Account Category: Estimated Revenues</b> |                               |                          |                                        |                         |                   |                      |                  |
| 0033.00.00.3010.0000                        | Sale Of Utilities             | 1,559,199                | 0                                      | 1,559,199               | 421,174           | 0                    | 27.01            |
| 0033.00.00.3020.0001                        | Penalties                     | 9,753                    | 0                                      | 9,753                   | 3,404             | 0                    | 34.90            |
| 0033.00.00.3690.0002                        | Miscellaneous Revenue         | 1,000                    | 0                                      | 1,000                   | 0                 | 0                    | 0.00             |
| Estimated Revenues                          |                               | 1,569,952                | 0                                      | 1,569,952               | 424,578           | 0                    | 27.04            |
| <b>Account Category: Appropriations</b>     |                               |                          |                                        |                         |                   |                      |                  |
| 0033.40.00.4000.0101                        | Regular Pay                   | 253,000                  | 0                                      | 253,000                 | 56,741            | 0                    | 22.43            |
| 0033.40.00.4010.0103                        | Overtime                      | 3,000                    | 0                                      | 3,000                   | 638               | 0                    | 21.27            |
| 0033.40.00.4010.0105                        | On-call pay                   | 4,500                    | 0                                      | 4,500                   | 1,793             | 0                    | 39.84            |
| 0033.40.00.4050.0114                        | FICA                          | 21,000                   | 0                                      | 21,000                  | 4,253             | 0                    | 20.25            |
| 0033.40.00.4060.0116                        | Retirement                    | 49,000                   | 0                                      | 49,000                  | 10,808            | 0                    | 22.06            |
| 0033.40.00.4080.0125                        | SCMIT Worker's Comp Ins.      | 19,738                   | 0                                      | 19,738                  | 8,308             | 0                    | 42.09            |
| 0033.40.00.4100.0001                        | Health Claims Cost            | 59,903                   | 0                                      | 59,903                  | 17,562            | 0                    | 29.32            |
| 0033.40.00.4100.0002                        | Health Claim Costs-Retire     | 14,175                   | 0                                      | 14,175                  | 2,286             | 0                    | 16.13            |
| 0033.40.00.5000.0101                        | Supplies and Materials        | 2,300                    | 0                                      | 2,300                   | 702               | 0                    | 30.52            |
| 0033.40.00.5000.0102                        | Equipment                     | 5,000                    | 0                                      | 5,000                   | 0                 | 0                    | 0.00             |
| 0033.40.00.5010.0101                        | Uniforms and Clothing         | 5,000                    | 0                                      | 5,000                   | 1,195             | 0                    | 23.90            |
| 0033.40.00.5130.0112                        | Asphalt/Concrete/Gravel       | 7,750                    | 0                                      | 7,750                   | 531               | 0                    | 6.85             |
| 0033.40.00.5140.0112                        | SW Collection Syst Supply     | 10,000                   | 0                                      | 10,000                  | 0                 | 0                    | 0.00             |
| 0033.40.00.5150.0121                        | Safety Supplies               | 1,200                    | 0                                      | 1,200                   | 627               | 0                    | 52.25            |
| 0033.40.00.5320.0148                        | Small Hand Tools              | 300                      | 0                                      | 300                     | 0                 | 0                    | 0.00             |
| 0033.40.00.6000.0110                        | SCMIRF Property/Liab Ins      | 103,195                  | 0                                      | 103,195                 | 49,853            | 0                    | 48.31            |
| 0033.40.00.6100.0111                        | Communications- Landline      | 1,500                    | 0                                      | 1,500                   | 693               | 0                    | 46.20            |
| 0033.40.00.6100.0112                        | Postage                       | 300                      | 0                                      | 300                     | 86                | 0                    | 28.67            |
| 0033.40.00.6100.1110                        | Communications- Wireless      | 1,260                    | 0                                      | 1,260                   | 79                | 0                    | 6.27             |
| 0033.40.00.6200.0114                        | Advertising                   | 200                      | 0                                      | 200                     | 0                 | 0                    | 0.00             |
| 0033.40.00.6400.0124                        | Travel Expense                | 100                      | 0                                      | 100                     | 0                 | 0                    | 0.00             |
| 0033.40.00.6500.0127                        | Electricity                   | 413                      | 0                                      | 413                     | 63                | 0                    | 15.25            |
| 0033.40.00.6500.0128                        | Water                         | 503                      | 0                                      | 503                     | 85                | 0                    | 16.90            |
| 0033.40.00.6500.0133                        | Stormwater                    | 23,479                   | 0                                      | 23,479                  | 3,799             | 0                    | 16.18            |
| 0033.40.00.6500.0134                        | Security Lights               | 989                      | 0                                      | 989                     | 160               | 0                    | 16.18            |
| 0033.40.00.6500.1271                        | Electricity- Sales Tax        | 1                        | 0                                      | 1                       | 0                 | 0                    | 0.00             |
| 0033.40.00.6600.0133                        | Repairs & Maint. Services     | 63,429                   | 0                                      | 63,429                  | 5,248             | 0                    | 8.27             |
| 0033.40.00.6600.0139                        | Fleet Services-RTA Mtce Alloc | 17,000                   | 0                                      | 17,000                  | 1,204             | 0                    | 7.08             |
| 0033.40.00.6600.0145                        | Gasoline & Oil                | 13,000                   | 0                                      | 13,000                  | 3,137             | 0                    | 24.13            |
| 0033.40.00.6600.1391                        | Fleet Services -Departmental  | 35,796                   | 0                                      | 35,796                  | 4,093             | 0                    | 11.43            |
| 0033.40.00.6600.1392                        | Fleet Svcs- Outside Vends     | 5,000                    | 0                                      | 5,000                   | 0                 | 0                    | 0.00             |
| 0033.40.00.6700.0156                        | Equipment Rental/Lease        | 200                      | 0                                      | 200                     | 0                 | 0                    | 0.00             |
| 0033.40.00.6850.0180                        | Membership Dues and Fees      | 200                      | 0                                      | 200                     | 0                 | 0                    | 0.00             |
| 0033.40.00.6850.0182                        | Other Operating Expenses      | 26,890                   | 0                                      | 26,890                  | 0                 | 0                    | 0.00             |
| 0033.40.00.6850.0183                        | Depreciation                  | 592,000                  | 0                                      | 592,000                 | 0                 | 0                    | 0.00             |
| 0033.40.00.6850.0186                        | Training                      | 1,250                    | 0                                      | 1,250                   | 0                 | 0                    | 0.00             |
| 0033.40.00.6850.0190                        | Landfill Fees                 | 40,000                   | 0                                      | 40,000                  | 1,575             | 0                    | 3.94             |
| 0033.40.00.6860.0187                        | Professional Services         | 3,200                    | 0                                      | 3,200                   | 1,166             | 1,612                | 36.44            |
| 0033.40.00.6860.0189                        | Employee Medical              | 1,000                    | 0                                      | 1,000                   | 0                 | 0                    | 0.00             |
| 0033.40.00.6860.0196                        | Bank Charges/Fees             | 3,000                    | 0                                      | 3,000                   | 456               | 0                    | 15.20            |
| 0033.40.00.6860.0199                        | Internal Engineering          | 53,339                   | 0                                      | 53,339                  | 7,660             | 0                    | 14.36            |
| 0033.40.00.6860.1895                        | Employee wellness services    | 5,004                    | 0                                      | 5,004                   | 746               | 0                    | 14.91            |
| 0033.40.00.6870.0202                        | Utility Billing Services      | 4,000                    | 0                                      | 4,000                   | 70                | 0                    | 1.75             |
| 0033.40.00.6870.0204                        | Janitorial Services           | 908                      | 0                                      | 908                     | 0                 | 0                    | 0.00             |



## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                                   | Description                   | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | 25-26<br>% Budget Used |
|---------------------------------------------|-------------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------------|
| <b>Fund: 0033 Stormwater Utility Fund</b>   |                               |                          |                                        |                         |                   |                      |                        |
| <b>Account Category: Appropriations</b>     |                               |                          |                                        |                         |                   |                      |                        |
| 0033.40.00.7950.0995                        | GF Cost Distribution          | 73,810                   | 0                                      | 73,810                  | 0                 | 0                    | 0.00                   |
| 0033.40.00.7950.0999                        | Allocation G&A Services       | 43,120                   | 0                                      | 43,120                  | 1,332             | 0                    | 3.09                   |
| 0033.40.00.9000.0956                        | Stormwater System Improvement | 300,000                  | (2,543,293)                            | 2,843,293               | 433,040           | 2,193,744            | 15.23                  |
| 0033.40.00.9000.1000                        | Infrastructure Improvemts     | 4,100,000                | (87,760)                               | 4,187,760               | 10,460            | 380,525              | 0.25                   |
| 0033.40.00.9000.4200                        | Heavy Equipment               | 0                        | 0                                      | 0                       | 0                 | (423,301)            | 0.00                   |
| 0033.40.00.9000.4300                        | Other Equipment               | 0                        | (29,040)                               | 29,040                  | 0                 | 29,040               | 0.00                   |
| 0033.40.00.9999.9999                        | Assets Reclassified           | (4,400,000)              | 0                                      | (4,400,000)             | 0                 | 0                    | 0.00                   |
| Appropriations                              |                               | 1,569,952                | (2,660,093)                            | 4,230,045               | 630,449           | 2,181,620            | 14.90                  |
| <b>Fund 0033 - Stormwater Utility Fund:</b> |                               |                          |                                        |                         |                   |                      |                        |
| TOTAL ESTIMATED REVENUES                    |                               | 1,569,952                | 0                                      | 1,569,952               | 424,578           | 0                    | 27.04                  |
| TOTAL APPROPRIATIONS                        |                               | 1,569,952                | (2,660,093)                            | 4,230,045               | 630,449           | 2,181,620            | 14.90                  |
| NET OF REVENUES & APPROPRIATIONS:           |                               | 0                        | 2,660,093                              | (2,660,093)             | (205,871)         | (2,181,620)          |                        |
|                                             |                               | 0.00%                    | 0.00%                                  | -169.44%                | -48.49%           | 0.00%                |                        |

## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                                   | Description                   | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | 25-26<br>% Budget Used |
|---------------------------------------------|-------------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------------|
| <b>Fund: 0035 Waste Management Fund</b>     |                               |                          |                                        |                         |                   |                      |                        |
| <b>Account Category: Estimated Revenues</b> |                               |                          |                                        |                         |                   |                      |                        |
| 0035.00.00.3240.0007                        | Fees- Services                | 0                        | 0                                      | 0                       | (97)              | 0                    | 0.00                   |
| 0035.00.00.3440.0001                        | Refuse Col Chge-Resident      | 1,186,708                | 0                                      | 1,186,708               | 310,679           | 0                    | 26.18                  |
| 0035.00.00.3440.0002                        | Refuse Col Chge-Comm          | 303,270                  | 0                                      | 303,270                 | 73,323            | 0                    | 24.18                  |
| 0035.00.00.3440.0003                        | Sanitation Fee Penalties      | 15,000                   | 0                                      | 15,000                  | 5,037             | 0                    | 33.58                  |
| 0035.00.00.3440.0006                        | Brown Goods Fees              | 200                      | 0                                      | 200                     | 621               | 0                    | 310.50                 |
| 0035.00.00.3610.0001                        | Investment Earnings           | 4,000                    | 0                                      | 4,000                   | 0                 | 0                    | 0.00                   |
| 0035.00.00.3690.0002                        | Miscellaneous Revenue         | 50                       | 0                                      | 50                      | 89                | 0                    | 178.00                 |
| 0035.00.00.3690.0003                        | Insurance Proceeds            | 0                        | 0                                      | 0                       | 1,035             | 0                    | 0.00                   |
| 0035.00.00.3920.0004                        | From General Fund             | 92,135                   | 0                                      | 92,135                  | 0                 | 0                    | 0.00                   |
| Estimated Revenues                          |                               | 1,601,363                | 0                                      | 1,601,363               | 390,687           | 0                    | 24.40                  |
| <b>Account Category: Appropriations</b>     |                               |                          |                                        |                         |                   |                      |                        |
| 0035.31.00.4000.0101                        | Regular Pay                   | 497,000                  | 0                                      | 497,000                 | 62,335            | 0                    | 12.54                  |
| 0035.31.00.4010.0103                        | Overtime                      | 9,000                    | 0                                      | 9,000                   | 4,623             | 0                    | 51.37                  |
| 0035.31.00.4050.0114                        | FICA                          | 40,000                   | 0                                      | 40,000                  | 4,969             | 0                    | 12.42                  |
| 0035.31.00.4060.0116                        | Retirement                    | 94,000                   | 0                                      | 94,000                  | 11,921            | 0                    | 12.68                  |
| 0035.31.00.4080.0125                        | SCMIT Worker's Comp Ins.      | 49,594                   | 0                                      | 49,594                  | 20,935            | 0                    | 42.21                  |
| 0035.31.00.4100.0001                        | Health Claims Cost            | 58,076                   | 0                                      | 58,076                  | 13,417            | 0                    | 23.10                  |
| 0035.31.00.4100.0002                        | Health Claim Costs-Retire     | 16,620                   | 0                                      | 16,620                  | 1,647             | 0                    | 9.91                   |
| 0035.31.00.5000.0101                        | Supplies and Materials        | 5,000                    | 0                                      | 5,000                   | 346               | 0                    | 6.92                   |
| 0035.31.00.5010.0101                        | Uniforms and Clothing         | 21,000                   | 0                                      | 21,000                  | 1,645             | 0                    | 7.83                   |
| 0035.31.00.5150.0121                        | Safety Supplies               | 5,250                    | 0                                      | 5,250                   | 247               | 0                    | 4.70                   |
| 0035.31.00.6000.0110                        | SCMIRF Property/Liab Ins      | 8,411                    | 0                                      | 8,411                   | 4,063             | 0                    | 48.31                  |
| 0035.31.00.6100.0111                        | Communications- Landline      | 300                      | 0                                      | 300                     | 0                 | 0                    | 0.00                   |
| 0035.31.00.6100.0112                        | Postage                       | 1,000                    | 0                                      | 1,000                   | 174               | 0                    | 17.40                  |
| 0035.31.00.6100.1110                        | Communications- Wireless      | 2,400                    | 0                                      | 2,400                   | 0                 | 0                    | 0.00                   |
| 0035.31.00.6200.0114                        | Advertising                   | 1,500                    | 0                                      | 1,500                   | 0                 | 0                    | 0.00                   |
| 0035.31.00.6400.0124                        | Travel Expense                | 800                      | 0                                      | 800                     | 0                 | 0                    | 0.00                   |
| 0035.31.00.6500.0127                        | Electricity                   | 1,040                    | 0                                      | 1,040                   | 351               | 0                    | 33.75                  |
| 0035.31.00.6500.0128                        | Water                         | 1,311                    | 0                                      | 1,311                   | 204               | 0                    | 15.56                  |
| 0035.31.00.6500.0129                        | Wastewater                    | 1,559                    | 0                                      | 1,559                   | 244               | 0                    | 15.65                  |
| 0035.31.00.6500.0130                        | Sanitation                    | 456                      | 0                                      | 456                     | 74                | 0                    | 16.23                  |
| 0035.31.00.6500.0133                        | Stormwater                    | 79                       | 0                                      | 79                      | 13                | 0                    | 16.46                  |
| 0035.31.00.6500.0134                        | Security Lights               | 543                      | 0                                      | 543                     | 88                | 0                    | 16.21                  |
| 0035.31.00.6500.1271                        | Electricity- Sales Tax        | 2                        | 0                                      | 2                       | 0                 | 0                    | 0.00                   |
| 0035.31.00.6600.0139                        | Fleet Services-RTA Mtce Alloc | 40,000                   | 0                                      | 40,000                  | 6,609             | 0                    | 16.52                  |
| 0035.31.00.6600.0145                        | Gasoline & Oil                | 55,000                   | 0                                      | 55,000                  | 6,246             | 0                    | 11.36                  |
| 0035.31.00.6600.1391                        | Fleet Services -Departmental  | 94,654                   | 0                                      | 94,654                  | 12,506            | 0                    | 13.21                  |
| 0035.31.00.6600.1392                        | Fleet Svcs- Outside Vends     | 5,000                    | 0                                      | 5,000                   | 972               | 0                    | 19.44                  |
| 0035.31.00.6810.0100                        | Capital Lease Principal       | 32,610                   | 0                                      | 32,610                  | 32,610            | 0                    | 100.00                 |
| 0035.31.00.6810.0120                        | Capital Lease Interest        | 3,366                    | 0                                      | 3,366                   | 842               | 0                    | 25.01                  |
| 0035.31.00.6850.0180                        | Membership Dues and Fees      | 600                      | 0                                      | 600                     | 0                 | 0                    | 0.00                   |
| 0035.31.00.6850.0182                        | Other Operating Expenses      | 3,300                    | 0                                      | 3,300                   | 0                 | 0                    | 0.00                   |
| 0035.31.00.6850.0183                        | Depreciation                  | 136,750                  | 0                                      | 136,750                 | 0                 | 0                    | 0.00                   |
| 0035.31.00.6850.0186                        | Training                      | 1,500                    | 0                                      | 1,500                   | 0                 | 0                    | 0.00                   |
| 0035.31.00.6850.0190                        | Landfill Fees                 | 1,000                    | 0                                      | 1,000                   | 0                 | 0                    | 0.00                   |
| 0035.31.00.6860.0189                        | Employee Medical              | 800                      | 0                                      | 800                     | 0                 | 0                    | 0.00                   |
| 0035.31.00.6860.0195                        | Repair/Maint Svc Contract     | 6,300                    | 0                                      | 6,300                   | 244               | 0                    | 3.87                   |
| 0035.31.00.6860.0196                        | Bank Charges/Fees             | 4,000                    | 0                                      | 4,000                   | 547               | 0                    | 13.68                  |
| 0035.31.00.6860.1895                        | Employee wellness services    | 7,996                    | 0                                      | 7,996                   | 1,193             | 0                    | 14.92                  |

## BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 09/30/2025

| GL Number                                 | Description              | 25-26<br>Original Budget | 25-26<br>Original Budget<br>Amt Change | 25-26<br>Amended Budget | 25-26<br>Activity | 25-26<br>Encumbrance | 25-26<br>% Budget Used |
|-------------------------------------------|--------------------------|--------------------------|----------------------------------------|-------------------------|-------------------|----------------------|------------------------|
| <b>Fund: 0035 Waste Management Fund</b>   |                          |                          |                                        |                         |                   |                      |                        |
| <b>Account Category: Appropriations</b>   |                          |                          |                                        |                         |                   |                      |                        |
| 0035.31.00.6870.0202                      | Utility Billing Services | 6,000                    | 0                                      | 6,000                   | 142               | 0                    | 2.37                   |
| 0035.31.00.6870.0203                      | Contract Services        | 155,000                  | 0                                      | 155,000                 | 21,681            | 63,927               | 13.99                  |
| 0035.31.00.6870.0204                      | Janitorial Services      | 4,860                    | 0                                      | 4,860                   | 608               | 1,823                | 12.51                  |
| 0035.31.00.7020.0105                      | Interest on Bonds        | 23,218                   | 0                                      | 23,218                  | (15,479)          | 0                    | (66.67)                |
| 0035.31.00.7020.0110                      | Bond Principal           | 20,400                   | 0                                      | 20,400                  | 0                 | 0                    | 0.00                   |
| 0035.31.00.7030.1001                      | Agent Fees               | 385                      | 0                                      | 385                     | 0                 | 0                    | 0.00                   |
| 0035.31.00.7300.0120                      | Recycling Labor          | 53,000                   | 0                                      | 53,000                  | 7,550             | 45,450               | 14.25                  |
| 0035.31.00.7300.0122                      | Recycling Operating      | 8,000                    | 0                                      | 8,000                   | 2,170             | 0                    | 27.13                  |
| 0035.31.00.7950.0001                      | IT Internal Allocations  | 12,122                   | 0                                      | 12,122                  | 732               | 0                    | 6.04                   |
| 0035.31.00.7950.0995                      | GF Cost Distribution     | 130,364                  | 0                                      | 130,364                 | 0                 | 0                    | 0.00                   |
| 0035.31.00.7999.9999                      | Principal Reclassified   | (20,400)                 | 0                                      | (20,400)                | 0                 | 0                    | 0.00                   |
| 0035.31.00.9000.3000                      | Buildings & Improvements | 315,726                  | (84,154)                               | 399,880                 | 35,771            | 221,256              | 8.95                   |
| 0035.31.00.9000.4200                      | Heavy Equipment          | 350,000                  | (324,331)                              | 674,331                 | 127,680           | 196,150              | 18.93                  |
| 0035.31.00.9000.4300                      | Other Equipment          | 110,000                  | 0                                      | 110,000                 | 0                 | 17,223               | 0.00                   |
| 0035.31.00.9999.9999                      | Assets Reclassified      | (775,726)                | 0                                      | (775,726)               | 0                 | 0                    | 0.00                   |
| 0035.32.00.4100.0001                      | Health Claims Cost       | 597                      | 0                                      | 597                     | 0                 | 0                    | 0.00                   |
| Appropriations                            |                          | 1,601,363                | (408,485)                              | 2,009,848               | 369,920           | 545,829              | 18.41                  |
| <b>Fund 0035 - Waste Management Fund:</b> |                          |                          |                                        |                         |                   |                      |                        |
| TOTAL ESTIMATED REVENUES                  |                          | 1,601,363                | 0                                      | 1,601,363               | 390,687           | 0                    | 24.40                  |
| TOTAL APPROPRIATIONS                      |                          | 1,601,363                | (408,485)                              | 2,009,848               | 369,920           | 545,829              | 18.41                  |
| NET OF REVENUES & APPROPRIATIONS:         |                          | 0                        | 408,485                                | (408,485)               | 20,767            | (545,829)            | 0.00%                  |
|                                           |                          | 0.00%                    | 0.00%                                  | -25.51%                 | 5.32%             | 0.00%                |                        |
| <b>Report Totals:</b>                     |                          |                          |                                        |                         |                   |                      |                        |
| TOTAL ESTIMATED REVENUES - ALL FUNDS      |                          | 54,526,593               | 0                                      | 54,526,593              | 8,235,921         | 0                    | 15.10                  |
| TOTAL APPROPRIATIONS - ALL FUNDS          |                          | 54,526,593               | (17,357,702)                           | 71,884,295              | 12,287,414        | 20,114,235           | 17.09                  |
| NET OF REVENUES & APPROPRIATIONS:         |                          | 0                        | 17,357,702                             | (17,357,702)            | (4,051,493)       | (20,114,235)         | 0.00%                  |
|                                           |                          | 0.00%                    | 0.00%                                  | -31.83%                 | -49.19%           | 0.00%                |                        |

# The FIRE Report

A monthly report of Fire Department activities to City Council

November  
2025



## Fire Prevention Bureau

2025

October

|                                 |    |
|---------------------------------|----|
| Inspections                     | 26 |
| Violations Found                | 21 |
| Buildings without Violations    | 18 |
| Buildings Cleared of Violations | 5  |
| Violations Corrected            | 12 |
| Violations Not Corrected        | 9  |
| 3rd Party Inspection Review     | 11 |

|                                  |   |
|----------------------------------|---|
| Assemblies Inspected:            | 8 |
| Business Inspected:              | 6 |
| Educational Buildings Inspected: | 0 |
| Factories Inspected:             | 1 |
| Mobile Food Trucks               | 0 |
| Hazardous Buildings Inspected    | 0 |
| Institutional Inspected:         | 1 |
| Mercantile Inspected:            | 4 |
| Residential Inspected:           | 6 |
| Storage Buildings Inspected:     | 0 |

|                        |   |
|------------------------|---|
| Construction Meetings: | 0 |
| Plans Review:          | 2 |
| Test Conducted:        | 2 |
| Compliance Issues:     | 0 |
| Complaints Reviewed:   | 1 |
| Business License:      | 9 |
| Citation Issued:       | 0 |

## Public Education

|              |      |
|--------------|------|
| Programs     | 10   |
| Participants | 2485 |

## Suppression Division

### A Brief Look at Emergency Responses

#### October 2025

1. Three Medical Calls; One Public Service Call
2. Eight Medical Calls; One Alarm Malfunction
3. Nine Medical Calls; One Alarm Malfunction; One Public Service Call
4. Five Medical Calls; Four Public Service Calls
5. Three Medical Calls
6. Eight Medical Calls; One False Alarm
7. Three Medical Calls; One MVA; One Smoke Scare; Two Public Service Calls
8. Six Medical Calls; One Public Service Call
9. Eight Medical Calls; One Electrical/Wiring Issue; One MVA; Four False Alarms; One Alarm Malfunction
10. Three Medical Calls; Four Public Service Calls
11. Three Medical Calls; One Alarm Activation; One MVA; Four Public Service Calls
12. Four Medical Calls; Three Flooding Calls; Three Public Service Calls
13. Four Medical Calls
14. Five Medical Calls; One Alarm Activation; Two Detector Activations; One MVA; One Public Service Calls
15. Five Medical Calls; One False Alarm; One MVA; One Public Service Call
16. One Medical Call; One MVA; Two Public Service Calls
17. Five Medical Calls; One False Alarm; One Detector Activation; Two Public Service Calls
18. Seven Medical Calls; Three Public Service Calls
19. Eleven Medical Calls; Two Public Service Calls
20. Three Medical Calls; One Electrical Short; One MVA; Four Public Service Calls
21. Seven Medical Calls; One Brush Fire; One MVA
22. Four Medical Calls; One MVA; One Public Service Call
23. Seven Medical Calls; One False Call
24. Five Medical Calls; One Mutual Aid Call
25. Four Medical Call; Two Public Service Calls
26. Three Medical Calls; One False Call
27. Eight Medical Calls; One MVA; One Public Service Calls
28. Three Medical Calls; One False Alarm; One MVA
29. Two Medical Calls; One False Alarm; One Smoke Scare; Two Public Service Calls
30. Four Medical Calls; One MVA; Two Public Service Calls
31. Four Medical Calls; One Mutual Aid Call; Two Public Service Calls



| <b>Total Call Volume</b>                               | <b>October</b> |             | <b>Year to Date</b> |             |
|--------------------------------------------------------|----------------|-------------|---------------------|-------------|
|                                                        | <b>2025</b>    | <b>2024</b> | <b>2025</b>         | <b>2024</b> |
| As defined by the National Fire Incident Report System |                |             |                     |             |
| Fires                                                  | 1              | 7           | 39                  | 43          |
| Rescue Calls/EMS                                       | 160            | 198         | 1790                | 1626        |
| Hazardous Conditions                                   | 3              | 2           | 30                  | 42          |
| Service Calls                                          | 56             | 45          | 425                 | 320         |
| Good Intent Calls                                      | 22             | 18          | 168                 | 150         |
| False Alarms                                           | 14             | 15          | 141                 | 141         |
| Weather/Flood                                          | 0              | 0           | 3                   | 0           |
| Special Incident Type                                  | 2              | 2           | 16                  | 9           |
| <b>Total Calls</b>                                     | <b>258</b>     | <b>287</b>  | <b>2612</b>         | <b>2331</b> |

### **Save/Loss Analysis**

|              | <b>Losses</b> | <b>Property Values</b> |
|--------------|---------------|------------------------|
| October 2025 | \$ 0          | \$ 1,000               |
| October 2024 | \$ 95,903     | \$ 244,000             |
| Year to Date | \$ 427,257    | \$ 5,263,175           |

*Property values are estimates based on the Georgetown County Assessor's Office 2020 Market Values.*

### **Mutual Aid Calls**

|                             | <b>October</b> | <b>YTD</b> |
|-----------------------------|----------------|------------|
| To Georgetown County Fire   | 0              | 6          |
| To Midway Fire              | 1              | 29         |
| To other Departments        | 0              | 0          |
| From Georgetown County Fire | 0              | 2          |
| From Midway                 | 3              | 19         |
| From other Departments      | 0              | 0          |
|                             | <b>October</b> | <b>YTD</b> |
| Staff Training Hours        | 778            | 7401       |

**FLEET SERVICES MONTHLY REPORT (FY 24-25)**

| <b>Task</b>                | <b>Jul-25</b> | <b>Aug-25</b> | <b>Sep-25</b> | <b>Oct-25</b> | <b>Nov-25</b> | <b>Dec-25</b> | <b>Jan-26</b> | <b>Feb-26</b> |
|----------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Repairs                    | 77            | 76            | 65            | 58            |               |               |               |               |
| Preventative Maintenance   | 18            | 21            | 17            | 16            |               |               |               |               |
| Tires repaired or Replaced | 35            | 30            | 33            | 38            |               |               |               |               |
| Services Past Due          | -             | -             |               |               |               |               |               |               |
| <b>Monthly Totals</b>      | <b>130</b>    | <b>127</b>    | <b>115</b>    | <b>112</b>    | -             | -             | -             | -             |

| Mar-26 | Apr-26 | May-26 | Jun-26 | Cummulative |
|--------|--------|--------|--------|-------------|
|        |        |        |        | 276         |
|        |        |        |        | 72          |
|        |        |        |        | 136         |
|        |        |        |        | -           |
| -      | -      | -      | -      | 484         |

Task

Repairs

Preventative Maintenance





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

### ACTION ITEM

|                                   |                                |
|-----------------------------------|--------------------------------|
| <b>Council Meeting Date:</b>      | November 20, 2025              |
| <b>Department:</b>                | Human Resources                |
| <b>Issue Under Consideration:</b> | Human Resources Monthly Report |
| <b>Amount Requested:</b>          |                                |
| <b>In Current Budget?:</b>        |                                |
| <b>If not, please explain:</b>    |                                |
| <b>Financial Impact:</b>          |                                |
| <b>Points to Consider:</b>        |                                |
| <b>Options:</b>                   |                                |
| <b>Staff Recommendation:</b>      |                                |

#### Reviews:

Debra Grant  
Katie Badgett  
Scott Whittier  
Stephanie Buccione

Created/Initiated  
Approved  
Approved  
Final Approval

Approver  
Approver  
Approver  
Approver

#### Attachments:

1. Human Resources Department October 2025

MAYOR  
CAROL JAYROE

CITY ADMINISTRATOR  
SCOTT WHITTIER

CITY CLERK  
STEPHANIE BUCCIONE



COUNCIL MEMBERS  
JIM CLEMENTS  
MAYOR PRO TEMPORE

JONATHAN ANGNER  
BRUCE CARL  
JIMMY MORRIS  
ERIN ETHRIDGE  
TAMIKA WILLIAMS-OBENG

Administration  
Human Resources  
Katie Badgett/HR Director  
Office: (843) 545.4004  
Fax: (843) 527.6173

### Human Resources Department October 2025 Report

#### New Hires:

| Department              | Employee Name    | Position                     |
|-------------------------|------------------|------------------------------|
| Waste Water Collection: | John Carr        | Facility Maintenance Tech II |
| Electric Dept:          | Nicholas Thomas  | Electric Line Tech "B"       |
| Public Works:           | Rashynne Knowlin | Grounds Maintenance Tech     |
|                         |                  |                              |
|                         |                  |                              |
|                         |                  |                              |
|                         |                  |                              |
|                         |                  |                              |
|                         |                  |                              |
|                         |                  |                              |
|                         |                  |                              |

#### Separations:

| Department   | Employee Name   | Position                  |
|--------------|-----------------|---------------------------|
| Elect. Dept. | Rayshawn Lawyer | Meter Tech.               |
| Elect. Dept. | Bruch Milner    | Tree Trimmer I            |
| Elect. Dept. | Blaine Doepel   | Tree Trimmer I            |
| Public Works | Aaron Jenkins   | Grounds Maintenance Tech. |
|              |                 |                           |

#### Promotions: None

| Department | Employee Name | Position |
|------------|---------------|----------|
|            |               |          |
|            |               |          |
|            |               |          |
|            |               |          |

**Positions Open:****Open Until Filled Positions:**

| Department          | Job Title                      | Date Position Opened |
|---------------------|--------------------------------|----------------------|
| Fire Dept.          | Firefighter EMT                | July 15, 2025        |
| Police Dept.        | Police Corporal                | Nov. 17, 2025        |
|                     | Police Officer                 | Dec. 31, 2025        |
|                     |                                |                      |
| Water Dept          | Water Distribution Mech. I     | Nov. 30, 2025        |
|                     | Water Distribution Operator II | Nov. 30, 2025        |
|                     | Facilities Maintenance Tech I  | Nov. 20, 2025        |
|                     | Facilities Maintenance Tech II | Nov. 20, 2025        |
|                     |                                |                      |
|                     |                                |                      |
| <b>Public Works</b> | Floral Tech                    | Sept. 19, 2025       |
|                     | Ground Maintenance Tech        | Nov. 22, 2025        |
|                     |                                |                      |
| <b>Elect. Dept.</b> | Ground Worker (Line Tech)      | Nov. 29, 2025        |
|                     | Meter Tech I                   | Nov. 29, 2025        |

**Municipal Court Monthly Report (Fiscal Year 2023)**

| Cases Disposed                        | July                |              | August              |              | September           |              | October             |              | November            |              | December            |              |
|---------------------------------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|
|                                       | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts |
| Paid                                  | 21                  | \$ 4,433.00  | 20                  | \$ 3,795.00  | 28                  | \$ 5,855.00  | 38                  | \$ 7,164.00  | 39                  | \$ 6,503.23  | 62                  | \$ 10,667.75 |
| Served Time                           | 8                   | \$ 9,530.00  | 12                  | \$ 14,877.50 | 7                   | \$ 8,235.00  | 8                   | \$ 10,957.50 | 14                  | \$ 23,317.50 | 16                  | \$ 12,882.50 |
| Scheduled Time Payment                | 13                  | \$ 4,011.89  | 24                  | \$ 11,809.78 | 15                  | \$ 4,839.52  | 16                  | \$ 7,507.32  | 8                   | \$ 4,947.47  | 13                  | \$ 4,481.38  |
| NRVC                                  | 5                   | \$ 1,577.50  | 13                  | \$ 3,870.00  | 9                   | \$ 2,257.50  | 9                   | \$ 3,452.00  | 19                  | \$ 7,454.00  | 19                  | \$ 3,977.50  |
| Tried in Absence                      | 24                  | \$ 13,967.50 | 9                   | \$ 5,153.34  | 20                  | \$ 11,333.50 | 9                   | \$ 7,270.00  | 8                   | \$ 10,535.00 | 5                   | \$ 4,360.00  |
| Parking Tickets Paid                  | 34                  | \$ 460.00    | 43                  | \$ 1,255.00  | 14                  | \$ 245.00    | 22                  | \$ 340.00    | 37                  | \$ 540.00    | 43                  | \$ 825.00    |
| Nolle Prosequi/Dismissed/Not Guilty   | 27                  |              | 53                  |              | 43                  |              | 45                  |              | 41                  |              | 80                  |              |
| Transferred to General Sessions Court | 18                  |              | 25                  |              | 31                  |              | 35                  |              | 21                  |              | 41                  |              |
| Voided                                | 10                  |              | 3                   |              | 5                   |              | 3                   |              | 5                   |              | 5                   |              |
| Fine Suspended                        | 1                   | \$ 1,087.50  |                     |              |                     |              |                     |              | 1                   | \$ 1,087.50  |                     |              |
| Total                                 | 161                 | \$ 35,067.39 | 202                 | \$ 40,760.62 | 172                 | \$ 32,765.52 | 185                 | \$ 36,690.82 | 193                 | \$ 54,384.70 | 284                 | \$ 37,194.13 |

| Cases Disposed                        | January             |              | February            |              | March               |              | April               |              | May                 |              | June                |              |
|---------------------------------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|
|                                       | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts |
| Paid                                  | 91                  | \$ 17,404.00 | 53                  | \$ 8,121.50  | 76                  | \$ 14,641.50 | 72                  | \$ 11,603.50 | 60                  | \$ 13,053.25 | 66                  | \$ 12,175.56 |
| Served Time                           | 7                   | \$ 5,435.00  | 13                  | \$ 8,302.50  | 3                   | \$ 3,445.00  | 7                   | \$ 7,347.50  | 11                  | \$ 8,127.50  | 9                   | \$ 8,932.50  |
| Scheduled Time Payment                | 21                  | \$ 8,192.87  | 15                  | \$ 6,990.98  | 16                  | \$ 11,086.20 | 31                  | \$ 12,030.05 | 12                  | \$ 3,619.01  | 18                  | \$ 8,386.36  |
| NRVC                                  | 22                  | \$ 4,538.75  | 5                   | \$ 617.00    | 25                  | \$ 6,819.00  | 36                  | \$ 12,634.75 | 9                   | \$ 1,760.00  | 20                  | \$ 5,291.50  |
| Tried in Absence                      | 12                  | \$ 9,916.25  | 16                  | \$ 7,395.50  | 24                  | \$ 13,640.00 | 23                  | \$ 15,766.50 | 3                   | \$ 1,050.00  | 11                  | \$ 8,185.00  |
| Parking Tickets Paid                  | 33                  | \$ 620.00    | 46                  | \$ 735.00    | 60                  | \$ 1,295.00  | 73                  | \$ 885.00    | 113                 | \$ 1,805.00  | 107                 | \$ 2,985.00  |
| Nolle Prosequi/Dismissed/Not Guilty   | 110                 |              | 64                  |              | 114                 |              | 109                 |              | 59                  |              | 73                  |              |
| Transferred to General Sessions Court | 14                  |              | 25                  |              | 31                  |              | 23                  |              | 24                  |              | 20                  |              |
| Voided                                | 5                   |              | 5                   |              | 14                  |              | 11                  |              | 18                  |              | 18                  |              |
| Fine Suspended                        |                     |              | 1                   | \$ 465.00    |                     |              |                     |              |                     |              |                     |              |
| Total                                 | 315                 | \$ 46,106.87 | 243                 | \$ 32,627.48 | 363                 | \$ 50,926.70 | 385                 | \$ 60,267.30 | 309                 | \$ 29,414.76 | 342                 | \$ 45,955.92 |

| Cases Disposed                        | Cumulative Totals   |               |
|---------------------------------------|---------------------|---------------|
|                                       | # of Cases Disposed | Fine Amounts  |
| Paid                                  | 626                 | \$ 115,417.29 |
| Served Time                           | 115                 | \$ 121,390.00 |
| Scheduled Time Payment                | 202                 | \$ 87,902.83  |
| NRVC                                  | 191                 | \$ 54,249.50  |
| Tried in Absence                      | 164                 | \$ 108,572.59 |
| Parking Tickets Paid                  | 625                 | \$ 11,990.00  |
| Nolle Prosequi/Dismissed/Not Guilty   | 818                 | \$ -          |
| Transferred to General Sessions Court | 308                 | \$ -          |
| Voided                                | 102                 | \$ -          |
| Fine Suspended                        | 3                   | \$ 2,640.00   |
| Total                                 | 3154                | \$ 502,162.21 |

**Municipal Court Monthly Report (Fiscal Year 2024)**

| Cases Disposed                        | July                |              | August              |              | September           |              | October             |              | November            |              | December            |              |
|---------------------------------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|
|                                       | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts |
| Paid                                  | 49                  | \$ 7,622.00  | 86                  | \$ 17,781.23 | 57                  | \$ 12,079.50 | 45                  | \$ 8,557.50  | 57                  | \$ 10,944.38 | 31                  | \$ 7,273.50  |
| Served Time                           | 0                   | \$ -         | 7                   | \$ 8,035.00  | 6                   | \$ 8,392.50  | 18                  | \$ 13,357.50 | 16                  | \$ 12,985.00 | 7                   | \$ 8,027.50  |
| Scheduled Time Payment                | 5                   | \$ 2,295.88  | 9                   | \$ 2,888.56  | 21                  | \$ 11,418.58 | 16                  | \$ 5,968.18  | 20                  | \$ 13,078.75 | 17                  | \$ 9,024.52  |
| NRVC                                  | 14                  | \$ 2,475.25  | 18                  | \$ 5,660.00  | 19                  | \$ 9,212.50  | 25                  | \$ 8,043.00  | 28                  | \$ 8,099.50  | 11                  | \$ 3,106.75  |
| Tried in Absence                      | 3                   | \$ 3,055.00  | 11                  | \$ 8,654.95  | 13                  | \$ 8,810.00  | 9                   | \$ 2,980.00  | 23                  | \$ 23,017.50 | 15                  | \$ 15,405.00 |
| Parking Tickets Paid                  | 70                  | \$ 2,320.00  | 64                  | \$ 2,345.00  | 42                  | \$ 780.00    | 45                  | \$ 1,500.00  | 28                  | \$ 760.00    | 31                  | \$ 925.00    |
| Nolle Prosequi/Dismissed/Not Guilty   | 37                  |              | 77                  |              | 96                  |              | 59                  |              | 62                  |              | 57                  |              |
| Transferred to General Sessions Court | 26                  |              | 11                  |              | 30                  |              | 51                  |              | 27                  |              | 30                  |              |
| Voided                                | 18                  |              | 9                   |              | 8                   |              | 8                   |              | 8                   |              | 4                   |              |
| Fine Suspended                        |                     |              | 0                   |              | 0                   |              | 1                   | \$ 2,125.00  | 0                   |              | 0                   |              |
| Code Enforcement Tried in Absence     |                     |              | 5                   | \$ 5,437.50  | 1                   | \$ 1,087.50  | 0                   |              | 0                   |              | 3                   | \$ 3,262.50  |
| Code Enforcement Fine Suspended       |                     |              | 1                   | \$ 1,087.50  | 0                   |              | 1                   | \$ 1,087.50  | 0                   |              | 0                   |              |
| Code Enforcement Fine Paid            |                     |              | 0                   | \$ -         |                     |              | 0                   |              | 0                   |              | 0                   |              |
| Code Enforce Scheduled Time Payment   |                     |              |                     |              |                     |              |                     |              |                     |              |                     |              |
| Code Enforcement Nolle Prosequi       |                     |              |                     |              |                     |              | 8                   |              | 12                  |              | 0                   |              |
| Total                                 | 222                 | \$ 17,768.13 | 298                 | \$ 51,889.74 | 293                 | \$ 51,780.58 | 286                 | \$ 43,618.68 | 281                 | \$ 68,885.13 | 205                 | \$ 47,024.77 |

| Cases Disposed                        | January             |              | February            |              | March               |              | April               |              | May                 |              | June                |              |
|---------------------------------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|
|                                       | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts |
| Paid                                  | 98                  | \$ 19,116.21 | 106                 | \$ 21,221.00 | 99                  | \$ 18,962.00 | 128                 | \$ 23,487.38 | 61                  | \$ 11,410.06 | 162                 | \$ 28,098.63 |
| Served Time                           | 3                   | \$ 2,057.50  | 14                  | \$ 19,997.50 | 4                   | \$ 2,295.00  | 15                  | \$ 14,687.50 | 13                  | \$ 12,362.50 | 12                  | \$ 10,332.50 |
| Scheduled Time Payment                | 11                  | \$ 4,120.02  | 8                   | \$ 6,023.57  | 19                  | \$ 11,544.66 | 12                  | \$ 3,652.00  | 17                  | \$ 5,947.54  | 20                  | \$ 9,739.83  |
| NRVC                                  | 26                  | \$ 6,743.00  | 15                  | \$ 4,124.50  | 26                  | \$ 5,817.00  | 23                  | \$ 5,050.25  | 19                  | \$ 4,510.75  | 39                  | \$ 9,192.50  |
| Tried in Absence                      | 9                   | \$ 5,920.00  | 7                   | \$ 7,830.00  | 18                  | \$ 11,600.75 | 9                   | \$ 6,364.50  | 2                   | \$ 697.50    | 14                  | \$ 10,030.00 |
| Parking Tickets Paid                  | 70                  | \$ 1,025.00  | 32                  | \$ 825.00    | 33                  | \$ 875.00    | 81                  | \$ 2,865.00  | 47                  | \$ 1,350.00  | 64                  | \$ 2,150.00  |
| Nolle Prosequi/Dismissed/Not Guilty   | 81                  |              | 54                  |              | 118                 |              | 90                  |              | 79                  |              | 92                  |              |
| Transferred to General Sessions Court | 24                  |              | 28                  |              | 12                  |              | 42                  |              | 37                  |              | 24                  |              |
| Voided                                | 11                  |              | 7                   |              | 8                   |              | 5                   |              | 4                   |              | 5                   |              |
| Fine Suspended                        |                     |              | 2                   | \$ 440.00    | 0                   |              | 0                   |              | 0                   |              | 0                   |              |
| Code Enforcement Tried in Absence     |                     |              | 2                   | \$ 2,175.00  | 0                   |              | 0                   |              | 2                   | \$ 2,175.00  | 4                   | \$ 4,350.00  |
| Code Enforcement Fine Suspended       |                     |              |                     |              | 0                   |              | 0                   |              | 0                   |              | 0                   |              |
| Code Enforcement Fine Paid            |                     |              |                     |              | 0                   |              | 0                   |              | 0                   |              | 0                   |              |
| Code Enforce Scheduled Time Payment   |                     |              |                     |              |                     |              | 1                   | \$ 772.50    | 4                   |              | 0                   |              |
| Code Enforcement Nolle Prosequi       | 3                   |              |                     |              | 0                   |              | 3                   |              |                     |              | 4                   |              |
| Total                                 | 336                 | \$ 38,981.73 | 275                 | \$ 62,636.57 | 337                 | \$ 51,094.41 | 409                 | \$ 56,879.13 | 285                 | \$ 38,453.35 | 440                 | \$ 73,893.46 |

| Cases Disposed                        | Cumulative Totals   |               |
|---------------------------------------|---------------------|---------------|
|                                       | # of Cases Disposed | Fine Amounts  |
| Paid                                  | 979                 | \$ 186,553.39 |
| Served Time                           | 115                 | \$ 112,530.00 |
| Scheduled Time Payment                | 175                 | \$ 85,702.09  |
| NRVC                                  | 263                 | \$ 72,035.00  |
| Tried in Absence                      | 133                 | \$ 104,365.20 |
| Parking Tickets Paid                  | 607                 | \$ 17,720.00  |
| Nolle Prosequi/Dismissed/Not Guilty   | 902                 | \$ -          |
| Transferred to General Sessions Court | 341                 | \$ -          |
| Voided                                | 95                  | \$ -          |
| Fine Suspended                        | 3                   | \$ 2,565.00   |
| Code Enforcement Tried in Absence     | 17                  | \$ 18,487.50  |
| Code Enforcement Fine Suspended       | 2                   | \$ 2,175.00   |
| Code Enforcement Fine Paid            | 0                   | \$ -          |
| Code Enforce Scheduled Time Payment   | 1                   | \$ 772.50     |
| Code Enforcement Nolle Prosequi       | 30                  | \$ -          |
| Total                                 | 3667                | \$ 602,905.68 |

**Municipal Court Monthly Report (Fiscal Year 2025)**

| Cases Disposed                        | July                |              | August              |              | September           |              | October             |              | November            |              | December            |              |
|---------------------------------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|
|                                       | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts |
| Paid                                  | 64                  | \$ 12,875.88 | 175                 | \$ 31,171.46 | 79                  | \$ 14,508.52 | 114                 | \$ 27,616.70 | 61                  | \$ 10,692.14 | 97                  | \$ 20,501.75 |
| Served Time                           | 13                  | \$ 12,452.50 | 19                  | \$ 18,347.50 | 10                  | \$ 14,107.50 | 17                  | \$ 20,040.00 | 10                  | \$ 11,705.00 | 13                  | \$ 15,092.50 |
| Scheduled Time Payment                | 7                   | \$ 3,453.08  | 16                  | \$ 7,207.06  | 15                  | \$ 9,011.17  | 18                  | \$ 5,790.27  | 24                  | \$ 11,588.01 | 22                  | \$ 6,441.34  |
| NRVC                                  | 17                  | \$ 3,710.00  | 38                  | \$ 9,306.00  | 14                  | \$ 2,831.63  | 21                  | \$ 6,457.50  | 25                  | \$ 6,986.76  | 27                  | \$ 7,454.88  |
| Tried in Absence                      | 11                  | \$ 8,231.25  | 7                   | \$ 3,795.00  | 5                   | \$ 4,317.50  | 20                  | \$ 10,675.00 | 9                   | \$ 10,480.00 | 10                  | \$ 6,458.00  |
| Parking Tickets Paid                  | 98                  | \$ 3,850.00  | 97                  | \$ 3,279.00  | 113                 | \$ 4,125.00  | 130                 | \$ 6,515.00  | 98                  | \$ 5,550.00  | 81                  | \$ 3,575.00  |
| Nolle Prosequi/Dismissed/Not Guilty   | 93                  |              | 109                 |              | 100                 |              | 139                 |              | 88                  |              | 108                 |              |
| Transferred to General Sessions Court | 26                  |              | 28                  |              | 25                  |              | 38                  |              | 14                  |              | 6                   |              |
| Voided                                | 5                   |              | 4                   |              | 1                   |              | 13                  |              | 9                   |              | 9                   |              |
| Fine Suspended                        | 2                   | \$ 100.00    | 1                   | \$ 25.00     | 0                   |              | 2                   | \$ 525.00    | 0                   |              |                     |              |
| Code Enforcement Tried in Absence     | 2                   | \$ 2,175.00  | 1                   | \$ 1,087.50  | 0                   |              | 4                   | \$ 4,350.00  | 0                   |              |                     |              |
| Code Enforcement Fine Suspended       | 0                   |              |                     |              | 0                   |              | 0                   |              | 1                   | \$ 1,087.50  |                     |              |
| Code Enforcement Fine Paid            | 0                   |              |                     |              | 0                   |              | 1                   | \$ 187.50    |                     |              |                     |              |
| Code Enforce Scheduled Time Payment   | 0                   |              |                     |              | 0                   |              | 0                   |              |                     |              |                     |              |
| Code Enforcement Nolle Prosequi       | 3                   |              |                     |              | 0                   |              | 0                   |              |                     |              |                     |              |
| Total                                 | 341                 | \$ 46,847.71 | 495                 | \$ 74,218.52 | 362                 | \$ 48,901.32 | 517                 | \$ 82,156.97 | 339                 | \$ 58,089.41 | 373                 | \$ 59,523.47 |

| Cases Disposed                        | January             |              | February            |              | March               |              | April               |              | May                 |              | June                |              |
|---------------------------------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|
|                                       | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts | # of Cases Disposed | Fine Amounts |
| Paid                                  | 90                  | \$ 13,922.63 | 166                 | \$ 26,705.88 | 79                  | \$ 12,964.64 | 180                 | \$ 30,112.15 | 199                 | \$ 32,761.16 | 151                 | \$ 23,164.13 |
| Served Time                           | 8                   | \$ 6,832.50  | 18                  | \$ 14,080.00 | 27                  | \$ 33,597.50 | 6                   | \$ 7,977.50  | 15                  | \$ 13,092.50 | 21                  | \$ 23,154.00 |
| Scheduled Time Payment                | 5                   | \$ 1,956.71  | 16                  | \$ 7,911.79  | 16                  | \$ 6,756.46  | 11                  | \$ 4,067.30  | 11                  | \$ 5,528.95  | 18                  | \$ 5,209.77  |
| NRVC                                  | 25                  | \$ 6,004.00  | 31                  | \$ 8,149.75  | 34                  | \$ 7,480.73  | 42                  | \$ 10,192.80 | 35                  | \$ 8,401.00  | 43                  | \$ 7,882.76  |
| Tried in Absence                      | 16                  | \$ 14,453.25 | 14                  | \$ 8,490.00  | 12                  | \$ 9,944.50  | 6                   | \$ 4,602.50  | 9                   | \$ 8,982.00  | 10                  | \$ 7,945.00  |
| Parking Tickets Paid                  | 49                  | \$ 1,825.00  | 68                  | \$ 2,610.00  | 51                  | \$ 2,650.00  | 53                  | \$ 1,950.00  | 65                  | \$ 3,075.00  | 78                  | \$ 4,842.50  |
| Nolle Prosequi/Dismissed/Not Guilty   | 93                  |              | 97                  |              | 112                 |              | 140                 |              | 135                 |              | 105                 |              |
| Transferred to General Sessions Court | 24                  |              | 47                  |              | 19                  |              | 32                  |              | 41                  |              | 32                  |              |
| Voided                                | 13                  |              | 11                  |              | 13                  |              | 7                   |              | 4                   |              | 17                  |              |
| Fine Suspended                        | 1                   | \$ 25.00     |                     |              | 1                   | \$ 615.00    | 0                   |              | 5                   | \$ 675.00    | 2                   | \$ 465.00    |
| Code Enforcement Tried in Absence     |                     |              |                     |              | 2                   | \$ 2,175.00  | 9                   | \$ 9,787.50  |                     |              | 1                   | \$ 1,087.50  |
| Code Enforcement Fine Suspended       |                     |              |                     |              |                     |              | 0                   |              |                     |              |                     |              |
| Code Enforcement Fine Paid            |                     |              |                     |              |                     |              | 0                   |              |                     |              |                     |              |
| Code Enforce Scheduled Time Payment   |                     |              |                     |              |                     |              | 0                   |              |                     |              |                     |              |
| Code Enforcement Nolle Prosequi       | 4                   |              |                     |              | 1                   |              | 4                   |              | 2                   |              | 2                   |              |
| Total                                 | 328                 | \$ 45,019.09 | 468                 | \$ 67,947.42 | 367                 | \$ 76,183.83 | 490                 | \$ 68,689.75 | 521                 | \$ 72,515.61 | 480                 | \$ 73,750.66 |

| Cases Disposed                        | Cumulative Totals   |               |
|---------------------------------------|---------------------|---------------|
|                                       | # of Cases Disposed | Fine Amounts  |
| Paid                                  | 1455                | \$ 243,164.41 |
| Served Time                           | 177                 | \$ 183,654.50 |
| Scheduled Time Payment                | 179                 | \$ 74,921.91  |
| NRVC                                  | 352                 | \$ 84,857.81  |
| Tried in Absence                      | 129                 | \$ 98,374.00  |
| Parking Tickets Paid                  | 981                 | \$ 43,846.50  |
| Nolle Prosequi/Dismissed/Not Guilty   | 1319                | \$ -          |
| Transferred to General Sessions Court | 332                 | \$ -          |
| Voided                                | 106                 | \$ -          |
| Fine Suspended                        | 14                  | \$ 2,430.00   |
| Code Enforcement Tried in Absence     | 19                  | \$ 20,662.50  |
| Code Enforcement Fine Suspended       | 1                   | \$ -          |
| Code Enforcement Fine Paid            | 1                   | \$ 1,087.50   |
| Code Enforce Scheduled Time Payment   | 0                   | \$ 187.50     |
| Code Enforcement Nolle Prosequi       | 16                  | \$ -          |
| Total                                 | 5081                | \$ 773,843.76 |

**Municipal Court Monthly Report (Fiscal Year 2026)**

| Cases Disposed                        | July                |                      | August              |                      | September           |                      | October             |                      | November            |                      | December            |                      |
|---------------------------------------|---------------------|----------------------|---------------------|----------------------|---------------------|----------------------|---------------------|----------------------|---------------------|----------------------|---------------------|----------------------|
|                                       | # of Cases Disposed | Fine Amounts Imposed | # of Cases Disposed | Fine Amounts Imposed | # of Cases Disposed | Fine Amounts Imposed | # of Cases Disposed | Fine Amounts Imposed | # of Cases Disposed | Fine Amounts Imposed | # of Cases Disposed | Fine Amounts Imposed |
| Paid                                  | 174                 | \$ 23,616.13         | 229                 | \$ 31,606.10         | 211                 | \$ 30,158.53         | 191                 | \$ 27,408.05         |                     |                      |                     |                      |
| Served Time                           | 15                  | \$ 18,330.00         | 18                  | \$ 28,297.50         | 10                  | \$ 12,062.50         | 12                  | \$ 16,230.00         |                     |                      |                     |                      |
| Scheduled Time Payment                | 20                  | \$ 6,892.61          | 30                  | \$ 8,101.55          | 21                  | \$ 3,558.68          | 20                  | \$ 4,814.81          |                     |                      |                     |                      |
| NRVC                                  | 40                  | \$ 6,858.00          | 77                  | \$ 15,042.75         | 37                  | \$ 5,904.50          | 25                  | \$ 4,145.64          |                     |                      |                     |                      |
| Tried in Absence                      | 9                   | \$ 8,917.50          | 19                  | \$ 17,319.50         | 6                   | \$ 3,150.63          | 26                  | \$ 21,134.11         |                     |                      |                     |                      |
| Parking Tickets Paid                  | 119                 | \$ 7,875.00          | 89                  | \$ 8,078.00          | 53                  | \$ 3,318.50          | 57                  | \$ 4,387.75          |                     |                      |                     |                      |
| Nolle Prosequi/Dismissed/Not Guilty   | 124                 |                      | 150                 |                      | 129                 |                      | 177                 |                      |                     |                      |                     |                      |
| Transferred to General Sessions Court | 35                  |                      | 29                  |                      | 51                  |                      | 28                  |                      |                     |                      |                     |                      |
| Voided                                | 29                  |                      | 11                  |                      | 7                   |                      | 7                   |                      |                     |                      |                     |                      |
| Fine Suspended                        | 3                   | \$ 670.00            | 1                   | \$ 25.00             |                     |                      | 2                   |                      |                     |                      |                     |                      |
| Code Enforcement Tried in Absence     |                     |                      | 2                   | \$ 2,175.00          |                     |                      |                     |                      |                     |                      |                     |                      |
| Code Enforcement Fine Suspended       |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |
| Code Enforcement Fine Paid            |                     |                      | 1                   | \$ 150.00            |                     |                      |                     |                      |                     |                      |                     |                      |
| Code Enforce Scheduled Time Payment   |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |
| Code Enforcement Nolle Prosequi       | 1                   |                      | 1                   |                      |                     |                      | 1                   | \$ 525.00            |                     |                      |                     |                      |
| Total                                 | 569                 | \$ 73,159.24         | 657                 | \$ 110,795.40        | 525                 | \$ 58,153.34         | 546                 | \$ 78,645.36         |                     |                      |                     |                      |
|                                       |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |
| Cases Disposed                        |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |
| Paid                                  |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |
| Served Time                           |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |
| Scheduled Time Payment                |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |
| NRVC                                  |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |
| Tried in Absence                      |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |
| Parking Tickets Paid                  |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |
| Nolle Prosequi/Dismissed/Not Guilty   |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |
| Transferred to General Sessions Court |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |
| Voided                                |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |
| Fine Suspended                        |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |
| Code Enforcement Tried in Absence     |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |
| Code Enforcement Fine Suspended       |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |
| Code Enforcement Fine Paid            |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |
| Code Enforce Scheduled Time Payment   |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |
| Code Enforcement Nolle Prosequi       |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |
| Total                                 |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |
|                                       |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |
|                                       |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |                     |                      |

| Cases Disposed                        | Cummulative Totals     |                         |
|---------------------------------------|------------------------|-------------------------|
|                                       | # of Cases<br>Disposed | Fine Amounts<br>Imposed |
| Paid                                  | 805                    | \$ 112,788.81           |
| Served Time                           | 55                     | \$ 74,920.00            |
| Scheduled Time Payment                | 50                     | \$ 23,367.65            |
| NRVC                                  | 179                    | \$ 31,950.89            |
| Tried in Absence                      | 60                     | \$ 50,521.74            |
| Parking Tickets Paid                  | 318                    | \$ 23,659.25            |
| Nolle Prosequi/Dismissed/Not Guilty   | 580                    | \$ -                    |
| Transferred to General Sessions Court | 143                    | \$ -                    |
| Voided                                | 54                     | \$ -                    |
| Fine Suspended                        | 6                      | \$ 695.00               |
| Code Enforcement Tried in Absence     | 2                      | \$ 2,175.00             |
| Code Enforcement Fine Suspended       | 0                      | \$ -                    |
| Code Enforcement Fine Paid            | 1                      | \$ -                    |
| Code Enforce Scheduled Time Payment   | 0                      | \$ 150.00               |
| Code Enforcement Nolle Prosequi       | 3                      | \$ -                    |
| Total                                 | 2297                   | \$ 320,753.34           |



## Planning & Community Development Monthly Report Statistics (2025)

| Boards and Commissions Applications & Applications Heard |          |           |           |           |           |          |           |           |           |           |          |          |          |
|----------------------------------------------------------|----------|-----------|-----------|-----------|-----------|----------|-----------|-----------|-----------|-----------|----------|----------|----------|
| Boards & Commissions                                     | January  | February  | March     | April     | May       | June     | July      | August    | September | October   | November | December | Total    |
| Architectural Review Board                               | 5        | 8         | 11        | 10        | 4         | 2        | 5         | 9         | 2         | 7         |          |          |          |
| Board of Zoning Appeals                                  | 0        | 1         | 2         | 5         | 6         | 1        | 2         | 3         | 1         | 3         |          |          |          |
| Planning Commission                                      | 0        | 3         | 0         | 2         | 2         | 2        | 2         | 5         | 0         | 2         |          |          |          |
| Community Appearance Board                               | 2        | 0         | 1         | 0         | 3         | 4        | 3         | 1         | 0         | 2         |          |          |          |
| Construction Board of Appeals                            | 0        | 0         | 0         | 0         | 0         | 0        | 0         | 0         | 0         | 0         |          |          |          |
| <b>Totals</b>                                            | <b>7</b> | <b>12</b> | <b>14</b> | <b>17</b> | <b>15</b> | <b>9</b> | <b>12</b> | <b>18</b> | <b>3</b>  | <b>14</b> | <b>0</b> | <b>0</b> | <b>0</b> |

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## **Planning & Community Development Monthly Report – October 2025**

### **Al Joseph, Main Street Coordinator, Planning & Community Development**

- Attended the Art/Wine Walk debrief meeting
- Attended the Arts Commission monthly meeting
- Attended two (2) Christmas Committee meetings
- Attended merchant meeting with the mayor, administrator and engineer
- Attended the GBA board meeting and the GBA regular monthly meeting
- Attended the Community Connection meeting
- Printed and distributed Christmas events posters to all Historic District businesses
- Attended the county A-Tax meeting. (Meeting rescheduled until November 6 due to not having a quorum)
- Meeting with SC250 representatives about an event in March of 2026
- Meeting with the Kaminski House director and event coordinator to discuss schedule and collaboration of Christmas events
- Completed Main Street SC planning survey
- Scheduled a November meeting with Main Street, SC250, Chamber of Commerce, GBA, Arts Commission and directors of three museums to plan for Carolina Day and Independence Day events in 2026.
- Dinner meeting with a rep from Our State Magazine

### **Clarissa Tindall, Zoning Administrator, Planning & Community Development**

#### Meetings:

- 1 ARB Meeting
- 1 BZA Meeting – Cancelled on site due to lack of quorum
- 1 Community Appearance Board Meeting
- 1 City Council Meeting
- 1 City Council Special Meeting
- 1 Planning Commission Workshop
- 1 Planning Commission Regular Meeting
- Meetings with citizens about Zoning Violations
- Meetings with citizens about various projects
- Meetings with potential contractors for Unified Development Ordinance

#### For Boards/Commissions/Council:

- Staff reports, agenda, public notification, and creation of packets for the Architectural Review Board Regular Meeting and Special Meeting

- 
- Staff report, agenda, public notification, and creation of packets for the Board of Zoning Appeals
  - Coordination of scheduling of Planning Commission workshop with South Carolina Governor's Office of Resilience to review their comments to the Resiliency portion of the Comprehensive Plan
  - City Council staff report for rezoning and text amendment applications
  - Development of Tarbox Submittal Staff Report (for City Council)

#### Applications and Permits:

- 6 ARB Applications
- 2 BZA Applications
- 1 CAB Application
- 1 Zoning Text Amendment application sent to City Council
- 1 Rezoning application sent to City Council
- 1 City Code of Ordinances text amendment application sent to City Council
- 7 Political Sign Applications
- 2 Sign Applications
- 2 STVR Applications
- 3 Tree Investigation Forms and subsequent site visits
- 2 Plats
- Review of Building Permits, communication with developers regarding revisions
- Review of City Projects

#### Public:

- Talked with property owners and project coordinators
- Meetings with developers about conceptual projects

#### Zoning Letters:

- 13 Zoning Violation Letters
- 1 Zoning Information Letters
- 5 Address Correction/verification letters

#### Ordinance Updates:

- Reconfiguration of existing ARB Guidelines, Zoning Ordinance, and Land Development Regulations into new format for first step of UDO adoption and ordinance revisions/rewrites.

#### Other:

- Continued modifications and corrections to Zoning Map

- 
- Building permit approvals
  - Business license approvals

### **Streater Mitchum, Executive Director, Friends of the Kaminski House**

- In October, the Kaminski House welcomed visitors from **19 states and 1 country**, underscoring the ongoing national and international appeal of our site. Since the start of the fiscal year, we have already greeted guests from **34 states and 16 countries**, positioning Georgetown as a destination for both domestic and international travelers.
- Our dedicated volunteers contributed **over 142 hours in October**, playing a vital role in sustaining daily operations and ensuring that each visitor experiences a warm and welcoming environment. Our generous volunteers have also been helping us get ready for the holidays!
- **October marked continued momentum in our fall event season.** The Kaminski House hosted two weddings and one nonprofit event, welcoming more than 500 guests to our historic waterfront property. Weddings at the Kaminski House continue to serve as an economic driver for Georgetown, with approximately 60% of October’s wedding guests traveling as destination visitors—supporting local hotels, restaurants, and small businesses throughout the region.
- Family Fun and Reading Day was a tremendous success. The event welcomed more than 130 attendees to the Kaminski House lawn for a morning of literacy-focused fun. Each child received a free book courtesy of Miss Ruby’s Kids and had the opportunity to meet a mermaid and pirate, create their own bookmarks and puppets, and enjoy interactive activities promoting reading and imagination. We were also joined by teachers from local schools who read to the children throughout the event, inspiring a love of storytelling and learning. This year’s celebration also featured the debut of the new Georgetown County Library Bookmobile, giving children the chance to check out books on-site. It was a wonderful day filled with education, creativity, and community connection.
- **Preparations are underway for our expanded holiday light display.** Installation of lights will begin in mid-November as we get ready to welcome the community for our *Light Up the Lawn* event on November 25th. This festive evening will mark the start of the holiday season at the Kaminski House and throughout downtown Georgetown. By continuing to enhance our decorations and create a warm, walkable atmosphere, we aim to draw visitors to experience Georgetown as a charming Christmas destination—celebrating the season together while supporting local businesses and community pride.

MAYOR  
CAROL JAYROE

CITY ADMINISTRATOR  
SCOTT WHITTIER

CITY CLERK  
STEPHANIE BUCCIONE



COUNCIL MEMBERS  
JIM CLEMENTS  
MAYOR PRO TEMPORE

JONATHAN ANGNER  
BRUCE CARL  
ERIN ETHRIDGE  
JIMMY MORRIS  
TAMIKA WILLIAMS-OBENG

Georgetown Police Department  
William Pierce Jr, Chief of Police  
Office: (843) 545-4300  
Fax: (843) 520-5848

TO: Mayor Carol Jayroe, Members of City Council, City Administrator Scott Whittier

FROM: Chief William A. Pierce Jr., Georgetown Police Department

DATE: October 31, 2025

SUBJECT: Alcohol Enforcement Concerns during the 2025 Wooden Boat Show

The annual Georgetown Wooden Boat Show was held October 17–19, 2025. This event continues to be one of our city's most well-attended festivals, drawing large crowds to Front Street throughout the weekend. In accordance with City policy, Front Street was closed to vehicular traffic and open to pedestrians only during the event, allowing vendors and exhibitors to set up displays along the street. Shops and restaurants along Front Street remained open for normal business operations.

The Wooden Boat Show operates under the City's Special Event Permit Ordinance, which governs matters such as street closures, public safety, and the sale and consumption of alcoholic beverages. Under the terms of this permit, the event organizers are allowed to sell beer only within a designated area on private property, and consumption of that beer is limited to that same location. This restriction exists because the event's organizers have determined that the cost of liability insurance required to permit alcohol consumption throughout the festival footprint is prohibitive.

While the event organizers have remained compliant with these restrictions, a recurring issue has been observed involving local businesses along Front Street that sell beer and alcohol independently of the event. During this year's festival, numerous patrons, both locals and visitors, were seen walking along Front Street carrying alcoholic beverages purchased from these establishments. This behavior violates City ordinances prohibiting open containers of alcohol on public streets.

The Georgetown Police Department is responsible for enforcement of these violations. However, criminally charging patrons who were legally sold alcohol from local businesses particularly out-of-town visitors unfamiliar with our ordinances creates an appearance of inequity, and risks negative public perception. The more appropriate point of accountability lies with the businesses themselves. These establishments are fully aware of local ordinances prohibiting the sale of alcoholic beverages for off-premises consumption and the possession of open containers in public spaces.

## **Recommendation**

Beginning with future festivals and downtown events, the Police Department intends to adopt a graduated enforcement approach:

*Formal Warnings:* Businesses found allowing alcohol to be carried out of their establishments for off premises consumption will receive a written warning.

*Enforcement Action:* Once warned, repeat violations will result in enforcement under the City's public nuisance ordinance and any applicable provisions regulating the sale and consumption of alcohol.

*Public Education:* Prior to future events, the Police Department will coordinate with the City's Main Street coordinator and Georgetown Business Association representatives to notify all downtown businesses of the applicable ordinances and enforcement expectations.

Furthermore, it is my opinion that businesses wishing to sell alcoholic beverages during special events authorized for Front Street should collectively contribute toward the premium for the required liability insurance that would allow alcohol consumption throughout the entire event footprint. Participating businesses could then be issued standardized, easily identifiable plastic cups for all alcohol service, ensuring uniformity and enabling law enforcement and event staff to readily identify compliant beverage containers. Patrons with properly marked cups would then be permitted to consume alcohol responsibly within the designated special event area along Front Street.

This collaborative approach would both support downtown commerce and simplify enforcement while ensuring compliance with City ordinances and insurance requirements.

## **Legal Compatibility and Implementation Considerations**

A review of the City of Georgetown Code of Ordinances, including Section 13-16 (License Required), Chapter 16 (Offenses and Miscellaneous Provisions), and the City's Special Event Permit requirements, indicates that this proposal is substantially compliant with current law.

- The use of plastic cups aligns with existing prohibitions on glass or cans in public areas.
- Liability insurance is already required by ordinance for special events; a collective contribution by participating businesses satisfies this requirement, provided the policy names the City and those businesses as co-insured.
- Public nuisance enforcement for repeat violators is expressly authorized.

However, implementation of alcohol consumption along Front Street would require City Council authorization through either an amendment to the event's special permit conditions or a narrowly tailored temporary exemption allowing on-premises consumption within a controlled, insured festival footprint.

| Enforcement                   | January     | February    | March       | April       | May         | June        | July        | August      | September   | October     | November | December | Total        |
|-------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|----------|----------|--------------|
| <b>CAD Activity</b>           | <b>3353</b> | <b>2578</b> | <b>2856</b> | <b>3050</b> | <b>2675</b> | <b>2956</b> | <b>3147</b> | <b>2942</b> | <b>2958</b> | <b>3148</b> |          |          | <b>29663</b> |
| <b>Calls for Service</b>      | <b>675</b>  | <b>745</b>  | <b>933</b>  | <b>859</b>  | <b>880</b>  | <b>808</b>  | <b>933</b>  | <b>953</b>  | <b>914</b>  | <b>856</b>  |          |          | <b>8556</b>  |
| <b>Incident Reports</b>       | <b>144</b>  | <b>142</b>  | <b>162</b>  | <b>137</b>  | <b>166</b>  | <b>145</b>  | <b>146</b>  | <b>176</b>  | <b>147</b>  | <b>99</b>   |          |          | <b>1464</b>  |
| <b>Zone 1</b>                 | 17          | 19          | 14          | 19          | 18          | 24          | 19          | 21          | 17          | 20          |          |          | <b>188</b>   |
| <b>Zone 2</b>                 | 40          | 50          | 67          | 49          | 40          | 44          | 54          | 45          | 41          | 18          |          |          | <b>448</b>   |
| <b>Zone 3</b>                 | 87          | 73          | 81          | 69          | 108         | 77          | 73          | 110         | 89          | 61          |          |          | <b>828</b>   |
| <b>Street Crimes</b>          |             |             |             |             |             |             |             |             |             |             |          |          |              |
| Incident Reports              |             |             |             |             |             |             | 6           | 19          | 10          | 8           |          |          | 43           |
| Traffic Stops                 |             |             |             |             |             |             | 4           | 33          | 63          | 67          |          |          | 167          |
| Arrest                        |             |             |             |             |             |             | 3           | 18          | 11          | 8           |          |          | 40           |
| Drug Cases                    |             |             |             |             |             |             | 2           | 8           | 1           | 2           |          |          | 13           |
| Weapon Recovered              |             |             |             |             |             |             | 0           | 4           | 2           | 2           |          |          | 8            |
| <b>Arrest</b>                 | <b>83</b>   | <b>88</b>   | <b>99</b>   | <b>92</b>   | <b>89</b>   | <b>102</b>  | <b>78</b>   | <b>97</b>   | <b>75</b>   | <b>78</b>   |          |          | <b>881</b>   |
| <b>Warrants Served</b>        | <b>23</b>   | <b>36</b>   | <b>20</b>   | <b>34</b>   | <b>37</b>   | <b>50</b>   | <b>22</b>   | <b>45</b>   | <b>42</b>   | <b>28</b>   |          |          | <b>337</b>   |
| <b>Traffic Accidents</b>      |             |             |             |             |             |             |             |             |             |             |          |          |              |
| Responded To                  | 43          | 35          | 54          | 56          | 58          | 49          | 45          | 43          | 48          | 56          |          |          | 487          |
| TR310s completed              | 31          | 35          | 49          | 52          | 57          | 49          | 42          | 47          | 44          | 37          |          |          | 443          |
| <b>Traffic Stops</b>          | <b>598</b>  | <b>358</b>  | <b>576</b>  | <b>508</b>  | <b>596</b>  | <b>630</b>  | <b>450</b>  | <b>643</b>  | <b>530</b>  | <b>574</b>  |          |          | <b>5463</b>  |
| <b>Uniform Traffic Ticket</b> | <b>324</b>  | <b>267</b>  | <b>395</b>  | <b>311</b>  | <b>437</b>  | <b>412</b>  | <b>280</b>  | <b>371</b>  | <b>249</b>  | <b>276</b>  |          |          | <b>3322</b>  |
| Male                          | 189         | 172         | 231         | 209         | 254         | 247         | 174         | 247         | 150         | 172         |          |          | 2045         |
| Female                        | 135         | 95          | 164         | 102         | 183         | 165         | 106         | 124         | 99          | 104         |          |          | 1277         |
| Caucasian                     | 175         | 137         | 221         | 176         | 246         | 225         | 141         | 192         | 126         | 142         |          |          | 1781         |
| African American              | 119         | 98          | 137         | 104         | 161         | 156         | 107         | 140         | 94          | 105         |          |          | 1221         |
| Hispanic                      | 25          | 24          | 40          | 24          | 30          | 31          | 32          | 32          | 21          | 24          |          |          | 283          |
| Other                         | 1           | 8           | 7           | 7           | 0           | 0           | 0           | 7           | 8           | 5           |          |          | 43           |
| <b>Warning/Public Contact</b> | <b>335</b>  | <b>179</b>  | <b>277</b>  | <b>260</b>  | <b>272</b>  | <b>330</b>  | <b>256</b>  | <b>366</b>  | <b>290</b>  | <b>301</b>  |          |          | <b>2866</b>  |
| Male                          | 170         | 108         | 152         | 130         | 146         | 197         | 142         | 204         | 161         | 161         |          |          | 1571         |
| Female                        | 165         | 71          | 125         | 130         | 126         | 133         | 114         | 162         | 129         | 140         |          |          | 1295         |
| Caucasian                     | 201         | 96          | 168         | 166         | 133         | 169         | 133         | 177         | 153         | 151         |          |          | 1547         |
| African American              | 119         | 72          | 93          | 76          | 128         | 148         | 105         | 168         | 127         | 128         |          |          | 1164         |
| Hispanic                      | 11          | 7           | 9           | 7           | 11          | 13          | 12          | 13          | 8           | 12          |          |          | 103          |
| Other                         | 4           | 4           | 7           | 11          | 0           | 0           | 6           | 8           | 2           | 10          |          |          | 52           |
| <b>Property Check</b>         | <b>1987</b> | <b>1438</b> | <b>1328</b> | <b>1563</b> | <b>1064</b> | <b>1351</b> | <b>1588</b> | <b>1269</b> | <b>1472</b> | <b>1633</b> |          |          | <b>14693</b> |
| <b>Overdose</b>               | <b>3</b>    | <b>3</b>    | <b>5</b>    | <b>1</b>    | <b>2</b>    | <b>7</b>    | <b>0</b>    | <b>1</b>    | <b>2</b>    | <b>0</b>    |          |          | <b>24</b>    |
| Non-death                     | 3           | 3           | 4           | 1           | 2           | 3           | 0           | 1           | 2           | 0           |          |          | 19           |

|                        |           |           |           |            |            |            |            |           |           |           |  |  |            |
|------------------------|-----------|-----------|-----------|------------|------------|------------|------------|-----------|-----------|-----------|--|--|------------|
| Death                  | 0         | 0         | 1         | 0          | 0          | 0          | 0          | 0         | 0         | 0         |  |  | 1          |
| Narcan by GPD          | 0         | 0         | 0         | 0          | 1          | 0          | 0          | 0         | 0         | 0         |  |  | 1          |
| <b>Parking Tickets</b> | <b>93</b> | <b>37</b> | <b>22</b> | <b>120</b> | <b>138</b> | <b>167</b> | <b>176</b> | <b>77</b> | <b>42</b> | <b>85</b> |  |  | <b>957</b> |

**Calls for service = SOMA CAD - Traffic Stops - Property Checks - Parking Tickets**



PUBLIC WORKS CURBSIDE COLLECTIONS MONTHLY REPORT (FY 2025-2026)

| Division            | Task                                          | Jul-25 | Aug-25 | Sep-25 | Oct-25 | Nov-25 | Dec-25 | Jan-26 | Feb-26 | Mar-26 | Apr-26 | May-26 | Jun-26 | Cummulative |
|---------------------|-----------------------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-------------|
| Curbside Debris     | Yard Waste: Leaves, Grass & Straw collected   | 82     | 86     | 140    | 107    |        |        |        |        |        |        |        |        | 415         |
| Curbside Debris     | Brown & White Goods collected (Net Tons)      | 64     | 107    | 80     | 60     |        |        |        |        |        |        |        |        | 311         |
| Garbage Collections | Residential Solid Waste Collection (Net Tons) | 368    | 334    | 361    | 352    |        |        |        |        |        |        |        |        | 1,414       |
| Recycle Collections | Recyclables Collected (Net Tons)              | 17     | 14     | 15     | 16     |        |        |        |        |        |        |        |        | 61          |
|                     | Monthly Totals (Net Tons)                     | 530    | 541    | 595    | 535    | -      | -      | -      | -      | -      | -      | -      | -      |             |

PUBLIC WORKS MONTHLY WORK ORDERS REPORT (FY 2025-2026)

| Division                | Task                                                                                | Jul-25 | Aug-25 | Sep-25 | Oct-25 | Nov-25 | Dec-25 | Jan-26 | Feb-26 | Mar-26 | Apr-26 | May-26 | Jun-26 | Cummulative |
|-------------------------|-------------------------------------------------------------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-------------|
| Solid Waste Maintenance | New roll out cart deliveries, and/or replacements, recycle bins and special events. | 75     | 43     | 45     | 50     |        |        |        |        |        |        |        |        | 213         |
| Streets                 | Sidewalk, curbing and boardwalk repairs.                                            | 4      | 5      | 5      | 14     |        |        |        |        |        |        |        |        | 28          |
| Facility Maintenance    | City parks and restrooms, and facility maintenance repairs.                         | 3      | 6      | 34     | 27     |        |        |        |        |        |        |        |        | 70          |
|                         | Monthly Work Orders Totals                                                          | 82     | 54     | 84     | 91     | -      | -      | -      | -      | -      | -      | -      | -      | 311         |

MAYOR  
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Georgetown City Fire Department  
Charles W. Cribb, Fire Chief  
Office: (843) 545-4200  
Fax: (843) 527-1650

## Risk Management October 2025 Report

### Risk Management

| Department                          | SCMIT/SCMIRF            | Loss Description |
|-------------------------------------|-------------------------|------------------|
| Public Works                        | SCMIT – 0<br>SCMIRF – 0 |                  |
| Water Utilities                     | SCMIT – 0<br>SCMIRF – 0 |                  |
| Electric Utilities                  | SCMIT – 0<br>SCMIRF – 0 |                  |
| Fleet                               | SCMIT – 0<br>SCMIRF – 0 |                  |
| Finance                             | SCMIT – 0<br>SCMIRF – 0 |                  |
| Fire                                | SCMIT – 0<br>SCMIRF – 0 |                  |
| Administration                      | SCMIT – 0<br>SCMIRF – 0 |                  |
| Engineering                         | SCMIT – 0<br>SCMIRF – 0 |                  |
| Municipal Court                     | SCMIT – 0<br>SCMIRF – 0 |                  |
| Planning & Community<br>Development | SCMIT – 0<br>SCMIRF – 0 |                  |
| Police Department                   | SCMIT – 0<br>SCMIRF – 0 |                  |

**WATER - WASTEWATER - STORMWATER UTILITY REPORT (FY 2025)**

| Description of Work Performed           | Jul-25 | Aug-25 | Sep-25 | Oct-25 | Nov-25 | Dec-25 | Jan-26 | Feb-26 | Mar-26 | Apr-26 | May-26 | Jun-26 | Cumulative |
|-----------------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|------------|
| <b>Water Treatment Plant (WTP)</b>      |        |        |        |        |        |        |        |        |        |        |        |        |            |
| Filtered Water Total (MG)               | 41.883 | 37.854 | 38.921 | 36.735 |        |        |        |        |        |        |        |        | 155.393    |
| Average Daily Flow Finished Water (MGD) | 1.351  | 1.221  | 1.297  | 1.185  |        |        |        |        |        |        |        |        | 1.264      |
| King Well (MG)                          | 0.000  | 0.000  | 0.000  | 0.000  |        |        |        |        |        |        |        |        | 0          |
| Maryville Well (MG)                     | 0.000  | 0.000  | 0.000  | 0.000  |        |        |        |        |        |        |        |        | 0          |

**Wastewater Treatment Plant (WWTP)**

|                                   |         |         |        |         |  |  |  |  |  |  |  |  |         |
|-----------------------------------|---------|---------|--------|---------|--|--|--|--|--|--|--|--|---------|
| Influent Flow Total (MG)          | 102.922 | 150.775 | 87.471 | 142.526 |  |  |  |  |  |  |  |  | 483.694 |
| Average Daily Influent Flow (MGD) | 3.320   | 4.864   | 2.916  | 4.598   |  |  |  |  |  |  |  |  | 3.925   |
| Effluent Flow Total (MG)          | 83.879  | 131.537 | 74.347 | 121.370 |  |  |  |  |  |  |  |  | 411.133 |
| Average Daily Effluent Flow (MGD) | 2.706   | 4.243   | 2.478  | 3.915   |  |  |  |  |  |  |  |  | 3.336   |
| Rainfall Total (Inches)           | 7.24    | 8.33    | 2.15   | 12.45   |  |  |  |  |  |  |  |  | 30.17   |

**Water Distribution**

|                          |     |     |     |     |  |  |  |  |  |  |  |  |      |
|--------------------------|-----|-----|-----|-----|--|--|--|--|--|--|--|--|------|
| Work Orders Completed    | 90  | 112 | 85  | 66  |  |  |  |  |  |  |  |  | 353  |
| Water Leak Repairs       | 18  | 22  | 23  | 25  |  |  |  |  |  |  |  |  | 88   |
| Water Meter Replacements | 34  | 33  | 22  | 2   |  |  |  |  |  |  |  |  | 91   |
| Locates Completed        | 320 | 448 | 505 | 498 |  |  |  |  |  |  |  |  | 1771 |

**Wastewater Collection**

|                       |     |     |     |     |  |  |  |  |  |  |  |  |      |
|-----------------------|-----|-----|-----|-----|--|--|--|--|--|--|--|--|------|
| Work Orders Completed | 28  | 55  | 32  | 47  |  |  |  |  |  |  |  |  | 162  |
| Backup Responses      | 16  | 32  | 13  | 24  |  |  |  |  |  |  |  |  | 85   |
| Locates Completed     | 320 | 448 | 505 | 498 |  |  |  |  |  |  |  |  | 1771 |

**Maintenance**

|                                        |    |    |    |    |  |  |  |  |  |  |  |  |    |
|----------------------------------------|----|----|----|----|--|--|--|--|--|--|--|--|----|
| Work Orders Completed                  | 21 | 23 | 26 | 28 |  |  |  |  |  |  |  |  | 98 |
| Work Orders on Pump Stations Completed | 12 | 13 | 10 | 15 |  |  |  |  |  |  |  |  | 50 |
| Work Orders for the WWTP Completed     | 6  | 2  | 9  | 3  |  |  |  |  |  |  |  |  | 20 |
| Work Orders for the WTP Completed      | 1  | 2  | 0  | 0  |  |  |  |  |  |  |  |  | 3  |

**Stormwater**

|                       |     |     |     |     |  |  |  |  |  |  |  |  |      |
|-----------------------|-----|-----|-----|-----|--|--|--|--|--|--|--|--|------|
| Work Orders Completed | 5   | 2   | 1   | 2   |  |  |  |  |  |  |  |  | 10   |
| Locates Completed     | 266 | 448 | 505 | 498 |  |  |  |  |  |  |  |  | 1771 |

## DRAINAGE SYSTEM INSPECTION AND MAINTENANCE LOG

| ADDRESS OF INSPECTION           | DATE     | INSPECTED BY   | PROBLEMS OBSERVED                       | ASSIGNED TO | ACTION TAKEN  | PIPE SIZE | CLEANING FOOTAGE | COMPLETED DATE |
|---------------------------------|----------|----------------|-----------------------------------------|-------------|---------------|-----------|------------------|----------------|
| 1306 Richmond Dr                | 10/13/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris |           |                  | 10/13/2025     |
| North Congdon st and Duke st    | 10/13/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris |           |                  | 10/13/2025     |
| Church st and Palm st           | 10/13/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris |           |                  | 10/13/2025     |
| 1608, 1614 Duke st              | 10/13/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris |           |                  | 10/13/2025     |
| 417 Reservoir st                | 10/13/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris |           |                  | 10/13/2025     |
| Prince st and Collins st        | 10/13/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris |           |                  | 10/13/2025     |
| Prince st and Seaboard st       | 10/13/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris |           |                  | 10/13/2025     |
| Prince st and Lee st            | 10/13/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris |           |                  | 10/13/2025     |
| A ave and Winyah st             | 10/13/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris |           |                  | 10/13/2025     |
| A st and Winyah st              | 10/13/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris |           |                  | 10/13/2025     |
| B st and Front st               | 10/13/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris |           |                  | 10/13/2025     |
| 214, 215 South Alex Alford Dr   | 10/13/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris |           |                  | 10/13/2025     |
| Emanuel st and Kaminski st      | 10/13/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris |           |                  | 10/13/2025     |
| Front st and Kaminski st        | 10/13/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris |           |                  | 10/13/2025     |
| 409, 413 North Congdon st       | 10/13/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris |           |                  | 10/13/2025     |
| Kaminski st and Butts st        | 10/13/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris |           |                  | 10/13/2025     |
| Kaminski st and Hawkins st      | 10/13/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris |           |                  | 10/13/2025     |
| Kaminski st and Gilbert st      | 10/13/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris |           |                  | 10/13/2025     |
| 625 Dekalb st                   | 10/14/25 | Daniel Sumpter | Ditch need mowing                       | Stormwater  | Mow ditch     |           |                  | 10/14/2025     |
| Collins st and Prince st        | 10/14/25 | Daniel Sumpter | Ditch need mowing                       | Stormwater  | Mow ditch     |           |                  | 10/14/2025     |
| 2845, 2812, 2820, 2819 Front st | 10/14/25 | Daniel Sumpter | Ditch need mowing                       | Stormwater  | Mow ditch     |           |                  | 10/14/2025     |
| 2811, 2809, 2805, 2735 Front st | 10/14/25 | Daniel Sumpter | Ditch need mowing                       | Stormwater  | Mow ditch     |           |                  | 10/14/2025     |
| 2712, 2708, 2710 Front st       | 10/14/25 | Daniel Sumpter | Ditch need mowing                       | Stormwater  | Mow ditch     |           |                  | 10/14/2025     |
| 1308, 1312 Saville st           | 10/14/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris |           |                  | 10/14/2025     |
| 1306 Richmond Dr                | 10/14/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris |           |                  | 10/14/2025     |
| 719 North Hazard st             | 10/14/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris |           |                  | 10/14/2025     |
| Saville st and North Hazard st  | 10/14/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris |           |                  | 10/14/2025     |
| Prince st and South Hazard st   | 10/14/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris |           |                  | 10/14/2025     |
| Palm st and Hampton st          | 10/14/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris |           |                  | 10/14/2025     |
| 1806, 1808 State st             | 10/14/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris |           |                  | 10/14/2025     |
| Prince st and Seaboard st       | 10/14/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris |           |                  | 10/14/2025     |

## DRAINAGE SYSTEM INSPECTION AND MAINTENANCE LOG

| ADDRESS OF INSPECTION            | DATE     | INSPECTED BY   | PROBLEMS OBSERVED                       | ASSIGNED TO | ACTION TAKEN                 | PIPE SIZE | CLEANING FOOTAGE | COMPLETED DATE |
|----------------------------------|----------|----------------|-----------------------------------------|-------------|------------------------------|-----------|------------------|----------------|
| Lee st and Prince st             | 10/14/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris from CB        |           |                  | 10/14/2025     |
| 2536, 2412, 2828 Front st        | 10/14/25 | Daniel Sumpter | Ditch need mowing                       | Stormwater  | Mow ditch                    |           |                  | 10/14/2025     |
| 611, 641, 646, 720 Willowbank Rd | 10/14/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris from CB        |           |                  | 10/14/2025     |
| Palmetto st and Willowbank Rd    | 10/14/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris from CB        |           |                  | 10/14/2025     |
| 710 Highmarket st                | 10/14/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris from CB        |           |                  | 10/14/2025     |
| Prince st and Queen st           | 10/14/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris from CB        |           |                  | 10/14/2025     |
| Mashview Ln and Nimmer st        | 10/14/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris from CB        |           |                  | 10/14/2025     |
| Church st and Willowbank Rd      | 10/14/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris from CB        |           |                  | 10/14/2025     |
| 502 Rosemary st                  | 10/14/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris from CB        |           |                  | 10/14/2025     |
| 2502 Withers st                  | 10/14/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris from CB        |           |                  | 10/14/2025     |
| 307, 311 Park st                 | 10/14/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris from CB        |           |                  | 10/14/2025     |
| 2221 Peachtree st                | 10/14/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris from CB        |           |                  | 10/14/2025     |
| Saville st and North Hazard st   | 10/16/25 | Daniel Sumpter | Ditch need mowing                       | Stormwater  | Mow ditch                    |           |                  | 10/16/2025     |
| State st and North Merriman Rd   | 10/16/25 | Daniel Sumpter | Ditch need mowing                       | Stormwater  | Mow ditch                    |           |                  | 10/16/2025     |
| Legion st                        | 10/16/25 | Daniel Sumpter | Ditch need mowing                       | Stormwater  | Mow ditch                    |           |                  | 10/16/2025     |
| 2615 Duke st                     | 10/16/25 | Daniel Sumpter | Ditch need mowing                       | Stormwater  | Mow ditch                    |           |                  | 10/16/2025     |
| 2901 White Bridge st             | 10/16/25 | Daniel Sumpter | Ditch need mowing                       | Stormwater  | Mow ditch                    |           |                  | 10/16/2025     |
| 2006 Gilbert st                  | 10/17/25 | Daniel Sumpter | Debris on catch basin grate / in CB box | Stormwater  | Remove debris from CB        |           |                  | 10/17/2025     |
| E st and Gilbert st              | 10/17/25 | Daniel Sumpter | Catch basin hard top lid need cleaning  | Stormwater  | Clean around CB hard top lid |           |                  | 10/17/2025     |
| East Bay st and Highmarket st    | 10/20/25 | Daniel Sumpter | Ditch need mowing                       | Stormwater  | Mow ditch                    |           |                  | 10/20/2025     |
| Nimmer Ln and Cypress Ct         | 10/20/25 | Daniel Sumpter | Ditch need mowing                       | Stormwater  | Mow ditch                    |           |                  | 10/20/2025     |
| Black River Rd and Landgrave st  | 10/20/25 | Daniel Sumpter | Ditch need mowing                       | Stormwater  | Mow ditch                    |           |                  | 10/20/2025     |
| Huger Dr and Landgrave st        | 10/20/25 | Daniel Sumpter | Ditch need mowing                       | Stormwater  | Mow ditch                    |           |                  | 10/20/2025     |
| 1507, 1509 Maybank Dr            | 10/20/25 | Daniel Sumpter | Ditch need mowing                       | Stormwater  | Mow ditch                    |           |                  | 10/20/2025     |
| 413, 421 Hill st                 | 10/20/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris from CB        |           |                  | 10/20/2025     |
| Asbury st and Hill st            | 10/20/25 | John Britton   | Drainage pipe need cleaning             | Stormwater  | Clean drainage pipe          | 15"       |                  | 10/20/2025     |
| 2420 Church st                   | 10/20/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris from CB        |           |                  | 10/20/2025     |
| Sorrel st and Church st          | 10/20/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris from CB        |           |                  | 10/20/2025     |
| 2003, 2005, 2007, 2009 Church st | 10/20/25 | John Britton   | Ditches need weed-eat                   | Stormwater  | Weed-eat ditches             |           |                  | 10/20/2025     |
| 2011, 2021, 2023, 2027 Church st | 10/20/25 | John Britton   | Ditches need weed-eat                   | Stormwater  | Weed-eat ditches             |           |                  | 10/20/2025     |
| 2029, 2031, 2103, 2104 Church st | 10/20/25 | John Britton   | Ditches need weed-eat                   | Stormwater  | Weed-eat ditches             |           |                  | 10/20/2025     |

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|---------------------------------------|----------|----------------|-----------------------------------------|-------------|--------------------|-----------|------------------|----------------|
| 2105, 2413, 2419 Church st            | 10/20/25 | John Britton   | Ditches need weed-eat                   | Stormwater  | Weed-eat ditches   |           |                  | 10/20/2025     |
| Church st and Dekalb st               | 10/20/25 | John Britton   | Ditches need weed-eat                   | Stormwater  | Weed-eat ditches   |           |                  | 10/20/2025     |
| 415 Dekalb st                         | 10/20/25 | John Britton   | Ditches need weed-eat                   | Stormwater  | Weed-eat ditches   |           |                  | 10/20/2025     |
| Hampton st and Merriman Rd            | 10/20/25 | John Britton   | Ditches need weed-eat                   | Stormwater  | Weed-eat ditches   |           |                  | 10/20/2025     |
| 2024, 2606, 2615 Duke st              | 10/20/25 | John Britton   | Ditches need weed-eat                   | Stormwater  | Weed-eat ditches   |           |                  | 10/20/2025     |
| 2605 Prince st                        | 10/20/25 | John Britton   | Ditches need weed-eat                   | Stormwater  | Weed-eat ditches   |           |                  | 10/20/2025     |
| 201, 203, 209, 231 Lafayette st       | 10/20/25 | John Britton   | Ditches need weed-eat                   | Stormwater  | Weed-eat ditches   |           |                  | 10/20/2025     |
| Winyah st and South Congdon st        | 10/20/25 | John Britton   | Ditches need weed-eat                   | Stormwater  | Weed-eat ditches   |           |                  | 10/20/2025     |
| Butts st and South Merriman Rd        | 10/20/25 | John Britton   | Ditches need weed-eat                   | Stormwater  | Weed-eat ditches   |           |                  | 10/20/2025     |
| 2528, 2532, 2626, 2628 Front st       | 10/20/25 | John Britton   | Ditches need weed-eat                   | Stormwater  | Weed-eat ditches   |           |                  | 10/20/2025     |
| 204 Ridge st                          | 10/20/25 | John Britton   | Ditches need weed-eat                   | Stormwater  | Weed-eat ditches   |           |                  | 10/20/2025     |
| 106 West st (A and B)                 | 10/20/25 | John Britton   | Ditches need weed-eat                   | Stormwater  | Weed-eat ditches   |           |                  | 10/20/2025     |
| 100 King st                           | 10/21/25 | John Britton   | Debris on catch basin grate / in CB box | Stormwater  | Remove debris      |           |                  | 10/21/2025     |
| 210 Dargan st                         | 10/21/25 | Daniel Sumpter | Ditch need mowing                       | Stormwater  | Mow ditch          |           |                  | 10/21/2025     |
| Shopwall st and Rice st               | 10/22/25 | John Britton   | Ditches need weed-eat                   | Stormwater  | Weed-eat ditches   |           |                  | 10/22/2025     |
| 2007, 1904 Cherry st                  | 10/22/25 | John Britton   | Ditches need weed-eat                   | Stormwater  | Weed-eat ditches   |           |                  | 10/22/2025     |
| 704 Elizabeth st                      | 10/22/25 | John Britton   | Ditches need weed-eat                   | Stormwater  | Weed-eat ditches   |           |                  | 10/22/2025     |
| 703, 705, 706 Morrison st             | 10/22/25 | John Britton   | Ditches need weed-eat                   | Stormwater  | Weed-eat ditches   |           |                  | 10/22/2025     |
| 606 Britt st                          | 10/22/25 | John Britton   | Ditches need weed-eat                   | Stormwater  | Weed-eat ditches   |           |                  | 10/22/2025     |
| 606, 608, 610 Tulip st                | 10/22/25 | John Britton   | Ditches need weed-eat                   | Stormwater  | Weed-eat ditches   |           |                  | 10/22/2025     |
| 429, 603, 606, 608, 610, 617 Loril st | 10/22/25 | John Britton   | Ditches need weed-eat                   | Stormwater  | Weed-eat ditches   |           |                  | 10/22/2025     |
| 610, 700, 702, 710, 809 Cedar st      | 10/22/25 | John Britton   | Ditches need weed-eat                   | Stormwater  | Weed-eat ditches   |           |                  | 10/22/2025     |
| 811 Cedar st                          | 10/22/25 | John Britton   | Ditches need weed-eat                   | Stormwater  | Weed-eat ditches   |           |                  | 10/22/2025     |
| 2003, 2734 South Island Rd            | 10/22/25 | John Britton   | Ditches need weed-eat                   | Stormwater  | Weed-eat ditches   |           |                  | 10/22/2025     |
| 1912 Ward st                          | 10/22/25 | John Britton   | Ditches need weed-eat                   | Stormwater  | Weed-eat ditches   |           |                  | 10/22/2025     |
| 1945 South Fraser st                  | 10/22/25 | John Britton   | Ditches need weed-eat                   | Stormwater  | Weed-eat ditches   |           |                  | 10/22/2025     |
| 2023 Asbury st                        | 10/22/25 | John Britton   | Ditches need weed-eat                   | Stormwater  | Weed-eat ditches   |           |                  | 10/22/2025     |
| 909, 908, 910 Lakeside Dr             | 10/22/25 | John Britton   | Ditches need weed-eat                   | Stormwater  | Weed-eat ditches   |           |                  | 10/22/2025     |
| 607 Wood st                           | 10/23/25 | John Britton   | Catch basin and lines need cleaning     | Stormwater  | Clean CB and Lines | 12"       |                  | 10/27/2025     |
| 1907, 1905 Loblolly st                | 10/24/25 | John Britton   | Ditch need cleaning                     | Stormwater  | Clean out ditch    |           |                  | 10/24/2025     |
| 2116 Emanuel st                       | 10/28/25 | John Britton   | Catch basin and lines need cleaning     | Stormwater  | Clean CB and Lines | 18"       |                  | 10/28/2025     |

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