



## **REGULAR MEETING OF PLANNING COMMISSION**

**JULY 28, 2026 - 6:00 PM**

**MUNICIPAL COURTROOM  
2222 HIGHMARKET STREET  
GEORGETOWN, SOUTH CAROLINA**

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

### **I. CALL TO ORDER**

### **II. APPROVAL OF MINUTES**

- A.** Approval of the Minutes from the May 26, 2026 Planning Commission Meeting.

### **III. PUBLIC INPUT ON NON-AGENDA ITEMS**

### **IV. OLD BUSINESS**

### **V. NEW BUSINESS**

- A. PLZ-2026-0033. TEXT AMENDMENTS TO THE UNIFIED DEVELOPMENT ORDINANCE (UDO) FOR THE CITY OF GEORGETOWN.** AN ORDINANCE AMENDING THE CITY OF GEORGETOWN'S UNIFIED DEVELOPMENT ORDINANCE: UPDATING THE TABLE OF CONTENTS AND AMENDING CERTAIN SECTIONS WITHIN THE UDO TO INCLUDE: ARTICLE III: DEFINITIONS; ARTICLE V: AREA, YARD AND HEIGHT REQUIREMENTS, SECTION 509, REDUCED SETBACKS FOR NONCONFORMING LOTS OF RECORD, AND SECTION 512, LOTS OF RECORD; ARTICLE VI: PROVISIONS GOVERNING USE DISTRICTS, SECTION 601, RESIDENTIAL USE CLASSIFICATIONS, AND SECTION 602, COMMERCIAL USE CLASSIFICATIONS; ARTICLE VII: APPLICATION OF REGULATIONS; ARTICLE X: RESIDENTIAL USE STANDARDS, SECTION 1006, MANUFACTURED HOMES, AND SECTION 1008, SHORT-TERM RENTALS; ARTICLE XI: COMMERCIAL USE STANDARDS, SECTION 1103 HORSE DRAWN CARRIAGE TOURS; ARTICLE XVII: SIGN REGULATIONS, SECTION 1707, EXEMPT SIGNS, SECTION 1709, TEMPORARY SIGNS, SECTION 1710, SIGNS PERMITTED IN LOW DENSITY RESIDENTIAL (R-1), MEDIUM DENSITY RESIDENTIAL (R-2 AND R-3), HIGH DENSITY RESIDENTIAL (R-4 AND R-5) AND MEDICAL RESIDENTIAL (MR), AND 1719 NONCONFORMING SIGNS; ARTICLE XVIII: OFF-STREET PARKING, SECTION 1817, CITY\_OWNED PROPERTY; ARTICLE XIX: TREE PROTECTION REGULATIONS, SECTION 1911, PERMIT FEES; ARTICLE XXI: COMMERCIAL CORRIDOR DESIGN OVERLAY DISTRICTS, SECTION 2104, DESIGN REVIEW ADMINISTRATIVE PROCEDURE, SECTION 2105, CERTIFICATE OF APPROVAL REQUIRED, SECTION 2106 APPLICATION OF REVISIONS, SECTION 2107 VIOLATIONS, SECTION 2124, TREE PRESERVATION AND CARE DURING CONSTRUCTION, SECTION 2126, PROCEDURES FOR APPEALS AND VARIANCES REGARDING THE CITY OF GEORGETOWN DESIGN OVERLY CORRIDOR DISTRICT, SECTION 2128, AFFECTED PROPERTIES, SECTION 2129, DELINEATION OF BOUNDARIES, SECTION 2130, CERTIFICATE OF APPROVAL REQUIRED, SECTION 2131,

APPLICATION OF REVISIONS, SECTION 2132, VIOLATIONS, SECTION 2144, SIDE SETBACKS, SECTION 2147, PARKING, SECTION 2150, HEIGHT, SECTION 2151, DESIGN REVIEW PROCEDURES, SECTION 2152, COMMUNITY APPEARANCE BOARD REVIEW (CAB), SECTION 2154, SURFACE PARKING LOT PERIMETER LANDSCAPE AND SCREENING REQUIREMENTS, SECTION 2156, STREET FRONTAGE LANDSCAPING, SECTION 2159, REQUIREMENTS FOR LANDSCAPE BUFFERS, SECTION 2160, RECOMMENDED PLANT LIST, SECTION 2161, TREE PRESERVATION AND CARE DURING CONSTRUCTION, SECTION 2162, LIGHTING PLAN, SECTION 2163, ARCHITECTURAL DESIGN STANDARDS, SECTION 2164, SIGN DESIGN STANDARDS, SECTION 2165, SITE TRIANGLE VISION CLEARANCE REQUIREMENTS, AND SECTION 2166, PROCEDURES FOR APPEALS AND VARIANCES; ARTICLE XXIII: ADMINISTRATION, ENFORCEMENT, APPEALS, COMPLAINTS AND REMEDIES, SECTION 2301, BUILDING AND SIGN PERMITS REQUIRED, SECTION 2302, APPLICATION FOR BUILDING PERMITS, AND SECTION 2304, EXPIRATION OF BUILDING PERMIT; ARTICLE XXIV: BOARD OF ZONING APPEALS, SECTION 2404, POWERS; ARTICLE XXV: ARCHITECTURAL REVIEW BOARD, SECTION 2509, REVIEW PROCEDURES; ARTICLE XXVIII: PROCEDURES FOR DEVELOPMENT APPLICATIONS, SECTION 2804, FINAL PLAT; AND ARTICLE XXIX: AMENDMENTS, SECTION 2900, AUTHORITY, AND SECTION 2902, AMENDMENTS; AND TO REPEAL ARTICLE XXVI: COMMUNITY APPEARANCE BOARD

1. Staff Presentation
2. Applicant Presentation
3. Public Hearing *(Chairman to determine time limit in accordance with Section 3 of the Planning Commission bylaws)*
4. Applicant Reply
5. Motion and Board Discussion

## **VI. MATTER OF INFORMATION**

- A. Chairman certification on official record of final plats.

## **VII. COMMISSION DISCUSSION**

## **VIII. MOTION TO AUTHORIZE STAFF TO TRANSMIT THE PLANNING COMMISSION'S RECOMMENDATIONS AND ASSOCIATED REPORTS FROM THIS MEETING TO CITY COUNCIL.**

## **IX. ADJOURNMENT**

MAYOR  
JAY DOYLE

CITY ADMINISTRATOR  
SCOTT WHITTIER

CITY CLERK  
STEPHANIE BUCCIONE



COUNCIL MEMBERS  
MAYOR PRO TEMPORE  
JESSIE WALKER

BRUCE CARL  
ERIN ETHRIDGE  
TAMIKA WILLIAMS-OBENG  
SHARON MELTON  
HOBSON HENRY MILTON

Planning and Community Development  
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## **CITY OF GEORGETOWN PLANNING COMMISSION**

**MEETING DATE:** July 28, 2026

**AGENDA ITEM: UDO Text Amendment: PLZ-2026-0033.** An amendment to Unified Development Ordinance (UDO), updating the Table of Contents and amending certain sections within the UDO, to include: Article III: Definitions; Article V: Area, Yard, and Height requirements; Article VI: Provisions Governing Use Districts; Article VII: Application of Regulations; Article X: Residential Use Standards; Article XI: Commercial Use Standards; Article XVII: Sign Regulations; Article XVIII: Off-street Parking; Article XIX: Tree Protection Regulations; Article XXI: Commercial Corridor Design Overlay Districts; Article XXIII: Administration, Enforcement, Appeals, Complaints and Remedies; Article XXIV: Board of Zoning Appeals; Article XXV: Architectural Review Board; Article XXVI: Community Appearance Board; Article XXVII: Procedures for Development Applications; and Article XXIX: Amendments.

**CURRENT STATUS:** The City seeks consideration of an ordinance amending the Unified Development Ordinance (UDO). The proposed amendments are intended to improve the clarity, consistency, and administration of the UDO, while updating standards and procedural requirements, where applicable. The proposed amendments also include the removal of the Community Appearance Board (CAB). The amendments do not remove the Urban Core and Main Corridor Overlay Districts (UCOD and MCOD) boundaries and their respective design standards. Instead, design review within the UCOD and MCOD will be conducted administratively. Requests for variances and appeals related to the administration of the design standards would be processed through the established procedures of the Board of Zoning Appeals (BZA). The following is a summary of the proposed amendments:

1. Article III. Removal of definitions defined under “body modification studio”, as these uses are not permitted in the UDO. Removal of definition of “Community Appearance Board” and update to the definition of “Design Overlay District” are to be consistent with the removal of the CAB and transition to administrative design review.
2. Article V. Revisions to existing language governing reduced setbacks and existing lots of record to clarify development standards existing lots less than 40 feet in width. The amendments also remove redundant language regarding variance relief, as such procedures are already established in the UDO.
3. Article VI. Amendment to standards for Accessory Dwellings to include a missing reference to Section 1001. The amendments also include revisions to the term “Short-term Vacation Rental” by removing the word “vacation” to ensure consistency with the defined use and terminology used throughout the UDO.
4. Article X. Amendment to standards for manufactured homes in the R3 and R5 Zoning Districts to clarify existing requirements and address placement of manufactured homes on vacant lots. While

mobile homes are not permitted in city limits, manufactured homes are permitted in the R3 and R5 residential districts. The existing provisions in the R5 District require placement of an existing mobile home or manufactured home within six months using a new, never-titled manufactured home; however, the current language does not address placement of a manufactured home on an existing vacant lot and may unnecessarily limit opportunities for additional housing. Additionally, the current limitation in the R5 District does not apply to the R3 District. The proposed amendments seek to clarify these standards and create uniformity, while maintaining the intent of the ordinance.

For Short-term rentals, the amendments remove permit and registration fees from the UDO. The fees are established in the City's Fee Schedule, which is adopted yearly. This change allows future fee adjustments to be made through the budget and fee adoption process rather than requiring amendments to the UDO.

5. Article XI. The amendments again remove permit and registration fees from the UDO. The fees are established in the City's Fee Schedule, which is adopted yearly. This change allows future fee adjustments to be made through the budget and fee adoption process rather than requiring amendments to the UDO.
6. Article XVII. The amendments to the sign regulations would exempt city-owned property from the sign requirements. This exemption does not apply to the design standards of any applicable overlay district or to any building code requirements.

The proposed amendments also remove deposit and permit requirements for temporary political signs and temporary real estate special event signs, further aligning with content neutrality. Additional amendments to the regulations of nonconforming signs are also included for similar purposes.

The proposed amendments to Section 1710 address an omission in the UDO by establishing sign standards for non-residential uses in the Public Service (PS) Zoning District.

7. Article XVIII. This amendment would exempt city-owned properties from the off-street parking requirements.
8. Article XIX. This proposed amendment to the Tree Protection regulations ensures consistency between the UDO and the City's Fee Schedule. The City's recently adopted fee schedule now includes a small fee for any tree removal.
9. Article XXI. This amendment revises the review process by removing the Community Appearance Board (CAB) as the reviewing body and establishing administrative review and approval of the required design criteria in accordance with the UCOD and MCOD Overlay Districts.
10. Article XXIII. These amendments revise the permitting provisions, including clarification as to the approval of building permits. Building permits are not approved by the Zoning Administrator; they must be reviewed and approved by a certified Building Inspector or Building Code Official.
11. Article XXIV. This amendment removes provisions allowing for uses not otherwise defined or permitted in the UDO to be considered for Special Exception approval based on similarity to an existing use in the applicable zoning district. The amendments clarify that all permitted uses must be specifically identified within the UDO and assigned to the applicable zoning districts.

12. Article XXV. The proposed amendments update the public notice requirements for the Architectural Review Board (ARB) meetings to align with applicable State law. The amendments remove newspaper publication requirements where not required by State law and clarify that required public notices may be satisfied through the City's existing posting policy.
13. Article XXVI. Repeals this article in its entirety to remove provisions related to CAB, consistent with the proposed elimination of the Board.
14. Article XXVIII. The proposed amendment revises the recording requirements for approved development plans/plats to align with the county's recording policy requiring plans be recorded within 120 days of approval. The city's policy is 15 days, making it difficult for the county to enforce. This amendment would promote consistency between the city and county procedures and avoid conflicting requirements for the recording process.
15. Article XXIX. The proposed amendment removes duplicative provisions found in Sections 2900 and 2902. Section 2902 was carried over from the subdivision and land development regulations when that and the zoning regulations were incorporated into the UDO. The amendments consolidate the provisions and ensure compliance with applicable State law.

**OPTIONS:**

1. Recommend the text amendment be approved, as presented.
2. Recommend the text amendment be amended, as recommended by the Planning Commission.
3. Recommend denial of the text amendment request.
4. Defer the text amendment request for more information. (*Timeframe of deferrals must be agreed upon between applicant and Planning Commission*).

**AN ORDINANCE AMENDING THE CITY OF GEORGETOWN'S UNIFIED DEVELOPMENT ORDINANCE: TABLE OF CONTENTS; CODE OF ORDINANCES ARTICLE III: DEFINITIONS; ARTICLE V: AREA, YARD AND HEIGHT REQUIREMENTS, SECTION 509, REDUCED SETBACKS FOR NONCONFORMING LOTS OF RECORD, AND SECTION 512, LOTS OF RECORD; ARTICLE VI: PROVISIONS GOVERNING USE DISTRICTS, SECTION 601, RESIDENTIAL USE CLASSIFICATIONS, AND SECTION 602, COMMERCIAL USE CLASSIFICATIONS; ARTICLE X: RESIDENTIAL USE STANDARDS, SECTION 1006, MANUFACTURED HOMES, AND SECTION 1008, SHORT-TERM RENTALS; ARTICLE XI: COMMERCIAL USE STANDARDS, SECTION 1103 HORSE DRAWN CARRIAGE TOURS; ARTICLE XVII: SIGN REGULATIONS, SECTION 1707, EXEMPT SIGNS, SECTION 1709, TEMPORARY SIGNS, SECTION 1710, SIGNS PERMITTED IN LOW DENSITY RESIDENTIAL (R-1), MEDIUM DENSITY RESIDENTIAL (R-2 AND R-3), HIGH DENSITY RESIDENTIAL (R-4 AND R-5) AND MEDICAL RESIDENTIAL (MR), AND 1719 NONCONFORMING SIGNS; ARTICLE XVIII: OFF-STREET PARKING, SECTION 1817, CITY OWNED PROPERTY; ARTICLE XIX: TREE PROTECTION REGULATIONS, SECTION 1911, PERMIT FEES; ARTICLE XXI: COMMERCIAL CORRIDOR DESIGN OVERLAY DISTRICTS, SECTION 2104, DESIGN REVIEW ADMINISTRATIVE PROCEDURE, SECTION 2105, CERTIFICATE OF APPROVAL REQUIRED, SECTION 2106 APPLICATION OF REVISIONS, SECTION 2107 VIOLATIONS, SECTION 2124, TREE PRESERVATION AND CARE DURING CONSTRUCTION, SECTION 2126, PROCEDURES FOR APPEALS AND VARIANCES REGARDING THE CITY OF GEORGETOWN DESIGN OVERY CORRIDOR DISTRICT, SECTION 2128, AFFECTED PROPERTIES, SECTION 2129, DELINEATION OF BOUNDARIES, SECTION 2130, CERTIFICATE OF APPROVAL REQUIRED, SECTION 2131, APPLICATION OF REVISIONS, SECTION 2132, VIOLATIONS, SECTION 2144, SIDE SETBACKS, SECTION 2147, PARKING, SECTION 2150, HEIGHT, SECTION 2151, DESIGN REVIEW PROCEDURES, SECTION 2152, COMMUNITY APPEARANCE BOARD REVIEW (CAB), SECTION 2154, SURFACE PARKING LOT PERIMETER LANDSCAPE AND SCREENING REQUIREMENTS, SECTION 2156, STREET FRONTAGE LANDSCAPING, SECTION 2159, REQUIREMENTS FOR LANDSCAPE BUFFERS, SECTION 2160, RECOMMENDED PLANT LIST, SECTION 2161, TREE PRESERVATION AND CARE DURING CONSTRUCTION, SECTION 2162, LIGHTING PLAN, SECTION 2163, ARCHITECTURAL DESIGN STANDARDS, SECTION 2164, SIGN DESIGN STANDARDS, SECTION 2165, SITE TRIANGLE VISION CLEARANCE REQUIREMENTS, AND SECTION 2166, PROCEDURES FOR APPEALS AND VARIANCES; ARTICLE XXIII: ADMINISTRATION, ENFORCEMENT, APPEALS, COMPLAINTS AND REMEDIES, SECTION 2301, BUILDING AND SIGN PERMITS REQUIRED, SECTION 2302, APPLICATION FOR BUILDING PERMITS, AND SECTION 2304, EXPIRATION OF BUILDING PERMIT; ARTICLE XXIV: BOARD OF ZONING APPEALS, SECTION 2404, POWERS; ARTICLE XXV: ARCHITECTURAL REVIEW BOARD, SECTION 2509, REVIEW PROCEDURES; ARTICLE XXVIII: PROCEDURES FOR DEVELOPMENT APPLICATIONS, SECTION 2804, FINAL PLAT; AND ARTICLE XXIX: AMENDMENTS, SECTION 2900, AUTHORITY, AND SECTION 2902, AMENDMENTS; AND TO REPEAL ARTICLE XXVI: COMMUNITY APPEARANCE BOARD**

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

**WHEREAS,** Article XXIX, Section 2900 of the Unified Development Ordinance of the City of Georgetown provides that the Unified Development Ordinance may be amended from time to time by the Mayor and City Council; and

**WHEREAS,** following the public hearing on \_\_\_\_\_, 2026, the Planning Commission heard a motion to \_\_\_\_\_ the zoning text amendment, which \_\_\_\_\_ with a vote of \_\_\_\_\_; and

**WHEREAS,** following the public hearing on \_\_\_\_\_, 2026, the Mayor and City Council of the City of Georgetown have determined that the text amendment is appropriate;

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, in Council duly assembled, that the Unified Development Ordinance, City of Georgetown, South Carolina, Table of Contents, is hereby amended as follows:

Article XXVI: ~~Community Appearance Board~~Reserved.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, in Council duly assembled, that the Unified Development Ordinance, City of Georgetown, South Carolina, Article III: Definitions, is hereby amended for the following definitions:

~~**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.~~

~~**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.~~

**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.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, in Council duly assembled, that the Unified Development Ordinance, City of Georgetown, South Carolina, Article V: Area, Yard and Height Requirements, Sections 509 and 512, are hereby amended as follows:

**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                  |
| <u>Less than 40 ft</u> | <u>See Section 512</u>    |                        |

**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.~~

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, in Council duly assembled, that the Unified Development Ordinance, City of Georgetown, South Carolina, Article VI: Provisions Governing Use Districts, Section 601, is hereby amended as follows:

**601 Residential Use Classifications**

| Residential Use Classifications       | R1 | R2 | R3 | R4 | R5 | MR | Conditions            |
|---------------------------------------|----|----|----|----|----|----|-----------------------|
| Accessory Dwelling                    | P  | P  | P  | P  | P  |    | <u>Section 1001</u>   |
| Short-Term <del>Vacation</del> Rental | C  | C  | C  | C  | C  | C  | Section <b>Error!</b> |

| Residential Use Classifications | R1 | R2 | R3 | R4 | R5 | MR | Conditions                  |
|---------------------------------|----|----|----|----|----|----|-----------------------------|
|                                 |    |    |    |    |    |    | Reference source not found. |

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, in Council duly assembled, that the Unified Development Ordinance, City of Georgetown, South Carolina, Article VI: Provisions Governing Use Districts, Section 602, is hereby amended as follows:

#### 602 Commercial Use Classifications

| Commercial Use Classifications        | IC | CC | WC | NC | GC | Conditions                                 |
|---------------------------------------|----|----|----|----|----|--------------------------------------------|
| Short-Term <del>Vacation</del> Rental |    | C  | C  | C  | C  | Section Error! Reference source not found. |

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, in Council duly assembled, that the Unified Development Ordinance, City of Georgetown, South Carolina, Article X: Residential Use Standards, Section 1006, Subsections 1006.7 and 1006.8 are hereby amended as follows:

#### 1006 Manufactured Homes

##### 1006.7 Existing Mobile Homes and Manufactured ~~homes~~ Homes in the R5 Zoning District

Any mobile home or manufactured home, as those terms are defined in **Error! Reference source not found.** of the 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.~~

##### 1006.8 Mobile Homes and Manufactured Homes

**1006.801** All mobile homes as defined in **Error! Reference source not found.** 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.”

**1006.802** 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 **Error! Reference source not found.** and compliant with requirements for manufactured homes.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, in Council duly assembled, that the Unified Development Ordinance, City of Georgetown, South Carolina, Article X: Residential Use Standards, Section 1008, Subsections 1008.106, 1008.303, and 1008.602 are hereby amended as follows:

**1008 Short-Term Rentals.**

**1008.1 Applicability, Definition Purpose**

**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~~ rental units; Establish a system to track and manage STR inventory in the city; and to implement rationally based, reasonably tailored regulations to protect the integrity of the city's neighborhoods.

**1008.3 Application for short-term rental permit and short-term rental business license.**

**1008.303 Annual registration.**

- (1) The Short-term 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 rental operators, applications must be submitted and associated fees paid, starting April 1, and ending May 1. Current Short-term 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. Applications must be submitted annually with the applicable renewal fee as maintained in the Office of Planning and Community Development and in the Clerk's record of fees, as amended from time to time. Applications received from current Short-term rental operators after May 1 will be subject to the "cap", as set forth in this ordinance, and will be treated as a new Short-term rental operator application.
- (2) Beginning April 1, STR applications may be considered, starting with the waitlist, for issuance of an STR permit.

- (3) Beginning April 1, STR applications may be considered, starting with the waitlist, for issuance of an STR permit if the cap has not been reached after current STR operators have completed their applications. Any application received for an STR that was illegally operating the prior year will be assessed a penalty fee ~~of \$500~~ as maintained in the Office of Planning and Community Development and in the Clerk's record of fees, as amended from time to time 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 STR, 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~~ as maintained in the Office of Planning and Community Development and in the Clerk's record of fees, as amended from time to time shall be paid for owner-occupied STRs. In the case of whole-house rentals and ADUs (accessory Dwelling Units), a non-refundable application fee, ~~of \$500~~ as maintained in the Office of Planning and Community Development and in the Clerk's record of fees, as amended from time to time, 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~~ the renewal fee ~~of \$250~~.

**1008.6 Short-term regulation procedure.**

**1008.602** The Zoning Administrator shall maintain in each short-term 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.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, in Council duly assembled, that the Unified Development Ordinance, City of Georgetown, South Carolina, Article XI: Commercial Use Standards, Section 1103, Subsection 1103.2 is hereby amended as follows:

## 1103 Horse Drawn Carriage Tours

### 1103.2 Fees

The permit fee for a Horse Drawn Carriage Permit shall be Fifty Dollars (\$50.00) annually. An annual permit fee shall be charged in accordance with the City Fee Schedule. These fees are established by City Council and may be changed from time to time during the budget process.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, in Council duly assembled, that the Unified Development Ordinance, City of Georgetown, South Carolina, Article XVII: Sign Regulations, Section 1707, Subsections 1707.20 hereby added as follows:

### 1707 Exempt Signs

The following signs as defined shall not be included in the application of the Sign Regulation:

1707.20 City-owned signs essential for public services. City-owned signs located in the Historic District are subject to compliance with Article XX: Historic Buildings District, with the exception of temporary signs as described in Section 1709 of this article.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, in Council duly assembled, that the Unified Development Ordinance, City of Georgetown, South Carolina, Article XVII: Sign Regulations, Section 1709, Subsections 1709.4, 1709.6 and 1719, are hereby amended as follows:

### 1709 Temporary Signs

#### 1709.4 Political Signs:

##### ~~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.~~

## 1709.6 Real Estate Special Event Signs:

### ~~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~~ 603 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).

## 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. Such signs shall not be expanded.

1719.1 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 the sign and/or sign structure of the sign is moved, removed, replaced, or structurally altered 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, if the sign is obsolete or abandoned.~~

1719.2 For multiple-tenant developments, existing, nonconforming directory signs (regardless of construction) may remain in use until such time as the sign and/or sign structure of the sign is moved, removed, replaced, or structurally altered; damaged in excess of fifty percent (50%) of their current replacement cost by fire, storm, or other act of God; or if the sign is obsolete or abandoned. ~~fifty percent (50%) of the original tenants at the time of passage of this Ordinance change.~~ At such times, the nonconforming directory signs shall be removed by the landowner and may be replaced ~~replacement shall be~~ 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.~~

1719.3 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.~~

1719.4. A nonconforming sign shall not be expanded for any reason.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, in Council duly assembled, that the Unified Development Ordinance, City of Georgetown, South Carolina, Article XVII: Sign Regulations, Section 1710, including Subsection 1710.1, are hereby amended as follows:

**1710 Signs permitted in Low Density Residential (R-1), Medium Density Residential (R-2 and R-3), High Density Residential (R-4 & R-5), Public Service (PS) and Medical Residential (MR)**

**1710.1** For all non-residential uses, excluding home occupations, permitted in residential and public service 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. 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 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.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, in Council duly assembled, that the Unified Development Ordinance, City of Georgetown, South Carolina, Article XVIII: Off-street parking, Section 1817 is hereby added as follows:

**1817 City-owned property**

The off-street parking requirements in this Ordinance shall not apply to a city use on city-owned property necessary for public services.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, in Council duly assembled, that the Unified Development Ordinance, City of Georgetown, South Carolina, Article XIX: Tree Protection Regulations, Section 1911, Subsection 1911.3, is hereby added as follows:

## 1911 Permit Fees

### 1911.3 Tree Investigation Permit

A fee shall be charged in accordance with the City Fee Schedule. These fees are established by City Council and may be changed from time to time during the budget process.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, in Council duly assembled, that the Unified Development Ordinance, City of Georgetown, South Carolina, Article XXI: Commercial Corridor Design Overlay Districts, Sections 2104, 2105, 2106, 2107, 2124, 2126, 2128, 2129, 2130, 2131, 2132, 2144, 2147, 2150, 2151, 2152, 2154, 2156, 2159, 2160, 2161, 2162, 2163, 2164, 2165, and 2166 are hereby amended as follows:

### **2104 Design Review ~~Administrative Procedures~~**

**2104.1** Applicants shall complete the Design Overlay District Application ~~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.

### **2105 ~~Certificate of Permit~~ Approval Required**

A COA-zoning permit and any applicable building permit must first be obtained prior to the initiation of work within the Main Corridor Design Overlay. ~~Approvals are granted by the Community Appearance Board 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 approved permit.

### **2107 Violations**

If a violation is discovered or reported, the following steps may be taken:

~~2107.101-2107.1~~ **2107.1** 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 permit ~~COA~~ approval of the work. If the work does not meet the design standards, staff may require that the work be redone.

~~2107.102-2107.2~~ **2107.2** If the property owner does not respond to the Stop Work Order, the Building and Planning and Community Development 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.

### **2124 Tree Preservation and Care During Construction.**

In order to ensure 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 Regulations in Article XIX Ordinance shall be strictly adhered to.

**2126 ~~Procedures for Appeals and Variances regarding the City of Georgetown Design Overlay Corridor District~~Reserved.**

~~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.~~

**2128 Affected Properties**

**2128.3** No zoning ~~permit 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**

**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 UCOD are compatible with and complementary to the standards of the PD, the Zoning Administrator~~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 Zoning Administrator~~CAB~~ shall have discretion when considering the complementary or contradictory standards of a PD and the UCOD. The Zoning Administrator~~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.

**2130 ~~Certificate of Approval Required~~Reserved.**

A zoning permit and any applicable building permit~~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 any change or deviation from the approved permit~~Certificate of Appropriateness~~.

## **2132 Violations**

If a violation is discovered or reported, the following steps may be taken:

~~2132.101~~**2132.1** The ~~Building and Planning~~ and Community Development 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 permit COA approval of the work. If the work does not meet the design standards, ~~CAB~~staff may require that the work be redone.

~~2132.102~~**2132.2** If the property owner does not respond to the Stop Work Order, the ~~Building and Planning~~ and Community Development 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.

## **2144 Side Setbacks.**

Minimum ten (10) feet. For the preservation of light and air between buildings, the Zoning Administrator ~~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.

## **2147 Parking:**

**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 **Error! Reference source not found.**

## 2150 Height

### 2150.1 Story.

For the purposes of this chapter a story is defined as a 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 Zoning Administrator.

**2150.2** The Zoning Administrator 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**~~**2150.3** -In no instance ~~may shall~~ the Zoning Administrator 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~~ Additional height for parcels that share a property line with a residential use or residential zoning district is not permitted.

## 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 Zoning Administrator Community Appearance Board (CAB) for ~~Preliminary and Final~~ review and 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.
- 2151.110 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 review and 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~~ 2151.3 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~~ Historic District Board Review (CAB)

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

#### **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:

**2154.4** 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 ~~Zoning Administrator~~**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.

#### **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 CAB approval~~. Ground cover and planting beds should be used in a manner that utilize native species, are drought resistant, and limits the use of chemical fertilizers.

#### **2159 Requirements for Landscape Buffers**

The following apply to all landscape buffers within the UCOD:

**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 Zoning Administrator~~CAB~~.

## **2160 Recommended Plant List**

Section **Error! Reference source not found.** 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 Zoning Administrator~~CAB~~.

## **2161 Tree Preservation and Care During Construction.**

In order to ensure 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 Regulations, Article XIX, Ordinance~~shall~~ be strictly adhered to. Tree protection shall be installed prior to construction.

## **2162 Lighting Plan**

The requirements of Section **Error! Reference source not found.** shall be applicable to developments within the UCOD. Plans shall be 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:

**2163.104** 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 Zoning Administrator ~~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.~~

**2163.109** 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.

#### **2164 Sign Design Standards**

Signage shall meet all applicable requirements of **Error! Reference source not found.** are subject to zoning permit CAB-approval, and must meet all applicable Building Codes in addition to the following requirements:

**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 by the Zoning Administrator.

#### **2165 Site Triangle Vision Clearance Requirement**

The Site Triangle Vision Clearance Requirements of Section ~~21232117~~ shall apply to all parcels in the UCOD.

~~**2166 Procedures for Appeals and Variances.**  
The provisions of Section 2126 are applicable for projects within the UCOD.~~

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, in Council duly assembled, that the Unified Development Ordinance, City of Georgetown, South Carolina, Article XXIII: Administration, Enforcement, Appeals, Complaints and Remedies, Sections 2301, 2302 and 2304, are hereby amended as follows:

#### **2301 Buildings and Sign Permits Required**

No building, addition, sign, fence, wall, accessory structure, or other structure shall be erected, moved, added to, or structurally altered without a zoning permit therefore, issued by the Zoning Administrator. No ~~building or sign~~zoning 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 zoning permits in accordance with the provisions of ~~the Building Code in effect in the City of Georgetown~~this Ordinance. Unlawful signs, buildings, additions fences, walls, accessory structures, or other structures shall be made to comply with all regulations or shall be removed in

accordance with the appropriate provisions set forth in ~~the Building Code~~ this Ordinance and any other applicable codes or laws.

### **2302 Application for Building and Zoning Permits**

All applications for building and zoning 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 and/or the Building Code Official, 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.~~

### **2304 Expiration of Building and Zoning Permits**

If the work described in any building and/or zoning 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.~~ No work can begin until a new building and/or zoning permit has been issued and all fees paid in full.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, in Council duly assembled, that the Unified Development Ordinance, City of Georgetown, South Carolina, Article XXIV: Board of Zoning Appeals, Section 2404, Subsection 2404.401 is hereby amended as follows:

## **2404 POWERS**

### **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 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,~~

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, in Council duly assembled, that the Unified Development Ordinance, City of Georgetown, South Carolina, Article XXV: Architectural Review Board, Section 2509 and subsection 2509.1, are

hereby amended as follows:

**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~~ posted at least 24 hours in advance of such meeting.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, in Council duly assembled, that the Unified Development Ordinance, City of Georgetown, South Carolina, Article XXVI: Community Appearance Board is hereby repealed in its entirety and renamed “Reserved”.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, in Council duly assembled, that the Unified Development Ordinance, City of Georgetown, South Carolina, Article XXVIII: Procedures for Development Application, Subsection 2804.301, is hereby amended as follows:

#### **2804 Final Plat**

##### **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 one hundred and twenty (120) days of the date of final approval. Failure to ~~the fifteen~~ record the plat within the 120-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.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Georgetown, in Council duly assembled, that the Unified Development Ordinance, City of Georgetown, South Carolina, Article XXIX: Amendments, Sections 2900 and 2902 hereby amended as follows:

#### **2900 Amendments and 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 Unified Development Ordinance. Prior to action by City Council, a public hearing on the proposed amendment shall be held. The time, place, 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.

**2902 Amendments-Reserved**

~~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.~~

**BE IT FURTHER ORDAINED**, that such changes shall be made to the City of Georgetown Unified Development Ordinance. All ordinances or parts of ordinances inconsistent with this Ordinance are repealed to the extent of such inconsistency.

**ATTEST:**

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

\_\_\_\_\_  
Jay Doyle, Mayor

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

Approved as to Form:

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

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