

**REGULAR MEETING OF CITY COUNCIL
DECEMBER 18, 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 COMMENTS ON CURRENT AGENDA ITEMS**
- 5. INTRODUCTION OF NEW EMPLOYEES**
- 6. PLANNING & COMMUNITY DEVELOPMENT**
 - A. Motion to approve second 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. Motion to adopt a resolution directing staff to bring zoning map amendments for nonconforming Planned Development districts to the Planning Commission for review and public hearing.**
 - C. Motion to approve a contract in the amount not to exceed \$95,580 to Meadors Inc. Architecture for contract services related to the Commercial Corridor Design Overlay Districts and Historic Buildings District.**
- 7. BUILDING**
 - A. Motion to approve second reading of an ordinance establishing Chapter 5, Article VIII: Construction Board of Appeals, of the City of Georgetown Code of Ordinances.**
- 8. FINANCE**
 - A. Motion to approve second reading of an ordinance to amend Article I of Chapter 22 at Section 22-4 "Equalized Monthly Utility Payment."**

- B. Motion to approve second 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**

9. FIRE

- A. Motion to Approve Fire Training Center construction And Payment to Coastal Structures not to exceed \$89,945.64.**

10. WATER UTILITIES

- A. Motion to Approve second 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.**

11. ADMINISTRATION

- A. Motion to approve second reading of an ordinance amending Chapter 2, Article III, Division 3, Section 2-85 of the Code of Ordinances for the City of Georgetown.**
 - B. Motion to approve second reading of an ordinance authorizing a lease between the City of Georgetown and Winyah Hospitality, LLC for a portion of Queen Street and to authorize the City Administrator to execute the lease.**
 - C. Motion to approve second reading of an ordinance authorizing ratifying and amending the city's memorandum of understanding with regarding potential future public access to the Cannon Street Waterfront.**

12. CITY ADMINISTRATOR REPORT

13. MINUTES

- A. Motion to approve minutes of November 20, 2025 Council meeting.**

14. OLD BUSINESS

15. NEW BUSINESS

16. 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**
- J. Police Department Monthly Report**
- K. Public Works Monthly Report**
- L. Risk Management Monthly Report**
- M. Water Utilities Monthly Report**

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

18. ADJOURNMENT

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



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

ACTION ITEM

Council Meeting Date:	December 18, 2025
Department:	Planning & Community Development
Issue Under Consideration:	Motion to approve second 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
Amount Requested:	n/a
In Current Budget?:	n/a
If not, please explain:	n/a
Financial Impact:	n/a
Points to Consider:	1. The Unified Development Ordinance consolidates all existing land-use, development, and zoning regulations into a single, consistent document. 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. 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. 4. Portions of the UDO, including the Airport Environs Overlay District, are intentionally left blank as

	placeholders to reflect items that will be addressed during the full UDO review. 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. 6. The City intends to conduct a comprehensive review of the UDO throughout 2026–2027, including topic-specific amendments where needed. 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.
Options:	Approve or Deny
Staff Recommendation:	Staff recommends approval of the document.

Reviews:

Stephanie Buccione	Created/Initiated	Approver
Elise Crosby	Approved	Approver
Scott Whittier	Approved	Approver
Stephanie Buccione	Final Approval	Approver

Attachments:

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

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

**A RESOLUTION OF THE CITY OF GEORGETOWN PLANNING COMMISSION
RECOMMENDING THE ADOPTION OF THE CITY OF GEORGETOWN UNIFIED
DEVELOPMENT ORDINANCE**

WHEREAS, pursuant to § 6-29-340 of the South Carolina Code of Laws, the Planning Commission has the power and duty to prepare and recommend for adoption to the appropriate governing authority zoning ordinances, including zoning district maps and appropriate revisions thereof, as well as regulations for the subdivision and development of land; and

WHEREAS, the Planning Commission has undertaken a review of the proposed *City of Georgetown Unified Development Ordinance*, which consolidates and replaces the City of Georgetown Zoning Ordinance, Land Development Regulations, and Architectural Review Board Design Guidelines; and

WHEREAS, pursuant to Section 6-29-720(A) of the South Carolina Code of Laws, once the governing body has adopted at least the land use element of the Comprehensive Plan, the governing body may adopt a zoning ordinance to help implement the Comprehensive Plan; and

WHEREAS, the Planning Commission has determined that the adoption of the *City of Georgetown Unified Development Ordinance*, and its subsequent review and revision of provisions, will begin formal implementation of the recommendations found within the *2040 Comprehensive Plan*, modernize development guidelines to meet the needs of the City's growing population and economy, and provide procedural clarity to boards, commissions, and staff in the review of development, redevelopment, and business investment, thereby promoting public health, safety, morals, convenience, prosperity, and general welfare of the community; and

WHEREAS, the Planning Commission recognizes that ongoing review and modification of the *City of Georgetown Unified Development Ordinance* and the *2040 Comprehensive Plan* will be necessary to maintain the document's effectiveness in guiding orderly and sustainable growth within the City of Georgetown; and

WHEREAS, the Board of Zoning Appeals reviewed, provided comments, and informally approved Article XXIV; the Community Appearance Board reviewed, provided comments, and informally approved Article XXI; and the Architectural Review Board reviewed, provided comments, and informally approved Article XX of the proposed Unified Development Ordinance; and

WHEREAS, pursuant to Section 6-29-710 of the South Carolina Code of Laws, before enacting or amending any zoning regulations or maps, the Planning Commission shall hold a public hearing, which must be advertised and conducted according to lawfully prescribed procedures, or, if no such procedures exist, with at least fifteen (15) days' notice in a newspaper of general circulation; and

WHEREAS, in accordance with these requirements, the City of Georgetown provided public notice and held a duly advertised public hearing on November 19, 2025, to receive input from interested citizens and stakeholders on the proposed *City of Georgetown Unified Development Ordinance*; and

WHEREAS, the Planning Commission supports the adoption of the *City of Georgetown Unified Development Ordinance*.

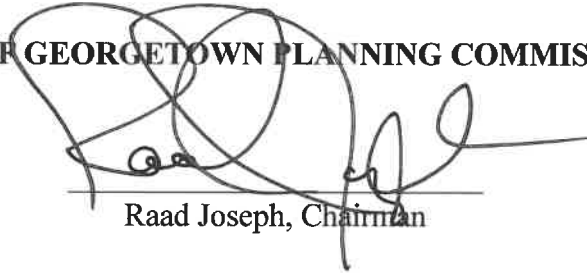
BE IT THEREFORE RESOLOVED THAT:

The City of Georgetown Planning Commission recommends the Georgetown City Council adopt the *City of Georgetown Unified Development Ordinance* by ordinance, in accordance with SC Code § 6-29-340.

AND IT IS SO RESOLVED.

Dated this 19th Day of NOVEMBER, 2025.

CITY OF GEORGETOWN PLANNING COMMISSION



Raad Joseph, Chairman



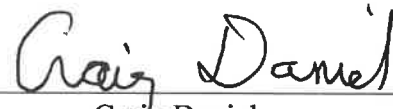
Nick Robinson, Vice Chairman



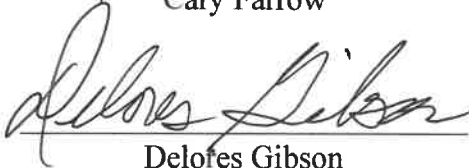
Kim Robb



Cary Farrow



Craig Daniel



Delofes Gibson



Graham Osteen



Attest: Clarissa Tindall,
Planning and Community Development Zoning Administrator/Planner



UNIFIED DEVELOPMENT ORDINANCE

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 one 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 are 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 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 have 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 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 serviceing 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 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: ~~These~~ 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 presented 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 ~~rental vacation~~ owner certifying that the short-term ~~rental 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.

~~363.2 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 ^[516]

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 ^[511]	
R1 Residential	10,000	--	70	30 ^[508]	10	20	15	35
R2 Residential	8,000 ^[501.1]	--	60 ^[502.1]	30 ^[508]	10	20	15	35
R3 Residential	8,000 ^[501.2,509] 12,000 (MF) ^[502.1,510.1]	--	60 ^[502.2]	30 ^[508] 35 ^[508]	8 30	10 30	12 45	35
R4 Residential	6,000 ^[501.2,510.2] 10,000 (MF) ^[501.2, 510.2]	--	60 ^[502.3]	25 ^[508] 25 ^[508]	8 10	10 15	12 15	35
R5 Residential ^[507]	5,000 ^[501.2]	--	50	20 ^[508]	7 ^[509]	10	10.5	35
MR Residential ^[506.2]	10,000	--	70	30 ^[508]	10	20	15	35
IC Commercial	2,500	--	25	0 ^[503]	0 ^[503]	25	0 ^[503]	35
CC Commercial	--	--	--	--	-- ^[504]	-- ^[504]	-- ^[504]	45
WC Commercial	15,000	--	70	30	10	20	15	35
GC Commercial	10,000	--	60	50 ^[505]	10	10	15	35
NC Commercial	6,000	--	60	25	8	10	12	35
PS Public Service	10,000	--	60	50 ^[505]	10	10	15	35
LI Industrial	--	1	100	40	20	20	30	35 ^[506.1]
HI Industrial	--	5	300	40	20	25	30	35 ^[506.1]
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	

Residential Use Classifications	R1	R2	R3	R4	R5	MR	Conditions
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

Commercial Use Classifications	IC	CC	WC	NC	GC	Conditions
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

Commercial Use Classifications	IC	CC	WC	NC	GC	Conditions
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

Commercial Use Classifications	IC	CC	WC	NC	GC	Conditions
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

Other Use Classifications	HI	LI	CP	PS	Conditions
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	

Other Use Classifications	HI	LI	CP	PS	Conditions
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

REDD Use Classifications	REDD-B	REDD-F1	REDD-F2	Conditions
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	

REDD Use Classifications	REDD-B	REDD-F1	REDD-F2	Conditions
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 Library¹

818.17 Courthouse¹

818.18 Taxi Stand¹

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.

¹ 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 ~~rental 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 ST~~V~~R 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, ST~~V~~R applications may be considered, starting with the waitlist, for issuance of an ST~~V~~R permit.
- (3) Beginning April 1, ST~~V~~R applications may be considered, starting with the waitlist, for issuance of an ST~~V~~R permit if the cap has not been reached after current ST~~V~~R operators have completed their applications. Any application received for an ST~~V~~R 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 ST~~V~~R, 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 ST~~V~~Rs. 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
Development Plan Required	No (Site Plan Required)	No (Site Plan Required)	Yes	Yes
Development Zoning Text Required	No Standards Set by Article	No Standards Set by Article	Yes	Yes
Density Bonus Available	No	No	Yes	Yes
Flexible Height Standards	No	No	Yes	Yes
Flexible Lot Size Standards	No	No	No	Yes
Flexible Parking Standards	No	No	Yes	Yes
Flexible Sign Standards	No	No	Yes	Yes
Flexible Use Standards	No	No	No	Yes
Subject to Design Overlay District Standards	Yes	Yes	Optional	Optional
Heavy Industry Permitted	No	No	No	No
Light Industry Permitted	No	Yes By Special Exception Only	Yes If Authorized by the District's Standards	Yes 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 ~~this table~~ Table 2125 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. ~~**Section 2171.1(3) provides an exception to the maximum building and impervious coverage requirements of this division.~~ DS—District Standards				

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 501~~, 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 2173~~).

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 2158:**

Schedule of Development Bonuses		
<i>Improvement</i>	<i>Development Bonus</i>	<i>Maximum Development Bonus</i>
<u>Parks and Pedestrian Trails:</u> 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> 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> 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> 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 one 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 width 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 required.

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) 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 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 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 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 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 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>Industrial Uses</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>Adult</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>Special Development</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, 1504.202, 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 ~~ement-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~~^{ation of} 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 vergeboard 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 MCO.

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	~~Zizaniopsis miliacea~~ ~~Spartina spp.~~
Prairie cordgrass	~~Spartina pectinata~~ ~~Spirpus spp.~~
Giant bulrush	~~Schoenoplectus californicus~~ ~~Typha spp.~~
Cattail	~~Typha latifolia~~ ~~Iris spp.~~
Blueflag iris	~~Iris virginica~~ ~~Canna lilies~~
Canna lily	~~Canna indica~~ ~~Texodium spp.~~
Cypresses	~~Taxodium distichum~~ , ~~Taxodium ascendens~~ ~~Decodon verticillatus~~
Water-willow	~~Justicia americana~~ ~~Nyssa spp.~~
Tupelo gums	~~Nyssa aquatica~~ ~~Cephalantus occidentalis~~

Button bush	~~Cephalanthus occidentalis~~ ~~Salix app.~~
Willows	~~Salix nigra~~ , ~~Salix babylonica~~ ~~Gordonia lasianthus~~
Loblolly Bay	~~Gordonia lasianthus~~

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.

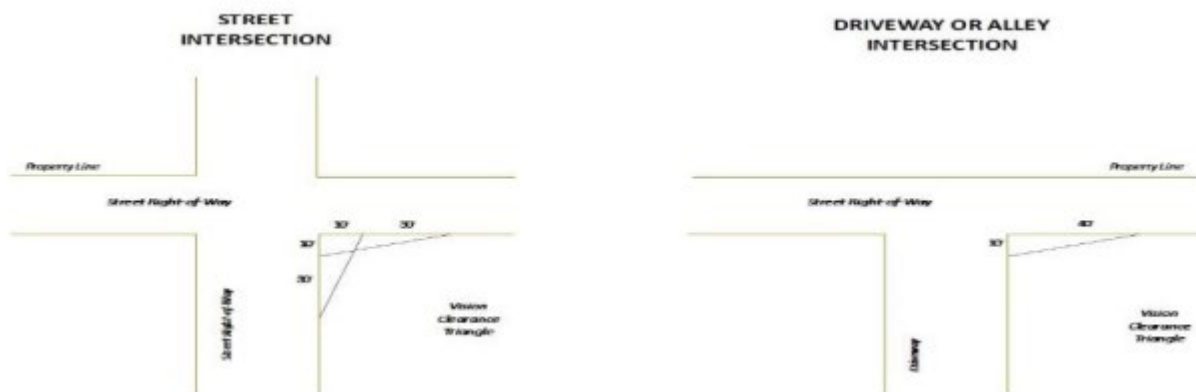
2122.9 No structures or portions of structures (except public utility services) shall be permitted in a required landscape buffer. Ingress and egress shall be permitted through required landscape.

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
Ornamental Trees	
<u>Common Name</u>	<u>~~Botanical~~ Scientific Name</u>
Tulip Poplar	Liriodendron tulipifera
Eastern Redbud	Cercis siliuastrum
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

Shrubs	
<u>Common Name</u>	<u>~~Botanical~~ Scientific Name</u>
Boxwood	~~Buxaceae~~ 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.

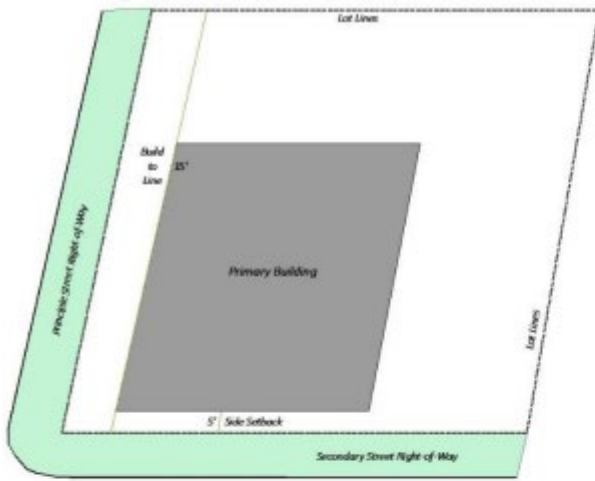
UCOD Standards	
<u>Lot Configuration</u>	
Minimum Lot Size	Underlying Zone district
Maximum Lot Coverage Allowed	85% ²
<u>Primary Building Placement</u>	
Build-to-line	15 ft ³
Side Setback	10 ft
Rear Setback	5 ft ⁴
	15 ft when adjacent to a residential use or zone district
<u>Accessory Building Placement</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 ⁵ 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.

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

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

⁴ When 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.

⁵ ~~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



Figure 1300.2

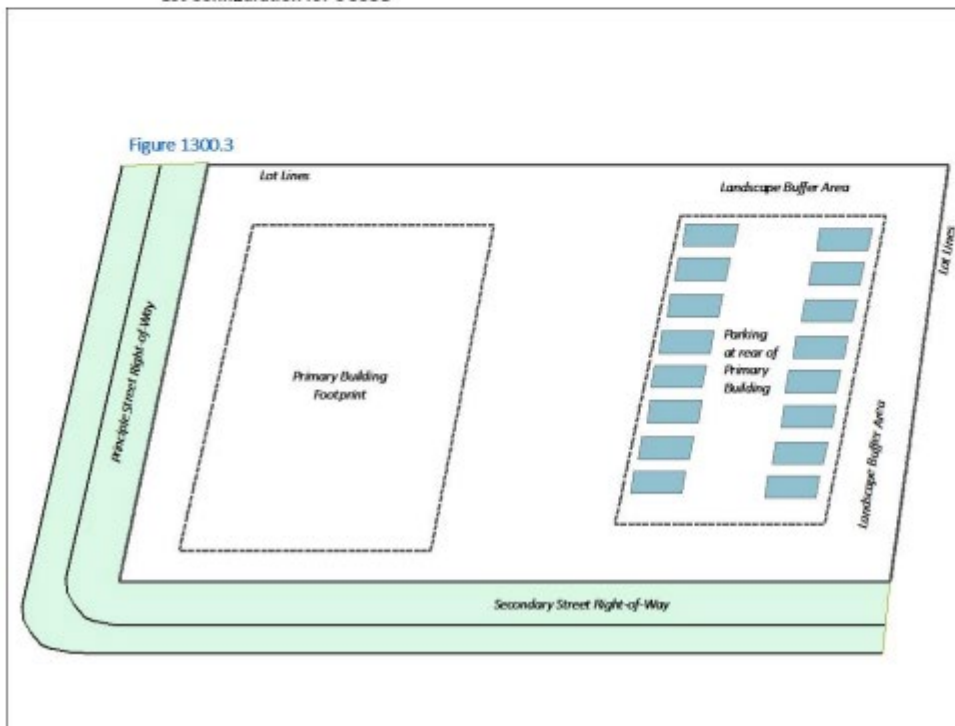


Figure 1300.3

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 UCCOD are encouraged. Multi-family may be permitted in General Commercial and Intermediate Commercial zone districts as a Conditional Use subject to the conditions of [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 encouraged, 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

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 given 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).~~



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

ACTION ITEM

Council Meeting Date:	December 18, 2025
Department:	Planning & Community Development
Issue Under Consideration:	Motion to adopt a resolution directing staff to bring zoning map amendments for nonconforming Planned Development districts to the Planning Commission for review and public hearing.
Amount Requested:	N/A
In Current Budget?:	N/A
If not, please explain:	N/A
Financial Impact:	N/A
Points to Consider:	• Several existing PD districts were approved under older regulations and no longer meet required standards, including missing narratives, insufficient acreage, or lack of required mixed-use components. • Nonconforming PD districts create uncertainty for property owners, developers, staff, and the public regarding permitted uses and development expectations. • Aligning corrective rezonings with the UDO adoption ensures an accurate, consistent zoning map that supports orderly planning and the goals of the 2040 Comprehensive Plan.
Options:	Approve or Deny.
Staff Recommendation:	Approve.

Reviews:

Clarissa Tindall	Created/Initiated	Approver
Scott Whittier	Approved	Approver
Elise Crosby	Approved	Approver
Stephanie Buccione	Final Approval	Approver

Attachments:

1. PD Compliance Report
2. Nonconforming PD Resolution efc tc

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

City of Georgetown Planning and Community Development Department
Phone: 843.545.4018 | Fax: 843.527.1285 | Email: ctindall@georgetownsc.gov

As requested, below you will find an overview of PD compliance. Due to the flexible nature of a PD and its ability to establish its own development standards, I have focused on three key areas to address “compliance”: minimum acreage, the provision of both residential and commercial components, and the establishment of a narrative.

Walmart PD:

The Walmart PD was adopted in 1995 and zoned GC/PD. This PD does have a narrative. This PD does meet the acreage requirements, at 26.405 acres. However, this PD does not offer both commercial and residential aspects, deeming the PD nonconforming. Additionally, there are challenges with this PD, to include the inability of expansion of facilities within to accommodate the growing population.

A supporting alternative zoning classification would be General Commercial. Staff would support this rezoning.

Magnolia Commons PD:

The Magnolia Commons PD was adopted in 2003 and zoned PD. This PD does not have a narrative aside from the enacting ordinance in which staff can locate. This PD does not meet the acreage requirements at 3.04 acres. This PD does not offer both commercial and residential aspects. The site plan for this PD was adopted as binding, creating challenges for the continued development of the PD. Due to the beforementioned aspects, this PD is nonconforming.

A supporting alternative zoning classification would be General Commercial or Neighborhood Commercial. Staff would support this rezoning.

Georgetown County Human Resources Complex PD:

The Georgetown County Human Resources Complex PD cannot be located. All staff can locate is a “final plan” site plan which is dated 1997. This PD does not have a narrative that staff can locate. This PD does not meet the acreage requirements at 7.61 acres. This PD does not offer both commercial and residential aspects. Due to the beforementioned aspects, this PD is nonconforming.

Supporting alternative zoning classifications would be Neighborhood commercial, Intermediate Commercial, or Public Service. One aspect the City of Georgetown would need to address is the private access road for this development. Staff would support this rezoning and recommends Public Service.

Georgetown Memorial Hospital PD:

The Georgetown Memorial Hospital PD was adopted in 2015 and zoned PD. This PD does have a narrative. This PD does meet the acreage requirements at 21.25 acres. This PD does not offer both commercial and residential aspects. The 'residential aspects' of this PD were two vacant residentially zoned parcels. Today, one 'residential' parcel remains vacant, and one parcel is utilized by the church as a playground. Due to the beforementioned aspects, this PD is nonconforming.

Supporting alternative zoning classifications would be General Commercial and R1. Staff would support this rezoning.

The Plantation at Winyah Bay (Harbor Club) PD:

The Plantation at Winyah Bay PD was adopted in 2007 and zoned PD. This PD does have a narrative. This PD does meet the acreage requirements at 70.09 acres. This PD does offer both commercial and residential aspects, in its offering of a clubhouse facility and a proposed marina, deeming the PD conforming.

There is no zoning classification that would better fit this PD. Staff does not believe there is a need to rezone.

South Island Plantation PD:

The South Island Plantation PD was adopted in 2005 and zoned PD. This PD does have a narrative. This PD does meet the acreage requirements at 175.6 acres. This PD does offer both commercial and residential aspects. The commercial aspect of this PD is the inclusion of a community center for residents of the development. Due to the beforementioned aspects, this PD is conforming.

There is no zoning classification that would better fit this PD. Staff does not believe there is a need to rezone.

Cravens Grant PD:

The Cravens Grant PD was adopted in 2006 and zoned PD. This PD does have a narrative. This PD does meet the acreage requirements at 155 acres. This PD does offer both commercial and residential aspects. The commercial aspect of this PD is the inclusion of a community center and a potential marina. Due to the beforementioned aspects, this PD is conforming.

There is no zoning classification that would better fit this PD. Staff does not believe there is a need to rezone.

Richmond Place PD:

The Richmond Place PD was adopted in 1994 and zoned GC/IC/R-4/CP/PD. This PD does not have a narrative in which staff can locate. This PD does meet the acreage requirements at 57.65 acres. This PD does offer both commercial and residential aspects. Due to the beforementioned aspects, this PD is nonconforming.

Supportive alternative zoning classifications would be General Commercial, Intermediate Commercial, and R4. The CP portion of the project was removed in 1998 and straight zoned CP. This portion separates the Richmond Place development from Country Club Estates and is zoned CP today. Staff would support this rezoning.

N Fraser St. Food Lion PD:

The N Fraser St. Food Lion PD cannot be located. This property is zoned PD and does not have a narrative staff can locate. This PD does not meet the acreage requirements at 5.07 acres. This PD does not offer both commercial and residential aspects. Due to the beforementioned aspects, this PD is nonconforming.

A supportive alternative zoning classification would be General Commercial. Staff would support this rezoning.

Maryville Plaza PD:

The Maryville Plaza PD was adopted in 1988 and zoned GC/PD. This PD does have a narrative. This PD does not meet the acreage requirements at 5.09 acres. This PD does not offer both commercial and residential aspects, deeming the PD nonconforming. Additionally, there are challenges with this PD, to include the inability of expansion of facilities within to accommodate the growing population.

A supporting alternative zoning classification would be General Commercial. Staff would support this rezoning.

Winyah Village PD:

The Winyah Village PD was adopted in 1984-1985 and zoned GC/PD. This PD does not have a narrative that staff can locate. This PD does not meet the acreage requirements at 8.66 acres. This PD does not offer both commercial and residential aspects, deeming the PD nonconforming.

A supporting alternative zoning classification would be General Commercial. Staff would support this rezoning.

Prince George Nursing Home PD:

The Prince George Nursing Home PD cannot be located. This property is zoned PD and does not have a narrative staff can locate. This PD does not meet the acreage requirements at 5.14 acres. This PD does offer a commercialized form of residential aspects in its offering of retirement home services. Due to the beforementioned aspects, this PD is nonconforming.

Any residential zoning district would support this facilities use as a nursing home. R1 and R4 would be consistent with surrounding zoning classifications. Staff would support this rezoning.

Georgetown County Judicial Center PD:

The Georgetown County Judicial Center / Winyah PD was adopted in ~1987 and zoned PD. This PD does not have a narrative in which staff can locate. This PD does meet the acreage requirements at ~10.35 acres. This PD does not offer both commercial and residential aspects, deeming the PD nonconforming. This PD only offers commercial aspects.

A supporting alternative zoning classification would be Public Service for the Courthouse, School, and other governmental office services. A supportive alternative zoning classification for the two parcels owned by Mr. Price would be Intermediate Commercial or General Commercial. Staff would support this rezoning.

Winyah Bay Club PD:

The Winyah Bay Club PD was adopted in 2017 and zoned PD. This PD does have a narrative. This PD does meet the acreage requirements at 10.47 acres. This PD does offer both commercial and residential aspects, in its offering of a commercialized form of residential use, deeming the PD conforming dependent upon the interpretation of each individual as to if a commercialized form of residential use meets the intent of a PD.

A supporting alternative zoning classification would be General Commercial. Staff would support this rezoning, but admits there may not be a need to rezone.

Lands End PD:

The Lands End PD was adopted in 1996 and zoned GC/PD. This PD does not have a narrative in which staff can locate. This PD does not meet the acreage requirements at 3.42 acres. This PD does not offer both commercial and residential aspects. Due to the beforementioned aspects, this PD is nonconforming.

A supporting alternative zoning classification would be General commercial. Staff would support this rezoning.



Clarissa Tindall

Zoning Administrator and Planner

City of Georgetown Planning and Community Development Department

STATE OF SOUTH CAROLINA)

RESOLUTION

CITY OF GEORGETOWN)

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, including the Official Zoning Map, may be amended from time to time by the Mayor and City Council; and

WHEREAS, Article XVIII, Section 1802.1 of the Zoning Ordinance of the City of Georgetown provides that proposed amendments may be initiated at the direction of City Council for Planning Commission review and recommendation; and

WHEREAS, Article XVII, Section 702 of the Zoning Ordinance of the City of Georgetown establishes standards for Planned Developments (PDs), including requirements for minimum size, permitted land-use mix, and the provision of an adopted development narrative; and

WHEREAS, several existing PD districts within the City of Georgetown were approved prior to the adoption of current zoning regulations and no longer conform to the required standards for Planned Developments, including but not limited to the absence of an approved PD narrative, insufficient acreage, or failure to provide both residential and commercial components as required; and

WHEREAS, nonconforming PD zoning districts create uncertainty for property owners, developers, business owners, staff, and the public regarding permitted land uses, permitted business activities, and development expectations; and

WHEREAS, planning staff has prepared a PD Conformity Report identifying all PD districts and their adherence to acreage, land-use, and development narrative requirements, and recommending appropriate corrective zoning actions; and

WHEREAS, the City Council of the City of Georgetown has reviewed the PD Conformity Report and finds that rezoning the identified nonconforming Planned Developments is in the public interest, supports orderly land-use planning, and advances the goals of the City of Georgetown 2040 Comprehensive Plan; and

WHEREAS, the City of Georgetown City Council desires to ensure that all existing zoning districts conform to adopted standards and that the Official Zoning Map accurately reflects appropriate, predictable, and enforceable land-use regulations; and

WHEREAS, the proposed rezonings will not increase the regulatory burden on property owners, will maintain or improve compatibility with surrounding uses, and will bring the Official Zoning Map into closer alignment with the Comprehensive Plan and adopted zoning regulations;

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GEORGETOWN DULY ASSEMBLED, THAT,

1. The City Council directs staff to bring forward the proposed rezonings identified in the PD Compliance Report to the Planning Commission in phases, as needed, to ensure appropriate review, property owner notice, and public engagement.
2. The City Council directs the Planning Commission to hold duly noticed public hearings on the proposed council-initiated rezonings of nonconforming Planned Development (PD) districts, in accordance with Title 6, Chapter 29 of the Code of Laws of South Carolina and the most currently adopted form of the City's zoning regulations, and to provide a report and recommendation to City Council following completion of its review.
3. The City Council directs and authorizes City staff to advertise the required public hearings and to provide mailed and posted notice to affected property owners as required by state law and the most currently adopted form of the City's zoning regulations.
4. The City Council's consideration of the proposed rezonings shall follow receipt of the Planning Commission's report and recommendation and may occur in phases as forwarded by the Planning Commission.
5. The City Council further resolves that these rezonings are intended to correct nonconforming PD districts, ensure consistency with the Official Zoning Map, support the goals of the City of Georgetown 2040 Comprehensive Plan, and align with the most currently adopted form of the City's zoning regulations, including the Unified Development Ordinance (UDO) if adopted and/or revised.

AND IT IS SO RESOLVED, this 18th day of December 2025.

CITY OF GEORGETOWN,
A Municipal Corporation

Carol Jayroe, Mayor

ATTEST:

Stephanie Buccione, City Clerk

APPROVED AS TO FORM:

Elise Crosby, City Attorney



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

ACTION ITEM

Council Meeting Date:	December 18, 2025
Department:	Planning & Community Development
Issue Under Consideration:	Motion to approve a contract in the amount not to exceed \$95,580 to Meadors Inc. Architecture for contract services related to the Commercial Corridor Design Overlay Districts and Historic Buildings District.
Amount Requested:	\$95,580
In Current Budget?:	Yes.
If not, please explain:	N/A
Financial Impact:	\$95,580 budgeted for FY26
Points to Consider:	• This contract includes services to update the Design Guidelines for both the Architectural Review Board and the Community Appearance Board. • This contract includes the re-surveying of the Historic Buildings District. • This contract includes services to assist staff in streamlining and improving internal processes, procedures, and formatting of documents. • This contract includes multiple workshops with the Design Review Boards, as well as Department Heads, the public, and presence during informal approval by the Design Review Boards, and formal approval by Planning Commission and City Council.
Options:	Approve or deny.
Staff Recommendation:	Approve.

Reviews:

Clarissa Tindall	Created/Initiated	Approver
Kathy Vermeland	Approved	Approver
Elise Crosby	Approved	Approver
Scott Whittier	Approved	Approver
Stephanie Buccione	Final Approval	Approver

Attachments:

1. 2025.11.25 Determination to Direct Solicitation- Zoning Update
2. Meadors_Georgetown_Professional Services Proposal_12.05.2025_rev1_signed

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

Administration Office
Scott J. Whittier
City Administrator
Office: (843) 545-4001

To: Kathy Vermeland, Finance Director
Nereo Parreno, Purchasing Agent

From: Scott Whittier, City Administrator

SW

Re: Direct Solicitation to Procure Professional Services for Commercial Corridor Design Overlay
& Historic Building Design Overlay Zoning Updates

Date: November 25, 2025

CC: Clarissa Tindall- Zoning Administrator & Planner

Section 2-193(15) of the Procurement Ordinance (excerpt attached) exempts from the standard procurement process direct contracts for professional services when the provider is customarily employed on a fee basis rather than through competitive bidding and it is determined that such contracts are in the best interest of the city. Section 2-193(16) requires the city administrator to submit a determination in writing to the Finance Director and the Purchasing Agent.

I have determined that it is in the best interest of the city to direct solicit professional services to Meadors Inc. Architecture for professional services to prepare/update two zoning overlay articles and associated process: The Commercial Corridor Design Overlay District and the Historic Buildings Design Overlay. This work would also include conducting Historic District Resource surveys. Meador Inc. has been highly recommended and is currently assisting the town of Beaufort and the City of Charleston with similar services.

Section 2-193 Exemptions.

The following goods and services may be exempt from the standard procurement process as could be considered to be in the best interest of the City:

1. One of a kind items;
2. Published books, maps, periodicals, subscriptions, and technical pamphlets, training/professional development programs;
3. Membership fees;
4. Postage stamps and other delivery fees;
5. Tuition reimbursement;
6. Conference registration;
7. Public advertising;
8. Existing bid or contract for like supplies, services, construction
9. State of South Carolina or GSA contracts;
10. Supplies and/or services from other governmental entities or cooperative purchasing programs, including colleges and universities;
11. Medicines/drugs;
12. State/Federal Surplus;
13. Used Equipment/supplies;
14. Equipment maintenance or service agreement with the manufacturer or authorized service agent; and
15. City Administrator directed contracts for professional services or employment when the provider is customarily employed on a fee basis rather than through competitive bidding and it is determined that such contract(s) are in the best interest of the City of Georgetown. (Examples: architects, attorneys, accountants, auditors, appraisers, engineers, physicians, etc.)
16. "Any determinations with regard to procurement of an otherwise-exempt contract for professional services under Section 2-193 (15) shall be made solely by the City Administrator and must be in writing and submitted to the Finance Director and Purchasing Agent."

Proposal for Professional Services

Commercial Corridor Design Overlay & Historic Buildings Design Overlay

For: City of Georgetown, SC

From: Meadors Inc. Architecture — Jeremy Tate, AIA

Date: December 5, 2025

1. Project Understanding

Meadors Inc. Architecture (the “Consultant”) understands the City of Georgetown seeks professional services to prepare/update two zoning overlay articles and associated processes: the Commercial Corridor Design Overlay District and the Historic Buildings Design Overlay. The City’s Scope of Contract outlines deliverables, goals, public input and adoption procedures for both overlay Articles. The Consultant will produce draft and final Articles, review internal procedures, provide public outreach and workshop facilitation, complete contributing resource surveys for the Historic Building District, and represent the city at review and adoption meetings.

2. Project Goals (summary of City objectives)

- Merge and refine corridor overlay regulations to support Lowcountry character while encouraging reinvestment.
- Strengthen Historic Buildings design guidance, identify contributing resources, and clarify procedures.
- Ensure procedures, board documents, and review processes align with the updated Articles.
- Provide public engagement and formal adoption support through Board, Commission, and City Council steps.
- Work with the City of Georgetown’s UDO consultant on the residential and commercial standards.

3. Scope of Professional Services — Tasks & Deliverables

Meadors will complete the following tasks. Each task maps directly to the City’s Scope of Contract.

A. Project Kickoff and Coordination

- Kickoff meeting with City staff to confirm objectives, schedule, and communication protocol.
- Kickoff meeting with the City boards (CAB and ARB) and the public.
- Review existing overlay Articles, city code sections, and Comprehensive Plan policies.
- Deliverable: Kickoff meeting summary and annotated project schedule.

B. Commercial Corridor Design Overlay District

- Inventory zones and review existing overlays for conflicts.
- Prepare Draft Article organized consistently with ARB guidelines.

- Facilitate public workshops and refine based on feedback.
- Deliverables: Draft, redline, and final Article; workshop materials and summaries.

C. Historic Buildings Design Overlay

- Draft/redline Article with updated guidance and hardship procedures.
- Conduct contributing resource survey and document findings.
- Hold public workshops and revise drafts for adoption support.
- Deliverables: Draft and final Article; survey report and brochure.

D. Outreach & Graphics

- Create brochure for ARB website summarizing Historic Buildings guidance.
- Prepare illustrative graphics and diagrams for public handouts.

E. Project Management & Meetings

- Biweekly progress updates; monthly coordination meetings.
- One initial meeting with department heads to verify internal process alignment.
- One pre-adoption meeting with department heads to verify internal process alignment.

4. Project Schedule

Proposed duration: 6–8 months from Notice to Proceed.

Key milestones include kickoff, draft development, public workshops, revisions, and final adoption presentations.

5. Project Team & Relevant Experience

- Principal-in-Charge: Jeremy Tate, AIA — Oversight, review, and Council presentations.
- Project Manager: Maria Short — Daily coordination and drafting.
- Historic Preservation Specialist: Betty Prime, Kalen McNabb — Surveys and SHPO coordination.
- Graphic Specialist: Meadors Team — Mapping and visuals.

6. Compensation & Fee Proposal

See Exhibit B for fee structure.

7. Assumptions & Exclusions

Assumptions:

- City provides GIS data and existing documents.
- Two in-person workshops; one for Commercial Corridor Design Overlay and one for Historic Buildings Design Overlay.
- Work will start as early as spring 2026 and possibly as late as summer 2026.

Exclusions:

- No environmental permitting, engineering design, or code enforcement activities.

8. Deliverable List (summary)

- Draft & Final Commercial Corridor Design Overlay Article (redline + clean).
- Draft & Final Historic Buildings Design Overlay Article (redline + clean).
- Contributing resource survey report and GIS-ready database.
- ARB website brochure (digital PDF).
- Public workshop materials and presentation slides.
- Internal procedure recommendations and templates.
- Attendance and presentation at required hearings.

9. Acceptance & Next Steps

Please confirm acceptance of the scope, the preferred fee option, and the primary City point of contact. Upon receiving this confirmation, Meadors Inc. will draft AIA Document B102™–2017, Standard Form of Agreement Between Owner and Architect without a Predefined Scope of Services and attach this proposal as an exhibit to describe the scope of work. After execution, the City of Georgetown will issue a Notice to Proceed, and the consultant will submit a project schedule and meeting calendar within 10 business days of the NTP.

10. Authorization

By signing below, both parties agree to the scope and terms above.

Meadors Inc. Architecture



Jeremy Tate, AIA

Date: 12/5/2025

City of Georgetown — Acceptance

Authorized Representative: _____

Title: _____

Date: _____

Exhibit B — Fee Proposal and Hour Ranges

Hourly Not-to-Exceed

Estimated range of consultant hours per major task.

Task / Phase	Estimated Hours	Description / Notes
A. Project Kickoff and Coordination	36–48 hrs	Kickoff meeting, coordination, and project setup.
B. Commercial Corridor Design Overlay District	160–192 hrs	Research, drafting, graphics, public workshops, adoption presentations.
C. Historic Buildings Design Overlay	180–228 hrs	Drafting, ARB coordination, public workshops, adoption.
D. Contributing Resource Survey	80–108 hrs	Field inventory, documentation, and reporting.
E. Outreach & Graphics	48–60 hrs	Brochure design, diagrams, and presentation prep.
F. Project Management & Meetings	48–72 hrs	Ongoing management, updates, and coordination.
Total Estimated Hours	552–708 hrs	Inclusive of all consultant labor; reimbursables additional.

Estimated Hourly Range (Total): 552–708 hrs

Estimated Fee Total Not-to-Exceed: \$95,580



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ACTION ITEM

Council Meeting Date:	December 18, 2025
Department:	Planning & Community Development
Issue Under Consideration:	Motion to approve second reading of an ordinance establishing Chapter 5, Article VIII: Construction Board of Appeals, of the City of Georgetown Code of Ordinances.
Amount Requested:	n/a
In Current Budget?:	n/a
If not, please explain:	n/a
Financial Impact:	n/a
Points to Consider:	1. This ordinance is currently situated within the City of Georgetown Zoning Ordinance. 2. This article focuses on appeals from the established Building Code. 3. The adoption of the City of Georgetown Building Code takes place within the City Code of Ordinances Chapter 5. 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. 5. The proposed Unified Development Ordinance (to be presented to Planning Commission November 25, 2025) does not include the Construction Board of Appeals article.
Options:	Approve or Deny
Staff Recommendation:	Approve.

Reviews:

Stephanie Buccione

Created/Initiated

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

Council Meeting Date:	December 18, 2025
Department:	Finance
Issue Under Consideration:	Motion to approve second reading of an ordinance to amend Article I of Chapter 22 at Section 22-4 "Equalized Monthly Utility Payment."
Amount Requested:	NA
In Current Budget?:	NA
If not, please explain:	NA
Financial Impact:	NA
Points to Consider:	Revising the penalty eligibility requirements for individuals aged 65 and above has the potential to broaden program participation among older citizens.
Options:	Approve/Disapprove
Staff Recommendation:	Approve

Reviews:

Stephanie Buccione

Created/Initiated

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

**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



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ACTION ITEM

Council Meeting Date:	December 18, 2025
Department:	Finance
Issue Under Consideration:	Motion to approve second 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
Amount Requested:	NA
In Current Budget?:	NA
If not, please explain:	NA
Financial Impact:	Business License revenue increases for Taxable Real Estate Rentals.
Points to Consider:	This exemption will reduce the burden on entities that own and rent out a single residential property.
Options:	Approve/Disapprove
Staff Recommendation:	Approve

Reviews:

Stephanie Buccione

Created/Initiated

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

Council Meeting Date:	December 18, 2025
Department:	Fire
Issue Under Consideration:	Motion to Approve Fire Training Center construction And Payment to Coastal Structures not to exceed \$89,945.64
Amount Requested:	89,945.64
In Current Budget?:	yes
If not, please explain:	
Financial Impact:	\$89,945.64
Points to Consider:	I am seeking approval to proceed with continued construction of the current phase of our training center. I am asking to proceed with Coastal Structures due to the fact that they have already completed work on the previous phase and this continuation helps with cost because they are already working and would save us re-mobilization cost.
Options:	1. Approve 2. Not Approve
Staff Recommendation:	Approve

Reviews:

Amy Skidmore
Charlie Cribb
Kathy Vermeland
Scott Whittier
Stephanie Buccione

Created/Initiated
Approved
Approved
Approved
Final Approval

Approver
Approver
Approver
Approver
Approver

Attachments:

1. Fire Training Center Quote



Monday, December 2nd , 2025

Mr. Charlie Cribb
Fire Chief
Georgetown City Fire Department
1405 Prince Street, Georgetown, SC 29440

Re: Fire Station #2 Training Facility

Dear Chief Cribb,

Coastal Structures Corporation proposes to complete the following items for the price of **\$89,945.64.**

1. Curb around the turn-around & Parking Area.
2. Foundation For New Stair @ the Double Stacked Containers.
3. New Stairs @ Double Stacked Containers, Tie Off Points and Grating on Container Tops for Even Work Surface.
4. New Electrical Meter Base for the Training Area with Lights and Receptacles Installed In The Crawlspace Training Containers.
5. Fencing around the Training Facility With a Large Vehicle Gate and 2 Personnel Gates.

This price excludes the following:

- Permits and Fees

Please reach out with any questions or concerns.

Regards,

Thomas Rhea
Project Manager

Coastal Structures Corporation

P.O. Box 937
Georgetown, SC 29442
Ph. (843) 546-4491
Fax (843) 546-6569



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ACTION ITEM

Council Meeting Date:	December 18, 2025
Department:	Water Utilities
Issue Under Consideration:	Motion to Approve second 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.
Amount Requested:	
In Current Budget?:	
If not, please explain:	
Financial Impact:	
Points to Consider:	
Options:	
Staff Recommendation:	

Reviews:

Stephanie Buccione	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

Council Meeting Date:	December 18, 2025
Department:	Administration
Issue Under Consideration:	Motion to approve second reading of an ordinance amending Chapter 2, Article III, Division 3, Section 2-85 of the Code of Ordinances for the City of Georgetown.
Amount Requested:	N/A
In Current Budget?:	N/A
If not, please explain:	N/A
Financial Impact:	N/A
Points to Consider:	The Attorney General drafted an opinion which concluded section 2-85 of the City of Georgetown's Code of Ordinances is inconsistent with state law to the extent it restricts mayoral authority to appoint or dismiss municipal employees under the Mayor-Council form of government. The revision of the ordinance is to align the city code with state law.
Options:	Approve or Not Approve
Staff Recommendation:	Approve

Reviews:

Stephanie Buccione

Created/Initiated

Approver

Attachments:

1. Amending Section 85 of Chapter 2- Article III General Duties
2. AG op Strong Mayor 9013 3-30-10 Georgetown mayor-council form of government

**AN ORDINANCE AMENDING SECTION 85 OF CHAPTER 2, ARTICLE III OF THE
CODE OF ORDINANCES FOR THE CITY OF GEORGETOWN AMENDING SECTION
2-85 “GENERAL DUTIES”**

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, By ordinance of Council June 10, 1976, the City Council of the City of Georgetown adopted the Mayor-Council form of government, as authorized by South Carolina law. SC Code Ann. §5-5-10; and

WHEREAS, By March 30, 2010 Opinion of the South Carolina Attorney General to the City of Georgetown, the Attorney General concluded Section 2-85 of the City of Georgetown Code of Ordinances is inconsistent with state law to the extent it restricts mayoral authority to appoint or dismiss municipal employees under the Mayor-Council form of government as authorized by state law, and that “a court would likely conclude such approval authority is invalid”; and

WHEREAS, The City Council of the City of Georgetown recognizes the importance of the efficient conduct of the city’s business and compliance with state law;

NOW, THEREFORE BE IT ORDAINED by the Mayor and City Council of the City of Georgetown, South Carolina, that Sections 2-85(2) and (4) of the City of Georgetown Code of Ordinances be amended to read as follows, with changes depicted in redline, below, to be codified with the two redlines stricken in sections 2-85 (2) and (5) and with the addition of the state law reference:

Sec. 2-85. General duties.

The city administrator shall be responsible to the mayor for the proper administration of the policies and affairs of the city, and to that end shall have the power and authority and be required to:

- (1) Direct, supervise and coordinate administrative activities and operations.
- (2) Appoint department heads with approval of the mayor ~~and council.~~
- (3) Appoint other city employees with approval of mayor.
- (4) Suspend or dismiss department heads with approval of mayor ~~and council.~~
- (5) Suspend or dismiss other city employees with approval of mayor.
- (6) Prepare and submit an annual operating budget and capital program to the mayor and council for their consideration and approval.
- (7) Have responsibility for administration of annual operating budget after adoption.
- (8) Prepare and annually update a five-year capital improvements program and budget.
- (9) Recommend and administer personnel policies, classification, compensation and evaluation for all city employees.
- (10) Monitor the financial condition of the city, estimate present and future financial needs.
- (11) Prepare a quarterly analysis on the financial position of the city.
- (12) Prepare a quarterly analysis on personnel and administrative activities.
- (13) Combine or consolidate job positions within departments as necessary or prudent to maximize manpower utilization and efficiency.
- (14) Recommend and administer policies governing purchasing procedures and inventory control.
- (15) Authorize the purchase of services, materials, supplies and equipment which do not require the taking of bids, provided such items are appropriated in the city's various fund accounts.
- (16) Authorize shifts in departmental budget line items, provided overall departmental budget appropriations do not change.

- (17) Authorize shifts in departmental budgets, provided overall budget appropriations do not change but with approval of the mayor and council.
- (18) Investigate complaints concerning administrative matters and personnel performance with the heads of departments.
- (19) Prepare and submit to the mayor and city council at the end of each fiscal year a complete annual report on the finances and administrative activities of the city.
- (20) May, with approval of the mayor, delegate to other administrative officers subject to his direction and supervision the authority to exercise specified duties and responsibilities as may be considered appropriate.
- (21) Provide the mayor and city council with information, guidance and leadership in matters of policy determination.
- (22) Actively investigate the opportunities and position of the city in relation to federal grants, state- and county-shared services and money, and prepare the necessary papers, etc., upon approval of the city council.

Code 1964, § 2-78; Ord. No. 1977-6, § 4, 11-17-77; **State law reference(s)—§ 5-9-30 S.C. Code, 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



HENRY McMASTER
ATTORNEY GENERAL

March 30, 2009

Elise F. Crosby, Esquire
City Attorney, City of Georgetown
P.O. Box 939
Georgetown, South Carolina 29442

Dear Ms. Crosby:

We received your letter and amended email requesting an opinion of this Office concerning the City of Georgetown's Mayor-Council form of government. You asked whether the "city ordinance giving power to the council to approve appointment or dismissal of department heads [is] consistent with state law regarding the mayor-council form of government." You also asked whether the council alone may reinstate an "employee or department head" who resigned (hereinafter "municipal employee"). Several prior opinions of this Office have addressed questions of what authority is given to the mayor and the council under a mayor-council form of government. This opinion will address those prior opinions, relevant statutes and caselaw.

Law/Analysis

S.C. Code Ann. § 5-5-10 lists the various forms of municipal government in this State. The City of Georgetown has complied with S.C. Code Ann. § 5-5-10 and adopted the mayor-council form of municipal government.

Under the mayor-council form of government, it is clear that the "mayor shall be the chief administrative officer of the municipality" and that the mayor has the power and duty to "appoint, and when he deems it necessary for the good of the municipality, suspend or remove all municipal employees . . . except as otherwise provided by law."¹ S.C. Code Ann. § 5-9-30.

¹ The council in a mayor-council form of government has more powers when appointing and approving the city administrator than it has for other municipal employees. S.C. Code § 5-9-40 "authorizes a city council to appoint, and thus remove, a city administrator. Additionally, we conclude it does not grant a mayor separate authority to approve or disapprove the appointment or removal of a city administrator." Op. S.C. Atty. Gen., April 27, 2006. This opinion will not address the council's power regarding the city administrator because the question posed regards other municipal employees.

In an opinion of this Office dated March 3, 2008, we concluded that “a municipal ordinance may not vary state law,”² but we recognized that an “ordinance is entitled to a presumption of validity. Thus, only a court may set an ordinance aside.” We analyzed that position as follows:

[A]n ordinance requiring the mayor – who is given exclusive authority to suspend or remove municipal employees under the mayor-council form of government – to “consult” with council before taking such removal or suspension action pursuant to § 5-9-30(1), is invalid. . . . the requirement to “consult” . . . unnecessarily “chills” the discretion given the mayor pursuant to state law.

In the March 3, 2008 opinion, two Supreme Court decisions - State v. Pechilis, 273 S.C. 628, 258 S.E.2d 433 (1979) and State v. Green, 220 S.C. 315, 67 S.E.2d 509 (1951) - were referenced to explain the chilling effect that could take place:

In Pechilis[,] the Court concluded that the procedure whereby nominations for the office of magistrate through advisory elections impermissibly chilled the appointment power of the Governor and Senate. . . .

In Green, the trial court, after a guilty verdict was rendered, requested the jury to . . . make a recommendation as to the sentence to be imposed on the defendant. [The Court concluded that] while we have no doubt that the course pursued by the trial judge was prompted by the best motives . . . we feel bound to regard it as highly irregular if not a dangerous innovation upon well settled principles. . . .

“An ordinance establishing such a requirement would, in our opinion, impose conditions upon the mayor’s discretion which state law does not authorize.” Op. S.C. Atty. Gen., March 3, 2008.

Georgetown’s City Ordinance § 2-85 explains that the mayor and council shall approve appointments or dismissals of department heads. However, in the South Carolina Code of Laws 1976, authority to approve appointments and dismissals is not given to the council under the mayor-council form of government. On numerous occasions, we have opined that the mayor has the authority to hire and fire all municipal employees. See e.g., Ops. S.C. Atty. Gen., May 3, 1977; March 27, 1981; March 3, 2008.

The South Carolina Administrative Law Court explained that the mayor has the “sole authority to

² Op. S.C. Atty. Gen., March 3, 2008 (citing City of North Chas. V. Harper, 306 S.C. 153, 410 S.E.2d 569 (1991)).

terminate employment of an individual employee.” SC Dep’t of Labor, Licensing, & Regulation v. Town of Hollywood, 2005 WL 643877.⁴ See also § 5-9-30.

In SC Dep’t of Labor, Licensing, & Regulation v. Town of Hollywood, the Administrative Law Court held that “the statutes do not extend to council the executive authority of dismissing individual employees.” The court cites Miller v Town of Batesburg, 273 S.C. 434, 257 S.E.2d 159 (1979), where the South Carolina Supreme Court held “that the mayor is ‘vested’ under § 5-9-30 with the power to remove municipal employees.” Town of Hollywood, 2005 WL 643877.

Conclusion

A court would likely conclude that Georgetown’s City Ordinance § 2-85 is inconsistent with state law and “unnecessarily chills” the mayor’s discretion. S.C. Code § 5-9-30 establishes that the “mayor shall be the chief administrative officer of the municipality,” and shall have the power to “appoint . . . suspend or remove all municipal employees.” Georgetown’s City Ordinance authorizing the council to approve appointments gives the council authority that it does not have under the mayor-council form of government. While the council has authority under S.C. Code § 5-9-40 to establish municipal departments, offices, and agencies, the council does not have authority to approve the mayor’s decisions regarding municipal employee appointments or dismissals. The mayor has sole authority to appoint or dismiss all municipal employees, except for the city administrator; therefore, the council’s approval authority is unnecessary and a court would likely conclude that such approval authority as provided in the ordinance is invalid.

Under title 5, chapter 9 of the South Carolina Code of Laws 1976, there is no indication that council

³ S.C. Code § 5-9-30 goes on to explain that the mayor “shall be responsible to the council for the administration of all city affairs.” Councils may have incorrectly interpreted this clause as giving the council approval power. However, it is the opinion of this Office that the clause is instructing the mayor that he shall operate within the processes determined by the council.

⁴ In SC Dep’t of Labor, Licensing, & Regulation v. Town of Hollywood, the mayor appointed and the council approved an individual for the position of Town Planning and Zoning Administrator. The Town of Hollywood is organized under the mayor-council form of government. Even though the council does not have authority to approve, no issue was raised regarding the council’s ability to approve the appointment. The issue arose when the council attempted to terminate the individual’s employment. After speaking with the Municipal Association of South Carolina, this Office is aware that many councils exercise some sort of approval power; in other words, many councils operate under municipal ordinances that are in conflict with state law.

⁵ Op. S.C. Atty. Gen., March 3, 2008 (discussion of State v. Pechilis, 273 S.C. 628, 258 S.E.2d 433 (1979) and State v. Green, 220 S.C. 315, 67 S.E.2d 509 (1951)).

Ms. Crosby
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March 30, 2010

alone may reinstate or hire an employee. Black's Law Dictionary defines "reinstate" as "to reinstall; to reestablish; to place again in a former state, condition, or office; to restore to a state or position from which the object or person has been removed." Black's Law Dictionary. As mentioned above, in the March 3, 2008 opinion, this Office found that there was no need for the mayor to consult the council for removal or suspension of an employee. Inherently within the power to remove or suspend is the power to reinstate. Since the mayor has exclusive authority to suspend – and therefore authority to reinstate – without consulting the council, then the council alone could not logically have the authority to reinstate an employee.

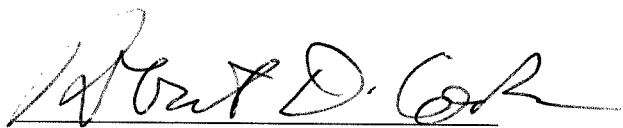
Sincerely,

Henry McMaster
Attorney General



By: Leigha Blackwell
Assistant Attorney General

REVIEWED AND APPROVED BY:



Robert D. Cook
Deputy Attorney General



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

ACTION ITEM

Council Meeting Date:	December 18, 2025
Department:	Administration
Issue Under Consideration:	Motion to approve second reading of an ordinance authorizing a lease between the City of Georgetown and Winyah Hospitality, LLC for a portion of Queen Street and to authorize the City Administrator to execute the lease.
Amount Requested:	N/A
In Current Budget?:	N/A
If not, please explain:	N/A
Financial Impact:	N/A
Points to Consider:	Winyah Hospitality LLC has successfully completed the George Hotel and determined a need to utilize a portion of Queen Street from the intersection of Front Street for parking and property access. By providing this area designated for the hotel, it will support vehicle access to the hotel while leaving public parking space available on Front Street for residents and visitors.
Options:	Approve or Not Approve
Staff Recommendation:	

Reviews:

Stephanie Buccione

Created/Initiated

Approver

Attachments:

1. 12-02-25 QUEEN STREET enabling ordinance for lease
2. 12-02-25 Queen St lease

**AN ORDINANCE AUTHORIZING A LEASE BETWEEN THE CITY OF GEORGETOWN
AND WINYAH HOSPITALITY, LLC FOR A PORTION OF QUEEN STREET**

WHEREAS, the City of Georgetown owns real property known as Queen Street; and

WHEREAS, Since 2018, the City Council of the City of Georgetown, has incentivized the development of what has become The George Hotel on Front Street; and

WHEREAS, Winyah Hospitality, LLC has successfully developed The George and determined it needs to utilize a portion of Queen Street from the intersection of Front Street to its terminus at the Sampit River ("portion of Queen Street") and requests the City convey necessary access rights to this portion for parking and property access; and

WHEREAS, the City Council recognizes the need for parking in the Core Commercial District and supports vehicular access to the hotel property, while leaving public parking spaces available on Front Street for residents and visitors to access other businesses; and

WHEREAS, the City Council desires to enter into a lease agreement for The George's use of that portion of Queen Street and the parties have agreed upon satisfactory terms for same; and,

WHEREAS, the City Council is authorized to lease and grant rights in public property in the city by ordinance of Council, §2-41(4)(8), City of Georgetown Code of Ordinances; and

WHEREAS, the Mayor and Council of the City of Georgetown find it is in the public interest to support access to the waterfront hotel and restaurant located at southeast end of Front Street in the city's Core Commercial and Tax Increment Financing Districts, for economic development and to serve the needs of the city's residents and visitors; and

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Georgetown, in Council duly assembled, as follows:

The City Council of the City of Georgetown authorizes the City Administrator to execute a Lease Agreement (Ex. A) for Queen Street from the intersection of Front Street southwest to its terminus at the Sampit River for one fifty (50) year term, commencing December 31, 2025, and expiring December 31, 2075.

Furthermore, that a copy of this Ordinance be attached to and maintained with Ex. A, attached and incorporated.

PASSED at City Council duly assembled this ____ day of December, 2025.

ATTEST:

Stephanie Buccione
City Clerk

Carol Jayroe
Mayor

First reading:

APPROVED AS TO FORM

Second reading:

Elise F. Crosby
City Attorney

STATE OF SOUTH CAROLINA)
) LEASE AGREEMENT
COUNTY OF GEORGETOWN)

**LEASE AGREEMENT
PORTION OF QUEEN STREET**

This Lease Agreement is made effective as of December 31, 2025, between the City of Georgetown, a municipal corporation ("City" or "Lessor") and Winyah Hospitality, LLC ("Lessee.")

This Lease is entered into between the parties to facilitate parking for and access to The George Hotel on Front Street in the City of Georgetown, in keeping with the City Council's support for economic development and maintenance of the adjacent property as a first class hotel and restaurant in the Core Commercial District.

SECTION ONE. LEASED PREMISES

Lessor, for the consideration provided in this Lease, leases to Lessee, and Lessee leases from Lessor, that portion of Queen Street in the City of Georgetown extending from its intersection with Front Street to its terminus at the Sampit River.

SECTION TWO. TERM AND TERMINATION

The lease term will begin on December 31, 2025 ("Commencement Date"), and will terminate on December 31, 2075. Either party may terminate this lease with 90 days' notice in writing, delivered by certified mail, to the other party.

SECTION THREE. CONSIDERATION / RENT

Lessee agrees to pay \$1 per annum in rent.

SECTION FOUR. INSURANCE

Lessee agrees to maintain general liability coverage for the premises in an amount not less than \$1,000,000.00 in the aggregate, for the duration of the Lease, naming the City as an additional insured. Lessee shall be responsible for maintaining appropriate coverage as desired to insure its property located on the premises.

SECTION FIVE. INDEMNITY

Lessee agrees to indemnify, hold harmless, and defend Lessor from and against any and all losses, claims, liabilities, and expenses incurred in connection with the use or misuse of the Premises

SECTION SIX. MAINTENANCE

Lessee shall maintain the Premises in good repair during the term of this Lease, leaving it free of any permanent structure above or under the ground or roadway, and upon expiration of the Lease, to return it to its condition as a paved public street.

SECTION SEVEN. GOVERNING LAW

This Lease shall be construed in accordance with the laws of the state of South Carolina.

SECTION EIGHT. AMENDMENT

This Lease may be modified or amended in writing, if approved by Ordinance of City Council and signed by the parties obligated hereunder.

SECTION NINE. SEVERABILITY

If any portion of this Lease shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Lease is invalid or unenforceable, but that by limiting such provision, it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

WINYAH HOSPITALITY, LLC

By:

(print)

December __, 2025

Address:

CITY OF GEORGETOWN

By:

Scott Whittier, City Administrator
P.O. Box 939
Georgetown, S.C. 29442

December __, 2025



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

ACTION ITEM

Council Meeting Date:	December 18, 2025
Department:	Administration
Issue Under Consideration:	Motion to approve second reading of an ordinance authorizing ratifying and amending the city's memorandum of understanding with regarding potential future public access to the Cannon Street Waterfront.
Amount Requested:	N/A
In Current Budget?:	N/A
If not, please explain:	N/A
Financial Impact:	N/A
Points to Consider:	On October 17, 2024, Mayor and Council authorized the City Administrator to move forward with a Memorandum of Understanding ("MOU") with Tarbox Court 1, LLC, Tarbox Court 2, LLC, and Tarbox Court 3, LLC (collectively "Tarbox") regarding a potential bulkhead and to secure future public access to any speculative future otherwise-private docks for public access to the Sampit River at the end of Cannon Street. Tarbox has proposed terms for fill necessary for any future bulkhead for which limited public property rights will most likely require a construction easement. This ordinance it to amend the MOU to ratify the parties' understanding should a future easement be proposed.
Options:	Approve or Not Approve
Staff Recommendation:	

Reviews:

Stephanie Buccione

Created/Initiated

Approver

Attachments:

1. 12-03-25 ordinance for amended MOU
2. MOU Torbox Court MOU fully executed November 2024
3. MOU.Tarbox Court.City of Georgetown.Redlined
4. MOU.Tarbox Court.City of Georgetown.CLEAN

**AN ORDINANCE AUTHORIZING RATIFYING AND AMENDING THE CITY’S
MEMORANDUM OF UNDERSTANDING WITH REGARDING POTENTIAL FUTURE
PUBLIC ACCESS TO THE CANNON STREET WATERFRONT**

WHEREAS, the City of Georgetown owns real property known as Cannon Street and riparian rights to the Sampit River adjacent thereto; and

WHEREAS, On October 17, 2024, Mayor and Council authorized the City Administrator to move forward with a Memorandum of Understanding (“MOU”) with Tarbox Court 1, LLC, Tarbox Court 2, LLC, and Tarbox Court 3, LLC (collectively “Tarbox”) regarding a potential bulkhead and to secure future public access to any speculative future otherwise-private docks for public access to the Sampit River at the terminus of Cannon Street at the river (“the property”); and

WHEREAS, The MOU contemplated future action by Tarbox, with all parties explicitly acknowledging no future legal rights in public property could be conveyed without ordinance of Council §2-41(4)(8), City of Georgetown Code of Ordinances; and

WHEREAS, Tarbox has applied for a state permit for a bulkhead at the property and it has come to the parties’ attention that bulkhead work may necessitate fill and terms related thereto; and

WHEREAS, Neither party has prepared an easement with related terms, as contemplated by the MOU and requiring Council approval by ordinance, required to grant legal rights; however, Tarbox has proposed terms for fill necessary for any future bulkhead, for which limited public property rights will most likely require a construction easement; and

WHEREAS, the parties desire to amend the MOU by ordinance to ratify the parties’ understanding of this updated requirement and certain terms to be included, should a future easement be proposed, in the public interest;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Georgetown, in Council duly assembled, as follows:

The City Council of the City of Georgetown ratifies the MOU executed November 6, 2024 (Ex. A) and authorizes the City Administrator to execute an Amendment to same with amended terms as shown in Ex. B, redline and clean.

Furthermore, that a copy of this Ordinance be attached to and maintained with Ex. A and Ex. B, attached and incorporated.

PASSED at City Council duly assembled this ____ day of December, 2025.

ATTEST:

Stephanie Buccione
City Clerk

Carol Jayroe
Mayor

First reading:

APPROVED AS TO FORM

Second reading:

Elise F. Crosby
City Attorney

MEMORANDUM OF UNDERSTANDING

Regarding Certain Anticipated Private Improvements along the Public Waterfront at Cannon Street, specifically the Installation of a Seawall and Dock

THIS MEMORANDUM OF UNDERSTANDING ("**MOU**") is made and entered into by and between the City of Georgetown, South Carolina (the "**City**") and Tarbox Court 1, LLC, Tarbox Court 2, LLC, and Tarbox Court 3, LLC (collectively "**Tarbox**") (together with the City, the "**Parties**") and setting forth certain understandings between these Parties regarding a bulkhead/seawall structure and potential future docking/marina facilities.

RECITALS

A. The City is a municipal corporation located in Georgetown County, South Carolina and as such possesses all general powers granted by the Constitution and laws of the State of South Carolina to such public entities, and having ownership and/or control over real property in the city adjacent to property of Tarbox. The purpose of this MOU is to facilitate the City's public purpose goal of increasing public access to the Sampit River and while outlining parameters for Tarbox to improve and utilize this area.

B. Tarbox owns four (4) parcels along the waterfront on Front Street in the City.

C. Tarbox desires to install a bulkhead/seawall structure at Tarbox expense, along the Sampit River frontage at the end of Cannon Street, shown on Exhibit A, and to bring fill into same, to bring the base elevation to eight (8') feet, which would cross an area of Cannon Street. Furthermore, Tarbox desires to install a wood or composite dock including day dock, overnight dockage, finger pier(s), and walkways extending into the Sampit River, still in the conceptual planning stage, utilizing portions of Cannon Street in said plans. The parties acknowledge such plans may be subject to future zoning and design review and/or City Council approval.

D. The Parties freely and voluntarily desire to enter into this MOU to memorialize the parties' mutual understanding of terms acceptable to both, acknowledging no such agreement made on behalf of the City is valid and enforceable without approval of the City Council of the City of Georgetown.

NOW, THEREFORE, for good and valuable consideration and subject to the contingencies hereinbelow, the parties covenant and agree as follows:

SUMMARY OF TERMS

I. Bulkhead

The City will not object to the construction of the bulkhead utilizing Fill, as described on Exhibit A and as approved by OCRM Critical Area Permit. Construction, maintenance, repairs, and collateral impacts including but not limited to stormwater/ water quality are the sole responsibility of Tarbox. Tarbox agrees to obtain and maintain liability insurance name the City as an additional insured and indemnity and hold harmless the City for all liability for damages

related to construction, maintenance, or use of the bulkhead, to include the addition of Fill as described hereinbelow.

II. Fill

The City will not object to the delivery of fill to the site to bring the base elevation to eight (8') feet.

III. Dock

As of the Effective Date of this MOU, Tarbox has not completed plans for a dock, as described above. It is the parties' express intent that any dock proposed to extend from the end of Cannon Street or be sited in any part within the waterways, lands, or riparian rights of the City be constructed subject to a Lease Agreement, subject to the approval of the Mayor and City Council of the City of Georgetown. The parties acknowledge and agree any such Lease will include a term for Tarbox's provision for public access and public day dock space, and plans for any dock shall be shared with the City. If any such Lease is granted, the City agrees to cooperate to facilitate Tarbox's permit application processes, with Tarbox acknowledging its obtaining all required local, state, and federal permits shall be Tarbox's sole responsibility. It is anticipated the marina structure be located in the Sampit River and Sampit riverbank within the vicinity of TMS Number _____ and in the river adjacent to Cannon Street, with connectivity to Cannon Street for pedestrian access, but Tarbox may elect to shift same based on permitting and other matters.

IV. Access Easement

The City agrees to seek City Council approval to grant, execute, and record a thirty (30) year non-exclusive Easement for the benefit of Tarbox, such that Tarbox shall have access over the area shown on Exhibit A to maintain and repair said bulkhead.

V. Corporate Action and Contingencies

Each Party has authority to execute this MOU individually or by necessary corporate municipal action.

Acknowledging the City is a public municipal corporation subject to laws of the State of South Carolina and the City of Georgetown Code of Ordinances, no grant of rights in public property can occur except by ordinance of the City Council. The City agrees to use best efforts to seek such approval, for the mutual benefit of the Parties.

VI. Term and Termination

This MOU shall continue in effect until the earlier of: (1) the termination of this MOU by providing thirty (30) days written notice to the other party; or (2) the recording of the Easements and/or executing of Lease Agreements as described hereinabove.

VII. Notice

Any and all notices required under the terms of this MOU shall be in writing and shall be delivered in person or by U.S. Mail, postage prepaid to the Parties as follows:

City of Georgetown
Attn: City Administrator
P.O. Box 939
Georgetown, SC 29442

With email copies to:
Scott Whittier swhittier@georgetownsc.gov
Elise F. Crosby, Esq. ecrosby@crosbyfirm.com

Tarbox Court 1, LLC
3320 U.S. Highway 17 Business South
Murrells Inlet, SC 29576

VIII. Amendment

This MOU may be amended only by a written agreement executed by the Parties.

IX. Execution of MOU

This MOU may be signed by the Parties in one or more counterparts, which taken together shall constitute one and the same instrument. Signature pages may be exchanged electronically in PDF form, and any such signatures reflected therein shall have the same force and effect as original signatures.

I, the undersigned representative of the City, DO HEREBY AGREE to the provisions of the foregoing MOU and shall adhere to its provisions to the extent practicable.

CITY OF GEORGETOWN, SOUTH CAROLINA

BY: Scott J. White

TITLE: City Administrator

DATE: 10-24-2024

Attest

Stephanie Buccione
City Clerk

I, the undersigned, DO HEREBY AGREE to the provisions of the foregoing MOU and shall adhere to its provisions to the extent practicable.

TARBOX COURT 1, LLC

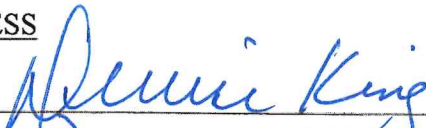
BY: 

Edward F. Hucks

TITLE: member

DATE: 11/6/24

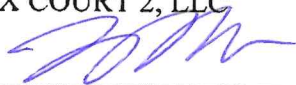
WITNESS

BY: 

NAME Denise King

DATE: 11/6/24

TARBOX COURT 2, LLC

BY: 

Edward F. Hucks

TITLE: member

DATE: 11/6/24

WITNESS

BY: 

NAME Denise King

DATE: 11/6/24

TARBOX COURT 3, LLC

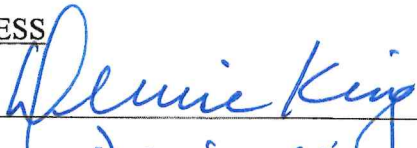
BY: 

Edward F. Hucks

TITLE: member

DATE: 11/6/24

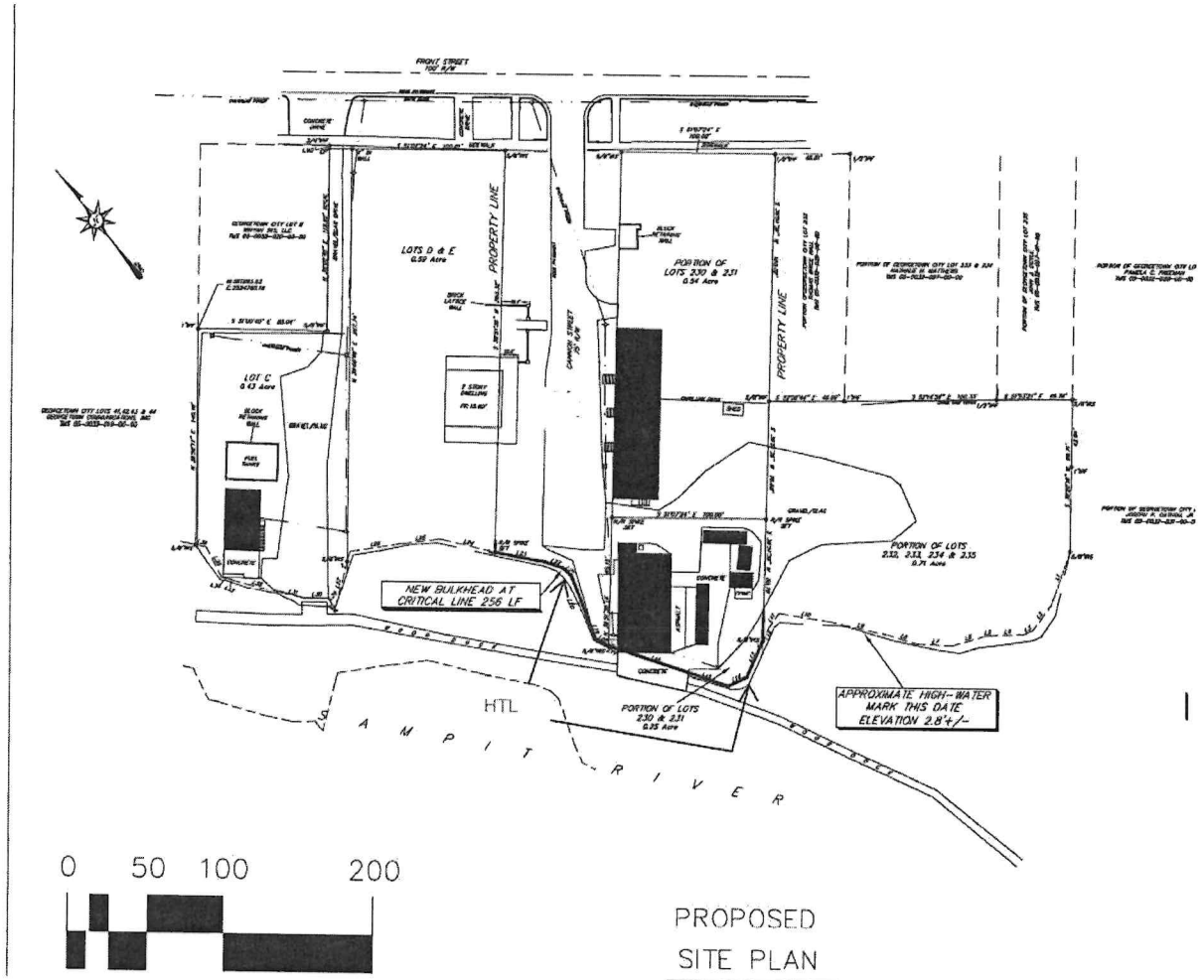
WITNESS

BY: 

NAME Denise King

DATE: 11/6/24

Exhibit A



TMS# 05-0032-021-00-00

Ex. B

MEMORANDUM OF UNDERSTANDING

Regarding Certain Anticipated Private Improvements along the Public Waterfront at Cannon Street, specifically the Installation of a Seawall and Dock

THIS MEMORANDUM OF UNDERSTANDING (“**MOU**”) is made and entered into by and between the City of Georgetown, South Carolina (the “**City**”) and Tarbox Court 1, LLC, Tarbox Court 2, LLC, and Tarbox Court 3, LLC (collectively “**Tarbox**”) (together with the City, the “**Parties**”) and setting forth certain understandings between these Parties regarding a bulkhead/seawall structure and potential future docking/marina facilities.

RECITALS

A. The City is a municipal corporation located in Georgetown County, South Carolina and as such possesses all general powers granted by the Constitution and laws of the State of South Carolina to such public entities, and having ownership and/or control over -real property in the city adjacent to property of Tarbox, specifically the river end of Cannon Street. The purpose of this MOU is to facilitate the City’s public purpose goal of increasing public access to the Sampit River and while outlining parameters for - Tarbox to improve and utilize this area.

B. Tarbox owns four (4) parcels along the waterfront on Front Street in the City.

C. Tarbox desires to install a bulkhead/seawall structure at Tarbox expense, along the Sampit River frontage at the end of Cannon Street, shown on Exhibit A, and to bring fill into same, to bring the base elevation to eight (8’) feet, which would cross an area of Cannon Street. Furthermore, Tarbox desires to install a wood or composite dock including day dock, overnight dockage, finger pier(s), and walkways extending into the Sampit River, still in the conceptual planning stage, utilizing portions of -Cannon Street in said plans. The parties acknowledge such plans may be subject to future zoning and design review and/or City Council approval.

D. The Parties freely and voluntarily desire to enter into this MOU to memorialize the parties’ mutual understanding of terms acceptable to both, acknowledging no such agreement made on behalf of the City is valid and enforceable without approval of the City Council of the City of Georgetown.

NOW, THEREFORE, for good and valuable consideration and subject to the contingencies hereinbelow, the parties covenant and agree as follows:

SUMMARY OF TERMS

I. Bulkhead

The City will not object to the construction of the bulkhead utilizing Fill, as described on Exhibit A and as approved by OCRM Critical Area Permit. Construction, maintenance, repairs, and collateral impacts including but not limited to stormwater/ water quality are the sole responsibility of Tarbox. Tarbox agrees to obtain and maintain liability insurance name the City as an additional insured and indemnity and hold harmless the City for all liability for damages

related to construction, maintenance, or use of the bulkhead, to include the addition of Fill as described hereinbelow.

II. Fill

The City will not object to the delivery of fill to the site to bring the base elevation to eight (8') feet.

III. Dock

As of the Effective Date of this MOU, Tarbox has not completed plans for a dock, as described above. It is the parties' express intent that any dock proposed to extend from the end of Cannon Street or be sited in any part within the waterways, lands, or riparian rights of the City be constructed subject to a Lease Agreement, subject to the approval of the Mayor and City Council of the City of Georgetown. The parties acknowledge and agree any such Lease will include a term for Tarbox's provision for public access and public day dock space, and plans for any dock shall be shared with the City. If any such Lease is granted, the City agrees to cooperate to facilitate Tarbox's permit application processes, with Tarbox acknowledging its obtaining all required local, state, and federal permits shall be Tarbox's sole responsibility. It is anticipated the marina structure be located in the Sampit River and Sampit riverbank within the vicinity of TMS Number _____ and in the river adjacent to Cannon Street, with connectivity to Cannon Street for pedestrian access, but Tarbox may elect to shift same based on permitting and other matters.

IV. Access Easement

The City agrees to seek City Council approval to grant, execute, and record a thirty (30) year non-exclusive Easement for the benefit of Tarbox, such that Tarbox shall have access over the area shown on Exhibit A to maintain and repair said bulkhead **on public property. Such an easement, if approved, would not impede public works projects to include but not be limited to stormwater improvement projects in the Historic District Stormwater Management Plan, and bulkhead penetration or alteration as necessary for drainage or other improvements.**

V. Corporate Action and Contingencies

Each Party has authority to execute this MOU individually or by necessary corporate municipal action.

Acknowledging the City is a public municipal corporation subject to laws of the State of South Carolina and the City of Georgetown Code of Ordinances, no grant of rights in public property can occur except by ordinance of the City Council. The City agrees to use best efforts to seek such approval, for the mutual benefit of the Parties. **The parties acknowledge nothing in the MOU can or does bind City Council to any future action by vote.**

VI. Term and Termination

This MOU shall continue in effect until ~~the earlier of: (1) the termination of this MOU by providing thirty (30) days written notice to the other party; or (2)~~ the recording of the Easements and/or executing of Lease Agreements as described hereinabove.

VII. Notice

Any and all notices required under the terms of this MOU shall be in writing and shall be delivered in person or by U.S. Mail, postage prepaid to the Parties as follows:

City of Georgetown
Attn: City Administrator
P.O. Box 939
Georgetown, SC 29442

With email copies to:
Scott Whittier swhittier@georgetownsc.gov
Elise F. Crosby, Esq. ecrosby@crosbyfirm.com

Tarbox Court 1, LLC
3320 U.S. Highway 17 Business South
Murrells Inlet, SC 29576

VIII. Amendment

This MOU may be amended only by a written agreement executed by the Parties.

IX. Execution of MOU

This MOU may be signed by the Parties in one or more counterparts, which taken together shall constitute one and the same instrument. Signature pages may be exchanged electronically in PDF form, and any such signatures reflected therein shall have the same force and effect as original signatures.

X. Cannon Street Public Access and Beautification Area

The Parties acknowledge that, upon completion of the new bulkhead, the area between the terminus of Cannon Street and the bulkhead may remain at a lower elevation than surrounding grades.

Tarbox Court, LLC proposes, at its sole cost and expense, and subject to all applicable permits and approval from the city, to place suitable fill within this area and achieve proper drainage and create an improved, elevated grade for beautification and resiliency purposes.

Tarbox further proposes to provide additional public benefit landscape and beautify the filled area with turf, brick pavers, native plantings, benches, a **public walkway** and possibly a small park, based on land constriction, that will provide **safe pedestrian access** from Cannon Street to **future docks agreed upon for public use** along the Sampit River in the ratio of the linear footage of the Tarbox docks to the City's linear footage of Cannon Street to the total water frontage, with approval from the city.

All design, permitting, and construction shall be completed at no cost to the City. The City shall retain the right to review and approve the final design to ensure consistency with the City's waterfront standards, architectural review guidelines, and public-access objectives.

The Parties agree to coordinate the timing of this work with the bulkhead construction to maintain public safety and minimize disruption.

XI. Maintenance

Tarbox agrees, for itself and its successors and assigns, to maintain, repair and replace all of the infrastructure contemplated hereby.

XI. Dispute Resolution

Any dispute hereunder shall be required to go before a mediation prior to any litigation regarding this Agreement, with exception of an action for emergency injunction.

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I, the undersigned representative of the City, DO HEREBY AGREE to the provisions of the foregoing MOU and shall adhere to its provisions to the extent practicable.

CITY OF GEORGETOWN, SOUTH CAROLINA

BY: _____

TITLE: _____

DATE: _____

Attest

City Clerk

I, the undersigned, DO HEREBY AGREE to the provisions of the foregoing MOU and shall adhere to its provisions to the extent practicable.

TARBOX COURT 1, LLC

BY: _____
Edward F. Hucks

TITLE: _____

DATE: _____

WITNESS

BY: _____

NAME _____

DATE: _____

TARBOX COURT 2, LLC

BY: _____
Edward F. Hucks

TITLE: _____

DATE: _____

WITNESS

BY: _____

NAME _____

DATE: _____

TARBOX COURT 3, LLC

BY: _____
Edward F. Hucks

TITLE: _____

DATE: _____

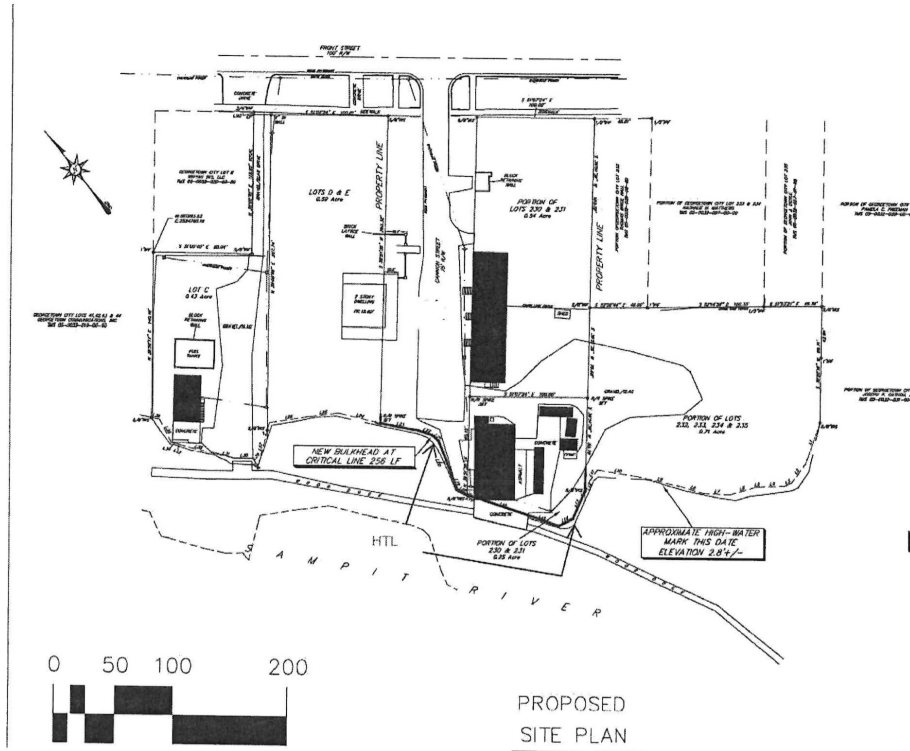
WITNESS

BY: _____

NAME _____

DATE: _____

Exhibit A



TMS# 05-0032-021-00-00

MEMORANDUM OF UNDERSTANDING

Regarding Certain Anticipated Private Improvements along the Public Waterfront at Cannon Street, specifically the Installation of a Seawall and Dock

THIS MEMORANDUM OF UNDERSTANDING (“**MOU**”) is made and entered into by and between the City of Georgetown, South Carolina (the “**City**”) and Tarbox Court 1, LLC, Tarbox Court 2, LLC, and Tarbox Court 3, LLC (collectively “**Tarbox**”) (together with the City, the “**Parties**”) and setting forth certain understandings between these Parties regarding a bulkhead/seawall structure and potential future docking/marina facilities.

RECITALS

A. The City is a municipal corporation located in Georgetown County, South Carolina and as such possesses all general powers granted by the Constitution and laws of the State of South Carolina to such public entities, and having ownership and/or control over real property in the city adjacent to property of Tarbox, specifically the river end of Cannon Street. The purpose of this MOU is to facilitate the City’s public purpose goal of increasing public access to the Sampit River and while outlining parameters for Tarbox to improve and utilize this area.

B. Tarbox owns four (4) parcels along the waterfront on Front Street in the City.

C. Tarbox desires to install a bulkhead/seawall structure at Tarbox expense, along the Sampit River frontage at the end of Cannon Street, shown on Exhibit A, and to bring fill into same, to bring the base elevation to eight (8’) feet, which would cross an area of Cannon Street. Furthermore, Tarbox desires to install a wood or composite dock including day dock, overnight dockage, finger pier(s), and walkways extending into the Sampit River, still in the conceptual planning stage, utilizing portions of Cannon Street in said plans. The parties acknowledge such plans may be subject to future zoning and design review and/or City Council approval.

D. The Parties freely and voluntarily desire to enter into this MOU to memorialize the parties’ mutual understanding of terms acceptable to both, acknowledging no such agreement made on behalf of the City is valid and enforceable without approval of the City Council of the City of Georgetown.

NOW, THEREFORE, for good and valuable consideration and subject to the contingencies hereinbelow, the parties covenant and agree as follows:

SUMMARY OF TERMS

I. Bulkhead

The City will not object to the construction of the bulkhead utilizing Fill, as described on Exhibit A and as approved by OCRM Critical Area Permit. Construction, maintenance, repairs, and collateral impacts including but not limited to stormwater/ water quality are the sole responsibility of Tarbox. Tarbox agrees to obtain and maintain liability insurance name the City as an additional insured and indemnify and hold harmless the City for all liability for damages

related to construction, maintenance, or use of the bulkhead, to include the addition of Fill as described hereinbelow.

II. Fill

The City will not object to the delivery of fill to the site to bring the base elevation to eight (8') feet.

III. Dock

As of the Effective Date of this MOU, Tarbox has not completed plans for a dock, as described above. It is the parties' express intent that any dock proposed to extend from the end of Cannon Street or be sited in any part within the waterways, lands, or riparian rights of the City be constructed subject to a Lease Agreement, subject to the approval of the Mayor and City Council of the City of Georgetown. The parties acknowledge and agree any such Lease will include a term for Tarbox's provision for public access and public day dock space, and plans for any dock shall be shared with the City. If any such Lease is granted, the City agrees to cooperate to facilitate Tarbox's permit application processes, with Tarbox acknowledging its obtaining all required local, state, and federal permits shall be Tarbox's sole responsibility. It is anticipated the marina structure be located in the Sampit River and Sampit riverbank within the vicinity of TMS Number _____ and in the river adjacent to Cannon Street, with connectivity to Cannon Street for pedestrian access, but Tarbox may elect to shift same based on permitting and other matters.

IV. Access Easement

The City agrees to seek City Council approval to grant, execute, and record a thirty (30) year non-exclusive Easement for the benefit of Tarbox, such that Tarbox shall have access over the area shown on Exhibit A to maintain and repair said bulkhead on public property. Such an easement, if approved, would not impede public works projects to include but not be limited to stormwater improvements projects in the Historic District SWMP, and bulkhead penetration or alteration as necessary for drainage or other improvements.

V. Corporate Action and Contingencies

Each Party has authority to execute this MOU individually or by necessary corporate municipal action.

Acknowledging the City is a public municipal corporation subject to laws of the State of South Carolina and the City of Georgetown Code of Ordinances, no grant of rights in public property can occur except by ordinance of the City Council. The City agrees to use best efforts to seek such approval, for the mutual benefit of the Parties. The parties acknowledge nothing in this MOU can or does bind City Council to any future action by vote.

VI. Term and Termination

This MOU shall continue in effect until the recording of the Easements and/or executing of Lease Agreements as described hereinabove.

VII. Notice

Any and all notices required under the terms of this MOU shall be in writing and shall be delivered in person or by U.S. Mail, postage prepaid to the Parties as follows:

City of Georgetown
Attn: City Administrator
P.O. Box 939
Georgetown, SC 29442

With email copies to:
Scott Whittier swhittier@georgetownsc.gov
Elise F. Crosby, Esq. ecrosby@crosbyfirm.com

Tarbox Court 1, LLC
3320 U.S. Highway 17 Business South
Murrells Inlet, SC 29576

VIII. Amendment

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IX. Execution of MOU

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I, the undersigned representative of the City, DO HEREBY AGREE to the provisions of the foregoing MOU and shall adhere to its provisions to the extent practicable.

CITY OF GEORGETOWN, SOUTH CAROLINA

BY: _____

TITLE: _____

DATE: _____

Attest

City Clerk

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TARBOX COURT 1, LLC

BY: _____

Edward F. Hucks

TITLE: _____

DATE: _____

WITNESS

BY: _____

NAME _____

DATE: _____

TARBOX COURT 2, LLC

BY: _____

Edward F. Hucks

TITLE: _____

DATE: _____

WITNESS

BY: _____

NAME _____

DATE: _____

TARBOX COURT 3, LLC

BY: _____

Edward F. Hucks

TITLE: _____

DATE: _____

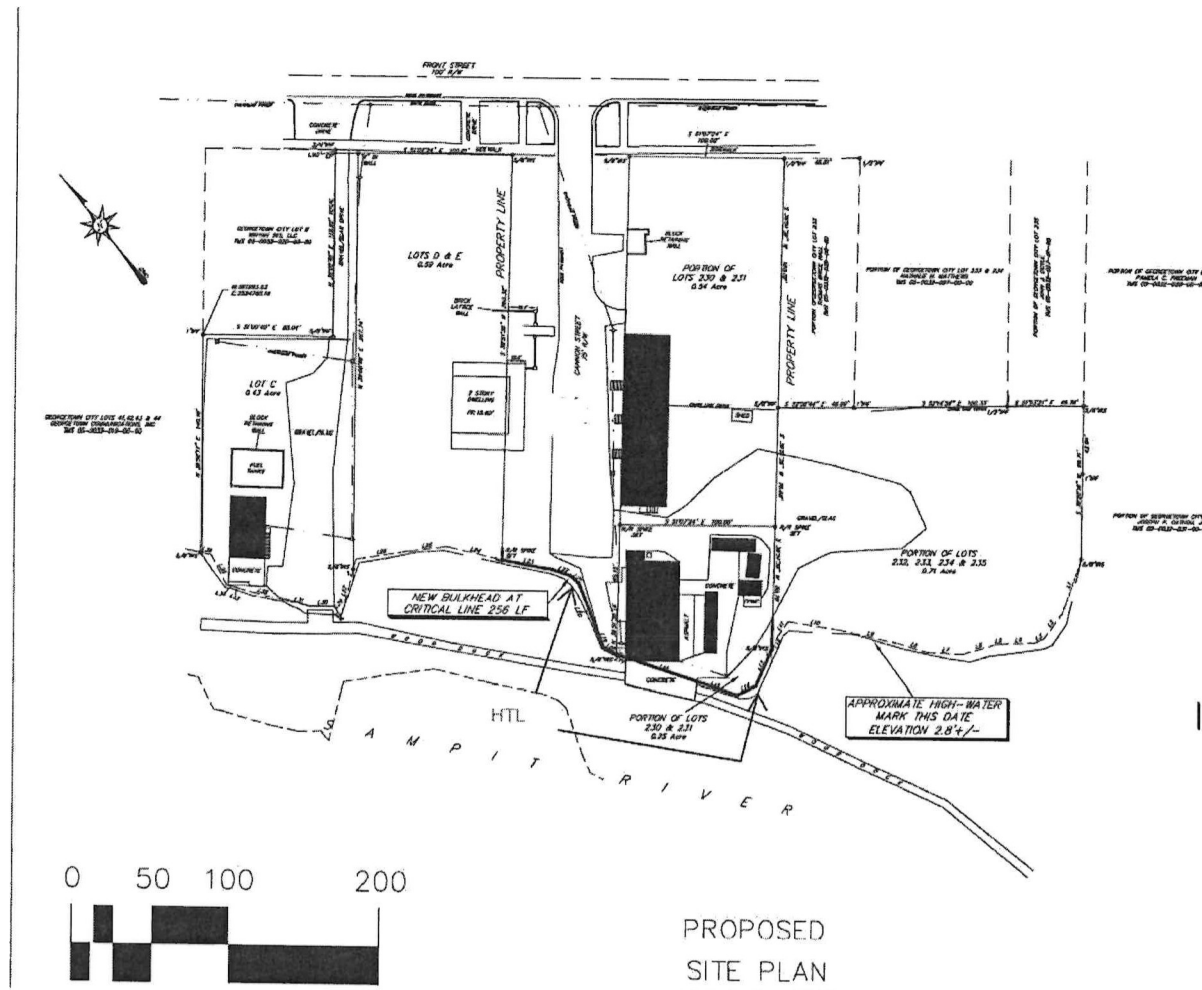
WITNESS

BY: _____

NAME _____

DATE: _____

Exhibit A



TMS# 05-0032-021-00-00



Keep Georgetown Beautiful Monthly Report for November 2025

Please note: There is no report to submit at this time, as the Keep Georgetown Beautiful position is currently vacant and we do not have personnel assigned to fulfill those duties.

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	3		23
Stop Work	5	3	4	2	2	4	4	1	4	3	3		35
Inspections	146	117	138	128	132	94	142	136	181	153	121		1488
Plan Review & Sign	0	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	3		41
Totals	156	125	149	140	139	105	152	140	189	162	130	0	1587

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		0
Technical Review Committee	0	0	0	0	0	0	0	0	0	0	0		0
Totals	0	0	0	0	0	0	0	0	0	0	0	0	0

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	6		95
Site Visits	25	26	48	51	55	190	75	41	70	65	40		686
Courtesy Notices sent or In person notice	10	20	18	17	19	22	16	22	15	18	9		186
Sign Violations	1	2	4	6	4	2	4	4	22	5	3		57
Contact with Business Owners Regarding Business Licenses	2	1	2	8	7	111	35	3	4	5	5		183
Other Issues Addressed and Meetings	0	0	0	2	1	4	0	2	0	2	0		11
Totals	44	56	81	89	95	337	139	86	123	105	63	0	1218

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

December 8th, 2025

The following is a summary of major activities in the Electric Utility Department for November 2025:

Peak shaving was successful for the month of November. 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 November 11th, 2025, at 8am. Generators ran a total of 3.1 hours for the month of November.

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 Electric Department is currently packing up the Municipal Complex ahead of renovations starting in January 2026. Operations will continue without interruption during the temporary move.

The Electric Department is nearing completion of the GIS project, which is digitally mapping our electric distribution system. We are currently working on our final electric circuit. Moving forward, this system will greatly assist us during emergencies by improving outage response, enhancing system visibility, and allowing crews to quickly locate and assess equipment in the field. In addition, the GIS platform will support long-term planning and help streamline future maintenance and infrastructure improvements.

The Electric Department continued installing Christmas decorations throughout the city, including both bridges and other areas across town. The Christmas tree was also set up and decorated in Francis Marion Park in preparation for the upcoming holiday season.

The Tree Department completed their annual ACRT recertification. This training includes proper techniques for trimming near energized power lines, tree-top rescue, chainsaw safety, and a foundational understanding of ANSI Z133 Safety Standards.

The November safety meeting was held on the 14th and focused on bloodborne pathogens, emphasizing proper procedures and employee safety awareness.

Other statistics of interest for November:

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	49								325
Cut-off – regular	49	126	190	154	121								640
Cut-off – non-pay	445	394	329	313	346								1,827
Non-pay restores	256	274	267	255	164								1,216
Re-read orders	920	979	840	686	614								4,039
Miscellaneous order	3	5	5	6	4								23
Void orders													-
Total orders worked	1,721	1,814	1,764	1,473	1,298	-	-	-	-	-	-	-	8,070
PUPS locates	181	264	363	364	304								1,476



**City of Georgetown
Engineering Department November 2025 Report**

Date: December 8, 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 was approved at the November Council meeting.
 6. Green Wave Contracting Inc. is the successful bidder.
 7. Work should start late January.

2. Willowbank Watermain Improvements Project (Project #1519)

- Engineer: Thomas & Hutton
- Fee: \$98,500
- Status:
 1. Design work is ongoing and about 90% complete.
 2. Plans are under review with City staff.
 3. The City has applied for an RIA grant on this project. The estimated construction cost is \$2.4 Million.
 4. RIA has approved the grant application filed on 9/5/25 and awarded a state grant in the amount of \$1,500,000.
 5. Bid requests should be released mid to late January.

6. Black River Rd Widening Project – Water & Sewer Line Relocations

- Engineer: Rowe Professional Services Company
- Fee: \$24,263 (Water) & \$24,263 (Sewer)
- Status:
 1. Design is about 90% complete
 2. Plans are under review.



**City of Georgetown
Engineering Department November 2025 Report**

3. Plans should be all completed by mid-February.
4. Work is being coordinated with SCDOT and the Willowbank project.

STORMWATER

1. Stormwater Pump Station Engineering (Project #4017)

Consultant: Ardurra (WK Dickson)

Fee: \$303,225

Status:

- Engineering work is ongoing.
- City met with RIA and consultant representatives to discuss funding opportunities.
- RIA recommends pursuing funding with following agencies: SCDOT, EDA, SCORE, and RIA for combined funding.
- New electric pumps estimate has now been revised to \$3.85M to \$4.25 M.
- The project qualifies for the RIA basic infrastructure grant but has a maximum amount of \$1.5M.

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. Plan review is complete.
 3. Plans are under SCDOT permitting review.



**City of Georgetown
Engineering Department November 2025 Report**

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 80% complete.
 2. SCADA work is pending.
 3. Electrical demo work is pending final transfer of power from the old to the new system.
 4. All work should be completed by end of December.

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
- Status Comments:
 1. Delivery of third generator is delayed. New delivery date is mid-to-late December.

2. Pump Station #11 and 20-in. Force Main Replacement (SCIIP Project #1820 and #1821)

- Engineer: Ardurra (WK Dickson)
Division I Pump Station #11 Contractor: Moorhead Construction
- Gravity sewer lines and manholes on Dozier Street are installed.
- PS #11 mechanical and electrical work is ongoing.
Division II Force Main Contractor: RH Moore Construction
- Jack and Bore completed both Dozier Street and Hazard Street under the RR tracks.



**City of Georgetown
Engineering Department November 2025 Report**

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.

STORMWATER

1. Historic District Stormwater System Improvements-EDA Grant (Project #4015)

- Engineer: Ardurra (WK. Dickson)
- Contractor: Green Wave Contracting, Inc.
- Status:

Division I- Front Street Status:

1. Boardwalk tie-in is completed.
2. All storm drainpipe and boxes are installed on Front Street.
3. Work on Orange Street is still pending.
4. Contractor opened Front Street for the City's Christmas parade.
5. New conflict with HTC fiber optics cable has been resolved and trenching work for new communications cables will start on 12-9-25.
6. Final asphalt paving is planned for late January 2026.

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 is ongoing.
 2. CDBG has approved time extension until January 30th, 2026.



**City of Georgetown
Engineering Department November 2025 Report**

2. Emanuel Street Sidewalk

Engineering work has been awarded to Cagle Engineering

Status:

- Kickoff meeting held on 11/12/25
- PO released this month
- Surveying work should start early January.

CITY HALL BLDG.

Project Management (PM) consultant: LCK

Design-Build Contractor: Coastal Structures Corp.

Architect: Graham Leigh Architecture

Status:

1. Submittal approvals are ongoing. All roofing, mechanical, plumbing, and electrical submittals are approved.
2. Work continues at a good pace with exterior and interior metal studs framing, electrical and plumbing rough-in work. HVAC ductwork is ongoing.
3. Masonry work is ongoing.
4. Demo of old roofing system is complete. New roofing system is being installed.
5. SCDOT approved driveway plans.

MUNICIPAL COMPLEX (ELECTRIC & PUBLIC WORKS) BLDG.

Architect: Tych & Walker

Contractor: Coastal Structures

Phase I -PEMB Status:

- Work is about 95% complete.
- All work should be completed before Christmas.

Phase II- Main Building Renovations Status:

- Contractor will mobilize in early January to start main building renovations.

OTHER ACTIVITIES:

1. Attended meeting with county, SCDoT, Water, and PWs department.
2. Assisted Water Utilities Dept. in tank maintenance contract review and approval.

Prepared by: Orlando Arteaga, P.E., City Engineer

CITY OF GEORGETOWN

Vehicle and Heavy Equipment Purchase Listing

November 30, 2025

Description	Department	Cost
2025 Ford Explorer	Police	73,827.50
2025 Ford Explorer	Police	73,827.50
2025 Ford Explorer	Police	73,827.50
2025 Ford Explorer	Police	73,827.50
2026 Chevrolet Equinox	Water Filtration	34,005.00
Bobcat Skid Steer Loader	Public Works	48,221.60
Bobcat Skid Steer Loader	Water Distribution	55,565.56
2025 F250 Super Duty Truck	Wastewater	57,449.00
2024 John Deere Loader (Tink Claw) FY25 Budget	Waste Management	127,680.01
2026 International : Scow body Dump Truck	Waste Management	196,149.75
2026 Ford Explorer	Electric	45,225.00
		859,605.92

Finance and IT Department November 2025 Report

Statistics:

New Business Licenses Issued:

JF KINGDOM CONSTRUCTION LLC
PLANET FITNESS
J&S Consultants llc
GILLAM ENTERPRISES LLC
TJV SERVICES
PALMETTO SNACK COMPANY
ALDEN WHEELER DETECTIVE AGENCY &GPS
CMK PROPERTIES LLC
ROYALTY CATERING SERVICES
EYEMART EXPRESS LLC
BIRDELL AND MARY DAISY LAMBERT
MOSELEY INC
JAMES B EDWARDS
MATHES PH INVESTMENTS LLC
BOWENS PRODUCE

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:

Second reading of the Business License Ordinance will be on December 18, 2025.

Finance has processed 845 renewals since February.

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 November 2025. (See Active Businesses Report)

Per the contract, the city received approved payments from one company totaling \$16,261.85 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.

The Finance Department received notification that our COA application has been moved to “In Review”.

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.

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 October 2025 is attached. Due to the earlier Council Meeting Agenda deadline, monthly financial information will be for the previous month.

CURRENT PROJECT LISTING REPORT FOR THE PERIOD ENDING 11.30.2025

PROJ #	PO #	PROJECT NAME - DESC/COMMENTS	Vendor	Cost	Projected length of project in days	% remaining open on PO	1	% Complete	balance remaining on PO
2005	2025-084	City Hall Rebuild - Project Management Services	LCK LLC	155,000.00		4.37%		0.96	6,777.29
2005	2025-027	New City Hall Project	COASTAL STRUCTURES	864,810.00		0.54		0.46	467,110.15
1234 1923 3501	2025-117	ARCHITECTURAL SERVICES MUNICIPAL COMPLEX	TYCH AND WALKER	73,875.00		23.25%		0.77	17,175.00
1234 1923 3501	2025-280	MUNICIPAL COMPLEX BLDG	COASTAL STRUCTURES	567,265.37		38.54%		0.61	218,624.72
1240	2025-269	Morgan Park Walking Trail and Bridge	G3 Engineering	150,335.00		#VALUE!		#VALUE!	PROJECT CANCELLED
1606	2025-116	WTP Secondary Sedimentation Basin - Engineering Services - EDA Grant #04-79-07777	WK Dickson	526,700.00		7.04%		0.93	37,093.35
1518	2025-170	Maryville Water Distribution Improvements Phase II	Rowe	70,000.00		22.00%		0.78	15,400.00
1519	2025-271	Willowbank Watermain Improvements Project	Thomas & Hutton	98,500.00		71.92%		0.28	70,840.00
1606	2025-093	WTP Secondary Sedimentation Basin/WTP FLOC/SED Basin No. 2 - Construction	Consensus	5,223,180.87		2.60%		0.97	135,850.09
1607	2025-100	Raw Water Station Electrical Upgrades	Howard Engineering	83,480.00		10.39%		0.90	8,670.00
1607	2025-149	Raw Water Station Electrical Upgrades	Coastal Structures	1,082,485.00		32.38%		0.68	350,539.41
1820 & 1821	2025-094	Pump Station #11 and 20 in Force Main Replacement	WK Dickson	1,223,000.00		22.22%		0.78	271,695.72
1820	2025-273	Division 1 Pump Station contractor	Moorhead Construction	6,972,555.00		0.73		0.27	5,093,985.00
1821	2025-266	Division 2 Force Main Replacement SCIIP Grant contractor	R H Moore	3,247,960.00		96.68%		0.03	3,140,179.03
1927	2025-114	Front St Under Ground (UG) Infrastructure Upgrade Project - Engineering	Utility Technology	102,500.00		25.16%		0.75	25,788.14
2402	2025-118	Cleland Street Parking Lot - Engineering Services	Hanna Engineering	22,500.00		42.00%		0.58	9,448.99
3408	2025-286	WWTP Bar Screen Replacement	consensus construction & consulting	488,876.00		93.72%		0.06	458,156.00

CURRENT PROJECT LISTING REPORT FOR THE PERIOD ENDING 11.30.2025

PROJ #	PO #	PROJECT NAME - DESC/COMMENTS	Vendor	Cost	Projected length of project in days	% remaining open on PO	1	% Complete	balance remaining on PO
4015	2025-115	Stormwater System Improvements - Engineering - EDA Grant number 04-79-07494 - Change orders 1, 2 & 3 processed 2.17.2023	WK Dickson	567,200.00		13.27%		0.87	75,256.46
4015	2025-092	Historic District Stormwater Improvements	Green Wave	6,251,220.00		30.22%		0.70	1,888,910.13
4016	2025-263	North Merriman-Congdon st Stormwater Improvements	Rowe Professional	101,500.00		46.90%		0.53	47,600.00
4017	2026-482	Stormwater Pump station engineering	WK Dickson	303,225.00		92.29%		0.08	279,842.50

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			

BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	% Budget Used
Fund: 0010 General Fund							
Account Category: Estimated Revenues							
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	118,130	0	1.98
0010.00.00.3110.0003	Property Taxes - Vehicles	425,000	0	425,000	150,227	0	35.35
0010.00.00.3110.0004	Inventory Tax	132,978	0	132,978	33,245	0	25.00
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	3,420	0	19.00
0010.00.00.3110.0011	Boat and Motor Taxes	75,000	0	75,000	35,096	0	46.79
0010.00.00.3210.0001	Business Licenses	4,000,000	0	4,000,000	76,503	0	1.91
0010.00.00.3210.0002	Business Lic - Penalites	19,500	0	19,500	(15,232)	0	(78.11)
0010.00.00.3220.0001	Cable TV Franchise	140,000	0	140,000	44,477	0	31.77
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	5,379	0	107.58
0010.00.00.3230.0002	Plumbing Permits	2,500	0	2,500	3,772	0	150.88
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	57,556	0	52.32
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	600	0	30.00
0010.00.00.3230.0008	Mechanical Permits	6,000	0	6,000	5,263	0	87.72
0010.00.00.3230.0010	Bus Lic Inspection Fee	50	0	50	741	0	1,482.00
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	900	0	150.00
0010.00.00.3230.0021	Zoning Fees	7,500	0	7,500	6,450	0	86.00
0010.00.00.3230.0022	Plan Review Fee	50,000	0	50,000	24,696	0	49.39
0010.00.00.3230.0023	Sign Permit Fee	7,000	0	7,000	2,300	0	32.86
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	3,300	0	55.00
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	4,420	0	176.80
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	2,000	0	40.00
0010.00.00.3230.0030	Community Appearance Board Ap	300	0	300	400	0	133.33
0010.00.00.3240.0008	Fire Impact Fee	45,000	0	45,000	25,478	0	56.62
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	113,987	0	57.88
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	25,489	0	101.96
0010.00.00.3510.0007	Sunday Liquor Sales	12,000	0	12,000	7,750	0	64.58
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	3,387	0	67.74
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	3,981	0	33.18

BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	% Budget Used
Fund: 0010 General Fund							
Account Category: Estimated Revenues							
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	49	0	7.54
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	3,823	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	107,591	0	717.27
0010.00.00.3690.0003	Insurance Proceeds	15,000	0	15,000	16,171	0	107.81
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	896	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	306,124	0	33.33
0010.00.00.3920.0002	From Water Fund	357,431	0	357,431	119,144	0	33.33
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	131,934	0	33.33
0010.00.00.3920.0009	From Hospitality Fund	125,000	0	125,000	41,667	0	33.33
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	1,943,332	0	12.85
Account Category: Appropriations							
0010.01.00.4000.0101	Regular Pay	432,000	0	432,000	129,966	0	30.08
0010.01.00.4010.0103	Overtime	1,700	0	1,700	592	0	34.82
0010.01.00.4050.0114	FICA	33,250	0	33,250	9,529	0	28.66
0010.01.00.4060.0116	Retirement	81,750	0	81,750	24,067	0	29.44
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	34,253	0	100.67
0010.01.00.4100.0002	Health Claim Costs-Retire	9,472	0	9,472	4,148	0	43.79
0010.01.00.5000.0101	Supplies and Materials	5,000	0	5,000	1,145	0	22.90
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	1,778	0	35.56
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	242	0	16.13
0010.01.00.6200.0114	Advertising	0	0	0	248	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	955	0	25.14
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	227	0	32.43
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	927	0	15.71
0010.01.00.6850.0180	Membership Dues and Fees	2,874	0	2,874	1,084	0	37.72
0010.01.00.6850.0182	Other Operating Expenses	3,000	0	3,000	1,001	0	33.37

BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	% Budget Used
Fund: 0010 General Fund							
Account Category: Appropriations							
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	4,570	4,165	91.40
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	671	0	22.30
0010.01.00.6870.0204	Janitorial Services	6,729	0	6,729	560	1,120	8.32
0010.01.00.7950.0001	IT Internal Allocations	42,428	0	42,428	7,881	0	18.57
0010.01.00.7950.0995	GF Cost Distribution	(406,432)	0	(406,432)	(135,477)	0	33.33
0010.01.02.4000.0101	Regular Pay	116,000	0	116,000	37,066	0	31.95
0010.01.02.4050.0114	FICA	8,900	0	8,900	2,482	0	27.89
0010.01.02.4060.0116	Retirement	22,000	0	22,000	5,062	0	23.01
0010.01.02.4100.0001	Health Claims Cost	38,187	0	38,187	28,085	0	73.55
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	954	0	19.08
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	2,460	0	22.36
0010.01.02.7950.0001	IT Internal Allocations	48,488	0	48,488	11,845	0	24.43
0010.04.00.4000.0101	Regular Pay	762,000	0	762,000	221,341	0	29.05
0010.04.00.4010.0103	Overtime	5,000	0	5,000	430	0	8.60
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	16,303	0	26.95
0010.04.00.4060.0116	Retirement	145,500	0	145,500	40,937	0	28.14
0010.04.00.4080.0125	SCMIT Worker's Comp Ins.	5,760	0	5,760	3,613	0	62.73
0010.04.00.4100.0001	Health Claims Cost	63,514	0	63,514	58,270	0	91.74
0010.04.00.4100.0002	Health Claim Costs-Retire	2,253	0	2,253	155	0	6.88
0010.04.00.5000.0101	Supplies and Materials	0	0	0	515	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	364	0	24.27
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	124	0	24.80
0010.04.00.6400.0124	Travel Expense	5,000	0	5,000	4,200	0	84.00
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	1,577	0	14.65
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 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	% Budget Used
Fund: 0010 General Fund							
Account Category: Appropriations							
0010.04.00.6850.0182	Other Operating Expenses	3,000	0	3,000	1,817	0	60.57
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	2,245	0	69.08
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	2,237	0	22.35
0010.04.00.6870.0202	Utility Billing Services	0	0	0	65	0	0.00
0010.04.00.7950.0001	IT Internal Allocations	42,428	0	42,428	10,301	0	24.28
0010.04.00.7950.0995	GF Cost Distribution	(462,220)	0	(462,220)	(154,073)	0	33.33
0010.05.05.4000.0101	Regular Pay	3,042,520	0	3,042,520	799,755	0	26.29
0010.05.05.4010.0103	Overtime	166,014	0	166,014	65,989	0	39.75
0010.05.05.4010.0105	On-call pay	12,000	0	12,000	3,186	0	26.55
0010.05.05.4050.0114	FICA	241,500	0	241,500	63,606	0	26.34
0010.05.05.4060.0116	Retirement	670,000	0	670,000	181,642	0	27.11
0010.05.05.4080.0125	SCMIT Worker's Comp Ins.	143,538	0	143,538	71,017	0	49.48
0010.05.05.4100.0001	Health Claims Cost	311,286	0	311,286	218,865	0	70.31
0010.05.05.4100.0002	Health Claim Costs-Retire	65,871	0	65,871	25,020	0	37.98
0010.05.05.5000.0101	Supplies and Materials	27,255	0	27,255	16,349	0	59.99
0010.05.05.5000.0102	Equipment	25,463	0	25,463	3,598	0	14.13
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	641	0	1.85
0010.05.05.5010.0101	Uniforms and Clothing	63,130	0	63,130	14,225	0	22.53
0010.05.05.6100.0111	Communications- Landline	12,412	0	12,412	627	0	5.05
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	23,631	11,668	37.62
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	3,980	0	17.06
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	10,548	0	31.80
0010.05.05.6600.0145	Gasoline & Oil	119,000	0	119,000	30,086	0	25.28
0010.05.05.6600.1391	Fleet Services -Departmental	58,222	0	58,222	12,916	0	22.18
0010.05.05.6600.1392	Fleet Svcs- Outside Vends	26,400	0	26,400	5,192	0	19.67
0010.05.05.6700.0156	Equipment Rental/Lease	7,725	0	7,725	1,409	0	18.24
0010.05.05.6820.1721	Prisoner Housing	70,000	0	70,000	24,055	6,375	34.36
0010.05.05.6850.0180	Membership Dues and Fees	4,583	0	4,583	1,420	0	30.98
0010.05.05.6850.0182	Other Operating Expenses	12,314	0	12,314	1,767	0	14.35
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	2,320	0	17.55
0010.05.05.6850.0187	Special Projects	7,496	0	7,496	853	0	11.38
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	5,943	0	50.67
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

BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	% Budget Used
Fund: 0010 General Fund							
Account Category: Appropriations							
0010.05.05.6860.0189	Employee Medical	2,859	0	2,859	700	0	24.48
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	7,828	0	21.73
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	5,400	10,800	80.25
0010.05.05.7950.0001	IT Internal Allocations	42,428	0	42,428	10,365	0	24.43
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	13,098	0	28.91
0010.05.07.4010.0103	Overtime	2,760	0	2,760	145	0	5.25
0010.05.07.4050.0114	FICA	3,680	0	3,680	994	0	27.01
0010.05.07.4060.0116	Retirement	8,920	0	8,920	2,438	0	27.33
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	337	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	390	0	18.73
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	278	0	7.71
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	224	0	18.67
0010.05.07.7950.0001	IT Internal Allocations	6,061	0	6,061	1,481	0	24.43
0010.05.26.6600.0139	Fleet Services-RTA Mtce Alloc	750	0	750	457	0	60.93
0010.05.26.6600.1391	Fleet Services -Departmental	1,309	0	1,309	442	0	33.77
0010.05.26.6850.0182	Other Operating Expenses	0	0	0	106	0	0.00
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	135,466	0	20.29
0010.09.00.4010.0103	Overtime	4,500	0	4,500	1,143	0	25.40
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	10,035	0	19.49
0010.09.00.4060.0116	Retirement	124,800	0	124,800	25,296	0	20.27
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	36,553	0	61.46
0010.09.00.5000.0101	Supplies and Materials	4,395	0	4,395	596	0	13.56

BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	% Budget Used
Fund: 0010 General Fund							
Account Category: Appropriations							
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
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	364	0	30.33
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	1,063	0	35.43
0010.09.00.6200.0114	Advertising	4,590	0	4,590	822	0	17.91
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	920	0	13.40
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	1,299	0	17.32
0010.09.00.6850.0180	Membership Dues and Fees	2,900	0	2,900	1,746	0	60.21
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	1,555	0	24.31
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	1,950	0	17.41
0010.09.00.6860.1895	Employee wellness services	5,004	0	5,004	1,118	0	22.34
0010.09.00.7950.0001	IT Internal Allocations	18,184	0	18,184	4,442	0	24.43
0010.10.00.4000.0101	Regular Pay	217,000	0	217,000	55,883	0	25.75
0010.10.00.4010.0103	Overtime	5,500	0	5,500	2,117	0	38.49
0010.10.00.4010.0105	On-call pay	10,400	0	10,400	2,986	0	28.71
0010.10.00.4050.0114	FICA	18,000	0	18,000	4,552	0	25.29
0010.10.00.4060.0116	Retirement	44,000	0	44,000	11,067	0	25.15
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	7,201	0	49.82
0010.10.00.5000.0101	Supplies and Materials	3,500	0	3,500	770	0	22.00
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	649	0	40.56
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

BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	% Budget Used
Fund: 0010 General Fund							
Account Category: Appropriations							
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
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	111	0	31.71
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	731	0	30.46
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	708	0	17.12
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	1,994	30,000	5.06
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	671	0	22.30
0010.10.00.7950.0001	IT Internal Allocations	30,306	0	30,306	7,403	0	24.43
0010.11.00.4000.0101	Regular Pay	2,105,000	0	2,105,000	485,814	0	23.08
0010.11.00.4010.0103	Overtime	225,000	0	225,000	63,890	0	28.40
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	40,024	0	22.52
0010.11.00.4060.0116	Retirement	493,500	0	493,500	110,751	0	22.44
0010.11.00.4080.0125	SCMIT Worker's Comp Ins.	78,232	0	78,232	38,436	0	49.13
0010.11.00.4100.0001	Health Claims Cost	297,498	0	297,498	165,353	0	55.58
0010.11.00.4100.0002	Health Claim Costs-Retire	42,736	0	42,736	15,304	0	35.81
0010.11.00.5000.0101	Supplies and Materials	25,000	0	25,000	7,035	0	28.14
0010.11.00.5000.0102	Equipment	53,250	0	53,250	12,430	0	23.34
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	3,655	0	25.74
0010.11.00.5010.0101	Uniforms and Clothing	68,700	0	68,700	1,703	0	2.48
0010.11.00.5150.0121	Safety Supplies	10,000	0	10,000	38	0	0.38
0010.11.00.5150.0128	Medical Supplies	20,000	0	20,000	909	0	4.55
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	1,690	0	26.00
0010.11.00.6100.0112	Postage	1,000	0	1,000	77	0	7.70
0010.11.00.6100.1110	Communications- Wireless	33,000	0	33,000	9,655	0	29.26
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	3,388	0	27.10
0010.11.00.6400.0124	Travel Expense	6,006	0	6,006	238	0	3.96
0010.11.00.6500.0127	Electricity	12,463	0	12,463	4,274	0	34.29
0010.11.00.6500.0128	Water	6,118	0	6,118	1,344	0	21.97
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	(61,385)	0	(161.54)
0010.11.00.6600.0139	Fleet Services-RTA Mtce Alloc	25,000	0	25,000	7,721	0	30.88
0010.11.00.6600.0145	Gasoline & Oil	45,000	0	45,000	8,626	0	19.17

BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 10/31/2025

GL Number	Description	Original Budget	25-26 Original Budget Amt Change	25-26 Budget Amended	25-26 Budget	25-26 Activity	25-26 Encumbrance	% Budget	25-26 Used
Fund: 0010 General Fund									
Account Category: Appropriations									
0010.11.00.6600.1391	Fleet Services -Departmental	16,165	0	16,165	4,721	0	29.21		
0010.11.00.6600.1392	Fleet Svcs- Outside Vends	40,000	0	40,000	23,825	32,030	59.56		
0010.11.00.6700.0156	Equipment Rental/Lease	8,500	0	8,500	1,837	0	21.61		
0010.11.00.6820.0169	Laundry & Linen	2,000	0	2,000	201	0	10.05		
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	276	0	9.20		
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	4,046	0	20.34		
0010.11.00.6850.0187	Special Projects	25,700	0	25,700	169	0	0.66		
0010.11.00.6850.1801	Subscriptions	14,423	0	14,423	8,579	0	59.48		
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	15,289	0	17.11		
0010.11.00.6860.1895	Employee wellness services	30,004	0	30,004	6,710	0	22.36		
0010.11.00.7950.0001	IT Internal Allocations	36,367	0	36,367	8,884	0	24.43		
0010.12.00.4000.0101	Regular Pay	578,000	0	578,000	209,025	0	36.16		
0010.12.00.4010.0103	Overtime	25,000	0	25,000	3,896	0	15.58		
0010.12.00.4010.0106	Contract Labor	25,000	0	25,000	20,365	0	81.46		
0010.12.00.4050.0114	FICA	48,500	0	48,500	15,622	0	32.21		
0010.12.00.4060.0116	Retirement	117,000	0	117,000	39,263	0	33.56		
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	55,858	0	57.36		
0010.12.00.4100.0002	Health Claim Costs-Retire	34,714	0	34,714	11,956	0	34.44		
0010.12.00.5000.0101	Supplies and Materials	6,000	0	6,000	6,152	0	102.53		
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	3,254	0	17.59		
0010.12.00.5130.0112	Asphalt/Concrete/Gravel	17,500	0	17,500	2,150	0	12.29		
0010.12.00.5150.0121	Safety Supplies	5,500	0	5,500	1,954	0	35.53		
0010.12.00.6100.0111	Communications- Landline	3,500	0	3,500	1,434	0	40.97		
0010.12.00.6100.0112	Postage	400	0	400	4	0	1.00		
0010.12.00.6100.1110	Communications- Wireless	5,000	0	5,000	1,285	0	25.70		
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	1,036	0	41.44		
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	4,445	0	29.63		
0010.12.00.6600.0139	Fleet Services-RTA Mtce Alloc	10,000	0	10,000	8,707	0	87.07		
0010.12.00.6600.0145	Gasoline & Oil	26,000	0	26,000	15,271	0	58.73		
0010.12.00.6600.1391	Fleet Services -Departmental	57,441	0	57,441	9,913	0	17.26		
0010.12.00.6600.1392	Fleet Svcs- Outside Vends	8,500	0	8,500	3,753	0	44.15		
0010.12.00.6630.0142	Street Sign Maintenance	12,000	0	12,000	885	0	7.38		
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	1,122	0	28.05		
0010.12.00.6850.0180	Membership Dues and Fees	600	0	600	740	0	123.33		

BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	% Budget Used
Fund: 0010 General Fund							
Account Category: Appropriations							
0010.12.00.6850.0182	Other Operating Expenses	4,500	0	4,500	410	0	9.11
0010.12.00.6850.0186	Training	4,700	0	4,700	1,077	0	22.91
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	11,292	5,950	37.27
0010.12.00.6860.1895	Employee wellness services	13,996	0	13,996	3,131	0	22.37
0010.12.00.6870.0204	Janitorial Services	2,709	0	2,709	810	1,620	29.90
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	2,961	0	24.43
0010.13.00.4000.0101	Regular Pay	161,500	0	161,500	49,090	0	30.40
0010.13.00.4050.0114	FICA	12,600	0	12,600	3,622	0	28.75
0010.13.00.4060.0116	Retirement	30,100	0	30,100	8,891	0	29.54
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	10,792	0	90.05
0010.13.00.5000.0102	Equipment	0	0	0	989	0	0.00
0010.13.00.5000.0107	Technology Supplies	0	0	0	42	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	263	0	37.57
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	107	0	10.70
0010.13.00.6600.1391	Fleet Services -Departmental	0	0	0	190	0	0.00
0010.13.00.6850.0182	Other Operating Expenses	0	0	0	3,648	0	0.00
0010.13.00.6860.0184	Technology Services	325,038	0	325,038	101,879	27,605	31.34
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	224	0	22.44
0010.13.00.7950.0001	IT Internal Allocations	(606,118)	0	(606,118)	(144,740)	0	23.88
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	5,870	135,863	13.98
0010.14.00.4000.0101	Regular Pay	181,000	0	181,000	55,376	0	30.59
0010.14.00.4010.0103	Overtime	1,000	0	1,000	34	0	3.40
0010.14.00.4050.0114	FICA	13,900	0	13,900	4,110	0	29.57
0010.14.00.4060.0116	Retirement	33,600	0	33,600	10,245	0	30.49
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	12,887	0	46.98
0010.14.00.4100.0002	Health Claim Costs-Retire	16,734	0	16,734	4,564	0	27.27
0010.14.00.5000.0101	Supplies and Materials	6,000	0	6,000	1,136	0	18.93
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	24	0	4.00
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	808	0	47.53
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	516	0	25.80

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Calculations As of 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	% Budget Used
Fund: 0010 General Fund							
Account Category: Appropriations							
0010.14.00.6100.0112	Postage	200	0	200	0	0	0.00
0010.14.00.6100.1110	Communications- Wireless	600	0	600	118	0	19.67
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
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	47	0	1.34
0010.14.00.6600.0145	Gasoline & Oil	3,500	0	3,500	862	0	24.63
0010.14.00.6600.1391	Fleet Services -Departmental	1,000	0	1,000	33	0	3.30
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	223	0	26.93
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	447	0	22.41
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)	(62,534)	0	17.68
0010.14.00.7950.0001	IT Internal Allocations	12,122	0	12,122	2,961	0	24.43
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	(21,115)	0	(67.68)
0010.20.00.5100.0106	Cleaning & Sanitation Sup	3,000	0	3,000	318	0	10.60
0010.20.00.6000.0110	SCMIRF Property/Liab Ins	421,839	0	421,839	224,743	0	53.28
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	3,202	0	24.08
0010.20.00.6000.1052	Unemployment Insurance	4,000	0	4,000	1,296	0	32.40
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	193	0	1.93
0010.20.00.6850.0180	Membership Dues and Fees	3,200	0	3,200	104	0	3.25
0010.20.00.6850.0182	Other Operating Expenses	41,088	0	41,088	54,220	0	131.96
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	43,260	0	32.36
0010.20.00.6860.0186	Legal Services	85,000	0	85,000	9,717	21,974	11.43
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	971	0	8.09
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	1,708	0	50.24

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Calculations As of 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	25-26 % Budget Used
Fund: 0010 General Fund							
Account Category: Appropriations							
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	10,000	43,000	20.00
0010.20.00.6870.0204	Janitorial Services	11,983	0	11,983	2,600	5,200	21.70
0010.20.00.7950.0995	GF Cost Distribution	(406,488)	0	(406,488)	(135,496)	0	33.33
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	4,264,288	540,873	27.96
Fund 0010 - General Fund:							
TOTAL ESTIMATED REVENUES		15,118,937	0	15,118,937	1,943,332	0	12.85
TOTAL APPROPRIATIONS		15,118,937	(131,615)	15,250,552	4,264,288	540,873	27.96
NET OF REVENUES & APPROPRIATIONS:		0	131,615	(131,615)	(2,320,956)	(540,873)	
		0.00%	0.00%	-0.87%	-119.43%	0.00%	

BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	% Budget Used
Fund: 0011 Debt Service							
Account Category: Estimated Revenues							
0011.00.00.3110.0002	Property Taxes -Debt Mill	180,000	0	180,000	9,777	0	5.43
	Estimated Revenues	180,000	0	180,000	9,777	0	5.43
Account Category: Appropriations							
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
Fund 0011 - Debt Service:							
TOTAL ESTIMATED REVENUES		180,000	0	180,000	9,777	0	5.43
TOTAL APPROPRIATIONS		180,000	0	180,000	0	0	0.00
NET OF REVENUES & APPROPRIATIONS:		0	0	0	9,777	0	
		0.00%	0.00%	0.00%	100.00%	0.00%	

BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	% Budget Used
Fund: 0012 Capital Projects Reserve Fund							
Account Category: Estimated Revenues							
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
Account Category: Appropriations							
0012.00.00.6200.0114	Advertising	0	0	0	84	0	0.00
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	226,972	960,235	5.95
0012.26.00.9000.3950	Computer Software	66,200	0	66,200	40,271	0	60.83
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	213,079	140,113	26.08
Appropriations		4,877,893	(957,016)	5,834,909	950,100	1,197,523	16.28
Fund 0012 - Capital Projects Reserve Fund:							
TOTAL ESTIMATED REVENUES		4,877,893	0	4,877,893	42	0	0.00
TOTAL APPROPRIATIONS		4,877,893	(957,016)	5,834,909	950,100	1,197,523	16.28
NET OF REVENUES & APPROPRIATIONS:		0	957,016	(957,016)	(950,058)	(1,197,523)	
		0.00%	0.00%	-19.62%	-2,262,042.86%	0.00%	

BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	% Budget Used
Fund: 0013 TIF District							
Account Category: Estimated Revenues							
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
Account Category: Appropriations							
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 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	% Budget Used
Fund: 0015 Agency Fund							
Account Category: Estimated Revenues							
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 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	% Budget Used
Fund: 0018 State and Local Grants							
Account Category: Estimated Revenues							
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
Account Category: Appropriations							
0018.70.00.5000.0101	Supplies and Materials	8,000	0	8,000	9,470	7,499	118.38
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	9,470	7,499	2.28
Fund 0018 - State and Local Grants:							
TOTAL ESTIMATED REVENUES		414,522	0	414,522	0	0	0.00
TOTAL APPROPRIATIONS		414,522	0	414,522	9,470	7,499	2.28
NET OF REVENUES & APPROPRIATIONS:		0	0	0	(9,470)	(7,499)	
		0.00%	0.00%	0.00%	0.00%	0.00%	

BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	% Budget Used
Fund: 0019 Res. Utilities Round Up Program							
Account Category: Estimated Revenues							
0019.00.00.3020.0007	Residential Utilities Round U	0	0	0	309	0	0.00
Estimated Revenues		0	0	0	309	0	0.00
Fund 0019 - Res. Utilities Round Up Program:							
TOTAL ESTIMATED REVENUES		0	0	0	309	0	0.00
TOTAL APPROPRIATIONS		0	0	0	0	0	0.00
NET OF REVENUES & APPROPRIATIONS:		0	0	0	309	0	
		0.00%	0.00%	0.00%	100.00%	0.00%	

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Calculations As of 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	% Budget Used
Fund: 0020 State Accommodations Tax							
Account Category: Estimated Revenues							
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
Account Category: Appropriations							
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	25,825	0	27.40
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	25,909	0	15.18
Fund 0020 - State Accommodations Tax:							
TOTAL ESTIMATED REVENUES		170,700	0	170,700	0	0	0.00
TOTAL APPROPRIATIONS		170,700	0	170,700	25,909	0	15.18
NET OF REVENUES & APPROPRIATIONS:		0	0	0	(25,909)	0	
		0.00%	0.00%	0.00%	0.00%	0.00%	

BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	25-26 % Budget Used
Fund: 0022 Local Hospitality/ATax							
Account Category: Estimated Revenues							
0022.00.00.3240.0001	Hospitality Fee	1,100,000	0	1,100,000	320,713	0	29.16
0022.00.00.3240.0002	Accommodation Fees	300,000	0	300,000	79,782	0	26.59
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	400,495	0	11.93
Account Category: Appropriations							
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	36,367	0	25.59
0022.23.00.4010.0103	Overtime	51,047	0	51,047	21,992	0	43.08
0022.23.00.4050.0114	FICA	14,800	0	14,800	4,258	0	28.77
0022.23.00.4060.0116	Retirement	41,000	0	41,000	9,761	0	23.81
0022.23.00.4100.0001	Health Claims Cost	4,042	0	4,042	4,008	0	99.16
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	41,667	0	33.33
0022.24.00.6200.1141	Advertising- Other	350	0	350	158	0	45.14
0022.24.00.6830.0174	Tourism Advertise/Promote	308,328	0	308,328	54,447	0	17.66
0022.24.00.6850.0182	Other Operating Expenses	293,500	0	293,500	53,582	83,785	18.26
0022.24.00.6850.0187	Special Projects	103,250	(15,365)	118,615	29,954	38,785	25.25
0022.24.00.6850.0192	KGB Operations	15,800	0	15,800	2,533	0	16.03
0022.24.00.6850.1871	Way-finding project	50,000	0	50,000	8,088	0	16.18
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	25,409	21,528	28.23
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	23,376	60,776	25.97
0022.24.00.9000.0905	Park Improvements	1,042,000	0	1,042,000	11,056	0	1.06
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	465,878	683,627	13.77
Fund 0022 - Local Hospitality/ATax:							
TOTAL ESTIMATED REVENUES		3,358,066	0	3,358,066	400,495	0	11.93
TOTAL APPROPRIATIONS		3,358,066	(26,265)	3,384,331	465,878	683,627	13.77
NET OF REVENUES & APPROPRIATIONS:		0	26,265	(26,265)	(65,383)	(683,627)	
		0.00%	0.00%	-0.78%	-16.33%	0.00%	

BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	% Budget Used
Fund: 0030 Electric Utility Fund							
Account Category: Estimated Revenues							
0030.00.00.3010.0000	Sale Of Utilities	15,441,667	0	15,441,667	5,154,247	0	33.38
0030.00.00.3010.0001	Revenue from Energy Efficiency	30,000	0	30,000	5,713	0	19.04
0030.00.00.3010.0002	New Turn Ons	4,000	0	4,000	1,240	0	31.00
0030.00.00.3010.0004	Security Lights	295,000	0	295,000	89,014	0	30.17
0030.00.00.3010.0012	Restores	80,000	0	80,000	48,818	0	61.02
0030.00.00.3020.0001	Penalties	125,000	0	125,000	56,035	0	44.83
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	5,403,533	0	31.77
Account Category: Appropriations							
0030.19.00.4000.0101	Regular Pay	1,287,000	0	1,287,000	342,502	0	26.61
0030.19.00.4010.0103	Overtime	36,000	0	36,000	7,673	0	21.31
0030.19.00.4010.0105	On-call pay	21,000	0	21,000	6,371	0	30.34
0030.19.00.4010.0106	Contract Labor	702,250	0	702,250	14,423	498,913	2.05
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	26,005	0	25.62
0030.19.00.4060.0116	Retirement	245,000	0	245,000	65,309	0	26.66
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	100,626	0	86.22
0030.19.00.4100.0002	Health Claim Costs-Retire	41,463	0	41,463	18,296	0	44.13
0030.19.00.5000.0101	Supplies and Materials	17,900	0	17,900	9,788	0	54.68
0030.19.00.5000.0102	Equipment	8,500	0	8,500	3,487	0	41.02
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	15,291	0	59.04
0030.19.00.5140.0114	Wire Expense	30,000	0	30,000	23,118	45,000	77.06
0030.19.00.5140.0116	Pole Line Hardware	27,000	0	27,000	15,750	77,726	58.33
0030.19.00.5140.0117	Poles & Crossarms	20,000	0	20,000	(18,616)	54,691	(93.08)
0030.19.00.5140.0118	Fuel for Peak Shaving Generat	100,000	0	100,000	23,279	0	23.28
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	5,736	0	28.68
0030.19.00.5210.0128	Meter Supplies	65,000	0	65,000	27,556	45,983	42.39
0030.19.00.5230.0133	Street Light Supplies	20,000	0	20,000	1,170	16,733	5.85
0030.19.00.5310.0143	Security Lights	40,000	0	40,000	7,543	16,733	18.86
0030.19.00.5310.0145	Transformer Supplies	95,000	0	95,000	66,322	165,000	69.81
0030.19.00.5400.0150	Power Purchases	9,339,050	0	9,339,050	3,213,146	0	34.41
0030.19.00.5400.0153	Energy Efficiency Program	50,000	0	50,000	3,487	0	6.97
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	1,628	0	29.60
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	3,520	0	24.79
0030.19.00.6200.0114	Advertising	2,000	0	2,000	168	0	8.40
0030.19.00.6400.0124	Travel Expense	14,400	0	14,400	1,503	0	10.44
0030.19.00.6500.0127	Electricity	20,680	0	20,680	5,201	0	25.15
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 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	% Budget Used
Fund: 0030 Electric Utility Fund							
Account Category: Appropriations							
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	3,687	0	24.58
0030.19.00.6600.0140	Hydraulic Repair	13,000	0	13,000	1,396	0	10.74
0030.19.00.6600.0145	Gasoline & Oil	35,000	0	35,000	8,841	0	25.26
0030.19.00.6600.1391	Fleet Services -Departmental	33,214	0	33,214	4,983	0	15.00
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	670	0	13.96
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	3,356	0	67.12
0030.19.00.6820.0173	Tree Crew Maintenance	20,000	0	20,000	8,083	0	40.42
0030.19.00.6850.0180	Membership Dues and Fees	40,244	0	40,244	15,090	0	37.50
0030.19.00.6850.0182	Other Operating Expenses	50,000	0	50,000	20,032	0	40.06
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	3,982	0	8.11
0030.19.00.6850.0190	Landfill Fees	30,000	0	30,000	1,240	0	4.13
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	69,139	234,366	22.48
0030.19.00.6860.0188	Architect/Engineer Svcs	170,000	0	170,000	50,235	57,144	29.55
0030.19.00.6860.0191	Contract Services/Studies	3,000	0	3,000	671	0	22.37
0030.19.00.6860.0195	Repair/Maint Svc Contract	31,300	0	31,300	3,237	0	10.34
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	3,131	0	22.37
0030.19.00.6870.0202	Utility Billing Services	58,000	0	58,000	1,991	0	3.43
0030.19.00.6870.0204	Janitorial Services	2,749	0	2,749	880	1,760	32.01
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	2,500	0	66.49
0030.19.00.7500.0124	Transfers to General Fund	918,371	0	918,371	306,124	0	33.33
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	37,017	0	24.43
0030.19.00.7950.0995	GF Cost Distribution	614,996	0	614,996	204,999	0	33.33
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	165,171	694,783	12.39
0030.19.00.9000.3100	Electric Distribution	2,730,000	(190,885)	2,920,885	146,370	230,257	5.01
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	90,341	102,511	37.88
0030.19.00.9000.6000	Other Improvements	34,500	0	34,500	19,550	0	56.67
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 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	% Budget Used
Fund: 0030 Electric Utility Fund							
Account Category: Appropriations							
0030.36.00.6620.0141	Department Repairs	25,000	0	25,000	1,927	0	7.71
0030.36.00.6850.0183	Depreciation	250	0	250	0	0	0.00
Appropriations		17,008,121	(482,896)	17,491,017	5,328,898	2,489,259	30.47
Fund 0030 - Electric Utility Fund:							
TOTAL ESTIMATED REVENUES		17,008,121	0	17,008,121	5,403,533	0	31.77
TOTAL APPROPRIATIONS		17,008,121	(482,896)	17,491,017	5,328,898	2,489,259	30.47
NET OF REVENUES & APPROPRIATIONS:		0	482,896	(482,896)	74,635	(2,489,259)	
		0.00%	0.00%	-2.84%	1.38%	0.00%	

BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	% Budget Used
Fund: 0031 Water Utility Fund							
Account Category: Estimated Revenues							
0031.00.00.3010.0000	Sale Of Utilities	4,339,130	0	4,339,130	1,073,881	0	24.75
0031.00.00.3010.0002	New Turn Ons	2,000	0	2,000	1,040	0	52.00
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	5,300	0	24.09
0031.00.00.3010.0013	Meter Installation	6,000	0	6,000	1,950	0	32.50
0031.00.00.3020.0001	Penalties	32,000	0	32,000	16,137	0	50.43
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	13,690	0	54.76
0031.00.00.3690.0002	Miscellaneous Revenue	8,000	0	8,000	630	0	7.88
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	1,121,903	0	24.19
Account Category: Appropriations							
0031.15.00.4000.0101	Regular Pay	284,500	0	284,500	80,854	0	28.42
0031.15.00.4010.0103	Overtime	17,000	0	17,000	9,338	0	54.93
0031.15.00.4010.0105	On-call pay	10,400	0	10,400	3,186	0	30.63
0031.15.00.4050.0114	FICA	24,500	0	24,500	6,872	0	28.05
0031.15.00.4060.0116	Retirement	58,000	0	58,000	16,989	0	29.29
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	23,671	0	91.62
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	823	0	10.83
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	1,056	0	24.00
0031.15.00.5130.0112	Asphalt/Concrete/Gravel	51,000	0	51,000	9,472	19,704	18.57
0031.15.00.5140.0110	Water Dist System Supply	105,000	0	105,000	39,891	0	37.99
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	232	0	11.37
0031.15.00.6200.0114	Advertising	600	0	600	84	0	14.00
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	1,147	0	4.99
0031.15.00.6600.0139	Fleet Services-RTA Mtce Alloc	5,000	0	5,000	4,817	0	96.34
0031.15.00.6600.0145	Gasoline & Oil	10,000	0	10,000	2,612	0	26.12
0031.15.00.6600.1391	Fleet Services -Departmental	7,853	0	7,853	2,327	0	29.63
0031.15.00.6600.1392	Fleet Svcs- Outside Vends	7,500	0	7,500	2,314	0	30.85
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 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	% Budget Used
Fund: 0031 Water Utility Fund							
Account Category: Appropriations							
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	1,787	0	29.30
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	671	0	1.29
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	1,118	0	22.34
0031.15.00.6870.0202	Utility Billing Services	10,000	0	10,000	301	0	3.01
0031.15.00.6870.0204	Janitorial Services	908	0	908	800	1,600	88.11
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	2,000	0	25.00
0031.15.00.7500.0124	Transfers to General Fund	189,009	0	189,009	63,003	0	33.33
0031.15.00.7950.0995	GF Cost Distribution	132,719	0	132,719	44,240	0	33.33
0031.15.00.7950.0999	Allocation G&A Services	86,240	0	86,240	9,886	0	11.46
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	27,232	112,311	0.55
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	11,123	0	92.69
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	95,595	0	28.64
0031.16.00.4010.0103	Overtime	8,500	0	8,500	2,242	0	26.38
0031.16.00.4010.0105	On-call pay	13,000	0	13,000	4,248	0	32.68
0031.16.00.4050.0114	FICA	27,500	0	27,500	7,410	0	26.95
0031.16.00.4060.0116	Retirement	66,000	0	66,000	18,704	0	28.34
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	26,667	0	52.38
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	205	0	8.20
0031.16.00.5000.0102	Equipment	28,327	0	28,327	5,813	0	20.52
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	124,422	127,640	22.26
0031.16.00.5120.0109	Laboratory Supplies	28,000	0	28,000	6,362	0	22.72
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	20,103	18,530	42.42
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	526	0	35.07
0031.16.00.6100.0112	Postage	800	0	800	98	0	12.25
0031.16.00.6100.1110	Communications- Wireless	660	0	660	118	0	17.88
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 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	% Budget Used
Fund: 0031 Water Utility Fund							
Account Category: Appropriations							
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	18,863	9,630	31.44
0031.16.00.6600.0139	Fleet Services-RTA Mtce Alloc	500	0	500	445	0	89.00
0031.16.00.6600.0145	Gasoline & Oil	1,750	0	1,750	984	0	56.23
0031.16.00.6600.1391	Fleet Services -Departmental	2,441	0	2,441	607	0	24.87
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	333	0	13.76
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	1,109	0	55.45
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	1,342	0	22.36
0031.16.00.6870.0204	Janitorial Services	2,709	0	2,709	800	1,600	29.53
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	56,141	0	33.33
0031.16.00.7950.0995	GF Cost Distribution	118,262	0	118,262	39,421	0	33.33
0031.16.00.7950.0999	Allocation G&A Services	86,240	0	86,240	9,886	0	11.46
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	771,360	569,411	37.08
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	35,681	0	23.09
0031.41.00.4010.0103	Overtime	0	0	0	71	0	0.00
0031.41.00.4050.0114	FICA	11,900	0	11,900	2,626	0	22.07
0031.41.00.4060.0116	Retirement	29,000	0	29,000	6,616	0	22.81
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	18,148	0	89.09
0031.41.00.5000.0101	Supplies and Materials	5,400	0	5,400	1,361	0	25.20
0031.41.00.5000.0102	Equipment	2,000	0	2,000	437	0	21.85
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	374	0	7.79
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	118	0	17.88
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 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	25-26 % Budget Used
Fund: 0031 Water Utility Fund							
Account Category: Appropriations							
0031.41.00.6600.0133	Repairs & Maint. Services	8,000	0	8,000	2,392	0	29.90
0031.41.00.6600.0139	Fleet Services-RTA Mtce Alloc	500	0	500	1,074	0	214.80
0031.41.00.6600.0145	Gasoline & Oil	2,500	0	2,500	504	0	20.16
0031.41.00.6600.1391	Fleet Services -Departmental	3,006	0	3,006	486	0	16.17
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	483	0	12.71
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	876	0	39.82
0031.41.00.6860.1895	Employee wellness services	1,995	0	1,995	447	0	22.41
0031.41.00.6870.0204	Janitorial Services	2,724	0	2,724	800	1,600	29.37
0031.41.00.7950.0001	IT Internal Allocations	151,531	0	151,531	37,017	0	24.43
0031.41.00.7950.0999	Allocation G&A Services	(431,202)	0	(431,202)	(49,430)	0	11.46
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	52,396	0	32.34
0031.42.00.4050.0114	FICA	12,500	0	12,500	3,766	0	30.13
0031.42.00.4060.0116	Retirement	31,000	0	31,000	9,166	0	29.57
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	5,160	0	22.95
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	238	0	19.83
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	1,477	0	49.23
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	3,863	0	38.63
0031.42.00.6860.1895	Employee wellness services	1,995	0	1,995	447	0	22.41
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	2,044,704	864,302	34.77
Fund 0031 - Water Utility Fund:							
TOTAL ESTIMATED REVENUES		4,636,965	0	4,636,965	1,121,903	0	24.19
TOTAL APPROPRIATIONS		4,636,965	(1,244,451)	5,881,416	2,044,704	864,302	34.77

BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 10/31/2025

GL Number	Description	25-26	25-26	25-26	25-26	25-26	25-26				
		Original	Budget	Original	Budget	Amended	Budget	Activity	Encumbrance	% Budget	25-26
				Amt	Change						Used
Fund: 0031 Water Utility Fund											
NET OF REVENUES & APPROPRIATIONS:		0	1,244,451			(1,244,451)		(922,801)	(864,302)		
		0.00%			0.00%		-26.84%		-82.25%		0.00%

BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	25-26 % Budget Used
Fund: 0032 Wastewater Fund							
Account Category: Estimated Revenues							
0032.00.00.3010.0000	Sale Of Utilities	3,888,621	0	3,888,621	973,668	0	25.04
0032.00.00.3010.0002	New Turn Ons	2,500	0	2,500	970	0	38.80
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	36,065	0	38.13
0032.00.00.3010.0015	Fixed Charges - GCWSD	179,831	0	179,831	68,574	0	38.13
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	83,123	0	33.25
0032.00.00.3010.0018	Volume Charges - GCWSD	480,000	0	480,000	119,713	0	24.94
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	16,446	0	46.99
0032.00.00.3030.0006	Septic Tank Dumping	30,000	0	30,000	9,840	0	32.80
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	12,840	0	64.85
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	1,331,598	0	24.51
Account Category: Appropriations							
0032.18.00.4000.0101	Regular Pay	314,500	0	314,500	63,622	0	20.23
0032.18.00.4010.0103	Overtime	5,000	0	5,000	878	0	17.56
0032.18.00.4010.0105	On-call pay	10,400	0	10,400	1,855	0	17.84
0032.18.00.4050.0114	FICA	25,750	0	25,750	4,793	0	18.61
0032.18.00.4060.0116	Retirement	62,000	0	62,000	12,246	0	19.75
0032.18.00.4080.0125	SCMIT Worker's Comp Ins.	28,647	0	28,647	14,303	0	49.93
0032.18.00.4100.0001	Health Claims Cost	60,379	0	60,379	35,092	0	58.12
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	2,486	0	44.39
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	1,978	0	34.70
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	480	0	4.80
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	534	0	17.23
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	32,185	0	26.82
0032.18.00.6600.0139	Fleet Services-RTA Mtce Alloc	12,000	0	12,000	3,483	0	29.03
0032.18.00.6600.0145	Gasoline & Oil	23,625	0	23,625	5,983	0	25.32

BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	% Budget Used
Fund: 0032 Wastewater Fund							
Account Category: Appropriations							
0032.18.00.6600.1391	Fleet Services -Departmental	34,204	0	34,204	5,068	0	14.82
0032.18.00.6600.1392	Fleet Svcs- Outside Vends	1,000	0	1,000	3,738	0	373.80
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	60,000	0	100.00
0032.18.00.6810.0120	Capital Lease Interest	4,920	0	4,920	1,640	0	33.33
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	165	0	3.30
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	673	0	30.32
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	1,566	0	22.38
0032.18.00.6870.0202	Utility Billing Services	10,000	0	10,000	273	0	2.73
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	79,281	0	33.33
0032.18.00.7950.0995	GF Cost Distribution	123,180	0	123,180	41,060	0	33.33
0032.18.00.7950.0999	Allocation G&A Services	107,801	0	107,801	12,358	0	11.46
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	357,440	10,226,141	3.23
0032.18.00.9000.3700	Wastewater Collection Sys	650,000	(81,806)	731,806	12,406	111,631	1.70
0032.18.00.9000.4100	Vehicles	58,000	0	58,000	57,449	0	99.05
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	6,004	61,568	30.02
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	107,119	0	28.80
0032.34.00.4010.0103	Overtime	15,000	0	15,000	5,182	0	34.55
0032.34.00.4010.0105	On-call pay	14,000	0	14,000	4,247	0	30.34
0032.34.00.4050.0114	FICA	31,000	0	31,000	8,410	0	27.13
0032.34.00.4060.0116	Retirement	74,500	0	74,500	21,524	0	28.89
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	31,069	0	47.72
0032.34.00.5000.0101	Supplies and Materials	2,800	0	2,800	1,561	0	55.75
0032.34.00.5000.0102	Equipment	10,272	0	10,272	8,716	191	84.85
0032.34.00.5010.0101	Uniforms and Clothing	4,000	0	4,000	1,561	0	39.03
0032.34.00.5120.0108	Chemicals	220,000	(17,819)	237,819	27,209	115,610	11.44
0032.34.00.5120.0109	Laboratory Supplies	24,000	0	24,000	8,906	0	37.11
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	308	0	61.60
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	795	0	33.13
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	237	0	35.91

BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	25-26 % Budget	25-26 Used
Fund: 0032 Wastewater Fund								
Account Category: Appropriations								
0032.34.00.6200.0114	Advertising	500	0	500	84	0		16.80
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	48,761	57,998		27.86
0032.34.00.6600.0139	Fleet Services-RTA Mtce Alloc	3,000	0	3,000	984	0		32.80
0032.34.00.6600.0145	Gasoline & Oil	3,707	0	3,707	506	0		13.65
0032.34.00.6600.1391	Fleet Services -Departmental	1,592	0	1,592	747	0		46.92
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	45	0		10.59
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	18,626	15,163		24.83
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	1,523	0		68.60
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	1,118	0		22.34
0032.34.00.6870.0204	Janitorial Services	0	0	0	800	1,600		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	52,653	0		33.33
0032.34.00.7950.0995	GF Cost Distribution	81,809	0	81,809	27,270	0		33.33
0032.34.00.7950.0999	Allocation G&A Services	107,801	0	107,801	12,358	0		11.46
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	76,289		0.00
0032.34.00.9000.3900	Wastewater Treatment Plnt	100,000	(495,976)	595,976	40,020	460,356		6.72
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	1,712,861	11,538,880		10.15
Fund 0032 - Wastewater Fund:								
TOTAL ESTIMATED REVENUES		5,432,387	0	5,432,387	1,331,598	0		24.51
TOTAL APPROPRIATIONS		5,432,387	(11,446,881)	16,879,268	1,712,861	11,538,880		10.15
NET OF REVENUES & APPROPRIATIONS:		0	11,446,881	(11,446,881)	(381,263)	(11,538,880)		
		0.00%	0.00%	-210.72%	-28.63%	0.00%		

BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	% Budget Used
Fund: 0033 Stormwater Utility Fund							
Account Category: Estimated Revenues							
0033.00.00.3010.0000	Sale Of Utilities	1,559,199	0	1,559,199	562,895	0	36.10
0033.00.00.3020.0001	Penalties	9,753	0	9,753	4,480	0	45.93
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	567,375	0	36.14
Account Category: Appropriations							
0033.40.00.4000.0101	Regular Pay	253,000	0	253,000	72,907	0	28.82
0033.40.00.4010.0103	Overtime	3,000	0	3,000	1,279	0	42.63
0033.40.00.4010.0105	On-call pay	4,500	0	4,500	2,393	0	53.18
0033.40.00.4050.0114	FICA	21,000	0	21,000	5,518	0	26.28
0033.40.00.4060.0116	Retirement	49,000	0	49,000	14,020	0	28.61
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	26,070	0	43.52
0033.40.00.4100.0002	Health Claim Costs-Retire	14,175	0	14,175	3,429	0	24.19
0033.40.00.5000.0101	Supplies and Materials	2,300	0	2,300	1,447	0	62.91
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	1,413	0	28.26
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	891	0	59.40
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	232	0	18.41
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	5,256	0	8.29
0033.40.00.6600.0139	Fleet Services-RTA Mtce Alloc	17,000	0	17,000	1,222	0	7.19
0033.40.00.6600.0145	Gasoline & Oil	13,000	0	13,000	4,402	0	33.86
0033.40.00.6600.1391	Fleet Services -Departmental	35,796	0	35,796	7,486	0	20.91
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	1,118	0	22.34
0033.40.00.6870.0202	Utility Billing Services	4,000	0	4,000	94	0	2.35
0033.40.00.6870.0204	Janitorial Services	908	0	908	0	0	0.00

BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	25-26 % Budget Used
Fund: 0033 Stormwater Utility Fund							
Account Category: Appropriations							
0033.40.00.7950.0995	GF Cost Distribution	73,810	0	73,810	24,603	0	33.33
0033.40.00.7950.0999	Allocation G&A Services	43,120	0	43,120	4,943	0	11.46
0033.40.00.9000.0956	Stormwater System Improvement	300,000	(2,543,293)	2,843,293	650,083	1,976,701	22.86
0033.40.00.9000.1000	Infrastructure Improvemts	4,100,000	(87,760)	4,187,760	27,682	363,364	0.66
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	930,857	1,947,416	22.01
Fund 0033 - Stormwater Utility Fund:							
TOTAL ESTIMATED REVENUES		1,569,952	0	1,569,952	567,375	0	36.14
TOTAL APPROPRIATIONS		1,569,952	(2,660,093)	4,230,045	930,857	1,947,416	22.01
NET OF REVENUES & APPROPRIATIONS:		0	2,660,093	(2,660,093)	(363,482)	(1,947,416)	
		0.00%	0.00%	-169.44%	-64.06%	0.00%	

BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	25-26 % Budget Used
Fund: 0035 Waste Management Fund							
Account Category: Estimated Revenues							
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	422,048	0	35.56
0035.00.00.3440.0002	Refuse Col Chge-Comm	303,270	0	303,270	98,826	0	32.59
0035.00.00.3440.0003	Sanitation Fee Penalties	15,000	0	15,000	6,747	0	44.98
0035.00.00.3440.0006	Brown Goods Fees	200	0	200	(299)	0	(149.50)
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	528,349	0	32.99
Account Category: Appropriations							
0035.31.00.4000.0101	Regular Pay	497,000	0	497,000	84,654	0	17.03
0035.31.00.4010.0103	Overtime	9,000	0	9,000	5,849	0	64.99
0035.31.00.4050.0114	FICA	40,000	0	40,000	6,707	0	16.77
0035.31.00.4060.0116	Retirement	94,000	0	94,000	16,069	0	17.09
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	21,934	0	37.77
0035.31.00.4100.0002	Health Claim Costs-Retire	16,620	0	16,620	2,470	0	14.86
0035.31.00.5000.0101	Supplies and Materials	5,000	0	5,000	1,037	0	20.74
0035.31.00.5010.0101	Uniforms and Clothing	21,000	0	21,000	2,842	0	13.53
0035.31.00.5150.0121	Safety Supplies	5,250	0	5,250	1,933	0	36.82
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	12,098	0	30.25
0035.31.00.6600.0145	Gasoline & Oil	55,000	0	55,000	9,288	0	16.89
0035.31.00.6600.1391	Fleet Services -Departmental	94,654	0	94,654	14,716	0	15.55
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	95	0	6.33
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	1,789	0	22.37

BUDGET REPORT FOR CITY OF GEORGETOWN, SC

Calculations As of 10/31/2025

GL Number	Description	25-26 Original Budget	25-26 Original Budget Amt Change	25-26 Amended Budget	25-26 Activity	25-26 Encumbrance	25-26 % Budget Used
Fund: 0035 Waste Management Fund							
Account Category: Appropriations							
0035.31.00.6870.0202	Utility Billing Services	6,000	0	6,000	190	0	3.17
0035.31.00.6870.0203	Contract Services	155,000	0	155,000	29,528	56,824	19.05
0035.31.00.6870.0204	Janitorial Services	4,860	0	4,860	810	1,620	16.67
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	10,778	42,222	20.34
0035.31.00.7300.0122	Recycling Operating	8,000	0	8,000	2,553	0	31.91
0035.31.00.7950.0001	IT Internal Allocations	12,122	0	12,122	2,961	0	24.43
0035.31.00.7950.0995	GF Cost Distribution	130,364	0	130,364	43,455	0	33.33
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	49,544	208,435	12.39
0035.31.00.9000.4200	Heavy Equipment	350,000	(324,331)	674,331	323,830	0	48.02
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	691,012	326,324	34.38
Fund 0035 - Waste Management Fund:							
TOTAL ESTIMATED REVENUES		1,601,363	0	1,601,363	528,349	0	32.99
TOTAL APPROPRIATIONS		1,601,363	(408,485)	2,009,848	691,012	326,324	34.38
NET OF REVENUES & APPROPRIATIONS:		0	408,485	(408,485)	(162,663)	(326,324)	0.00%
		0.00%	0.00%	-25.51%	-30.79%	0.00%	
Report Totals:							
TOTAL ESTIMATED REVENUES - ALL FUNDS		54,526,593	0	54,526,593	11,307,008	0	20.74
TOTAL APPROPRIATIONS - ALL FUNDS		54,526,593	(17,357,702)	71,884,295	16,423,977	19,595,703	22.85
NET OF REVENUES & APPROPRIATIONS:		0	17,357,702	(17,357,702)	(5,116,969)	(19,595,703)	0.00%
		0.00%	0.00%	-31.83%	-45.25%	0.00%	

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	APPLICATION-INITIAL	10/24/2025
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	Addr Complete/Pending apps	11/24/2025
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	Multiple Attempts	10/13/2025
Agri South Inc	Farm & Garden Supplies/Equipment	Georgetown All Proof Combined	APPLICATION-1ST FOLLOW UP	10/15/2025
All Source Enterprises, LLC (DBA Safe Industries)	Fire protection	Common Business	PAID-2ND RENEWAL	7/16/2025
Allied 100 LLC (Cardio Partners / Sarnova)	Medical Device Company	Georgetown All Proof Combined	CALCULATION SENT	11/7/2025
ALLSTON PYATT HOLDINGS LLC	Commercial Property Owner	ParcelData2025 - Inside City	Addr Complete/Pending apps	11/18/2025

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	PAID-INITIAL	11/5/2025
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	10/9/2025
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-(dis	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	11/18/2025
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	MAIL SENT	11/22/2025
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	Multiple Attempts	10/13/2025
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-1ST FOLLOW UP	10/20/2025
C C FERRER LLC	Parcel Data Owner	Parcel Data Owner	Addr Complete/Pending apps	11/14/2025
C&S Solutions Inc	Locating, Inspecting, & Fault Finding Utilities Equipment, on-site training and demonstration	City Vendor List	MAIL SENT	11/22/2025
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	HOLD - Residential Gutter Installations and Repairs	Discovery	APPLICATION-1ST FOLLOW UP	10/15/2025
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
Carolina Electrical Supply Company (CESCO)	Commercial, residential, and industrial lighting + design services, delivery offered	Georgetown All Proof Combined	APPLICATION-1ST FOLLOW UP	10/20/2025
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
CATTLEA INVESTMENTS 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-2ND FOLLOW UP	11/20/2025
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	PAID-INITIAL	12/3/2025
CGB LIMITED PARTNERSHIP	Parcel Data Owner	Parcel Data Owner	Needs Mail Sent	9/2/2025
Charge POINT Charging Station	Electric Vehicle Charging Station-1116 S Main St, Laurens, SC 29360	Georgetown All Proof Combined	NEW ACCOUNT LOAD	10/17/2025
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	PAID-INITIAL	12/3/2025
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-2ND FOLLOW UP	11/20/2025
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	MAIL SENT	11/22/2025
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
Core & Main LP	Maintenance & repairs	Common Business	PAID-2ND RENEWAL	7/16/2025
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
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	Verifying Liability	11/18/2025
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	PENDING APPLICATIONS	12/3/2025
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	AVENUE EXHAUSTED	11/22/2025
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
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
Duplicates Ink	Marketing consultant in Conway, SC	Georgetown All Proof Combined	NEW ACCOUNT LOAD	10/17/2025
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	PAID-INITIAL	12/3/2025
East Coast Metal Distributors	HVAC product suppliers. Deliver via own truck	Common Business	PAID-INITIAL	2/8/2023
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
EDWARDS JAMES B III EDWARDS JOYCE T	Parcel Data Owner	Parcel Data Owner	Addr Complete/Pending apps	11/18/2025

Elliott's Stump Grinding (Kevin Elliot's Stump Grinding)	Tree stump and root clearing	Georgetown County Vendor List	MAIL SENT	11/22/2025
Empire Marketing Group	Management, Scientific, and Technical Consulting Services, Professional, Scientific, and Technical Services, Marketing consulting	Georgetown All Proof Combined	APPLICATION-INITIAL	11/3/2025
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
Environmental Express	Development and manufacture of sample collection, preparation, single use consumables and analysis equipment	Georgetown All Proof Combined	APPLICATION-INITIAL	11/3/2025
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
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	APPLICATION-INITIAL	10/24/2025
Exxon Mobil	Gas stations and supplier	Georgetown All Proof Combined	APPLICATION-INITIAL	11/3/2025
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	CALCULATION SENT	11/25/2025
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
Frontier Communications	Telecommunications Services	Georgetown All Proof Combined	APPLICATION-INITIAL	11/3/2025
Frye Mobile Homes	Mobile home sales and rentals	Client Referral	Needs Mail Sent	10/24/2025
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	Multiple Attempts	10/7/2025
Geo Fras	New owner of property	Parcel Data Property Owner	NEW ACCOUNT LOAD	11/3/2025
GEORGETOWN DEVELOPERS LLC	Commercial Property Owner	ParcelData2025 - Inside City	MAIL SENT	9/4/2025
Georgetown Shutter Shop	Shutter manufacturing	Business Requested	PAID-INITIAL	11/5/2025
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
GILLAM ENTERPRISES LLC	Parcel Data Owner	Parcel Data Owner	PAID-INITIAL	12/3/2025
GOAT ISLAND MARITIME INC	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
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	APPLICATION-INITIAL	11/18/2025
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	MAIL SENT	11/22/2025
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
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	PAID-INITIAL	10/27/2025
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	APPLICATION-INITIAL	10/24/2025
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	PAID-INITIAL	11/19/2025
Hill-Rom Company Inc	Lease Equipment	Common Business	AVENUE EXHAUSTED	11/4/2025
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
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	Addr Complete/Pending apps	11/18/2025
Howard Technology Solutions	Technology and Software Supply Sales	Georgetown All Proof Combined	APPLICATION-INITIAL	11/3/2025
HUDSON C A	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
Idexx DBA Idexx Laboratories DBA Idexx Distribution	Provide software, services, tools, and products for veterinarians	Georgetown All Proof Combined	APPLICATION-INITIAL	11/3/2025
III GNATS LLC	Parcel Data Owner	Parcel Data Owner	PAID-INITIAL	11/5/2025
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 & Georgetown All Proof Combined	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
Internetwork 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	APPLICATION-INITIAL	10/24/2025
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	CALCULATION SENT	11/5/2025
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
KARRAS RENTAL PROPERTIES LLC	Parcel Data Owner	Parcel Data Owner	Addr Complete/Pending apps	11/19/2025

KCI USA, Inc. dba 3M Medical Solutions	Sell and rent medical equipment	Common Business	BIZ RESEARCHING	7/14/2025
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
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	Addr Complete/Pending apps	10/22/2025
LANCE ERIC ET AL	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 Electrical Construction Inc	substation services, transmission, distribution, emergency restoration, directional boring, renewable energy	Georgetown All Proof Combined	APPLICATION-INITIAL	11/3/2025
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	MAIL SENT	11/21/2025
Leland O'neil Plumbing and Backflow Specialties	Plumbing services	Georgetown County School Transparency September-October 2024	MAIL SENT	11/22/2025
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
Linde Gas & Equipment Inc.	Industrial gases, supply, equipment & services	Georgetown County School Transparency 02/2025	PAID-INITIAL	11/5/2025
Lindler's Construction of South Carolina, LLC	General Contractor	Discovery	APPLICATION-1ST FOLLOW UP	10/9/2025
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	APPLICATION-INITIAL	10/24/2025
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	Addr Complete/Pending apps	10/31/2025
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	CALCULATION SENT	12/3/2025
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
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
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
MOORE JAMES B JR	Parcel Data Owner	Parcel Data Owner	Addr Complete/Pending apps	11/18/2025
Moseley Inc	Architects	Georgetown County AP 2023	PAID-INITIAL	12/3/2025

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
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	Needs Mail Sent	11/7/2025
NELSON FAMILY LIMITED PART NELSON HARRIET G	Parcel Data Owner	Parcel Data Owner	Addr Complete/Pending apps	11/18/2025
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	Multiple Attempts	10/7/2025
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
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	PENDING APPLICATIONS	11/6/2025
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	MAIL SENT	11/22/2025
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	Needs Mail Sent	11/20/2025
Pitney Bowes Global Financial Services	Lease postage equipment	Georgetown County Business Personal Property Tax	CALCULATION SENT	6/20/2025
PJH LLC	Parcel Data Owner	Parcel Data Owner	Addr Complete/Pending apps	11/18/2025
Playworld Preferred, Inc	Playground equipment supplier	Georgetown County School Transparency 02/2025	PAID-INITIAL	5/13/2025
PlumbMaster Inc	Technical/special services, inventory consultation, field sales reps	Discovery	WAITING ON PROOF RESPONSE-(dis	11/20/2025
PNRE HOLDINGS LLC	Parcel Data Owner	Parcel Data Owner	Needs Mail Sent	11/5/2025
Porter Roofing Contractors Inc	Roofing contractor	Georgetown County School Transparency 2021 & 2023	PHONE CALL	5/23/2025
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	MAIL SENT	11/22/2025
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	MAIL SENT	11/22/2025
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	Multiple Attempts	11/21/2025
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
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	CALCULATION SENT	11/21/2025
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	Addr Complete/Pending apps	11/3/2025
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	Addr Complete/Pending apps	11/18/2025
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	11/4/2025
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	2nd Phone Call	11/4/2025
SevenE LLC	Parcel Data Owner	Parcel Data Owner	Addr Complete/Pending apps	11/7/2025
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
SHELTON CHARLES A SHELTON JANICE M	Parcel Data Owner	Parcel Data Owner	Addr Complete/Pending apps	11/18/2025
SHI International Corp	Reseller of software, hardware, and related servicetechnology 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	MAIL SENT	11/22/2025
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	Multiple Attempts	10/7/2025
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
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
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
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
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 PROPERTY MANAGEMENT LLC	Parcel Data Owner	Parcel Data Owner	Needs Mail Sent	9/2/2025
Thompson Turner Construction	Construction company	Discovery	Verifying Liability	11/24/2025
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	11/5/2025
Toter LLC	Cart assembly and delivery, cart maintenance, RFID cart management, custom solutions. Have own company fleet of vehicles	Georgetown County Vendor List	MAIL SENT	11/22/2025
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
TruckPro LLC	Truck parts and service experts	Common Business	PAID-RENEWAL	7/16/2025
TUPACZ PROPERTIES LLC	Parcel Data Owner	Parcel Data Owner	CALCULATION SENT	11/20/2025
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
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
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
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
WHLR-GEORGETOWN LLC	Parcel Data Owner	Client Referral and Parcel Data	APPLICATION-INITIAL	10/16/2025
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
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	Addr Complete/Pending apps	11/25/2025
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

CITY OF GEORGETOWN
FY26 GRANTS
NOV 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	5,134,939.36	2,759,021.64	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	83,663.15	277,269.85	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	2,918,764.77	1,655,735.23	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	-	68,128.87	204,643.13	SR-044-C2202-26	
7	Body Armor Award Grant Program	Bulletproof Vest	11,259.00	-	11,020.74	238.26	1BA24023	
8	Willowbank Water Main Improvements	South Carolina Rural Infrastrure Authority (SC RIA)	1,500,000.00	998,500.00	-	2,498,500.00	R-26-1430	NEW
OTHER GRANTS								
9	State of South Carolina	Gilbert/Hawkins/Butts St Sidewalk Ext. Program Proj# 1236	375,000.00	-	272,683.36	102,316.64	-	
10	SC Department of Environmental Services - SC DES	FY26 Grant # 22.01SW26	13,250.00	-	14,310.33	-	22.01SW26	
11	SCMIRF	2025 Public Works Property and Liability Reduction Grant	4,000.00	4,000.00	2,092.38	5,907.62	-	
12	SCMIT	2025 Law Enforcement Officer Safety - Body Armor Vests	4,000.00	4,000.00	-	8,000.00	-	
13	SCMIRF	2025 Law Enforcement Liability Reduction - Tasers	4,000.00	4,000.00	-	8,000.00	-	
TOTAL			21,277,343.90	6,123,008.10	13,067,333.34	14,463,583.37		



CUSTOM PURCHASE ORDER REPORT FOR CITY OF GEORGETOWN, SC

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PO/Req Number	Date Posted	Description	Amount	Vendor Name	Vendor Code	PO Status	Remaining Balance
Vendor Code: 10151 CROSBY LAW FIRM LLC							
2026-00384	ok	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
Vendor Code: 10640 BEN COX LLC							
2026-00422	ok	CLELAND STREET PARKING LOT PROJECT 2402 CDBG GRANT 4-SP-22-004	332,853.3	BEN COX LLC	10640	Partial	299,680.65
Total Vendor Code 10640:			332,853.3				299,680.65
Vendor Code: 1128 INDUSTRIAL REWINDING INC							
2026-00372	ok	BLANKET PO FOR WWTP ELECTRIC MOTOR REPAIRS	25,000.00	INDUSTRIAL REWINDING INC	1128	Partial	6,799.34
2026-00461	ok	SPARE DECANT MOTOR	22,402.48	INDUSTRIAL REWINDING INC	1128	Open	22,402.48
Total Vendor Code 1128:			47,402.48				29,201.82
Vendor Code: 15356 G & W ELECTRIC CO							
2026-00502	ok	DIELECTRIC RECLOSER	25,768.00	G & W ELECTRIC CO	15356	Open	25,768.00
Total Vendor Code 15356:			25,768.00				25,768.00
Vendor Code: 16070 SPARTAN FIRE & EMERGENCY APPARATUS INC							
2025-00304	ok	EMERGENCY REPAIR TO ENGINE 12	32,030.28	SPARTAN FIRE & EMERGENCY APPARATUS INC	16070	Open	32,030.28
2026-00479	ok	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
Vendor Code: 16312 CANNON TECHNOLOGIES INC							
2026-00402	closed	RFN IT C2SXD 2S CLASS 200 240V-16S CL 320 METERS	39,305.20	CANNON TECHNOLOGIES INC	16312	Partial	966.20
2026-00412	ok	16S CL320 RFN 530LGS4X RXR QUOTE#24167080 BY JILL SKARSTEN	6,677.76	CANNON TECHNOLOGIES INC	16312	Open	6,677.76
2026-00427	ok	RFN IT C2SXD CL200 240V QUOTE24171738 JILL SKARSTEN	26,307.00	CANNON TECHNOLOGIES INC	16312	Open	26,307.00
2026-00529	ok	QUOTE#24285172 16S CL320 METERS	6,677.76	CANNON TECHNOLOGIES INC	16312	Open	6,677.76
Total Vendor Code 16312:			78,967.72				40,628.72
Vendor Code: 16313 STATEWIDE SECURITY SYSTEMS INC							
2026-00499	ok	SECURITY SYSTEM FOR PUBLIC WORKS	10,200.00	STATEWIDE SECURITY SYSTEMS INC	16313	Partial	5,950.00
2026-00498	ok	STATEWIDE - CITY WIDE CAMERAS	50,400.00	STATEWIDE SECURITY SYSTEMS INC	16313	Partial	29,700.00



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Vendor Code: 16313 STATEWIDE SECURITY SYSTEMS INC							
Total Vendor Code 16313:			60,600.00				35,650.00
Vendor Code: 16338 SUMTER UTILITIES INC							
2025-00205	ok	SUMTER UTILITIES - FRONT ST UPGRADE PROJECT PHASE 3 PROJ 1931	671,021.3	SUMTER UTILITIES INC	16338	Partial	79,502.36
2026-00501	ok	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
Vendor Code: 16490 CONSENSUS CONSTRUCTION & CONSULTING INC							
2025-00093	ok	CONSENSUS CONSTRUCTION & CONSULTING - PROJ #1606	1,434,661	CONSENSUS CONSTRUCTION & CONSULTING INC	16490	Partial	135,850.09
2025-00286	ok	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
Vendor Code: 16954 GREEN WAVE CONTRACTING INC							
2025-00092	ok	GREEN WAVE CONTRACTING - PROJ 4015	4,703,160	GREEN WAVE CONTRACTING INC	16954	Partial	1,888,910.13
Total Vendor Code 16954:			4,703,160				1,888,910.13
Vendor Code: 17780 BENTON CONCRETE & UTILITIES LLC							
2026-00487	ok	FRONT & KING BRICK PAVER REPAIR	8,800.00	BENTON CONCRETE & UTILITIES LLC	17780	Open	8,800.00
Total Vendor Code 17780:			8,800.00				8,800.00
Vendor Code: 17829 CAGLE CONSULTING ENGINEERS LLC							
2026-00534	ok	EMANUEL STREET SIDEWALK EXTENSION ENGINEERING SERVICES PROJ #1240	30,500.00	CAGLE CONSULTING ENGINEERS LLC	17829	Open	30,500.00
Total Vendor Code 17829:			30,500.00				30,500.00
Vendor Code: 18315 THE LAW OFFICE OF ERIN E BAILEY LLC							
2026-00475	ok	PUBLIC DEFENDER SERVICES	30,000.00	THE LAW OFFICE OF ERIN E BAILEY LLC	18315	Partial	18,500.00
Total Vendor Code 18315:			30,000.00				18,500.00
Vendor Code: 18317 MECHANICAL EQUIPMENT COMPANY							
2026-00503	ok	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
Vendor Code: 18603 KOPPERS UTILITY AND INDUSTRIAL PRODUCTS INC							
2026-00399	ok	INVENTORY ITEMS	75,000.00	KOPPERS UTILITY AND INDUSTRIAL PRODUCTS INC	18603	Partial	54,691.40



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Vendor Code: 18603 KOPPERS UTILITY AND INDUSTRIAL PRODUCTS INC							
Total Vendor Code 18603:			75,000.00				54,691.40
Vendor Code: 18607 MELTON ELECTRIC CO INC							
2025-00099	ok	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
Vendor Code: 18619 ROWE PROFESSIONAL SERVICES COMPANY							
2025-00170	ok	ROWE PROFESSIONAL SERVICES - ENGINEERING SERVICES PROJECT 1518	62,845.00	ROWE PROFESSIONAL SERVICES COMPANY	18619	Partial	15,400.00
2025-00263	ok	N MERRIMAN -CONGDON STREET STORMWATER IMPROVEMENTS PROJ 4016	101,500.0	ROWE PROFESSIONAL SERVICES COMPANY	18619	Partial	47,600.00
2026-00473	ok	BLACK RIVER RD WIDENING ENGINEERING WASTEWATER PROJ 1817	24,263.00	ROWE PROFESSIONAL SERVICES COMPANY	18619	Partial	14,456.22
2026-00472	ok	BLACK RIVER RD WIDENING ENGINEERING WATER PROJ 1517	24,263.00	ROWE PROFESSIONAL SERVICES COMPANY	18619	Partial	12,712.72
Total Vendor Code 18619:			212,871.0				90,168.94
Vendor Code: 18731 HANNA ENGINEERING LLC							
2025-00118	ok	HANNA ENGINEERING - PROJ #2402 - CDGB #4-SP-22- 004	15,140.00	HANNA ENGINEERING LLC	18731	Partial	9,448.99
Total Vendor Code 18731:			15,140.00				9,448.99
Vendor Code: 18736 WRANGLER HOLDCO CORP							
2026-00365	ok	JULY INVOICE FOR GFL	7,103.03	WRANGLER HOLDCO CORP	18736	Open	7,103.03
2026-00414	ok	ANNUAL COMMERCIAL DUMPSTER COLLECTION	78,133.33	WRANGLER HOLDCO CORP	18736	Partial	42,618.18
Total Vendor Code 18736:			85,236.36				49,721.21
Vendor Code: 18809 BORDER STATES INDUSTRIES INC							
2026-00407	ok	INVENTORY ITEMS	75,000.00	BORDER STATES INDUSTRIES INC	18809	Partial	33,465.40
2026-00525	ok	INVENTORY-TRANSFORMER SUPPLIES 5310.0145	15,000.00	BORDER STATES INDUSTRIES INC	18809	Open	15,000.00
2026-00524	ok	INVENTORY-WIRE 5140.0114	25,000.00	BORDER STATES INDUSTRIES INC	18809	Open	25,000.00
2026-00516	ok	INVENTORY ITEMS- POLE LINE HARDWARE 5140.0116	35,000.00	BORDER STATES INDUSTRIES INC	18809	Partial	32,624.60
Total Vendor Code 18809:			150,000.0				106,090.00
Vendor Code: 18827 THE CART GUY LLC							
2026-00476	ok	ROLL OUT CARTS	17,222.50	THE CART GUY LLC	18827	Open	17,222.50



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Vendor Code: 18827 THE CART GUY LLC							
Total Vendor Code 18827:			17,222.50				17,222.50
Vendor Code: 18902 COMBS TECHNOLOGIES INC							
2026-00373	ok	CONTROLLER PLC SANITAIRE PART FOR DECANTERS	16,351.74	COMBS TECHNOLOGIES INC	18902	Partial	9,293.02
2026-00467	ok	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
Vendor Code: 19062 RAFTELIS FINANCIAL CONSULTANTS INC							
2025-00281	ok	2025 SERVICE FOR UTILITY BILLING ASSESSMENT	38,400.00	RAFTELIS FINANCIAL CONSULTANTS INC	19062	Partial	6,644.37
2026-00405	ok	ELECTRIC UTILITY STUDY- POLE ATTACHEMENTS, LIGHT AGREEMENTS, SOLAR RATES	29,910.00	RAFTELIS FINANCIAL CONSULTANTS INC	19062	Partial	17,098.75
Total Vendor Code 19062:			68,310.00				23,743.12
Vendor Code: 19072 GLOBAL EQUIPMENT COMPANY INC							
2026-00505	closed	DRYING CABINET FOR EVIDENCE	10,292.28	GLOBAL EQUIPMENT COMPANY INC	19072	Partial	599.32
Total Vendor Code 19072:			10,292.28				599.32
Vendor Code: 19074 SUNBELT SOLOMON SERVICES LLC							
2026-00398	ok	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
Vendor Code: 19249 DOBBS EQUIPMENT SOUTHEAST LLC							
2026-00526	ok	REPAIR OF SWEEPER TRUCK	26,036.00	DOBBS EQUIPMENT SOUTHEAST LLC	19249	Open	26,036.00
Total Vendor Code 19249:			26,036.00				26,036.00
Vendor Code: 19306 DESTINY BREE BUTLER							
2026-00495	ok	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
Vendor Code: 19316 UTILITY TRANSFORMER BROKERS LLC							
2026-00396	ok	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
Vendor Code: 19356 CITI INC							
2026-00436	ok	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



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Vendor Code: 19426 FLOCK GROUP INC 2026-00497	ok	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
Vendor Code: 19431 KISHA GAMBLE 2026-00415	ok	JANITORIAL SERVICES	103,499.0	KISHA GAMBLE	19431	Partial	65,863.00
Total Vendor Code 19431:			103,499.0				65,863.00
Vendor Code: 19520 LCK, LLC 2025-00084	ok	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
Vendor Code: 19524 HOWARD ENGINEERING, INC. 2025-00100	ok	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
Vendor Code: 19554 BS&A INTERMEDIATE LLC 2025-00203	ok	BS&A INTERMDIATE LLC - ERP SOFTWARE SYSTEMS	131,615.0	BS&A INTERMEDIATE LLC	19554	Partial	25,775.00
Total Vendor Code 19554:			131,615.0				25,775.00
Vendor Code: 19559 MAULDIN & JENKINS, LLC 2026-00515	ok	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
Vendor Code: 19855 BOLTON & MENK, INC 2025-00268	ok	WASTEWATER TREATMENT PLANT CONDITION ASSESSMENT PROJECT 1823	33,200.00	BOLTON & MENK, INC	19855	Partial	2,200.00
2025-00267	closed	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
Vendor Code: 19864 Thomas & Hutton Engineering Co 2025-00271	ok	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
Vendor Code: 19866 DON MOORHEAD CONSTRUCTION INC							

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Vendor Code: 19866 DON MOORHEAD CONSTRUCTION INC							
2025-00273	ok	SCIIP GRANT PROJECT 1820	6,972,555	DON MOORHEAD CONSTRUCTION INC	19866	Partial	5,093,985.00
Total Vendor Code 19866:			6,972,555				5,093,985.00
Vendor Code: 19871 KING ASPHALT INC							
2025-00285	ok	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
Vendor Code: 19874 JACKLYN J DONEVANT							
2026-00466	ok	CONTRACT SERVICES	10,000.00	JACKLYN J DONEVANT	19874	Partial	7,660.00
Total Vendor Code 19874:			10,000.00				7,660.00
Vendor Code: 19875 RADIAN RESEARCH INC							
2026-00404	closed	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
Vendor Code: 19898 TEREX USA LLC							
2026-00423	ok	2025 F-550 CHASSIS 4X4 SUPER CAB-QUOTE#QU34885-TU-V1 BY HARRISON HARGETT	196,903.0	TEREX USA LLC	19898	Open	196,903.00
Total Vendor Code 19898:			196,903.0				196,903.00
Vendor Code: 19900 OSMOSE UTILITIES SERVICES INC							
2026-00442	ok	2025 POLE INSPECTION AND TREATMENT	250,000.0	OSMOSE UTILITIES SERVICES INC	19900	Partial	135,958.33
Total Vendor Code 19900:			250,000.0				135,958.33
Vendor Code: 19903 POMONA LANDSCAPING LLC							
2026-00439	ok	SEASONAL FLORAL MAINTENANCE	36,302.36	POMONA LANDSCAPING LLC	19903	Open	36,302.36
Total Vendor Code 19903:			36,302.36				36,302.36
Vendor Code: 19904 VESCO MATERIAL HANDLING EQUIPMENT INC							
2026-00447	ok	QUOTE#184524 NICK, 90XP 9" DISC STYLE CHIPPER/CHIP BOX COMBO UNIT	60,500.00	VESCO MATERIAL HANDLING EQUIPMENT INC	19904	Open	60,500.00
Total Vendor Code 19904:			60,500.00				60,500.00
Vendor Code: 19907 JF ACQUISITION LLC							

CUSTOM PURCHASE ORDER REPORT FOR CITY OF GEORGETOWN, SC

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STATUS: OPEN & PARTIAL PO STATE: PURCHASE ORDERS



PO/Req Number	Date Posted	Description	Amount	Vendor Name	Vendor Code	PO Status	Remaining Balance
Vendor Code: 19907 JF ACQUISITION LLC							
2026-00463	ok	VIKING 7 GPM PUMPS, SENSOR 24" LEADS QUOTE QUO-0319033	5,780.07	JF ACQUISITION LLC	19907	Open	5,780.07
Total Vendor Code 19907:			5,780.07				5,780.07
Vendor Code: 19924 DENISE HAGEMEIER							
2026-00504	ok	PROFESSIONAL SERVICES - CONSULTANT	9,197.00	DENISE HAGEMEIER	19924	Partial	5,362.00
Total Vendor Code 19924:			9,197.00				5,362.00
Vendor Code: 19930 STAND STRONG FENCING OF MYRTLE BEACH							
2026-00521	ok	DOG PARK/BARAUCH PARK FENCE REPAIRS	9,228.00	STAND STRONG FENCING OF MYRTLE BEACH	19930	Partial	4,614.00
Total Vendor Code 19930:			9,228.00				4,614.00
Vendor Code: 19931 ALLCON OF GREENVILLE, INC.							
2026-00527	ok	WTP & WWTP ROOF REPAIRS PROJ #1612 & PROJ #3408	113,547.2	ALLCON OF GREENVILLE, INC.	19931	Open	113,547.24
Total Vendor Code 19931:			113,547.2				113,547.24
Vendor Code: 205 INTERNATIONAL PAPER COMPANY							
2026-00517	ok	SOLE SOURCE - BLANKET - RAW WATER - BUS LIC AND INS NA	25,000.00	INTERNATIONAL PAPER COMPANY	205	Partial	12,481.73
Total Vendor Code 205:			25,000.00				12,481.73
Vendor Code: 2709 PETE DUTY & ASSOCIATES, INC.							
2026-00395	ok	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
Vendor Code: 356 THOMAS SUPPLY CO INC							
2026-00371	ok	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
Vendor Code: 3613 MOTOROLA SOLUTIONS INC							
2026-00500	ok	SCDPS RADIO REPLACEMENT	129,821.0	MOTOROLA SOLUTIONS INC	3613	Open	129,821.04
2026-00535	ok	MOBILE VEHICLE RADIOS	37,207.53	MOTOROLA SOLUTIONS INC	3613	Open	37,207.53
Total Vendor Code 3613:			167,028.5				167,028.57
Vendor Code: 3968 GEORGETOWN COUNTY LANDFILL							
2026-00509	ok	LANDFILL FEES	25,000.00	GEORGETOWN COUNTY LANDFILL	3968	Partial	15,163.46
Total Vendor Code 3968:			25,000.00				15,163.46
Vendor Code: 4137 R H MOORE INC							

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PO/Req Number	Date Posted	Description	Amount	Vendor Name	Vendor Code	PO Status	Remaining Balance
Vendor Code: 4137	R H MOORE INC						
2025-00266	ok	DIVISION II FORCE MAIN REPLACEMENT SCIIIP GRANT A-23-C079 PROJECT 1821	3,247,960	R H MOORE INC	4137	Partial	3,140,179.03
Total Vendor Code 4137:			3,247,960				3,140,179.03
Vendor Code: 4200	GEORGETOWN COUNTY BOARD OF DISABILITIES						
2026-00383	ok	RESIDENTIAL RECYCLING-BLANKET JUL 2025-JUN 2026	53,000.00	GEORGETOWN COUNTY BOARD OF DISABILITIES	4200	Partial	38,297.12
Total Vendor Code 4200:			53,000.00				38,297.12
Vendor Code: 4885	REVELS TURF & TRACTOR						
2025-00302	ok	REPLACEMENT OF MOWERS FOR DEPARTMENT	29,039.78	REVELS TURF & TRACTOR	4885	Open	29,039.78
2026-00366	ok	GROUNDS MAINT EQUIP	41,494.58	REVELS TURF & TRACTOR	4885	Open	41,494.58
Total Vendor Code 4885:			70,534.36				70,534.36
Vendor Code: 5010	TYCH & WALKER ARCHITECTS, LLP						
2025-00117	ok	TYCH & WALKER ARCHITECTS - PROJ 1234 1926 3501	24,275.00	TYCH & WALKER ARCHITECTS, LLP	5010	Partial	17,175.00
Total Vendor Code 5010:			24,275.00				17,175.00
Vendor Code: 5038	BUSCH SYSTEMS INTERNATIONAL INC						
2026-00506	ok	RECYCLE BINS GRANT #22.01SW26	7,499.31	BUSCH SYSTEMS INTERNATIONAL INC	5038	Open	7,499.31
Total Vendor Code 5038:			7,499.31				7,499.31
Vendor Code: 5417	W K DICKSON & CO INC						
2025-00094	ok	WK DICKSON & CO - SCIIIP GRANT AWARD PROJ 1820 & 18201	431,717.1	W K DICKSON & CO INC	5417	Partial	271,695.72
2025-00115	ok	W K DICKSON - PROJ #4015 - EDA GRANT #04-79-07494	244,597.0	W K DICKSON & CO INC	5417	Partial	75,256.46
2025-00116	ok	WK DICKSON - PROJ #1606	97,032.36	W K DICKSON & CO INC	5417	Partial	37,093.35
2026-00482	ok	ENGINEERING SERVICES FOR NEW STORMWATER PUMPS PROJ 4017	303,225.0	W K DICKSON & CO INC	5417	Partial	279,842.50
Total Vendor Code 5417:			1,076,571				663,888.03
Vendor Code: 5615	HTC COMMUNICATIONS INC						
2026-00462	ok	CLOUD MANAGEMENT	68,500.00	HTC COMMUNICATIONS INC	5615	Partial	13,951.90
2026-00490	ok	AUTOMATIC LOCKS FOR PUBLIC RESTROOMS	22,523.95	HTC COMMUNICATIONS INC	5615	Open	22,523.95
Total Vendor Code 5615:			91,023.95				36,475.85
Vendor Code: 6254	UTILITY TECHNOLOGY ENGINEERS-CONSULTANTS PLLC						

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PO/Req Number	Date Posted	Description	Amount	Vendor Name	Vendor Code	PO Status	Remaining Balance
Vendor Code: 6254 UTILITY TECHNOLOGY ENGINEERS-CONSULTANTS PLLC							
2025-00037	ok	UTILITY TECHNOLOGY ENGINEERING - PROJ 1931 PHASE 3	28,932.76	UTILITY TECHNOLOGY ENGINEERS-CONSULTANTS PLLC	6254	Partial	21,324.35
2025-00114	ok	UTILITY TECHNOLOGY - PROJ 1927 ROLLOVER FROM PO#2024-124	25,788.14	UTILITY TECHNOLOGY ENGINEERS-CONSULTANTS PLLC	6254	Open	25,788.14
2025-00223	ok	CONSTRUCTION SERVICES FOR FRONT STREET PROJECT #1931	39,300.00	UTILITY TECHNOLOGY ENGINEERS-CONSULTANTS PLLC	6254	Partial	18,982.37
2026-00470	ok	GIS ELECTRIC SYSTEM MAPPING CONTINUED FROM 2024/2025 FISCAL YEAR	90,000.00	UTILITY TECHNOLOGY	6254	Partial	43,209.19
2026-00520	closed	MARINA DRIVE UNDERGROUND LOOP PROJ #1931	15,560.00	UTILITY TECHNOLOGY	6254	Partial	16.81
2026-00528	ok	MARINA DRIVE UNDERGROUND LOOP PROJ #1931	69,100.00	UTILITY TECHNOLOGY	6254	Open	69,100.00
Total Vendor Code 6254:			268,680.9				178,420.86
Vendor Code: 6524 COASTAL STRUCTURES CORPORATION							
2025-00027	ok	COASTAL STRUCTURES CORP - PROJECT 2005	795,863.0	COASTAL STRUCTURES CORPORATION	6524	Partial	467,110.15
2025-00149	ok	COASTAL STRUCTURES - PROJ 1607	842,158.8	COASTAL STRUCTURES CORPORATION	6524	Partial	350,539.41
2025-00280	ok	PHASE I METAL BLDG MUNICIPAL COMPLEX-PROJECT 1234 , 1926 , 3501	629,027.9	COASTAL STRUCTURES CORPORATION	6524	Partial	218,624.72
2026-00400	ok	CONSULTING SERVICES HARRY JOHNSON	40,000.00	COASTAL STRUCTURES CORPORATION	6524	Partial	21,370.00
2026-00408	ok	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:			3,394,545				2,145,139.49
Vendor Code: 6700 ST FRANCES ANIMAL CENTER							
2026-00392	ok	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
Vendor Code: 7196 SET SOLUTIONS, LLC							
2026-00385	ok	COG SAFETY TRAINING	25,000.00	SET SOLUTIONS, LLC	7196	Partial	20,500.00
Total Vendor Code 7196:			25,000.00				20,500.00
Vendor Code: 7285 DELL MARKETING L. P.							
2026-00428	ok	LEASE FOR 4 YEARS	138,797.9	DELL MARKETING L. P.	7285	Partial	135,862.95



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Vendor Code: 7285 DELL MARKETING L. P.							
Total Vendor Code 7285:			138,797.9				135,862.95
Vendor Code: 7749 CAROLINA INTERNATIONAL TRUCKS							
2025-00261	ok	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
Vendor Code: 7936 TANNER INDUSTRIES, INC.							
2026-00424	ok	AMMONIA	20,000.00	TANNER INDUSTRIES, INC.	7936	Partial	16,070.37
Total Vendor Code 7936:			20,000.00				16,070.37
Vendor Code: 8540 LINE EQUIPMENT SALES CO INC							
2026-00406	ok	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
Vendor Code: 8794 GEORGETOWN ALCOHOL AND DRUG AB							
2026-00440	ok	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
Vendor Code: 89 INDUSTRIAL SOLUTIONS & SUPPLY							
2025-00040	ok	INDUSTRIAL SOLUTIONS - SULFURIC ACID	25,000.00	INDUSTRIAL SOLUTIONS & SUPPLY	89	Partial	17,818.74
2026-00377	ok	25% SODIUM HYDROXIDE (CAUSTIC)	25,000.00	INDUSTRIAL SOLUTIONS & SUPPLY	89	Partial	2,416.74
2026-00375	ok	50% SULFURIC ACID	25,000.00	INDUSTRIAL SOLUTIONS & SUPPLY	89	Open	25,000.00
2026-00426	ok	POLYMER	25,000.00	INDUSTRIAL SOLUTIONS & SUPPLY	89	Partial	13,917.95
2026-00522	ok	HYPER+ION 9254 (PAC)	25,000.00	INDUSTRIAL SOLUTIONS & SUPPLY	89	Partial	10,688.00
2026-00519	ok	25% SODIUM HYDROXIDE CAUSTIC SODA	25,000.00	INDUSTRIAL SOLUTIONS & SUPPLY	89	Partial	13,263.87
Total Vendor Code 89:			150,000.0				83,105.30
Vendor Code: 8905 PVS TECHNOLOGIES INC							
2026-00379	ok	FERRIC CHLORIDE	75,000.00	PVS TECHNOLOGIES INC	8905	Partial	20,799.12
Total Vendor Code 8905:			75,000.00				20,799.12
Vendor Code: 9046 STONE CONSTRUCTION							
2026-00448	ok	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
Vendor Code: 9253 CONWAY FORD INC							

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Vendor Code: 9253 CONWAY FORD INC							
2026-00477	ok	FORD EXPLORER - REPLACEMENT FOR FIRE MARSHALL VEHICLE 1157	45,680.00	CONWAY FORD INC	9253	Open	45,680.00
2026-00533	ok	2026 F150 4X2 SUPER CREW CAB TRUCK VEHICLE 2704	42,239.00	CONWAY FORD INC	9253	Open	42,239.00
2026-00532	ok	PW PICKUP TRUCK VEHICLE 1214	42,239.00	CONWAY FORD INC	9253	Open	42,239.00
2026-00531	ok	2026 FORD RANGER 4X2 SUPERCREW VEHICLE 366	37,344.00	CONWAY FORD INC	9253	Open	37,344.00
Total Vendor Code 9253:			167,502.00				167,502.00
Vendor Code: 9846 ANDRITZ SEPARATION INC							
2026-00369	CLOSED OK	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
Vendor Code: 9902 BRENNTAG MID-SOUTH INC							
2026-00378	ok	25% SODIUM HYDROXIDE	25,000.00	BRENNTAG MID-SOUTH INC	9902	Partial	6,218.60
2026-00471	ok	ORTHOPHOSHPHATE	25,000.00	BRENNTAG MID-SOUTH INC	9902	Partial	12,610.00
Total Vendor Code 9902:			50,000.00				18,828.60
Vendor Code: 9909 JONES CHEMICALS INC							
2026-00376	ok	TON CHLORINE CYLINDERS	75,000.00	JONES CHEMICALS INC	9909	Partial	50,818.38
2026-00380	ok	TON CHLORINE CYLINDERS	25,000.00	JONES CHEMICALS INC	9909	Partial	13,872.17
Total Vendor Code 9909:			100,000.00				64,690.55
Report Total:			27,954.06				18,008,414.24

The FIRE Report

A monthly report of Fire Department activities to City Council

December
2025



Fire Prevention Bureau

2025

November

Inspections	30
Violations Found	19
Buildings without Violations	23
Buildings Cleared of Violations	3
Violations Corrected	8
Violations Not Corrected	11
3rd Party Inspection Review	0

Assemblies Inspected:	4
Business Inspected:	10
Educational Buildings Inspected:	0
Factories Inspected:	4
Mobile Food Trucks	1
Hazardous Buildings Inspected	0
Institutional Inspected:	1
Mercantile Inspected:	6
Residential Inspected:	1
Storage Buildings Inspected:	3

Construction Meetings:	1
Plans Review:	2
Test Conducted:	0
Compliance Issues:	0
Complaints Reviewed:	0
Business License:	5
Citation Issued:	0

Public Education

Programs	5
Participants	311

Suppression Division

A Brief Look at Emergency Responses

November 2025

1. Three Medical Calls; One Water Problem; Smoke Removal; one Unauthorized Burn; One Public Service Call
2. Seven Medical Calls
3. Seven Medical Calls; One MVA
4. Four Medical Calls; One Detector Activation; One MVA; Two Public Service Calls
5. Ten Medical Calls; One MVA; Two Public Service Calls
6. Three Medical Calls; One Smoke Scare; Two MVA's; One Public Service Call
7. Eight Medical Calls; One Detector Activation; One Public Service Call
8. One Medical Calls; One False Alarm
9. Nine Medical Calls
10. Seven Medical Calls; One Detector Activation; Three Public Service Calls
11. Three Medical Calls; Two Public Service Calls
12. Six Medical Calls; One Detector Activation; One False Alarm; One MVA
13. Six Medical Calls; One Alarm System Malfunction; One Gas Leak; One Unauthorized Burn; One Public Service Call
14. Two Medical Calls; One Detector Activation; Two False Alarms; Two MVA's
15. Five Medical Calls; Two Public Service Calls
16. Three Medical Calls; One Structure Fire; One MVA
17. Twelve Medical Calls; One Brush Fire; One Public Service Call
18. Three Medical Calls; One MVA
19. Four Medical Calls; One Trash Fire
20. Two Medical Calls
21. Ten Medical Calls; One Building Fire
22. Eight Medical Calls; One MVA; One Public Service Call
23. Three Medical Calls
24. Six Medical Calls; One MVA; One Public Service
25. Four Medical Calls; One Structure Fire; One Unauthorized Burn; Two Public Service Calls
26. Ten Medical Calls; One Detector Activation; Two MVA's
27. Ten Medical Calls; One False Alarm
28. Six Medical Calls; One Public Service Call
29. Four Medical Calls; Two MVA's; One Assist Other Agency; One Public Service Call
30. Six Medical Calls; One Alarm Malfunction



Total Call Volume	November		Year to Date	
	2025	2024	2025	2024
As defined by the National Fire Incident Report System				
Fires	5	4	44	47
Rescue Calls/EMS	179	125	1969	1751
Hazardous Conditions	1	2	31	44
Service Calls	38	47	463	367
Good Intent Calls	12	13	180	163
False Alarms	13	14	154	155
Weather/Flood	0	0	3	0
Special Incident Type	3	1	19	10
Total Calls	251	206	2863	2537

Save/Loss Analysis

	Losses	Property Values
November 2025	\$ 42,300	\$ 180,300
November 2024	\$ 9,201	\$ 52,000
Year to Date	\$ 469,557	\$ 5,443,475

Property values are estimates based on the Georgetown County Assessor's Office 2020 Market Values.

Mutual Aid Calls

	November	YTD
To Georgetown County Fire	1	7
To Midway Fire	2	31
To other Departments	0	0
From Georgetown County Fire	1	3
From Midway	3	22
From other Departments	0	0
	November	YTD
Staff Training Hours	863	8264

FLEET SERVICES MONTHLY REPORT (FY 24-25)

Task	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26
Repairs	77	76	65	58	60			
Preventative Maintenance	18	21	17	16	11			
Tires repaired or Replaced	35	30	33	38	22			
Services Past Due	-	-						
Monthly Totals	130	127	115	112	93	-	-	-

Mar-26	Apr-26	May-26	Jun-26	Cummulative
				336
				83
				158
				-
-	-	-	-	577

Task

Repairs

Preventative Maintenance

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 November 2025 Report

New Hires:

Department	Employee Name	Position
Fire Dept:	Andrew Dicostanzo	Firefighter
	Chloe Cribb	Firefighter
	Kaleb Fogle	Firefighter
	Michael Martin	Part-time Firefighter
	McKlaine Smail	Firefighter
	Steven Johnson	Firefighter
Police Dept:	Brady Skelly	Re-hire POI
	Ricarter Ruggerio	POI
Electric Dept:	Zephan Kash	Tree Trimmer I
Municipal Court:	Shireka Anerson	Municipal Court Asst.

Separations: None

Department	Employee Name	Position

Promotions: None

Department	Employee Name	Position
Police:	Darryl Carr	Police Sergeant
Public Works:	Malcolm Cooper	HEO I

Drawer 939
Georgetown, SC 29442

Public Works:	Rashynne Knowlin	Facilities Maintenance Tech

Positions Open:

Open Until Filled Positions:

Department	Job Title	Date Position Opened
Fire Dept.	Firefighter EMT	Oct. 21, 2025
Police Dept.	Police Officer	Oct. 13, 2025
Water Dept	Facilities Maintenance Tech I	Nov. 20, 2025
	Facilities Maintenance Tech II	Nov. 20, 2025
Public Works	Floral Tech	Sept. 19, 2025
B&P Dept.	Administrative Assistant/Permit Tech.	Dec. 1, 2025
	Building Official	Nov. 18, 2025
Finance Dept.	Utility Billing Tech	Nov. 19, 2025
	Meter Tech I	Nov. 29, 2025
Elect. Dept.		

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	60	\$ 11,061.75		
Served Time	15	\$ 18,330.00	18	\$ 28,297.50	10	\$ 12,062.50	12	\$ 16,230.00	17	\$ 14,772.50		
Scheduled Time Payment	20	\$ 6,892.61	30	\$ 8,101.55	21	\$ 3,558.68	20	\$ 4,814.81	12	\$ 1,748.00		
NRVC	40	\$ 6,858.00	77	\$ 15,042.75	37	\$ 5,904.50	25	\$ 4,145.64	19	\$ 5,100.00		
Tried in Absence	9	\$ 8,917.50	19	\$ 17,319.50	6	\$ 3,150.63	26	\$ 21,134.11	7	\$ 7,762.50		
Parking Tickets Paid	119	\$ 7,875.00	89	\$ 8,078.00	53	\$ 3,318.50	57	\$ 4,387.75	28	\$ 2,412.00		
Nolle Prosequi/Dismissed/Not Guilty	124		150		129		177		76			
Transferred to General Sessions Court	35		29		51		28		35			
Voided	29		11		7		7		12			
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	266	\$ 42,856.75		
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												

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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	1		
Board of Zoning Appeals	0	1	2	5	6	1	2	3	1	3	2		
Planning Commission	0	3	0	2	2	2	2	5	0	2	1		
Community Appearance Board	2	0	1	0	3	4	3	1	0	2	2		
Construction Board of Appeals	0	0	0	0	0	0	0	0	0	0	0		
Totals	7	12	14	17	15	9	12	18	3	14	6	0	0

Planning & Community Development Monthly Report – November 2025

Al Joseph, Main Street Coordinator, Planning & Community Development

- Participated in the monthly Stormwater Update meeting
- Meeting with Nick Robinson and Carey Farrow about the potential of setting up a Historical Preservation Commission in Georgetown
- Attended the monthly Arts Commission meeting
- Attended the monthly GBA board meeting and general session meeting
- Attended two Christmas Committee planning meetings
- Coordinated and facilitated a meeting with representatives of SC250, Chamber of Commerce, Kaminski House, Gullah Museum, Maritime Museum, Arts Commission and the GBA to discuss SC250 events in 2026
- Interview with the Post and Courier about Christmas events in Georgetown
- Attended the Light up the Lawn event at the Kaminski House Museum
- Finalized the Christmas lighting on Front St
- Coordinated the delivery and installation of the sleigh and reindeer to Rainey Park
- Set up and volunteered at the holiday Music in the Park
- Prepared encroachment list for Clarissa, will hand deliver the letters and applications to all businesses in early December
- Coordinated with the GBA to have carolers and musicians on weekends between Thanksgiving and Christmas
- Coordinated and made reservations for a Christmas dinner for the Arts Commission members after our December meeting
- Staff lunch/going away for Ryan Call
- Emceed the Tree Lighting and the Christmas Parade
- Wrote a MOU between the City and the Foxes on Front Committee
- Passed out residential and business notices to all homes and businesses affected by the Christmas parade route
- Began working with the Middle Passage Marker Steering Committee to potentially place a marker recognizing Middle Passage and the slave market near the Harborwalk entrance at Screven and Front

Clarissa Tindall, Zoning Administrator, Planning & Community Development

Meetings:

- 1 ARB Meeting
- 1 BZA Meeting

-
- 1 Community Appearance Board Workshop
 - 1 Community Appearance Board Meeting
 - 1 City Council Meeting
 - 1 Planning Commission Regular Meeting
 - Meetings with citizens about various projects
 - Meetings with potential contractors for Unified Development Ordinance
 - 1 Meeting to ensure accuracy of processes related to Board Functions

For Boards/Commissions/Council:

- Staff reports, agenda, public notification, and creation of packets for the Architectural Review Board Regular Meeting
- Staff report, agenda, public notification, and creation of packets for the Board of Zoning Appeals Regular Meeting
- Staff report, agenda, public notification, and creation of packets for the Community Appearance Board Regular Meeting and Workshop
- Staff report, agenda, public notification, and creation of packets for Planning Commission
- Finalizing UDO
- City Council staff report for rezoning and UDO applications

Applications and Permits:

- 1 BZA Application
- 1 UDO sent to City Council
- 1 Rezoning application sent to City Council
- 1 City Code of Ordinances text amendment application sent to City Council
- 3 Sign Applications
- 1 Temp Sign Application
- 1 STVR Application
- 5 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:

- 1 Zoning Information Letter

-
- 1 Zoning Determination Letter
 - 4 Address Correction/verification letters

Ordinance Updates:

- Finalized the 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 corrections to Zoning Map
- Building permit approvals
- Business license approvals

Streater Mitchum, Executive Director, Friends of the Kaminski House

- In November, the Kaminski House welcomed visitors from **23 states and 2 countries**, underscoring the ongoing national and international appeal of our site. Since the start of the fiscal year, we have already greeted guests from **36 states and 17 countries**, positioning Georgetown as a destination for both domestic and international travelers.
- Our dedicated volunteers contributed **over 126 hours in November**, 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!
- The Kaminski House hosted two weddings in November, welcoming more than 400 guests to our historic waterfront property. Weddings at the Kaminski House continue to serve as economic driver for Georgetown, with approximately 70% of November's wedding guests traveling as destination visitors—supporting local hotels, restaurants, and small businesses throughout the region.
- We hosted 2 field trips in November, sharing our history with over 80 second graders. They enjoyed a morning on our lawn being “little detectives” in history. It was a great program!
- We hosted our Light up the Lawn event last week and it was a fantastic turnout. We are excited to welcome locals and visitors to our lawn for the Holiday Season! We have 4 candlelight tour nights with tickets on sale online and in person!
- Our facilities committee is working to determine deferred maintenance needs required during our slow season (January/February).

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

November 2025

Honorable Mayor Carol Jayroe
And Members of City Council
City of Georgetown, South Carolina

Dear Mayor Carol Jayroe and Council Members:

The following highlights reflect recent activities and events involving the Georgetown Police Department for the month of November:

- **Employee recognition**
 - November 3rd Cpl. Darryel Carr was promoted to Sergeant to fill a patrol supervisor vacancy at that position.
 - Officer Travis Keefer graduated from Basic Law Enforcement Certification at the SCCJA. Officer Keefer will be assigned to uniform patrol upon completion of his field training program.
- **Veterans Day Parade**
 - November 11th police department personnel participated by providing security along the route.
- **Training**
 - The week of November 3rd all sworn personnel attended in-service training. In-service training is conducted twice a year. Topics include legal updates, policy review, CPR/first aid, and firearms qualifications.
 - Officers Geathers and Rottenkolber successfully completed Specific Skills Instructor training on Thursday Nov 20th at the SCCJA.
- **Operations**
 - Tuesday November 18th Georgetown Police and Sheriff's Deputies teamed-up to conduct citywide/county-wide warrants sweep. The operation resulted in several arrests for outstanding criminal charges.
 - On Friday November 14th a kindergarten class of about 60 children from Maryville Elementary toured the police department. The group was "Sworn-in" and asked to assist officers with solving a crime that happened at the police department the night before where someone broke-in and stole all of our Christmas decorations.
- **Georgetown Youth-Family-Law Enforcement Initiative**
 - This initiative, currently in the planning stages, is a partnership between GPD, the Youth Empowerment Program, Fathers in Education, and community stakeholders to address rising youth gun violence through early intervention and family engagement. The program provides at-risk and justice-impacted

Drawer 939
Georgetown, SC 29442

youth with support in emotional regulation, education, and career readiness, while strengthening guardian involvement and community accountability. GPD's role focuses on mentorship, transparency, and collaboration, aligning with our Safe Streets strategy and complementing enforcement with prevention. As planning continues, additional details will be provided as the initiative further develops.

Please let me know if you need any additional information regarding these or other matters.

Sincerely,

A handwritten signature in black ink, appearing to read "William Pierce", with a stylized flourish at the end.

William Pierce,
Chief of Police

Enforcement	January	February	March	April	May	June	July	August	September	October	November	December	Total
CAD Activity	3353	2578	2856	3050	2675	2956	3147	2942	2958	3148	3408		33071
Calls for Service	675	745	933	859	880	808	933	953	914	856	754		9310
Incident Reports	144	142	162	137	166	145	146	176	147	99	115		1579
Zone 1	17	19	14	19	18	24	19	21	17	20	22		210
Zone 2	40	50	67	49	40	44	54	45	41	18	32		480
Zone 3	87	73	81	69	108	77	73	110	89	61	61		889
Street Crimes													
Incident Reports							6	19	10	8	2		45
Traffic Stops							4	33	63	67	26		193
Arrest							3	18	11	9	2		43
Drug Cases							2	8	1	2	1		14
Weapon Recovered							0	4	2	2	1		9
Arrest	83	88	99	92	89	102	78	97	75	78	68		949
Warrants Served	23	36	20	34	37	50	22	45	42	28	16		353
Traffic Accidents													
Responded To	43	35	54	56	58	49	45	43	48	56	43		530
TR310s completed	31	35	49	52	57	49	42	47	44	37	38		481
Traffic Stops	598	358	576	508	596	630	450	643	530	574	461		5924
Uniform Traffic Ticket	324	267	395	311	437	412	280	371	249	276	253		3575
Male	189	172	231	209	254	247	174	247	150	172	153		2198
Female	135	95	164	102	183	165	106	124	99	104	100		1377
Caucasian	175	137	221	176	246	225	141	192	126	142	145		1926
African American	119	98	137	104	161	156	107	140	94	105	85		1306
Hispanic	25	24	40	24	30	31	32	32	21	24	18		301
Other	1	8	7	7	0	0	0	7	8	5	5		48
Warning/Public Contact	335	179	277	260	272	330	256	366	290	301	236		3102
Male	170	108	152	130	146	197	142	204	161	161	123		1694
Female	165	71	125	130	126	133	114	162	129	140	113		1408
Caucasian	201	96	168	166	133	169	133	177	153	151	130		1677
African American	119	72	93	76	128	148	105	168	127	128	86		1250
Hispanic	11	7	9	7	11	13	12	13	8	12	3		106
Other	4	4	7	11	0	0	6	8	2	10	17		69
Property Check	1987	1438	1328	1563	1064	1351	1588	1269	1472	1633	2130		16823

Overdose	3	3	5	1	2	7	0	1	2	0	2		26
Non-death	3	3	4	1	2	3	0	1	2	0	1		20
Death	0	0	1	0	0	0	0	0	0	0	1		2
Narcan by GPD	0	0	0	0	1	0	0	0	0	0	0		1
Parking Tickets	93	37	22	120	138	167	176	77	42	85	63		1020

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	110								525
Curbside Debris	Brown & White Goods collected (Net Tons)	64	107	80	60	55								366
Garbage Collections	Residential Solid Waste Collection (Net Tons)	368	334	361	352	269								1,683
Recycle Collections	Recyclables Collected (Net Tons)	17	14	15	16	14								74
	Monthly Totals (Net Tons)	530	541	595	535	447	-	-	-	-	-	-	-	

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	28								241
Streets	Sidewalk, curbing and boardwalk repairs.	4	5	5	14	15								43
Facility Maintenance	City parks and restrooms, and facility maintenance repairs.	3	6	34	27	8								78
	Monthly Work Orders Totals	82	54	84	91	51	-	-	-	-	-	-	-	362

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 City Fire Department
Charles W. Cribb, Fire Chief
Office: (843) 545-4200
Fax: (843) 527-1650

Risk Management November 2025 Report

Risk Management

Department	SCMIT/SCMIRF	Loss Description
Public Works	SCMIT – 0 SCMIRF –1	Gate Damaged
Water Utilities	SCMIT – 0 SCMIRF – 0	
Electric Utilities	SCMIT – 0 SCMIRF – 1	Driveway Damaged
Fleet	SCMIT – 0 SCMIRF –0	
Finance	SCMIT – 0 SCMIRF – 0	
Fire	SCMIT – 2 SCMIRF – 0	Overheated
Administration	SCMIT – 0 SCMIRF – 0	
Engineering	SCMIT – 0 SCMIRF – 0	
Municipal Court	SCMIT – 0 SCMIRF – 0	
Planning & Community Development	SCMIT – 0 SCMIRF – 0	
Police Department	SCMIT – 1 SCMIRF –0	Finger Laceration

WATER - WASTEWATER - STORMWATER UTILITY REPORT (FY 2020)

Description of Work Performed	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Cumulative
Water Treatment Plant (WTP)													
Filtered Water Total (MG)	36.148	36.028	34.942	35.346	30.934	29.822	27.638	26.451	28.422	27.102	32.469	28.558	373.86
Average Daily Flow Finished Water (MGD)	1.166	1.162	1.165	1.140	1.031	0.962	0.892	0.912	0.917	0.903	1.047	0.952	12.249
King Well (MG)	6.571	6.402	6.449	6.462	6.201	6.437	6.391	5.998	6.404	6.387	6.781	6.374	76.857
Maryville Well (MG)	8.110	6.694	5.968	6.517	5.890	6.101	7.228	6.834	7.684	7.541	5.885	6.807	81.259

Wastewater Treatment Plant (WWTP)

Influent Flow Total (MG)	109.241	106.426	141.725	104.576	113.434	156.034	139.421	157.692	163.034	119.247	131.099	147.438	1589.367
Average Daily Influent Flow (MGD)	3.524	3.433	4.724	3.373	3.781	5.033	4.497	5.632	5.259	3.975	4.229	4.915	52.375
Effluent Flow Total (MG)	107.234	94.499	121.308	94.499	147.861	198.72	133.819	167.524	117.287	107.234	96.997	126.464	1513.446
Average Daily Effluent Flow (MGD)	3.459	3.048	4.044	3.048	4.929	6.410	4.317	5.983	3.783	3.574	3.129	4.215	49.939
Rainfall Total (Inches)	5.26	8.09	12.13	2.69	3.4	8.04	1.6	5.38	4.36	3.84	4.68	5.46	64.93

Water Distribution

Work Orders Completed	82	70	55	66	75	74	81	143	117	71	59	83	976
Water Leaks Repairs	36	26	18	21	28	34	27	19	34	16	21	18	298
Water Meters Replacements	12	1	4	5	8	3	9	28	0	3	3	5	81
Locates Completed	209	321	133	148	100	146	121	123	123	125	109	125	1783

Wastewater Collection

Work Orders Completed	23	41	31	40	57	68	67	60	76	41	60	51	615
Backup Responses	6	6	11	12	16	14	50	49	60	32	48	35	339
Locates Completed	209	321	133	148	100	146	121	123	123	125	109	125	1783
Routine Line Cleaning													

Maintenance

Work Orders Completed	22	0	20	26	19	20	28	19	22	22	21	31	250
Work Orders on Pump Stations Completed	12	0	9	10	11	18	7	6	4	6	5	9	97
Work Orders for the WWTP Completed	8	0	3	0	1	1	2	1	5	6	3	2	32
Work Orders for the WTP Completed	0	0	0	0	2	0	8	0	1	0	0	0	11

Stormwater

Work Orders Completed	11	22	8	13	8	16	11	4	4	5	9	17	128
Locates Completed	209	321	133	148	100	146	121	123	123	125	106	125	1780
Routine Line and Ditch Cleaning													

WATER - WASTEWATER - STORMWATER UTILITY REPORT (FY 2021)

Description of Work Performed	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Cumulative
Water Treatment Plant (WTP)													
Filtered Water Total (MG)	32.000	40.197	29.645	29.429	27.061	29.323	32.079	28.295	32.522	35.309	39.721	30.633	386.214
Average Daily Flow Finished Water (MGD)	1.032	1.297	0.988	0.949	0.902	0.946	1.035	1.011	1.049	1.177	1.281	1.021	12.688
King Well (MG)	6.457	6.542	6.373	6.446	6.259	6.515	6.474	5.887	6.529	6.543	6.513	6.361	76.899
Maryville Well (MG)	7.078	5.192	7.471	7.686	7.372	7.779	7.694	6.900	7.786	7.501	7.780	7.622	87.861

Wastewater Treatment Plant (WWTP)

Influent Flow Total (MG)	149.165	190.492	165.163	161.879	152.729	124.042	152.305	181.193	136.020	96.761	87.472	93.985	1691.206
Average Daily Influent Flow (MGD)	4.812	6.145	5.505	5.222	5.091	4.001	4.913	6.471	4.388	3.225	2.822	3.133	55.728
Effluent Flow Total (MG)	125.819	152.274	134.207	124.529	156.605	114.882	152.134	185.883	120.654	83.403	62.241	83.403	1496.034
Average Daily Effluent Flow (MGD)	4.059	4.912	4.474	4.017	5.220	3.706	4.908	6.639	3.892	2.780	2.008	2.780	49.395
Rainfall Total (Inches)	7.230	13.010	7.380	3.420	3.770	4.910	4.770	5.100	1.940	0.240	1.630	7.400	60.800

Water Distribution

Work Orders Completed	70	82	63	82	71	71	72	75	78	91	84	60	899
Water Leak Repairs	25	26	14	27	23	17	17	26	22	37	22	26	282
Water Meter Replacements	0	3	2	5	1	0	1	2	1	1	10	0	26
Locates Completed	142	132	133	180	128	121	167	135	190	162	110	143	1743

Wastewater Collection

Work Orders Completed	34	38	35	47	44	64	66	47	57	65	42	29	568
Backup Responses	30	24	25	37	36	45	35	44	38	31	31	12	388
Locates Completed	142	132	133	180	128	121	167	135	190	162	110	143	1743
Routine Line Cleaning													

Maintenance

Work Orders Completed	40	21	21	31	29	27	29	26	33	26	35	39	357
Work Orders on Pump Stations Completed	15	9	2	14	2	7	2	13	0	1	0	0	65
Work Orders for the WWTP Completed	8	0	6	11	7	4	2	1	4	4	2	7	56
Work Orders for the WTP Completed	0	0	0	0	0	0	0	0	0	0	4	0	4

Stormwater

Work Orders Completed	11	18	5	4	5	5	2	7	5	4	2	5	73
Locates Completed	142	132	133	180	128	121	167	135	190	162	110	143	1743
Routine Line and Ditch Cleaning													

WATER - WASTEWATER - STORMWATER UTILITY REPORT (FY 2022)

Description of Work Performed	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Cumulative
Water Treatment Plant (WTP)													
Filtered Water Total (MG)	28.769	28.224	27.210	27.563	25.356	22.701	28.197	26.836	29.322	28.109	35.701	34.570	342.558
Average Daily Flow Finished Water (MGD)	0.928	0.910	0.907	0.889	0.845	0.732	0.910	0.958	0.946	0.937	1.152	1.152	11.266
King Well (MG)	6.493	6.610	6.305	6.537	6.394	6.544	6.588	3.893	6.679	6.248	6.539	7.094	75.924
Maryville Well (MG)	7.626	7.738	7.307	7.233	7.383	7.579	7.734	6.933	7.676	7.396	7.652	8.081	90.338

Wastewater Treatment Plant (WWTP)

Influent Flow Total (MG)	130.787	158.660	113.273	97.988	87.184	76.937	97.785	92.245	100.621	110.320	96.836	80.254	1242.890
Average Daily Influent Flow (MGD)	4.219	5.118	3.776	3.161	2.906	2.482	3.154	3.294	3.246	3.677	3.124	2.675	40.832
Effluent Flow Total (MG)	106.432	141.910	95.851	85.893	84.952	84.109	107.308	90.028	85.893	84.244	78.633	70.584	1115.837
Average Daily Effluent Flow (MGD)	3.433	4.578	3.195	2.771	2.832	2.713	3.462	3.215	2.771	2.808	2.537	2.353	36.668
Rainfall Total (Inches)	8.750	6.260	4.340	2.270	1.680	3.780	3.320	1.450	3.940	2.970	2.600	2.950	44.310

Water Distribution

Work Orders Completed	73	75	59	54	61	60	61	62	71	66	71	71	784
Water Leak Repairs	21	21	20	22	18	24	23	30	18	16	21	23	257
Water Meter Replacements	4	2	0	4	1	0	1	2	3	1	0	0	18
Locates Completed	80	130	141	123	121	85	136	91	120	144	117	147	1435

Wastewater Collection

Work Orders Completed	46	30	48	28	50	57	55	59	69	48	43	38	571
Backup Responses	23	18	21	16	20	21	28	23	21	14	18	13	236
Locates Completed	80	130	141	123	121	85	136	91	120	144	117	147	1435
Routine Line Cleaning													0

Maintenance

Work Orders Completed	37	41	38	19	34	28	30	25	29	26	27	22	356
Work Orders on Pump Stations Completed	0	14	7	3	9	9	6	5	4	6	5	0	68
Work Orders for the WWTP Completed	2	4	2	4	5	6	5	6	3	6	4	5	52
Work Orders for the WTP Completed	1	1	4	1	0	0	0	0	2	0	0	1	10

Stormwater

Work Orders Completed	5	9	3	9	0	1	0	0	1	5	5	9	47
Locates Completed	80	130	141	123	121	85	136	91	120	144	117	147	1435
Routine Line and Ditch Cleaning													

WATER - WASTEWATER - STORMWATER UTILITY REPORT (FY 2023)

Description of Work Performed	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Cumulative	
Water Treatment Plant (WTP)														
Filtered Water Total (MG)	31.649	30.890	29.822	29.557	26.944	31.701	29.558	24.533	28.842	28.939	31.402	31.241	355.078	260.446
Average Daily Flow Finished Water (MGD)	1.021	0.996	0.994	0.953	0.898	1.023	0.953	0.876	0.930	0.965	1.013	1.041	11.663	174.515
King Well (MG)	6.505	6.734	6.256	6.749	6.260	6.851	6.463	5.832	6.247	6.260	6.613	6.261	77.031	37.676
Maryville Well (MG)	7.472	7.455	7.057	7.362	7.161	7.914	7.517	6.472	7.432	7.200	7.547	7.124	87.713	43.292
														515.929
Wastewater Treatment Plant (WWTP)														
Influent Flow Total (MG)	95.496	97.347	101.359	107.097	89.125	93.496	98.882	133.574	107.478	106.761	99.984	101.671	1232.270	
Average Daily Influent Flow (MGD)	3.081	3.140	3.379	3.455	2.971	3.016	3.190	4.771	3.467	3.559	3.225	3.389	40.643	
Effluent Flow Total (MG)	74.918	90.397	97.207	99.065	86.630	84.880	91.613	133.576	89.158	91.973	91.334	102.831	1133.582	600.485
Average Daily Effluent Flow (MGD)	2.417	2.916	3.240	3.196	2.888	2.738	2.955	4.771	2.876	3.066	2.946	3.428	37.437	648.337
Rainfall Total (Inches)	6.260	5.020	7.260	1.320	3.030	1.140	3.960	4.470	1.550	4.440	5.670	4.940	49.060	25.030 1248.822
Water Distribution														
Work Orders Completed	62	64	86	73	68	93	72	72	98	59	47	40	834	388
Water Leak Repairs	19	20	9	24	20	55	40	25	55	10	13	11	301	
Water Meter Replacements	1	3	2	4	5	3	3	7	3	5	2	0	38	
Locates Completed	131	136	107	104	92	124	158	138	200	154	111	116	1571	877
Wastewater Collection														
Work Orders Completed	40	37	45	39	41	49	48	76	36	32	36	27	506	255
Backup Responses	17	16	12	19	17	24	28	29	20	9	11	12	214	
Locates Completed	131	136	107	104	92	124	158	138	200	154	111	116	1571	
Routine Line Cleaning													0	
Maintenance														
Work Orders Completed	28	31	40	24	32	21	27	37	33	22	25	36	356	180
Work Orders on Pump Stations Completed	0	0	1	0	0	5	2	6	5	2	0	0	21	
Work Orders for the WWTP Completed	7	10	11	2	11	5	8	9	7	5	8	10	93	
Work Orders for the WTP Completed	0	3	8	6	0	0	3	3	5	0	1	1	30	
Stormwater														
Work Orders Completed	3	7	3	7	1	1	1	3	2	4	1	5	38	16
Locates Completed	131	136	107	104	92	124	158	138	200	154	111	116	1571	

WATER - WASTEWATER - STORMWATER UTILITY REPORT (FY 2024)

Description of Work Performed	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Cumulative
Water Treatment Plant (WTP)													
Filtered Water Total (MG)	44.021	42.946	42.493	39.403	39.913	43.912	43.570	38.815	38.888	39.774	46.883	45.400	506.018
Average Daily Flow Finished Water (MGD)	1.420	1.385	1.416	1.271	1.208	1.417	2.476	1.386	1.254	1.326	1.252	1.513	1.444
King Well (MG)	1.250	0.000	0.000	0.000	2.111	0.000	0.000	0.000	0.000	0.000	0.000	0.000	3.361
Maryville Well (MG)	2.843	0.000	0.000	0.000	1.554	0.000	0.000	0.000	0.000	0.000	0.000	0.000	4.397

Wastewater Treatment Plant (WWTP)

Influent Flow Total (MG)	102.216	113.355	112.102	110.947	100.477	146.368	148.057	127.875	153.289	118.127	100.823	85.513	1419.149
Average Daily Influent Flow (MGD)	3.297	3.657	3.736	3.578	3.349	4.722	4.776	4.567	4.945	3.938	3.252	2.850	3.889
Effluent Flow Total (MG)	98.360	113.689	95.166	97.640	96.533	146.949	150.476	126.276	130.836	111.994	95.101	63.192	1326.212
Average Daily Effluent Flow (MGD)	3.173	3.667	3.172	3.150	3.218	4.740	4.854	4.510	4.221	3.733	3.068	2.106	43.612
Rainfall Total (Inches)	8.010	5.870	3.030	3.910	3.250	12.629	2.080	3.980	5.070	2.060	3.890	2.630	56.409

677.875

422.000

Water Distribution

Work Orders Completed	52	65	36	51	60	65	78	78	77	45	74	70	751
Water Leak Repairs	16	14	16	24	36	14	27	14	15	16	27	28	247
Water Meter Replacements	1	0	3	4	5	0	5	5	3	1	3	6	36
Locates Completed	113	110	172	307	278	230	292	348	254	262	287	258	2911

Wastewater Collection

Work Orders Completed	30	34	28	51	43	34	67	71	26	37	41	32	494
Backup Responses	16	17	12	30	24	17	31	26	18	13	16	10	230
Locates Completed	113	110	172	307	278	230	292	348	254	262	287	258	2911

Maintenance

Work Orders Completed	22	26	24	25	20	26	19	17	24	31	24	31	289
Work Orders on Pump Stations Completed	3	3	3	2	0	3	12	6	8	14	14	11	79
Work Orders for the WWTP Completed	3	2	2	7	6	2	6	3	5	4	2	7	49
Work Orders for the WTP Completed	1	1	1	1	0	1	1	1	1	1	3	2	14

Stormwater

Work Orders Completed	2	3	10	1	1	3	10	4	1	3	1	6	45
Locates Completed	113	110	172	307	278	230	292	348	254	262	287	258	2911

1701

WATER - WASTEWATER - STORMWATER UTILITY REPORT (FY 2025)

Description of Work Performed	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Cumulative
Water Treatment Plant (WTP)													
Filtered Water Total (MG)	43.848	41.947	39.745	41.078	35.932	38.908	44.198	33.451	37.714	41.040	42.844	40.978	481.683
Average Daily Flow Finished Water (MGD)	1.514	1.353	1.325	1.325	1.198	1.255	1.426	1.266	1.217	1.368	1.382	1.366	1.333
King Well (MG)	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0
Maryville Well (MG)	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0

Wastewater Treatment Plant (WWTP)

Influent Flow Total (MG)	102.707	200.269	124.963	104.225	76.327	75.409	93.726	85.448	85.033	79.125	93.722	113.127	1234.081
Average Daily Influent Flow (MGD)	3.313	6.460	4.165	3.362	2.544	2.433	3.023	3.052	2.743	2.638	3.023	3.771	3.377
Effluent Flow Total (MG)	102.609	169.555	105.118	99.945	82.213	71.523	68.635	85.144	66.946	68.628	78.795	94.046	1093.157
Average Daily Effluent Flow (MGD)	3.310	5.470	3.504	3.224	2.740	2.307	2.214	3.041	2.160	2.288	2.542	3.135	35.935
Rainfall Total (Inches)	7.150	13.210	8.500	0.015	2.060	2.710	1.940	1.160	2.480	2.650	5.400	6.500	53.775

Water Distribution

Work Orders Completed	51	57	66	67	68	59	84	68	64	82	47	80	793
Water Leak Repairs	23	25	26	23	34	30	36	26	15	17	13	11	279
Water Meter Replacements	3	0	1	7	0	1	0	9	6	5	3	45	80
Locates Completed	266	247	329	327	244	93	301	255	299	280	253	127	3021

Wastewater Collection

Work Orders Completed	36	49	34	75	45	50	55	52	58	47	21	41	563
Backup Responses	18	24	13	39	34	30	36	29	37	20	10	22	312
Locates Completed	266	247	329	327	244	93	301	255	299	280	253	127	3021

Maintenance

Work Orders Completed	34	29	26	32	24	27	19	23	20	25	23	22	304
Work Orders on Pump Stations Completed	12	15	9	8	11	9	8	9	9	11	8	15	124
Work Orders for the WWTP Completed	3	5	10	5	9	6	3	5	8	4	3	3	64
Work Orders for the WTP Completed	2	9	1	1	0	1	1	2	0	1	4	0	22

Stormwater

Work Orders Completed	5	3	6	2	1	0	1	1	1	1	4	0	25
Locates Completed	266	247	329	327	244	93	301	255	299	280	253	127	3021

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
Water Treatment Plant (WTP)													
Filtered Water Total (MG)	41.883	37.854	38.921	36.735	34.422								189.815
Average Daily Flow Finished Water (MGD)	1.351	1.221	1.297	1.185	1.147								1.240
King Well (MG)	0.000	0.000	0.000	0.000	0.000								0
Maryville Well (MG)	0.000	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	89.450								573.144
Average Daily Influent Flow (MGD)	3.320	4.864	2.916	4.598	2.982								3.736
Effluent Flow Total (MG)	83.879	131.537	74.347	121.370	89.413								500.546
Average Daily Effluent Flow (MGD)	2.706	4.243	2.478	3.915	2.980								3.264
Rainfall Total (Inches)	7.24	8.33	2.15	12.45	0.36								30.53

Water Distribution

Work Orders Completed	90	112	85	66	61								414
Water Leak Repairs	18	22	23	25	4								92
Water Meter Replacements	34	33	22	2	4								95
Locates Completed	320	448	505	498	431								2202

Wastewater Collection

Work Orders Completed	28	55	32	47	54								216
Backup Responses	16	32	13	24	37								122
Locates Completed	320	448	505	498	431								2202

Maintenance

Work Orders Completed	21	23	26	28	22								120
Work Orders on Pump Stations Completed	12	13	10	15	11								61
Work Orders for the WWTP Completed	6	2	9	3	4								24
Work Orders for the WTP Completed	1	2	0	0	2								5

Stormwater

Work Orders Completed	5	2	1	2	0								10
Locates Completed	266	448	505	498	431								2148

DRAINAGE SYSTEM INSPECTION AND MAINTENANCE LOG

ADDRESS OF INSPECTION	DATE	INSPECTED BY	PROBLEMS OBSERVED	ASSIGNED TO	ACTION TAKEN	PIPE SIZE	CLEANING FOOTAGE	COMPLETED DATE
Park st	11/3/25	Daniel Sumpter	Ditch need mowing	Stormwater	Mow ditch			11/3/2025
Oak st and Bayview Dr	11/3/25	Daniel Sumpter	Ditch need mowing	Stormwater	Mow ditch			11/3/2025
Harrelson st and Oak st	11/3/25	Daniel Sumpter	Ditch need mowing	Stormwater	Mow ditch			11/3/2025
701, 705, 809, 819 North Fraser st	11/3/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			11/3/2025
895, 903, 1001, 1120 North Fraser st	11/3/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			11/3/2025
614, 615, 701, 702 North Congdon st	11/3/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			11/3/2025
1804, 1805, 1806, 1808 State st	11/3/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			11/3/2025
317, 717, 801 North Merriman Rd	11/3/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			11/3/2025
904, 1105, 1201 North Merriman Rd	11/3/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			11/3/2025
1901 Duke st	11/3/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			11/3/2025
212, 315 Lee st	11/3/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			11/3/2025
Sloan st and Ward st	11/4/25	Daniel Sumpter	Ditch need mowing	Stormwater	Mow ditch			11/4/2025
Ward st	11/4/25	Daniel Sumpter	Ditch need mowing	Stormwater	Mow ditch			11/4/2025
Loblolly st and Short st	11/4/25	Daniel Sumpter	Ditch need mowing	Stormwater	Mow ditch			11/4/2025
601, 612, 619 North Fraser st	11/4/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			11/4/2025
2209, 2028 Front st	11/4/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			11/4/2025
A st and Front st	11/4/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			11/4/2025
B st and Front st	11/4/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			11/4/2025
219 Dusenberry st	11/4/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			11/4/2025
2212, 2128, 2124, 2123 Emanuel st	11/4/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			11/4/2025
205, 215 South Alex Alford Dr	11/4/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			11/4/2025
205, 324, 416, 417 Highmarket st	11/5/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			11/5/2025
810, 811 Highmarket st	11/5/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			11/5/2025
Duke st and Wood st	11/5/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			11/5/2025
Duke st and Screven st	11/5/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			11/5/2025
East Bay st and Highmarket st	11/5/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			11/5/2025
403, 721, 1011 Prince st	11/5/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			11/5/2025
St. James st and Prince st	11/5/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			11/5/2025
2913, 3009 3016 South Island Rd	11/5/25	Daniel Sumpter	Ditch need mowing	Stormwater	Mow ditch			11/5/2025
3018, 3020, 3030 South Island Rd	11/5/25	Daniel Sumpter	Ditch need mowing	Stormwater	Mow ditch			11/5/2025
3036 South Island Rd	11/5/25	Daniel Sumpter	Ditch need mowing	Stormwater	Mow ditch			11/5/2025

DRAINAGE SYSTEM INSPECTION AND MAINTENANCE LOG

ADDRESS OF INSPECTION	DATE	INSPECTED BY	PROBLEMS OBSERVED	ASSIGNED TO	ACTION TAKEN	PIPE SIZE	CLEANING FOOTAGE	COMPLETED DATE
Cherry st and Wilkinson st	11/6/25	Daniel Sumpter	Ditch need mowing	Stormwater	Mow ditch			1/6/2025
814 Britt st	11/6/25	Daniel Sumpter	Ditch need mowing	Stormwater	Mow ditch			1/6/2025
South Fraser st and Donham Ave	11/6/25	Daniel Sumpter	Ditch need mowing	Stormwater	Mow ditch			1/6/2025
Old Charleston st and Gordon st	11/6/25	Daniel Sumpter	Ditch need mowing	Stormwater	Mow ditch			1/6/2025
Loril st and South Island Rd	11/6/25	Daniel Sumpter	Ditch need mowing	Stormwater	Mow ditch			1/6/2025
2313, 2319 South Bay st	11/6/25	Daniel Sumpter	Ditch need mowing	Stormwater	Mow ditch			1/6/2025
Withers st and Wayne st	11/6/25	Daniel Sumpter	Ditch need mowing	Stormwater	Mow ditch			1/6/2025
501 Rosemary st	11/6/25	Daniel Sumpter	Ditch need mowing	Stormwater	Mow ditch			1/6/2025
Rion st and South Island Rd	11/6/25	Daniel Sumpter	Ditch need mowing	Stormwater	Mow ditch			1/6/2025
610 Cedar st	11/6/25	Daniel Sumpter	Ditch need mowing	Stormwater	Mow ditch			1/6/2025
822 Spruce st	11/6/25	Daniel Sumpter	Ditch need mowing	Stormwater	Mow ditch			1/6/2025
South Fraser st and Whitton st	11/6/25	Daniel Sumpter	Ditch need mowing	Stormwater	Mow ditch			1/6/2025
2117 South Island Rd	11/6/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			1/6/2025
Rion st and South Island Rd	11/6/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			1/6/2025
2407 Withers st	11/6/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			1/6/2025
613 Elizabeth st	11/6/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			1/6/2025
Oak st and Wilkinson st	11/6/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			1/6/2025
1603, 1910 Oak st	11/6/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			1/6/2025
2112 South Island Rd	11/6/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			1/6/2025
912 Marcella st	11/6/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			1/6/2025
South Fraser st and Donham Ave	11/6/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			1/6/2025
Daisy st and Fern st	11/6/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			1/6/2025
Beck st and South Island Rd	11/6/25	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			1/6/2025
607 Wood st	11/7/25	John Britton	Catch basin and Frame need replacing	Stormwater	Replace CB and Frame			1/7/2025
1122, 1116, 1110 Palmetto st	11/7/25	John Britton	Catch basin and lines need cleaning	Stormwater	Clean CB and lines	18"		1/7/2025
1610, 1614, 1616 Duke st	11/10/25	John Britton	Catch basin and lines need cleaning	Stormwater	Clean CB and lines	15"		11/10/2025
1806 Rutledge st	11/10/25	John Britton	Catch basin and lines need cleaning	Stormwater	Clean CB and lines	18"		11/10/2025
621, 623 Duke st	11/14/25	John Britton	Catch basin and lines need cleaning	Stormwater	Clean CB and lines	18"		11/14/2025
Duke st and Screven st	11/14/25	John Britton	Catch basin and lines need cleaning	Stormwater	Clean CB and lines	12"		11/14/2025