

# CITY OF CAYCE

*MAYOR*  
ELISE PARTIN

*MAYOR PRO-TEM*  
JAMES E. JENKINS

*COUNCIL MEMBERS*  
TARA S. ALMOND  
EVA CORLEY  
TIMOTHY M. JAMES

*CITY MANAGER*  
REBECCA V. RHODES

*ASSISTANT CITY MANAGER*  
SHAUN M. GREENWOOD

**City of Cayce  
Regular Council Meeting  
Tuesday, August 6, 2013  
6:00 p.m. – Council Chambers - 1800 12<sup>th</sup> Street  
[www.cityofcayce-sc.gov](http://www.cityofcayce-sc.gov)**

## **REGULAR MEETING**

### **I. Call to Order**

- A. Invocation and Pledge of Allegiance
- B. Approval of Minutes  
July 2, 2013 Regular Meeting

### **II. Proclamations**

- A. Approval of Proclamation – Recognition of Mr. Reid Cayce

### **III. Public Comment regarding Items on the Agenda**

### **IV. Ordinances and Other**

- A. Approval of an Ordinance Regarding Residential Sanitation Fee – Second Reading
- B. Approval of an Ordinance Amending Sec. 7-8 of the Zoning Ordinance Regarding Communication Towers and Antennas – Second Reading
- C. Approval of an Ordinance Amending Article 2 and Article 8 of the Zoning Ordinance in Relation to Wall Signage – First Reading
- D. Approval of an Ordinance Amending Article 7 (“Conditional Use Regulations”) of the Zoning Ordinance to add Special Exception Criteria - First Reading
- E. Consideration and Approval of New Sludge Disposal Process

### **V. City Manager’s Report**

**VI. Committee Matters**

- A. Committee Minutes  
Cayce Events Committee – June 13, 2013  
Planning Commission – June 17, 2013
- B. Committee Recommendations
  - 1. Discussion and Approval of the Accommodations Tax Committee's Recommendation for Distribution of Funding for FY13-14
- C. Committee Appointments/Reappointments  
Public Safety Foundation – 1 Position

**VII. Executive Session**

- A. Receipt of legal advice relating to claims and potential claims by the City and other matters covered by the attorney-client privilege
- B. Discussion of negotiations incident to a contractual arrangement with SCANA for lighting of Otarre Pointe
- C. Discussion of negotiations incident to a contractual arrangement with SCANA for lighting services for Airport Blvd.
- D. Discussion of negotiations concerning proposed contractual arrangements as it relates to the 12,000 Year History Park

**VIII. Possible actions by Council in follow up to Executive Session**

**SPECIAL NOTE: Upon request, the City of Cayce will provide this document in whatever form necessary for the physically challenged or impaired.**

**CITY OF CAYCE**

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**CITY OF CAYCE**  
**Public Hearing and Regular Council Meeting**  
**July 2, 2013**

A Public Hearing was held at 6:00 p.m. in Council Chambers to obtain public comment on a proposed ordinance amendment to Sec. 10-31 of the Cayce Code relating to the adoption of the latest versions of certain standard building and safety codes approved by the South Carolina Building Codes Council. Those present included Mayor Elise Partin, Council Members Tara Almond, Eva Corley, Tim James, and James Jenkins, City Manager Rebecca Rhodes, Assistant City Manager Shaun Greenwood, Mendy Corder, Municipal Clerk and Garry Huddle, Municipal Treasurer. Mayor Partin asked if members of the press and the public were duly notified of the Public Hearing in accordance with the FOIA. Ms. Corder confirmed they were notified.

**Opening Statement**

Mayor Partin stated that the purpose of the Public Hearing was to obtain public comment on a proposed ordinance amendment to Sec. 10-31 of the Cayce Code relating to the adoption of the latest versions of certain standard building and safety codes approved by the South Carolina Building Codes Council. Mayor Partin gave the opening statement. She explained that these are state regulations for building codes and something the City has to adopt. She stated there is an opportunity for public testimony if anyone would like to come forward and speak.

**Public Testimony**

No one from the public in attendance offered any public testimony or comment.

**Close Hearing**

Mayor Partin closed the public hearing noting that no public comment was received.

The Regular Council Meeting immediately followed the Public Hearing at 6:05 p.m. in Council Chambers. Those present included Mayor Elise Partin, Council Members Tara Almond, Eva Corley, Tim James, and James Jenkins, City Manager Rebecca Rhodes, Assistant City Manager Shaun Greenwood, Municipal Clerk Mendy Corder and Garry Huddle, Municipal Treasurer. City Attorney, Danny Crowe, Director of Utilities, Blake Bridwell, and Public Safety Director Charles McNair were also in attendance. Mayor Partin asked if members of the press and the public were duly notified of the Council Meeting in accordance with the FOIA. Ms. Corder confirmed they were notified.

Mayor Partin called the meeting to order. Councilmember Jenkins gave the invocation and United States Military Veteran Thomas Rivers led the assembly in reciting the Pledge of Allegiance. Mr. Rivers' military career began in the Navy and he also served in the reserves. Mayor Partin explained Mr. Rivers was recently on the Honor Flight that was set up by Lexington Medical Center.

### **Approval of Minutes**

Council Member Jenkins made a motion to approve the minutes of the June 4, 2013 Regular Meeting as submitted. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

### **Presentations and Proclamations**

#### **A. Presentation of Cayce Calendar Photo Contest Awards**

Mayor Partin presented staff member Tara Yates with the first place prize for the winning photo in the calendar photo contest. She also recognized the other City staff members whose pictures were chosen to be in the calendar.

#### **B. Approval of Proclamation – Communications Month and Say Something Nice Day**

Council Member James made a motion to approve the Proclamation proclaiming the month of June 2013 as Communications Month and June 1, 2013 as Say Something Nice Day as submitted. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

### **Public Comment Regarding Items on the Agenda**

No public comment was given.

### **Resolutions and Ordinances**

#### **A. Consideration and Approval of Resolution Approving Law Enforcement Mutual Aid Agreement with the Richland County Sheriff's Department**

Council Member James made a motion to approve the Resolution approving a law enforcement mutual aid agreement between the Richland County Sheriff's Department and Cayce Public Safety. Council Member Jenkins seconded the motion. The motion was unanimously approved by roll call vote.

B. Consideration and Approval of Memorandum of Agreement with Department of Juvenile Justice

Council Member James made a motion to approve the agreement with the Department of Juvenile Justice. Council Member Corley seconded the motion. Council Member James asked if it was legal to strike out the section on financial responsibility of medical care. Ms. Rhodes explained that the City strikes it out every year. The motion to approve the agreement was unanimously approved by roll call vote.

C. Approval of an Ordinance Regarding Residential Sanitation Fee - First Reading

Ms. Rhodes explained that when the fee was originally adopted in 1999 it was the intent of Council at that time to use it just for capital equipment for the Sanitation Department. The fee will now be used for operation and maintenance as well. The original ordinance did not exactly specify what the fee should be used for but Ms. Rhodes explained staff wanted to clarify it so there would not be any confusion in the future. Council Member James made a motion to approve the Ordinance regarding residential sanitation fee. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

D. Approval of Ordinance Amending Sec. 7-8 of the Zoning Ordinance Regarding Communication Towers and Antennas - First Reading

Ms. Rhodes explained the ordinance is in reaction to members of the cell tower industry approaching city staff in reference to the City's communication tower's ordinance being outdated and not business friendly. Council asked staff to research other ordinances around the Midlands and to report back to Council a way to make the City's ordinance comparable to other cities.

Mr. Greenwood presented Council with a Power Point presentation to illustrate the changes and additions to the original ordinance. He explained staff cleaned up some of the definitions in the ordinance and added some new definitions. He stated communication towers changed from not permitted to become permitted as a special exception in Single Family Residential and General Residential districts.

Mr. Greenwood explained communication towers changed from not permitted to become permitted as conditional use in C-1 districts and changed from permitted as a conditional use to become permitted as a special exception in D-1 districts. A table was added to indicate zoning district requirements for maximum height of and type of communication towers. Conditions were added to indicate appearance of new

communication towers, type of permitted signs for communication towers and setback for new towers based on height and proximity to residential dwellings or residentially zoned districts and to indicate a 1000 ft. buffer for lattice towers.

Mr. Greenwood stated requirements were added for special exception criteria. A requirement was also added for registered engineering certification for new towers. He stated requirements were also added for co-location antennas. He stated the Planning Commission met on June 17, 2013 to hear Public Comment on the suggested changes. No members of the public were present at the meeting. He stated the Planning Commission voted unanimously to recommend the amendment.

Council Member Jenkins asked if there was a size limit to what size dishes could be added to the towers. Mr. Greenwood stated any alteration made to a tower has to be certified by an engineer who states it is structurally feasible and absolutely required and then the City Zoning Administrator has to approve it. Mayor Partin asked what the coverage is in the City. Mr. Greenwood stated the company that contacted the City has a decent signal now but as their subscribers increase they need more signal strength to handle them because they get pushed out by bigger carriers. He explained the company that contacted the City would like a new tower by SCANA on 12<sup>th</sup> Street Extension for more coverage.

Mayor Partin asked if the new changes in the ordinance were sent to the FCC and the FAA for their input. Mr. Greenwood stated they have their own specific regulations but the regulation portion of the ordinance now states any tower shall comply with FCC regulations and show proof they comply with FCC regulations.

Council Member James thanked Mr. Greenwood for being so thorough with his research in this matter.

Council Member Almond made a motion to approve the Ordinance to amend Sec. 7-8 of the Zoning Ordinance on first reading. Council Member James seconded the motion which was unanimously approved by roll call vote.

E. Approval of Ordinance Amending Sec. 10-31 Relating to Technical Codes  
– Second Reading

Mayor Partin explained the Ordinance relating to technical codes is what the Public Hearing was about and it is mandatory that all municipalities enforce these codes. Council Member Jenkins made a motion to approve the Ordinance to amend section 10-31 to adopt the most recent technical codes. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

F. Approval of Ordinance to Amend the Development Agreement with Lexington School District II for Land Use Development of Brookland Cayce High School – Second Reading

Council Member Almond made a motion to approve the Ordinance to amend the development agreement. Council Member James seconded the motion which was unanimously approved by roll call vote.

**Other**

A. Discussion of Potential Amendments to the Temporary Sign Ordinance Regarding Farmer's Markets

Ms. Rhodes stated amendments to the temporary sign ordinance were adopted last summer to make it more business friendly. She explained the amendments to the ordinance made it possible for staff to administer the temporary sign ordinance in a fair and equal manner. She explained the Cayce Farmer's Market has certain signs that are not in compliance with the ordinance. The owners of the Cayce Farmer's Market have asked staff to look at possible changes or find some different way to address those signs. Ms. Rhodes stated the current signs were not permitted before and are not permitted now but the temporary sign ordinance was not enforced in the past. She explained the signs do not meet code for a number of reasons. The size, the number of signs and the fact that they were not professionally done are all issues. She stated staff needs direction and guidance from Council because staff cannot require some businesses to be in compliance and allow others to not be in compliance.

Ms. Rhodes explained that she was asked to research options for this particular business. She explained this type of business needs a changeable copy sign so they can advertise weekly or even daily. This type of sign would be allowed and is what staff has suggested to the owner of the Farmer's Market.

Ms. Rhodes stated some of Council had asked staff what could be done for the Cayce Farmer's Market sign issue. She explained she would not allow those types of signs in any other district or for any other business. She stated if Council wished to allow that particular type of sign then staff could work on an amendment to the temporary sign ordinance to allow an exemption for farmer's markets and particularly permanent farmer's markets. She stated it is not good zoning and planning or legal practice to specify businesses that get special treatment. She stated they cannot be grandfathered in since they weren't grandfathered in when the City did the temporary use ordinance last year. Ms. Rhodes explained the only other option that possibly could work is the mobile signs that have lights around them. They could allow farmer's markets to have them longer than other businesses. Currently a business can have this

type of sign for 30 days on and 30 days off. This does not serve the farmer's market purpose so staff could take out the 30 days in the middle if they wanted that type of sign.

Council Member Jenkins asked if a small scrolling electronic sign would be an option for the farmer's market. Mr. Greenwood explained that currently the City allows digital reader boards but the letters can only be eight inches high and the message can only change eight times a day. He stated that ordinance will be amended in the near future since currently almost every sign like that in the City is in violation. He explained these signs are very expensive.

Council Member Almond stated she understood that cost was an issue for the owners of the Cayce Farmer's Market and said a changeable copy sign would be a better option since they are so inexpensive. Council Member James stated Council and the City tries to balance the needs of its businesses and that's why the businesses feel comfortable calling Council and asking them to review the ordinance. He stated a farmer's market is a seasonal business and needs signage to advertise their daily goods. He stated the City needs to at least review the ordinance and try to work with them.

Council Member James said he did not realize the farmer's market signs could not be grandfathered in. Mr. Greenwood stated they are moveable signs and moveable, temporary signs cannot be grandfathered in. Council Member James stated Ms. Creech had brought pictures of signage used at another farmer's market. He asked Ms. Rhodes if staff could continue to review it and see what the best alternatives are. She explained that she would need Council to take a vote saying they want to suspend the temporary sign regulations for farmer's markets while staff reviews the issue further. She explained it makes it easier for staff when they contact other businesses about being out of compliance.

Mr. Greenwood stated staff would need to know what they are aiming at in their research. He asked are they aiming at allowing the current signage or exempting time periods. He stated the problem is the plywood signs that are being used now do not fall into any category that is currently allowed.

Council Member Jenkins asked how long the Cayce Farmer's Market knew about the sign ordinance. He stated they should have been working toward coming into compliance since they knew they were out of compliance. He stated all other businesses in Cayce were made to come into compliance and if a vote was taken he would vote that the ordinance stand. Council Member James asked if every other business in Cayce is in compliance with the sign ordinance. Mr. Greenwood stated he could not say for sure that every single business is in compliance. He explained that he

and his staff monitor as best they can as they see it. He explained when staff started enforcing the ordinance they visited with at least 40 businesses and many were not happy but they did come into compliance.

Council Member Jenkins stated CMC Steel had a sign on Frink Street that was out of compliance and he was asked to remove it and he did. He stated to be fair to the City every business should be working towards coming into compliance. Council Member James asked if staff was currently working with the Cayce Farmer's Market to determine something that could be done. Mr. Greenwood stated the Special Projects Coordinator has been speaking with Mr. Creech and was waiting on the images of the proposed signage they may use.

Council Member Almond asked if the Cayce Farmer's Market participated in any of the Public Hearings when staff worked on changing the sign ordinance. Mr. Greenwood said they did not. Ms. Rhodes explained that staff heard from them when the letters went out to the businesses explaining the changes and they said they would not be able to come into compliance. Mayor Partin stated she was at a loss and was confused why the changeable copy sign was not an option for this particular business. She stated she wasn't sure she understands what the problem is if that type of sign is not that expensive.

Ms. Rhodes stated the issue of expense should be considered but it was not considered when all other businesses were asked to come into compliance. She stated staff had been talking to the owners since last year and did not ticket them since the season was almost over. She explained they hoped the business would take care of the sign issue and be in compliance this season. Council Member James asked Mr. Crowe what type parameters need to be outlined if they give staff time to work with the business owners.

Mr. Crowe stated that as he understood the issue staff is uncomfortable with not enforcing the sign ordinance and is looking for a vote of Council to authorize them to refrain from enforcement of this ordinance as to this business while other options are explored and a further report is made to Council. Council Member James asked Mr. Crowe what would happen if they took that vote and it fails what would staff do tomorrow. Mr. Crowe answered it then becomes an enforcement matter and staff would use their usual discretion.

Council Member James made a motion that staff refrain from enforcement of the temporary sign ordinance as it pertains to farmer's markets while staff works with the business owners between then and the next Council Meeting. The motion died with no second. Mayor Partin asked if there was anything the City could do to give the business owners time to buy the sign. Mr. Greenwood stated there are several options for

temporary signage the business owners can get for the next thirty days. He said they can get a permit for a portable sign with changeable copy. He stated staff will notify them that Council has not taken action to exempt them therefore they have fourteen days to come into compliance. Mr. Greenwood stated there are temporary options available to them while they research a permanent solution.

### **City Manager's Report**

Ms. Rhodes reminded Council that the annual Municipal Association conference was in two weeks. She stated SC DOT bid out the streetscaping project on State Street and they chose AOS Contractors, who has done a lot of other work for the City. Ms. Rhodes stated the City had finished its first minor home repair and asked the audience to help spread the word about the program to anyone in need of minor home repairs. She stated the City also needed more contractors interested in doing small projects to work on the minor home repairs.

Ms. Rhodes stated the City is focusing on enforcing the business license ordinance at that time. Anyone that did not pay by the end of April is being contacted by staff to renew their business license. She said Planning & Development's staff has done a good job of finding people who have underpaid their license. Ms. Rhodes stated the Planning Department does have several issues that will come before Council soon since some ordinances are too strict or try to legislate through definitions.

Ms. Rhodes stated that staff has received a rough draft of the Land Development Regulations from the Council of Governments and the Planning staff is currently going through it and finding things to add. She stated amendments to the Planned Development Ordinance will probably be needed since it is very restrictive. She reminded Council that 2014 is the City's centennial and asked Council to give her some names of people who would be interested to work on a sub-committee to plan events to celebrate the event. Mayor Partin suggested contacting the City's ninety year old residents and see if they would like to be a part of the planning process. She also suggested the Museum Commission and the Events Committee have a joint meeting to discuss and plan for the celebration.

Ms. Rhodes stated she sent a communication plan to Council regarding the hospitality tax discussions and asked if they had any concerns or thoughts on the plan. She stated staff is meeting with local restaurants soon to get feedback from them. Mayor Partin stated Council has not made any decisions regarding the hospitality tax and have not voted on it and she thinks it would be helpful to ask business owners what they think and let them know research has shown that if certain things are done to improve the City then more people will come to the City and its restaurants. Council Member Almond stated she thinks the business owners would appreciate the City

listening to their opinions. Ms. Rhodes stated staff plans on meeting with restaurant owners and also hold a public forum meeting so residents can voice their opinions.

Mayor Partin reminded everyone about the new utility bills that are now being used. They are no longer a postcard and have a return envelope with them. She stated there is also more space for the City to communicate with its residents and customers.

### **Committee Matters**

- A. Approval to Enter the Following Committee Minutes into the City's Official Record

Council Member Almond made a motion to approve entering the following Committee minutes into the City's official record:

Cayce Housing Authority – December 18, 2012 & April 9, 2013  
Events Committee – May 9, 2013  
Planning Commission – May 20, 2013

Council Member Corley seconded the motion which was unanimously approved by roll call vote.

- B. Committee Appointments/Reappointments

Cayce Beautification Foundation – One Position

Ms. Kim Wells' term expired in June and the Beautification Foundation recommends her for re-appointment. Council Member James made a motion to reappoint Ms. Wells to the Foundation. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

Beautification Board – Two Positions

The Beautification Board has a total of four open positions and has received two potential member applications. Ms. Katie Bauld and Mr. John Winn are both interested in serving. Council Member Almond made a motion to appoint them both to the Board. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

Municipal Election Commission – One Position

The Municipal Election Commission has one open position. A potential member application has been received by Mr. David Bornemann. Council Member Jenkins made a motion to appoint Mr. Bornemann to the Commission. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

Mayor Partin asked Ms. Corder to get with Council Member Jenkins regarding getting the word out about the open positions on the various City boards and committees since he is on the Leadership Lexington County Board.

### **Executive Session**

- A. Receipt of legal advice relating to a claim and potential claim by the City and other matters covered by the attorney-client privilege
- B. Discussion of negotiations incident to the sale of City Property
- C. Discussion of contractual matters as it relates to sewer service
- D. Discussion of negotiations incident to proposed contractual arrangements for animal services

Council Member Jenkins made a motion to move into Executive Session to discuss the matters above. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

### **Reconvene**

After the Executive Session was concluded, Council Member James made a motion to reconvene the Regular meeting. Council Member Almond seconded the motion which was unanimously approved by roll call vote. Mayor Partin announced that no vote was taken in Executive Session other than to adjourn and resume the Regular meeting.

### **Possible Actions by Council in follow up to Executive Session**

Council Member James made a motion to approve the agreement for the payment and possible refund of sewer service capacity costs between Calhoun County and the City of Cayce and authorize the Mayor to sign the agreement. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

There being no further business, Council Member James made a motion to adjourn the meeting. Council Member Corley seconded the motion which was unanimously approved by roll call vote. The meeting adjourned at 8:00 p.m.

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Elise Partin, Mayor

ATTEST:

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Mendy C. Corder, Municipal Clerk



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# Memorandum

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**To:** Mayor and Council

**From:** Rebecca V. Rhodes, City Manager

**Date:** July 31, 2013

**Subject:** Second Reading of an Ordinance to clarify the use of the Residential Sanitation Fee

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## **Issue**

Council Approval is needed for the Second Reading of an Ordinance to clarify the use of the Residential Sanitation Fee.

## **Background/Discussion**

When the original \$1.50 sanitation fee was created in 1999, it was intended to just be utilized for "the replacement of Sanitation equipment as required by State law." This intent was discussed during the Council meeting when the fee was adopted but was not explicitly outlined or required in the actual Ordinance that was adopted. To this point, the sanitation fee has been placed in a separate account and only used for the purchase of capital equipment for the sanitation department.

With the adoption of the 2013-2014 Budget it is Council's intent to use the sanitation fee to pay for the operation of the Sanitation department, as well as, the purchase of capital equipment. Even though the current Ordinance does not prohibit this, staff feels that a new Ordinance should be adopted to clarify the use of this fee so as to avoid any confusion for future Councils or staff.

## **Recommendation:**

Staff recommends approval of Second Reading of this Ordinance.

STATE OF SOUTH CAROLINA )  
 )  
COUNTY OF LEXINGTON )  
 )  
CITY OF CAYCE )

**ORDINANCE**  
**Clarifying the Allowable Uses of the**  
**Residential Refuse Collection Fee**

**WHEREAS**, the City Council previously, by Ordinance adopted on June 24, 1999, now City Code section 34-4, authorized and imposed a fee for residential refuse collection, also sometimes referred to as a fee for sanitation services or a sanitation fee, and City Council amended the amount of the fee by Ordinance adopted on June 4, 2013; and

**WHEREAS**, the Council wishes to clarify the proper uses of the fee in accord with State statutory law,

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

1. The fee for residential refuse collection, also sometimes referred to as the fee for sanitation services or the sanitation fee, shall be used by the City to pay costs related to the City's provision of residential refuse collection and sanitation services.

2. All City Code sections, ordinances or policies of the City in conflict with this ordinance are hereby repealed.

This Ordinance shall take effect upon the second and final reading.

**DONE IN MEETING DULY ASSEMBLED**, this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Elise Partin, Mayor

ATTEST:

\_\_\_\_\_  
Mendy C. Corder, Municipal Clerk

First reading: \_\_\_\_\_

Second reading and adoption: \_\_\_\_\_

Approved as to form: \_\_\_\_\_  
Danny C. Crowe, City Attorney

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# Memorandum

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**To:** Mayor and Council

**From:** Rebecca Rhodes, City Manager  
Shaun Greenwood, Asst. City Manager  
Monique Ocean, Zoning Tech.

**Date:** July 31, 2013

**Subject:** Second Reading of an ordinance to amend several sections of the zoning ordinance in reference to communication towers.

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## ISSUE

Council approval is needed for the Second and Final Reading of an ordinance to amend Article 2 ("Definitions"), Section 6.5 Table 1 ("Schedule of uses and off-street parking requirements for Residential Districts"), Section 6.5 Table 2 ("Schedule of uses and off-street parking requirements for Commercial, Industrial & Development Districts) and Section 7.8 ("Communication Towers and Antennas") of the Zoning Ordinance of the City of Cayce.

## BACKGROUND/DISCUSSION

In January, members of the telecommunication industry made a presentation to Council in which they requested that the City consider relaxing some of the zoning ordinances governing the placement of cell towers and antennas. Council directed staff to research other cities around the midlands and to report back the findings. Staff researched the issue and found that the City's Zoning Ordinance was more restrictive in many areas. At Council's direction, staff has revised the ordinance to be more in line with neighboring municipalities. A summary of staff's recommended changes is attached for your consideration. A copy of the redline version of the changes will be available at the meeting.

The Planning Commission met on June 17<sup>th</sup>, 2013 to hear Public Comment about the suggested changes. No members of the public were present at the meeting. The Planning Commission voted unanimously to recommend the amendment.

## **RECOMMENDATION**

The Planning Commission recommends Council approve Second and Final Reading of an ordinance to amend Article 2 ("Definitions"), Section 6.5 Table 1 ("Schedule of uses and off-street parking requirements for Residential Districts"), Section 6.5 Table 2 ("Schedule of uses and off-street parking requirements for Commercial, Industrial & Development Districts) and Section 7.8 ("Communication Towers and Antennas") of the Zoning Ordinance of the City of Cayce.

## **SUMMARY OF CHANGES TO COMMUNICATION TOWER ORDINANCE**

1. Section 2 ("Definitions")
  - Definitions for different items pertaining to communication towers added
2. Section 6.5 Table 1 ("Schedule of Uses and Off-Street Parking Requirements for Residential Districts")
  - Communication towers changed from not permitted to become permitted as a special exception in Single Family Residential and General Residential districts
3. Section 6.5 Table 2 ("Schedule of Uses & Off-Street Parking Requirements for Commercial, Industrial & Development Districts")
  - Communication towers changed from not permitted to become permitted as conditional use in C-1 districts
  - Communication towers changed from permitted as a conditional use to become permitted as a special exception in D-1 districts
4. Section 7.8 ("Communication Towers and Antennas")
  - Table added to indicate zoning district requirements for maximum height of and type of communication towers
5. Section 7.8-1 ("Conditions")
  - Conditions added to indicate appearance of new communication towers
  - Conditions added to indicate type of permitted sign for communication towers
  - Conditions added to indicate setback for new towers based on height and proximity to residential dwellings or residentially zoned districts
  - Conditions added to indicate buffer for lattice towers
6. Section 7.8-2 ("Special Exceptions")
  - Requirements added for special exception criteria
7. Section 7.8-3 ("Permit Requirements")
  - Requirement for registered engineering certification added for new towers
  - Requirements added for co-location antennas

STATE OF SOUTH CAROLINA )  
 )  
COUNTY OF LEXINGTON )  
 )  
CITY OF CAYCE )

**ORDINANCE**  
**Amending Article 2 ("Definitions"),**  
**Section 6.5 Table 1 ("Schedule of**  
**uses and off-street parking**  
**requirements for Residential**  
**Districts"), Section 6.5 Table 2**  
**("Schedule of uses and off-street**  
**parking requirements for**  
**Commercial, Industrial &**  
**Development Districts) and Section**  
**7.8 ("Communication Towers and**  
**Antennas") of the Zoning Ordinance**  
**of the City of Cayce**

**WHEREAS**, the Council has determined that it is in the interest of the public in understanding the provisions of the Zoning Ordinance, and in the interest of the City in administering and enforcing the Zoning Ordinance, to amend Article 2 ("Definitions") of the Zoning Ordinance to substitute or add definitions; and

**WHEREAS**, the Council also has determined that it is in the interest of the public to amend Section 6.5 Table 1 of the Zoning Ordinance of the City relating to communication towers and antennas; and

**WHEREAS**, the Council also has determined that it is in the interest of the public to amend Section 6.5 Table 2 of the Zoning Ordinance of the City relating to communication towers and antennas; and

**WHEREAS**, the Council also has determined that it is in the interest of the public to amend Section 7.8 ("Communication Towers and Antennas") of the Zoning Ordinance of the City to substitute or add conditions and special exception criteria,

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the City of Cayce, in Council, duly assembled, that

1. Article 2 ("Definitions") of the Zoning Ordinance of the City of Cayce is hereby amended to substitute or add thereto, in the appropriate alphabetical order within the current Article 2, the following definitions:

**"Antenna"** – A device, dish, or array used to transmit or receive telecommunication signals.

**"Communication tower or wireless communication facility"** - A facility used for transmitting, receiving, and relaying voice and data signals from wireless communication devices.

**"Communication Tower- Co-location"** – The placement of two or more providers' wireless communication antenna upon the same wireless communication facility.

**“Communication Tower - Fall Zone”** – The area on the ground within a prescribed radius from the base of a wireless communication facility- within which there is a potential hazard from falling debris or collapsing material.

**“Communication Tower – Lattice”** – A wireless communication ground-mounted structure consisting of many legs along with joined structural members to support wireless communication antennas.

**“Communication Tower – Monopole”** – A wireless communication self-supporting structure consisting of a single pole to support wireless communication antennas.

**“Communication Tower – Stealth”** – A structure designed in a manner to mask its appearance as a wireless communication tower.

**“FCC”** – The Federal Communications Commission (FCC) regulates interstate and international communications by radio, television, wire, satellite and cable.

2. Section 6.5 Table 1 (“Schedule of uses and off-street parking requirements for Residential Districts”) of the Zoning Ordinance of the City of Cayce is hereby amended under Support Uses (“Utilities”) to indicate Communication towers & antennas NAICS Code 51332 as permitted as a special exception in RS-1, RS-2, RS-3, RS-4, RG-1 and RG-2 districts.

3. Section 6.5 Table 2 (“Schedule of uses and off-street parking requirements for Commercial, Industrial & Development Districts”) of the Zoning Ordinance of the City of Cayce is hereby amended under Sector 51 (“Information”) to indicate Communication towers & antennas NAICS Code 5151 as permitted as a conditional use in C-1 districts and as permitted as a special exception in D-1 districts.

4. Section 7.8 (“Communication Towers and Antennas”) of the Zoning Ordinance of the City of Cayce (including Sections 7.8-1, 7.8-2, and 7.8-3) is hereby amended to delete, in its entirety, the current Section 7.8 and to substitute therefore the chart and text as attached to this Ordinance.

This Ordinance shall be effective from the date of second reading approval by Council.

DONE IN MEETING DULY ASSEMBLED, this \_\_\_\_\_ day of \_\_\_\_\_ 2013.

\_\_\_\_\_  
Elise Partin, Mayor

Attest:

\_\_\_\_\_  
Mendy Corder, Municipal Clerk

First Reading: 7-2-13

Second Reading and Adoption: \_\_\_\_\_

Approved as to form: \_\_\_\_\_  
Danny C. Crowe, City Attorney

**Article 6. DISTRICT REGULATIONS 6-1**

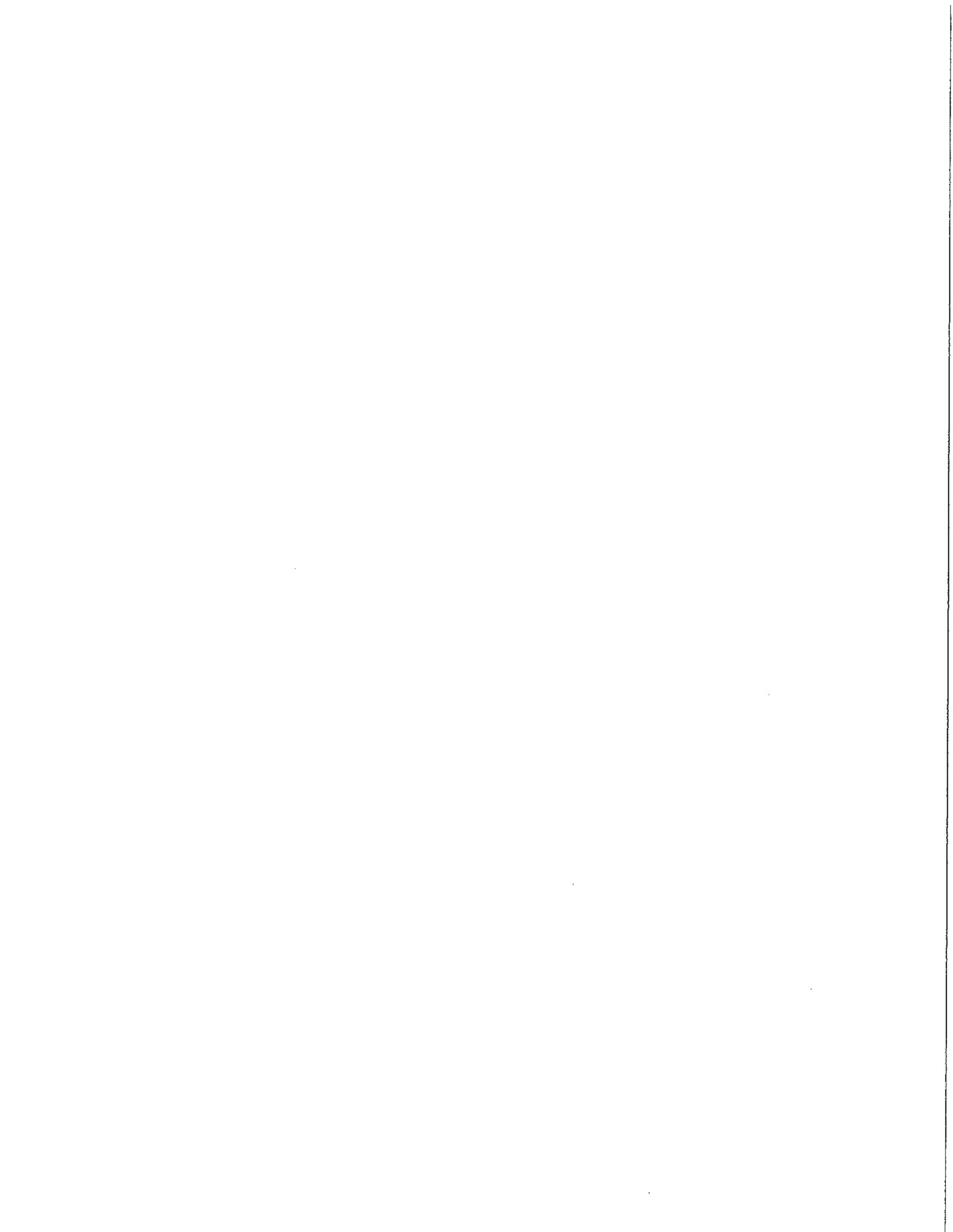
Section 6.1	Establishment of Districts	6-1
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## ARTICLE 2 DEFINITIONS

Words not defined herein shall have the meanings stated in the International Building Code, Plumbing Code, Gas Code, or Fire Prevention Code. Words not defined in these Codes shall have the meanings in Webster's Ninth New Collegiate Dictionary, as revised.

Words in the present tense include the future tense. Words used in the singular include the plural, and words used in the plural include the singular.

The word "shall" is always mandatory.

The word "may" is permissive.

The word "lot" includes the word "plot" or "parcel."

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 imply that said land or building is in actual use or occupancy and shall be construed to include the words "intended," "arranged," or "designed to be used or occupied."

The word "map" or "zoning map" shall mean the Official Zoning Map(s) of the City of Cayce.

The term "Planning Commission" refers to the Cayce City Planning Commission.

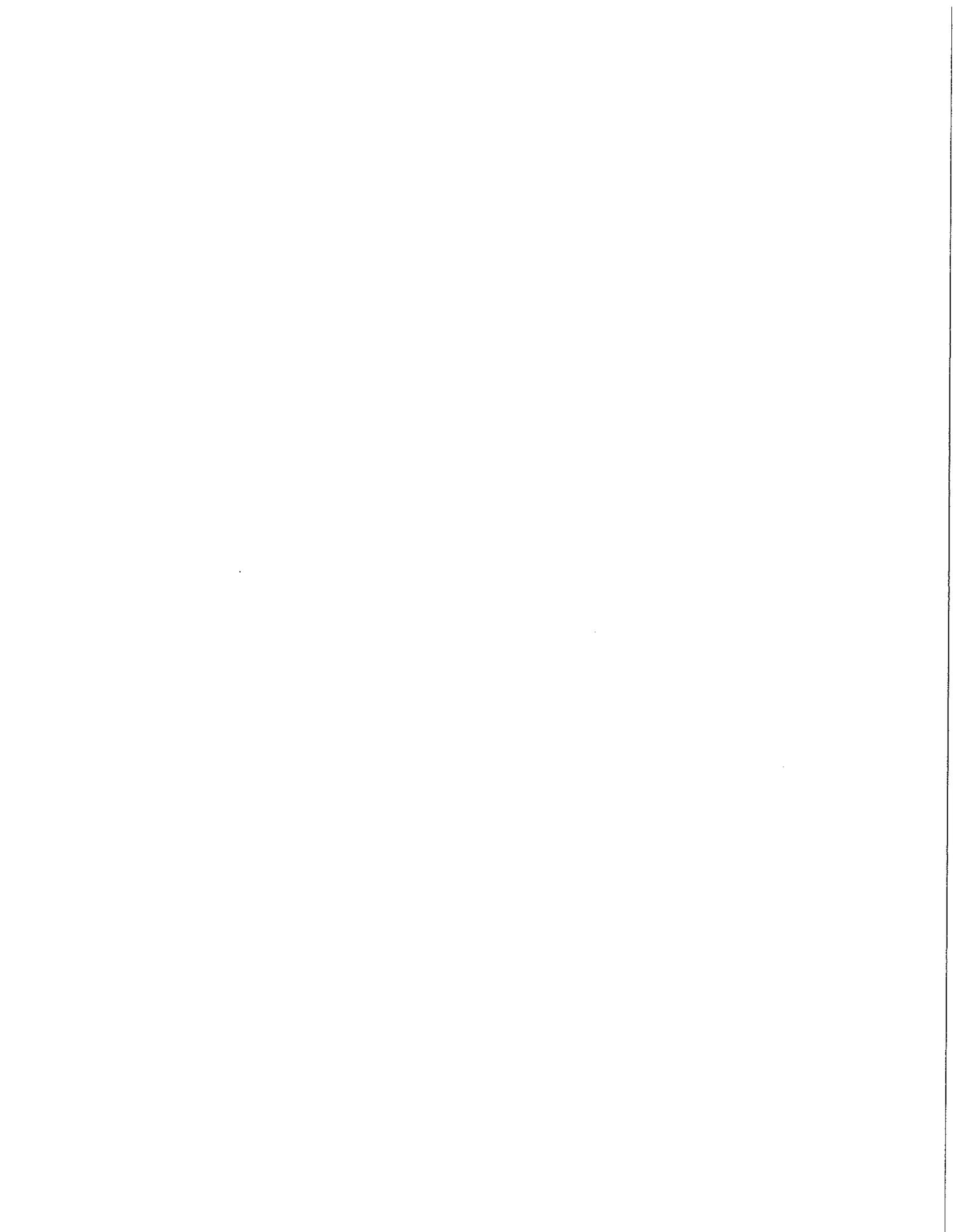
The term "Council" refers to the Cayce governing council.

The term "Zoning Board of Appeals" refers to the Cayce Zoning Board of Appeals. Other words and terms defined herein are as follows:

Abutting - Sharing a common border; physically touching for at least 10 feet.

Antenna - A device, dish, or array used to transmit or receive telecommunication signals.

Area of Shallow Flooding - A designated AO or VO Zone shown on Flood Insurance Rate Maps (FIRM) with base flood depths of one to three feet, where a clearly defined channel does not exist, where the path of flooding is unpredictable and indeterminate, and where velocity flow may be evident.



Co-location - The placement of two or more provider's wireless communication antenna upon the same wireless communication facility.

Communication tower or wireless communication facility - FCC-licensed facility used for transmitting, receiving, and relaying voice and data signals from wireless communication devices.

Conditional Use - A use of land or structure which is permitted in a district under conditions specified in the zoning ordinance.

Condominium - A unit in a multi-unit structure owned by individuals, partnerships, corporations, or other business entities or entities which has use of all common areas associated with that structure.

Day Care Services - Day care services shall mean and include any home, center, agency, or place, however styled, where children, elderly, and other persons not related to the operator are received for custodial care, apart from their parents, whether for compensation, reward, or otherwise during part or all of the day or any number of successive days.

Density - The number of dwelling units per acre of land developed or used for residential purposes. Density requirements in this Ordinance are expressed in dwelling units per gross acre; that is, per acre of land devoted to residential use is based on the total land area within a development tract or subdivision, excluding floodway areas.

Developer - An individual, partnership, or corporation (or agent therefore) that undertakes the activities covered by these regulations.

Development - Any manmade change to improved or unimproved real estate, including, but not limited to, buildings or other structures, mining, dredging, filling, grading, paving, excavation, or drilling operations.

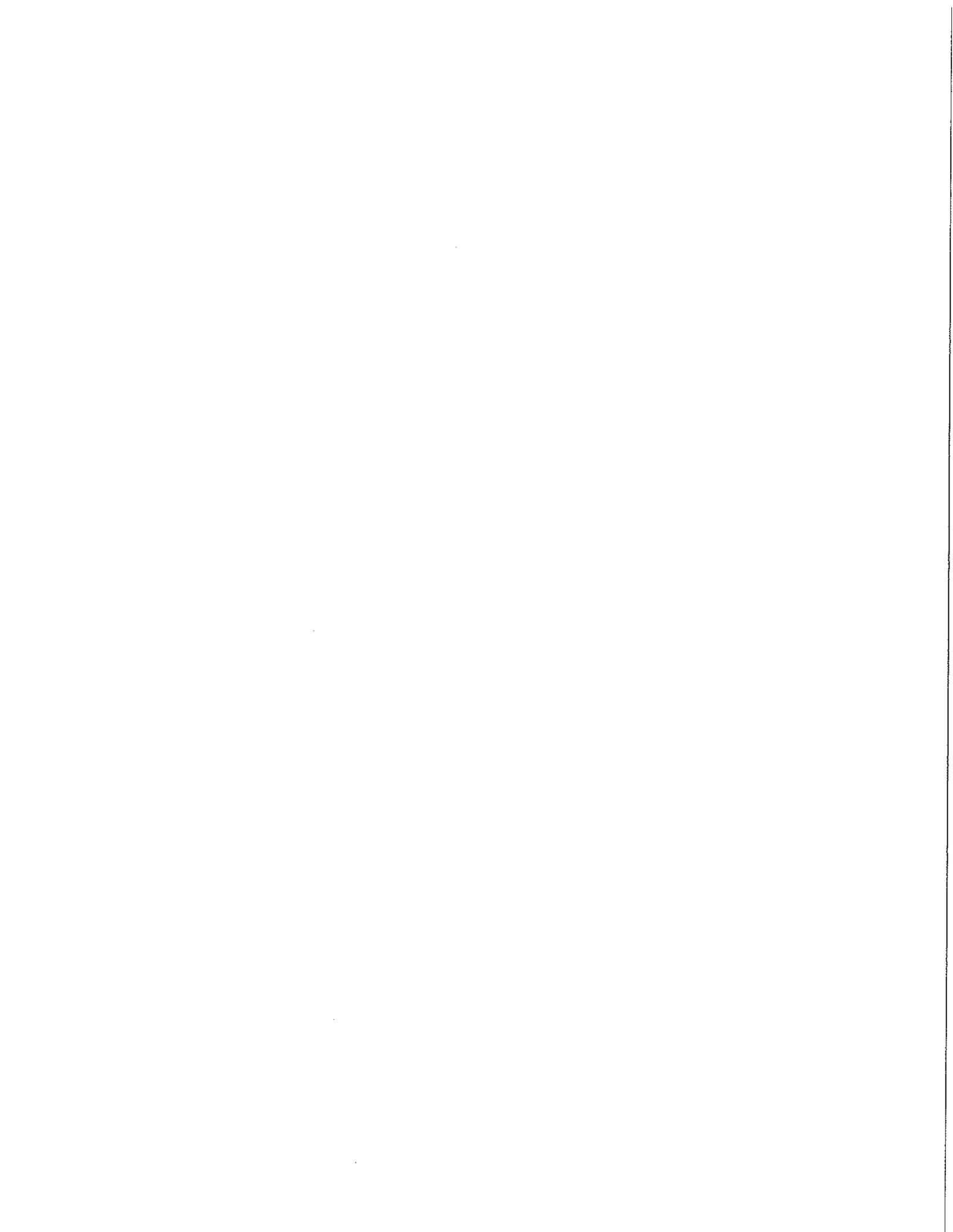
DHEC - South Carolina Department of Health and Environmental Control.

Domestic Animal Shelter - A pen, shelter, or structure for small domestic animals, not to include horses, cows, goats, swine including pot bellied pigs, sheep, ponies, grazing animals, and fowl of any kind.

Dwelling - A building or portion of a building arranged or designed exclusively for human habitation.

Dwelling, Apartment - (See dwelling, multi-unit)

Dwelling, Detached - A single dwelling unit, surrounded by open space or yards and which is not attached to any other dwelling by any means.



Dwelling Unit - A single unit providing complete, independent living facilities for one or more persons including permanent provisions for living, sleeping, eating, cooking, and sanitation.

Dwelling, Zero Lot Line - A zero lot line dwelling is a single family detached unit which instead of being centered on a lot, is placed against at least one of the side lot lines. The term is synonymous with patio homes.

Easement - A right-of-way granted to another party for specific limited use.

Elevated Building - A non-basement building constructed to have the lowest floor elevated above the ground level by means of fill, solid foundation perimeter walls, pilings, columns, (post and piers), shear walls, or breakaway walls.

Evergreen Tree - A coniferous or deciduous tree that remains green throughout the year.

FCC - Federal Communications Commission

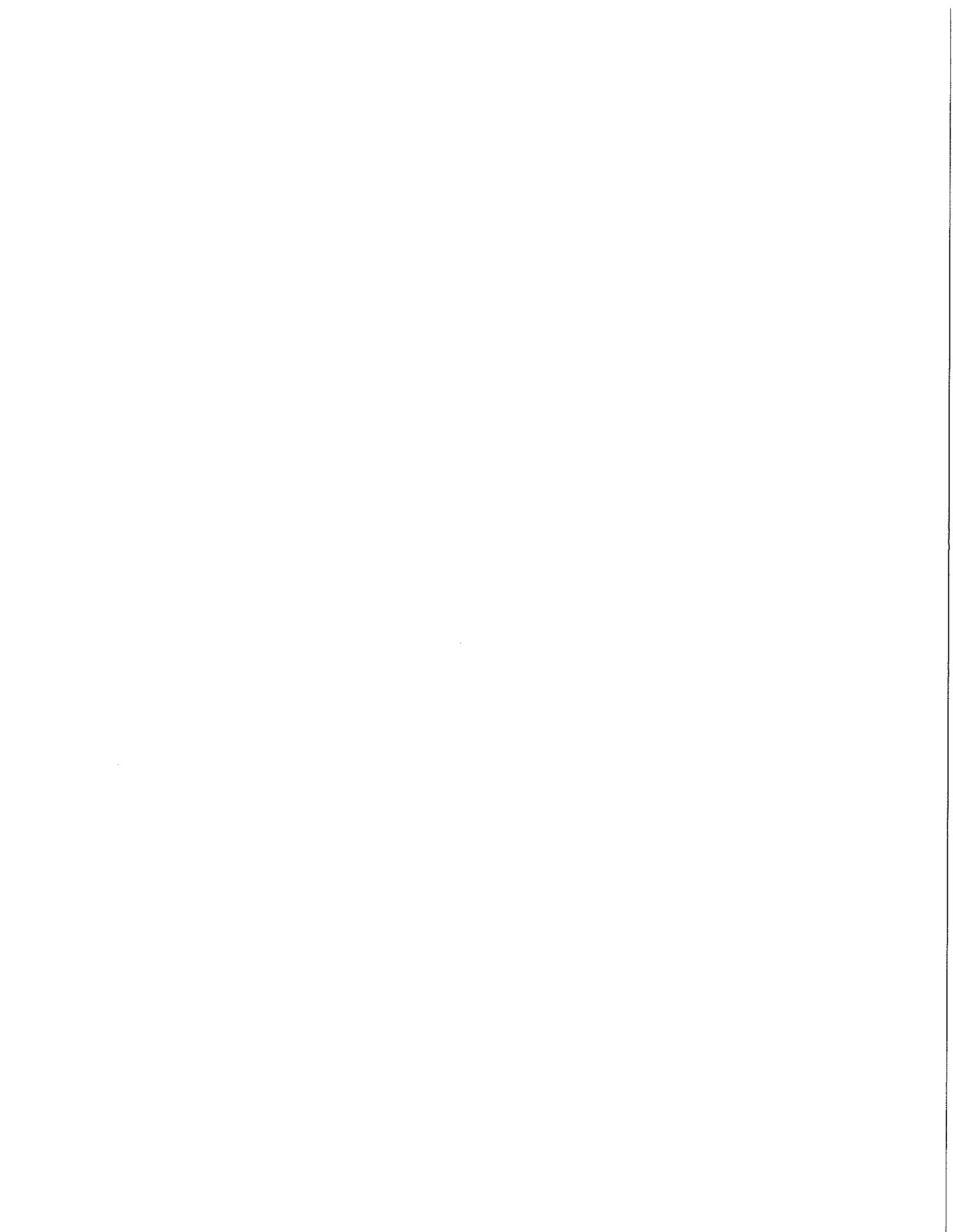
Fall Zone - The area on the ground within a prescribed radius from the base of a wireless communications facility within which there is a potential hazard from falling debris or collapsing material.

Family - One or more persons related by blood, marriage, adoption, or guardianship, and not more than three (3) persons not so related, except that mentally and physically handicapped persons for whom care is provided on a 24-hour basis shall be construed to be a family, in accord with the provisions of 6-7-830 of the South Carolina Code of Laws.

Federal Manufactured Home Construction and Safety Standards - Regulations promulgated by the Department of Housing and Urban Development (HUD) governing the design and construction, strength and durability, transportability, fire resistance, energy efficiency, and quality of manufactured housing. These standards also set performance requirements for heating, plumbing, air conditions, thermal, and electrical systems.

Flood - A general and temporary condition of partial or complete inundation of normally dry land areas.

Flood Hazard Boundary Map (FHBM) - An official map issued by the Federal Emergency Management Agency, where the boundaries of the areas of special flood hazard are defined.



Flood Insurance Rate Map (FIRM) - An official map on which the Federal Emergency Management Agency has delineated both the areas of special flood hazard and the risk premium zones.

Flood Insurance Study - An official study provided by the Federal Emergency Management Agency.

Flood-resistant Material - Any building material capable of withstanding direct and prolonged contact (minimum 72 hours) with floodwaters without sustaining damage which requires more than low-cost cosmetic repair.

Floodway - The channel of a river or other watercourse and the adjacent land area that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one foot.

Floor - The top surface of an enclosed area in a building (including basement), i.e. top of slab in concrete slab construction or top of wood flooring in wood frame construction. The term does not include floor of a garage used solely for parking vehicles.

Garage, Private - A structure that is accessory to a single- or two-family dwelling, is used for the parking and storage of vehicles owned and operated by the residents thereof, and is not a separate commercial enterprise available to the general public.

Garage, Public - A structure or portion thereof, other than a private customer and employee garage or private residential garage, used primarily for the parking and storage of vehicles and available to the general public.

Gross Floor Area (GFA) - The sum of the floor area for each of a building's stories measured from the exterior limits of the faces of the structure, including basement floor area. It does not include unenclosed porches or any floor space in an accessory building or in the principal building which is designed for parking of motor vehicles.

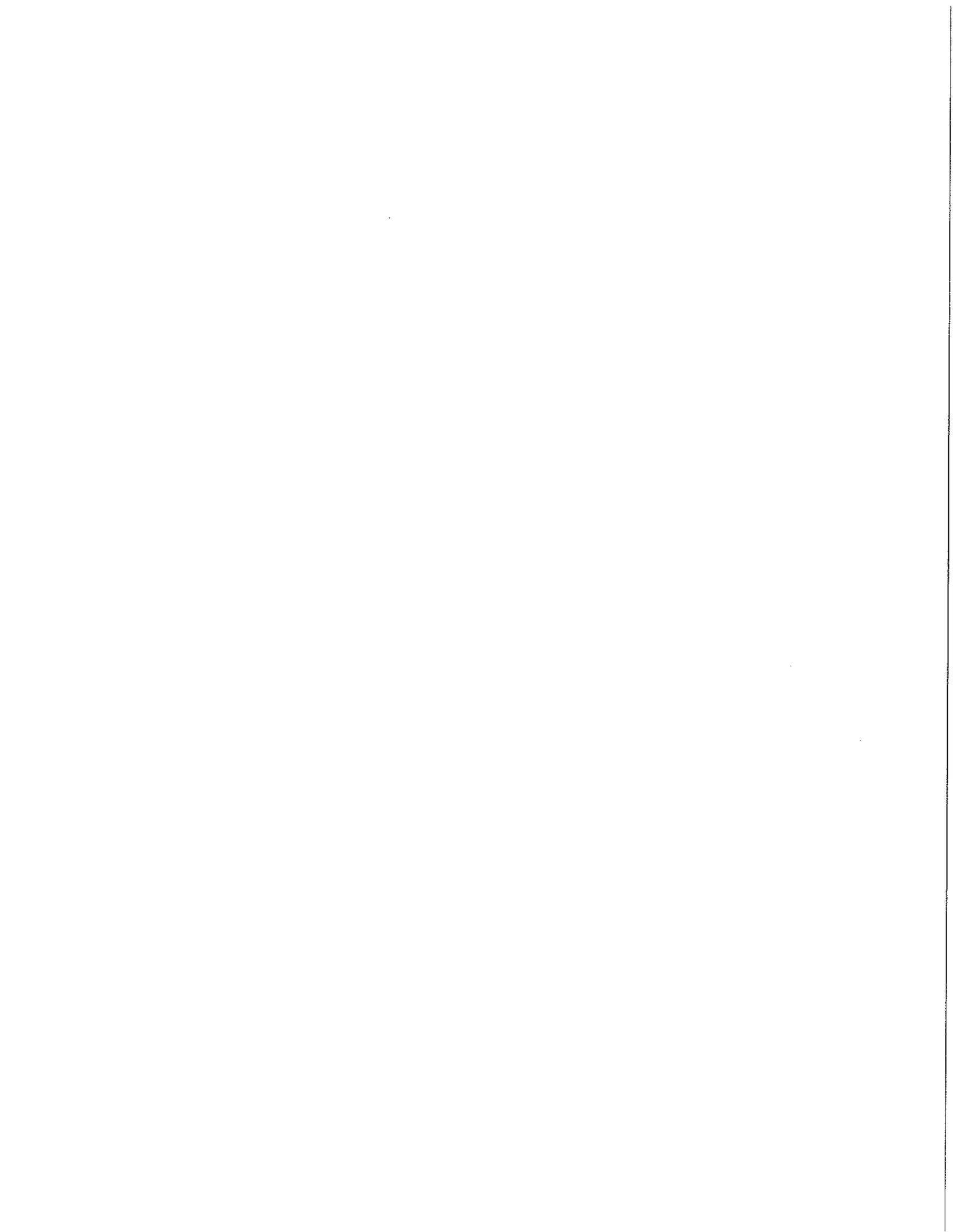
Height - The vertical distance of a structure or vegetation.

Home Occupation - Any occupation within a dwelling, including a hobby and clearly incidental thereto, carried on by a member or members of the family residing on the premises. A "home occupation" shall not include a body piercing facility or a tattoo facility.

Improvement - Any man-made immovable item which becomes part of, placed upon, or is affixed to real estate.

Lattice communication tower - A wireless communication ground-mounted structure consisting of many legs along with joined structural members to support wireless communication antennas.

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Manufactured Home Park Space - A plot or ground within a manufactured home park designed for the accommodation of one unit.

Mini-warehouse - A building or group of buildings in a controlled-access and fenced compound that contains individual, compartmentalized and controlled-access stalls or lockers for the storage of customer's goods or wares.

Mixed Occupancy - Any building that is used for two or more occupancies classified by different occupancy use groups.

Modular Building Unit or Modular Structure - Any building of closed construction, regardless of type of construction or occupancy classification, other than a mobile or manufactured home, constructed off-site in accordance with the applicable codes, and transported to the point of use for installation or erection. When meeting the requirements of the Modular Building's Construction Act (23-43-10 of the S. C. Code of Laws), said building unit or structure may be located in any zoning district.

Monopole communication tower - A wireless communication self-supporting structure consisting of a single pole to support wireless communication antennas.

Nonconformity - A nonconformity is any lot of record, use, building, structure or vegetation in existence prior to the effective date of this Ordinance, but which fails, by reason of such adoption, revision or amendment, to conform to the present requirements of the Ordinance.

Non-residential Use - A principal use of land for other than residential purposes, i.e. commercial, industrial, institutional.

Open Space Ratio - The open space ratio is a measure of the intensity of land use. It is arrived at by dividing the total amount of open space within the site by the Total Site Area.

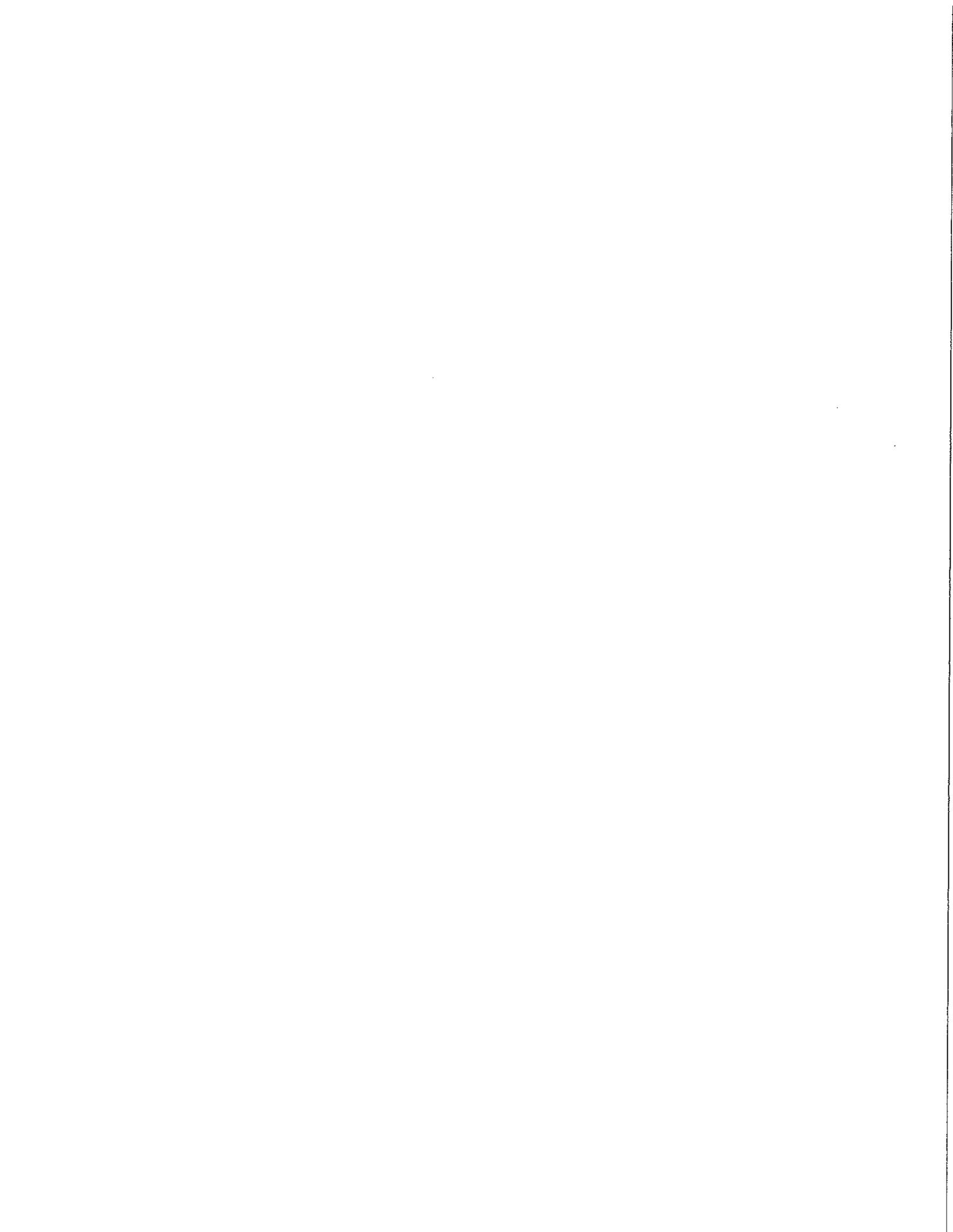
Parcel - A land area bounded by property lines that is recognized as such by the County Assessor's Office.

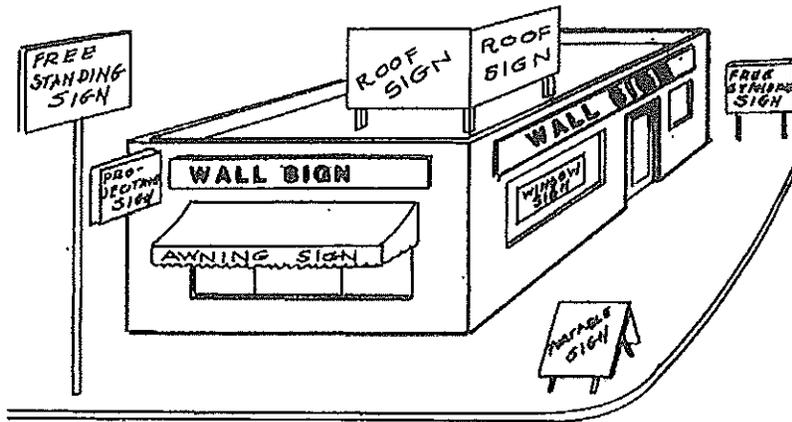
Park - A public facility open for recreation, with commercial activities for recreational uses only, open space and public gardens.

Premises - A lot, plot, or parcel of land including the buildings or structures thereon, under control by the same owner or operator together with all adjacent land.

Sexually Oriented Business - For purposes of this Ordinance, sexually oriented business operations shall mean and include the following:

Adult Arcade means any place to which the public is permitted or invited wherein coin-operated or slug-operated or electronically, electrically, or mechanically





### SIGN TYPES

Sign, Window - A sign that is applied or attached to the exterior or interior of a window or located in such manner within a building that it can be seen from the exterior of the structure through a window.

South Carolina Manufactured Housing Board - Is authorized by State Statute to regulate the construction, repair, modification, installation, tie-down, hook-up, and sale of manufactured homes in South Carolina, which Board has adopted for regulation of manufactured homes the Federal Manufactured Housing Construction and Safety Standards, promulgated by HUD, and contained in the Board's Manufactured Housing Regulations, May 26, 1990.

Stealth communication tower - A structure designed in a manner to mask its appearance as a wireless communication tower.

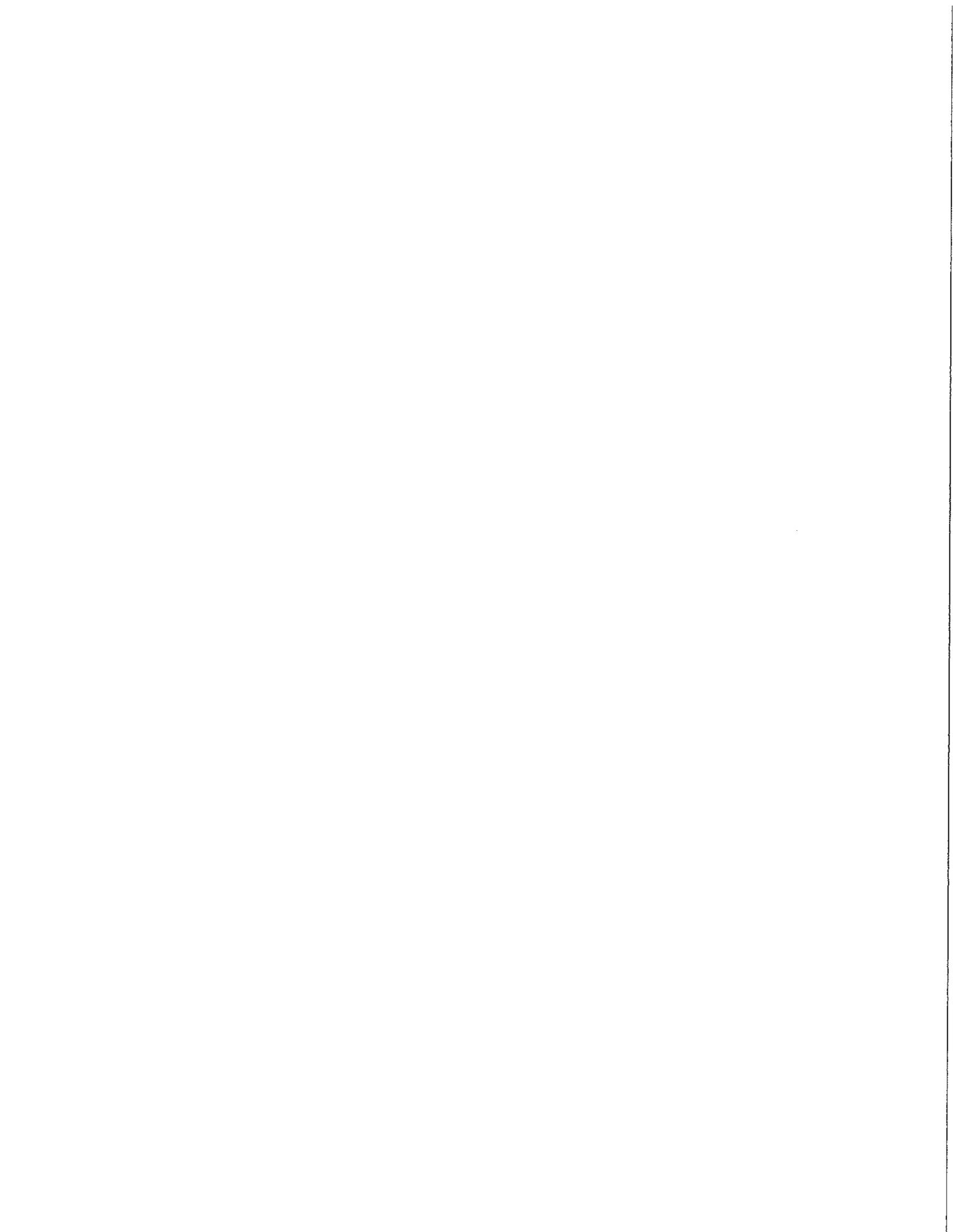
Street - Any thoroughfare (drive, avenue, boulevard) or space more than 18 feet in right-of-way width which has been dedicated, deeded or designated for vehicular traffic, public or private.

Street, Major - Includes all state primary and federal aid highways and streets that serve to circulate traffic, having signals at important intersections, and stop signs on side streets and/or having controlled access and channelized intersections.

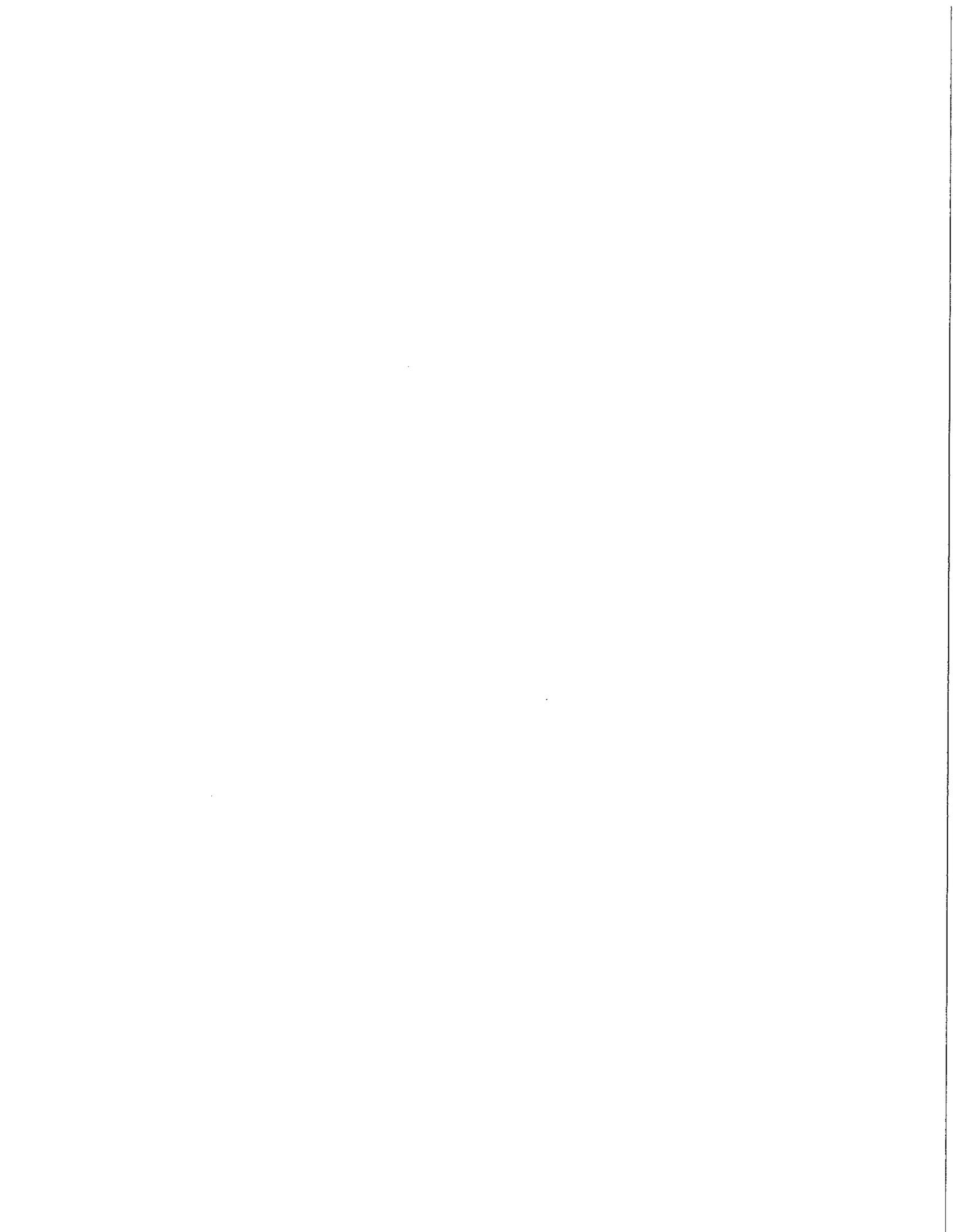
Street, Minor - A street designed principally to collect traffic from subdivisions and provide access to abutting property.

Street, Private - A street not dedicated for public use or maintenance.

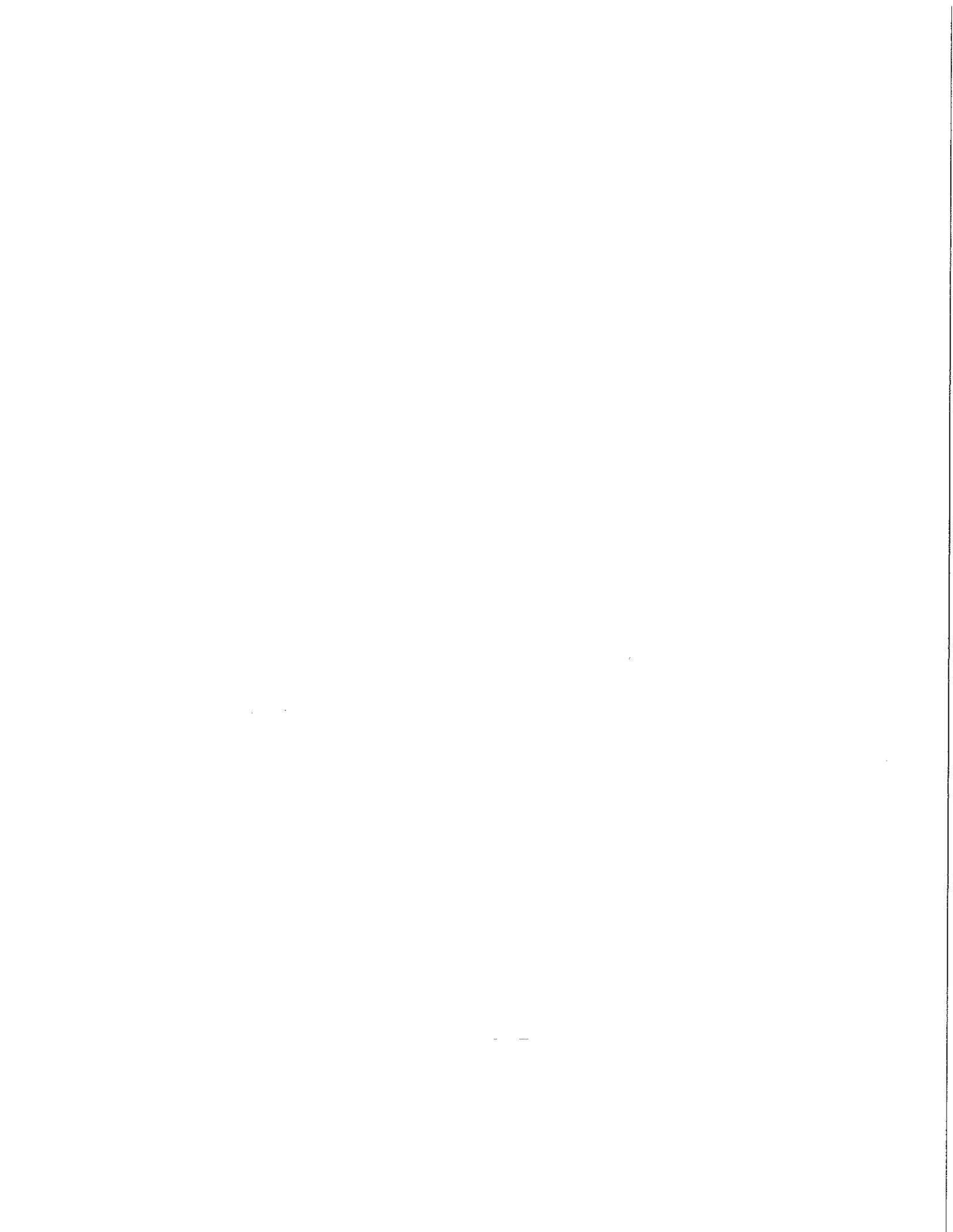
Structure - That which is built or constructed.



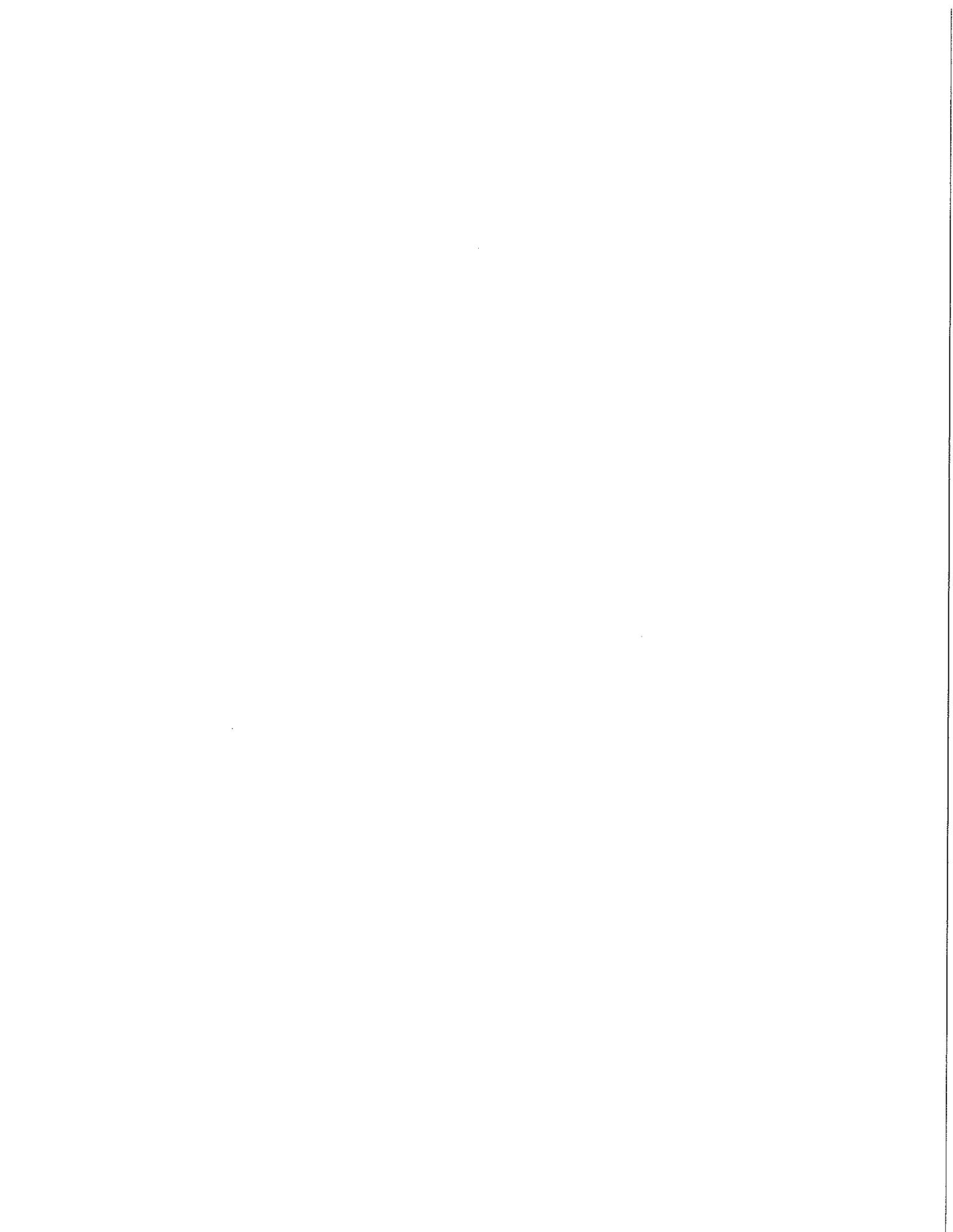
	NAICS	RS-1	RS-2	RS-3 RS-4	RG-1	RG-2	Off -Street Parking Requirements
Home Occupation (Sec. 7.7)	NA	C	C	C	C	C	None
Horticulture, gardening	NA	P	P	P	P	P	None
<b>Signs - See Article V</b>							
<b>Support Uses</b>							
<b>Recreational</b>							
Public parks, playgrounds, & community centers	71394	P	P	P	P	P	1.0 per 250 GFA activity buildings, 1% land area to parks
Golf courses, public & private	71391	P	P	P	P	P	5.0 spaces for each hole
Swimming & tennis clubs	71394	P	P	P	P	P	1.0 space for each 200 s.f. GFA
<b>Educational</b>							
Elementary schools	6111	P	P	P	P	P	1.5 spaces per classroom, plus 5.0 admin. spaces
Secondary schools	6111	P	P	P	P	P	5.0 spaces per classroom, plus 10 admin. spaces
<b>Social</b>							
Nursing & residential care facilities	623	N	N	N	P	P	0.4 per bed, plus 1.0 space per 500 s.f. GFA
Day care services	62441	N	N	N	P	P	1.0 space per 200 s.f. GFA
Religious organizations	81311	P	P	P	P	P	0.3 spaces per seat, main seating
<b>Utilities</b>							
Communication transmission only, except towers/antennas	5133	P	P	P	P	P	None
Communication towers & antennas (Sec. 7.8)	51332	N SE	N SE	N SE	N SE	N SE	None
Electric, gas, transmission only	221121	P	P	P	P	P	None
Sewerage treatment facilities	22132	P	P	P	P	P	None
Water supply & irrigation systems	22131	P	P	P	P	P	None
Public Order & Safety	9221	P	P	P	P	P	1.0 space per 350 s.f. GFA
Fire Protection	92216	P	P	P	P	P	4.0 spaces per bay
<b>Temporary Uses</b>							
Temporary Uses (Sec. 7.5)		C	C	C	C	C	By individual review



	NAICS	C-1	C-2	C-3	C-4	M-1	M-2	D-1	Required off-Street Parking Space(s)
Support Activities for Transportation	488	N	N	N	P	P	P	N	1.0 per 500 s.f. GFA
U.S. Postal Service	491	P	P	P	P	P	P	P	1.0 per 350 s.f. GFA
Couriers & Messengers	492	P	P	P	P	P	P	N	1.0 per 500 s.f. GFA
Warehousing & Storage	493	N	N	N	N	P	P	N	1.0 per 1,000 s.f. GFA
<b>Sector 51: Information</b>									
Publishing Industries	511	N	P	P	P	P	P	N	1.0 per 500 s.f. GFA
Motion pictures & Sound Industries	512	N	P	P	P	P	N	N	1.0 per 350 s.f. GFA
Motion picture theaters	512131	N	P	P	P	P	N	N	1.0 per 5 seats
Broadcasting & Telecommunications	515	N	P	P	P	P	P	N	1.0 per 350 s.f. GFA
Communication Tower & Ant.(Sec.7.8)	5151	N C	C	C	C	C	C	CSE	None
Internet publishing & broadcasting	516	P	P	P	P	P	P	N	1.0 per 500 s.f. GFA
Telecommunications	517	N	P	P	P	P	P	N	1.0 per 500 s.f. GFA
ISPs, search portals, & Data processing	518	P	P	P	P	P	P	N	1.0 per 500 s.f. GFA
Info. Services & Data Processing	519	P	P	P	P	P	P	N	1.0 per 350 s.f. GFA
Libraries	51912	P	P	P	P	P	N	N	1.0 per 350 s.f. GFA
<b>Sector 52: Finance &amp; Insurance</b>									
Banks	521	P	P	P	P	P	P	N	1.0 per 350 s.f. GFA
Credit Intermediation except check cashing services	522	P	P	P	P	P	N	N	1.0 per 350 s.f. GFA
Pawn shops & consumer cash lending secured by personal property	522298	N	N	N	P	P	N	N	1.0 per 350 s.f. GFA
Check Cashing Services	522390	N	N	N	P	P	N	N	1.0 per 350 s.f. GFA
Security & commodity contracts, & financial investments	523	P	P	P	P	P	N	N	1.0 per 350 s.f. GFA
Insurance Carriers & related activities	524	P	P	P	P	P	N	N	1.0 per 350 s.f. GFA
Funds, Trust, & other financial vehicles	525	P	P	P	P	P	N	N	1.0 per 350 s.f. GFA
<b>Sector 53: Real Estate &amp; Rental &amp; Leasing</b>									
Real Estate	531	P	P	P	P	P	N	N	1.0 per 350 s.f. GFA







**Section 7.8 Communication Towers and Antennas**

The requirements set forth in this Section shall be applicable to all communication towers and its accessory structures.

Communication towers are allowed according to the following table:

Section 7.8 Table 1

Zoning District	Permitted Height Stealth or Monopole Tower
Single Family Residential (RS)	Stealth tower with maximum height of 80 feet is permitted as a special exception
General Residential (RG)	Stealth tower with maximum height of 80 feet is permitted as a special exception.
Office and Institutional (C-1)	Stealth tower or Monopole tower with maximum height of 100 feet is permitted as a conditional use
Neighborhood Commercial (C-2)	Stealth tower or Monopole tower with maximum height of 100 feet is permitted as a conditional use
Central Commercial (C-3) Highway Commercial (C-4)	Stealth tower or Monopole tower with maximum height of 200 feet is permitted as a conditional use
Light Industrial (M-1) Heavy Industrial (M-2)	Stealth or Monopole or Lattice tower with maximum height of 200 feet is permitted as a conditional use
Development (D-1)	Stealth tower with maximum height of 200 feet is permitted as a special exception
Design Overlay (DO)	NOT PERMITTED
Development Agreement (DAD)	Tower with height specified in approved plan is permitted under conditions set forth in plan
Planned Development (PDD)	Tower with height specified in approved plan is permitted under conditions set forth in plan

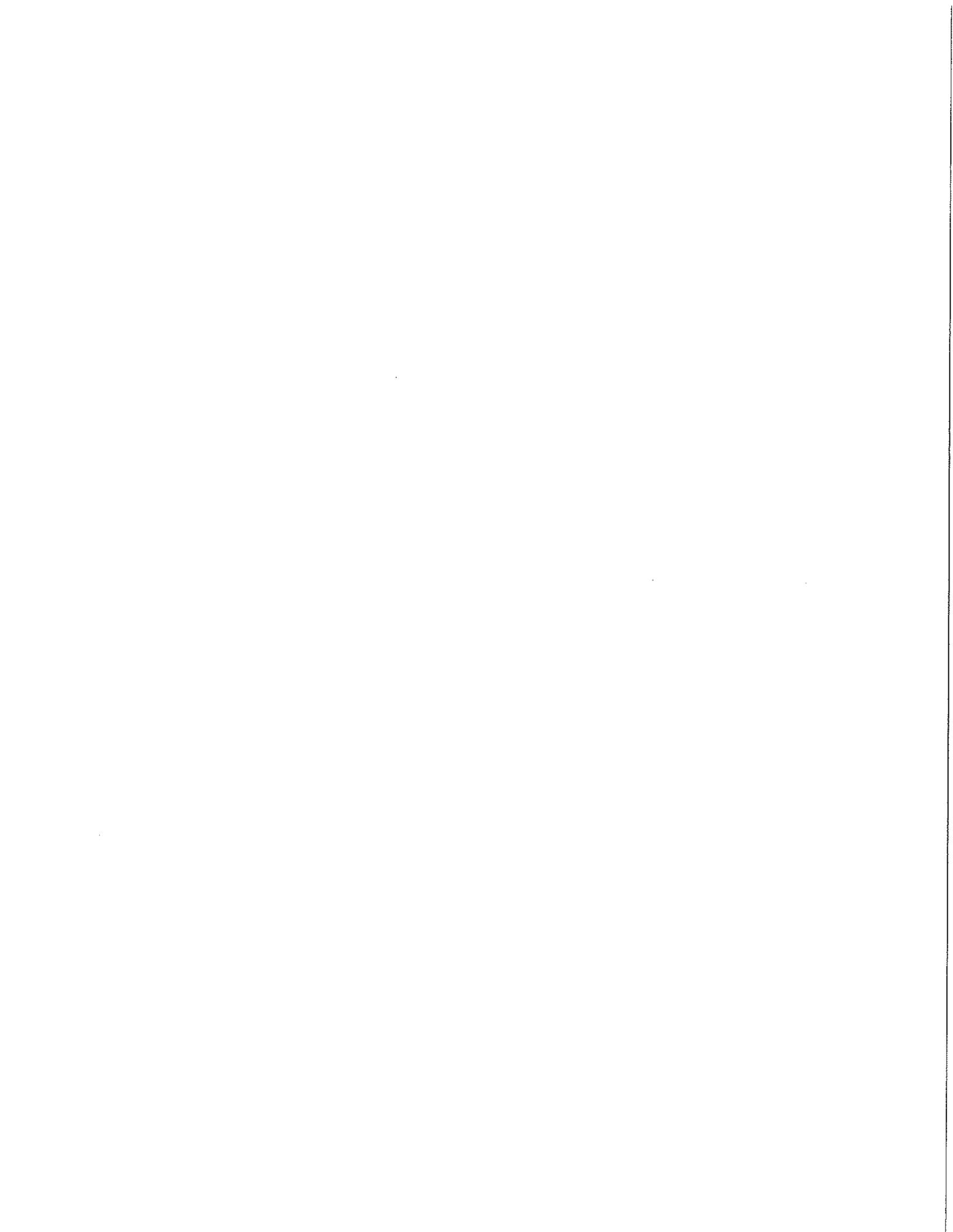
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**Section 7.8-1 Conditions**

Where conditionally permitted as a principal use by Section 6.6 Table 2, and not accessory to an educational use, communication towers and antennas shall adhere to the following regulations.

- (1) All new towers shall be designed to accommodate additional antennas equal in number to the applicant's present and future requirements.
- (2) All applicable safety code requirements shall be met.
- (3) ~~Unless required by agencies of the state or federal government, towers must be~~ All towers shall utilize a galvanized steel finish unless required by state or federal guidelines to paint the tower. Where zoning requires a of

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stealth type tower, the finish shall be appropriate to blend in to the surrounding area.s (where required by zoning).

(2)(4) One sign, 2 square feet or less in size shall be located on or near the tower and shall identify tower owner, owner's identification used for the tower, street address of the tower, and emergency contact numbers. No signage shall be permitted, except as required by standard industry practice for the purpose of warning, identification, or emergency contact.

(3) Towers or antennas shall not be painted or illuminated unless otherwise required by state or federal regulations.

(4) No tower or antenna shall be located within 1,000 feet of an existing tower or antenna, except where the applicant certifies that the existing tower does not meet the applicant's structural specifications and applicant's technical design requirements, or that a co-location agreement could not be obtained.

(5) Towers or antennas in excess of 40 feet in height shall setback from the required setback lines for the district within which it is to be located one additional foot for each one foot in height over 40 feet.

(6) New towers shall setback 25% of tower height or district setbacks, whichever is greater. Towers within 200 feet of any residential dwelling shall setback, from the property line, 1 foot for every 1 foot in tower height.

(7) No lattice type tower shall be located within 1000 feet of a residential dwelling or residentially zoned district.

### Section 7.8-2 Special Exceptions

Where permitted as a special exception by Section 6.5 Table 1 or Section 6.6 Table 2, and not accessory to an educational use, communication towers and antennas (in addition to conditions in Section 7.8-1) shall adhere to the following regulations:

- (1) An application for a permit in a residential district must show that the area cannot be adequately served by a facility placed in a nonresidential district for valid technical reasons.
- (2) Where the proposed tower is to be located within an RS, RG, or D-1 zoning district, the applicant shall conduct a public information meeting 14 days before the public hearing held by the Board of Zoning Appeals. The applicants shall inform, by certified letter, all property owners within a 500 feet radius of the date, time, location and topic of the meeting.

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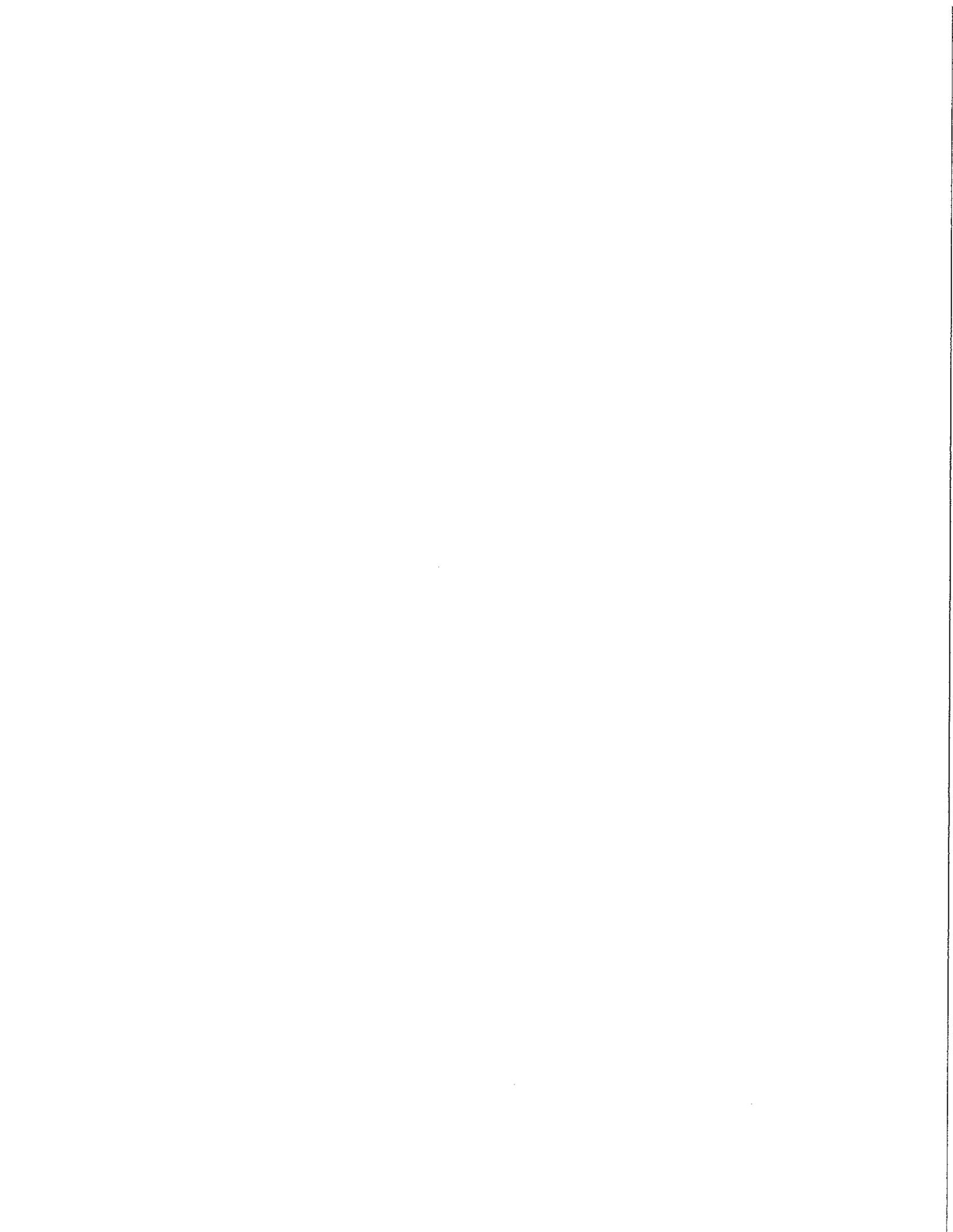
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(3) The proposed stealth tower located within RS or RG zoning districts shall emulate an architectural or landscape feature typical of or appropriate to the surrounding area.

Section 7.8-3 Permit Requirements

(5)

(6)(1) Permit requirements for the erection or placement of a tower or antenna shall be accompanied by the following:

- (a) One copy of typical specifications for proposed structures and ~~antennae~~ antennas, including description of design characteristics and material.
- (b) A site plan drawn to scale showing property boundaries, tower location, tower height, ~~guy-wires and anchors~~, existing structures, photographs or elevation drawings depicting typical design of proposed structures, parking, fences, ~~buffer and~~ landscape plan, and existing land uses on adjacent property; [site plan not required if antenna is to be mounted on an approved existing structure].
- (c) A current map or update of an existing map on file, showing locations of applicant's antenna, facilities, existing towers, and proposed towers which are reflected in public records, serving any property.
- (d) Identification of the owners of all ~~antennae~~ antenna and equipment to be located on the site.
- (e) Written authorization from the site owner for the application.
- (f) Evidence that a valid FCC license for the proposed activity has been issued.
- (g) A line of sight analysis showing the potential visual and aesthetic impacts on adjacent residential districts.
- (h) A written agreement to remove the tower and/or antenna within 180 days after cessation of use.
- (i) A certificate from a registered engineer that the proposed facility will contain only equipment meeting FCC rules, together with written indemnification of the affected government and proof of liability insurance or financial ability to respond to claims up to \$1,000,000 in the aggregate which may arise from operation of the facility during its life, at no cost to the affected government.

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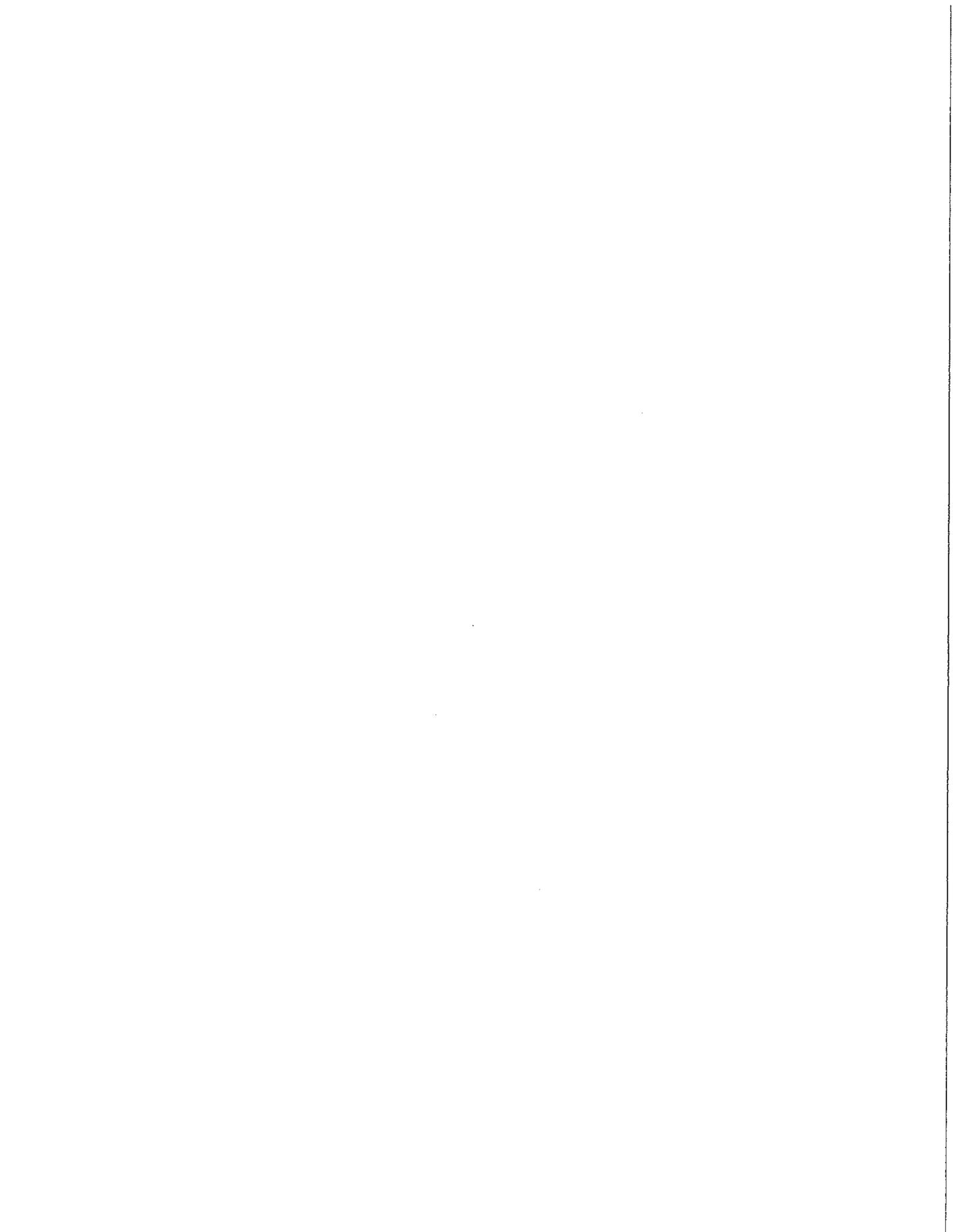
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(j) A letter from a registered engineer providing certification that adequate setbacks are established on all sides to prevent the tower's fall zone from encroaching onto adjoining properties.

(2) Permit requirements for co-location of antenna on existing wireless communication tower shall be accompanied by the following:

(a) (a) Evidence that the tower can accept the additional loading created by the co-location.

(i) (b) Evidence that any modification made to an existing tower to accommodate co-location of additional antenna shall comply with Section 7.8:Table 1.

(b) \_\_\_\_\_

## Section 7.9 Refuse Systems

Due to environmental concerns and consideration for public health and safety, refuse systems where conditionally permitted as a principal use by Table 2 shall be limited to the following and shall comply with the supplemental development standards of this Section.

### Sanitary Landfills Inert Landfills Recycling Drop-Off Stations

#### 1. Sanitary Landfills

- a. Sanitary landfills shall be located no closer than 1,000 feet to any existing residential, recreational, religious, educational, medical, or public use (measured in a straight line).
- b. A geotechnical engineering firm licensed in the State of South Carolina shall render a written opinion that, to the best professional judgment, the formations being used to contain the waste are impermeable and that surrounding ground water sources will not be contaminated.
- c. A drainage and sedimentation plan shall accompany the request, showing all off-site run off.
- d. The facility shall be enclosed by an opaque fence or wall structure illustrated by Section 10.1-9 on all sides visible from the street serving the facility and an opaque cyclone fence on the remaining unexposed boundaries.

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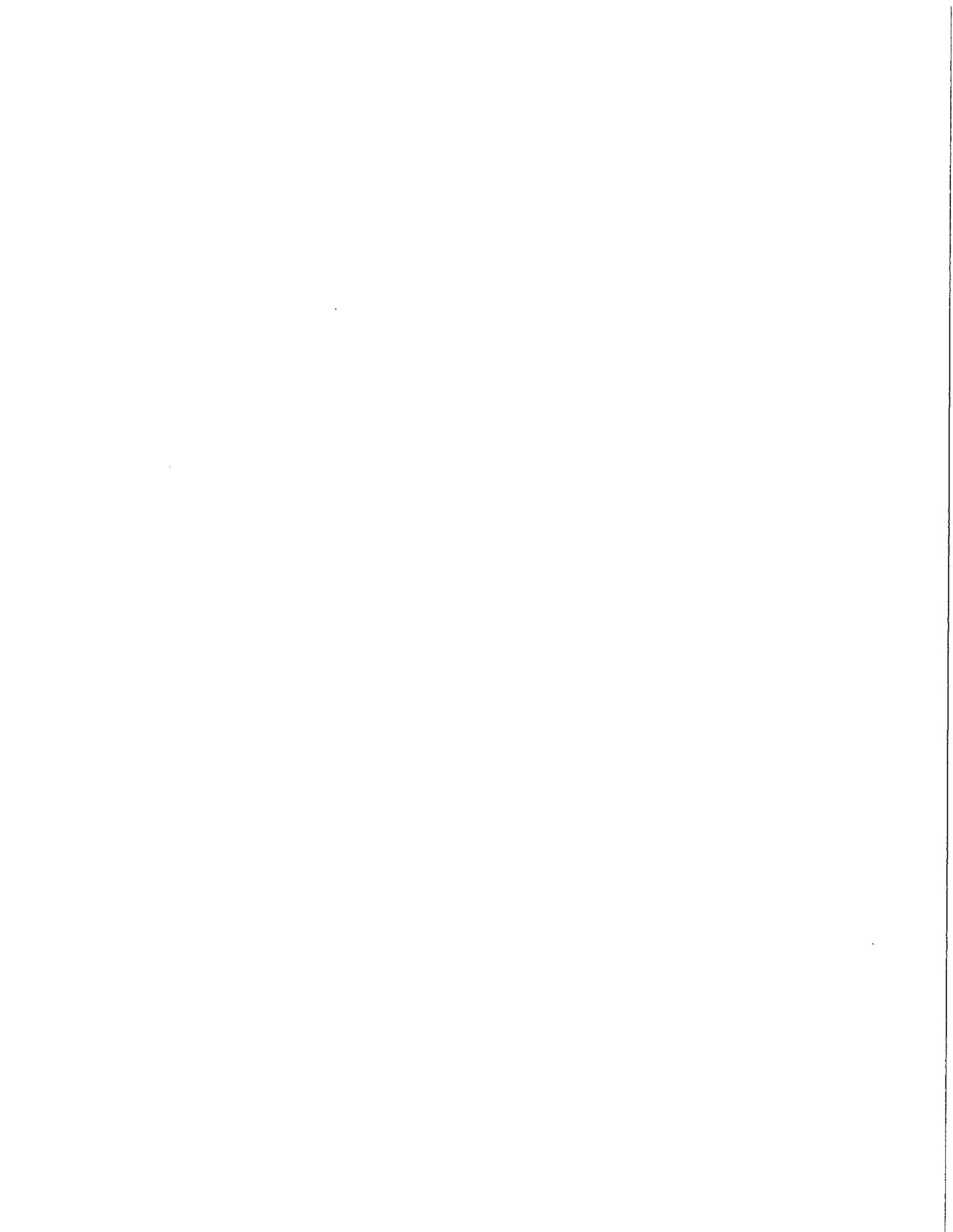
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# Memorandum

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**To:** Mayor and Council

**From:** Rebecca Rhodes, City Manager  
Shaun Greenwood, Asst. City Manager  
Teddy Luckadoo, Special Projects Coordinator

**Date:** July 31, 2013

**Subject:** First Reading of an ordinance to amending Article 2 and Article 8 of the City of Cayce Zoning Ordinance in relation to wall signage.

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## ISSUE

Council approval is needed for the First Reading of an ordinance to amend Article 2 ("Definitions") to include new definitions and to delete the current Article 8 ("Sign Regulations") and adopt an amended Article 8 ("Sign Regulations.")

## BACKGROUND/DISCUSSION

Over the past few months, the Board of Zoning Appeals has heard multiple variance requests related to the number and size of wall signs allowed by the Zoning Ordinance. Staff reviewed various zoning ordinances from municipalities around the state and the City's Zoning Ordinance was more restrictive in many areas. Staff has revised the ordinance to foster a more business friendly community, while maintaining the character of the City. A summary of staff's recommended changes is attached for your consideration. A copy of the redline version of the changes will be available at the meeting.

The Planning Commission met on July 15<sup>th</sup>, 2013 to hear public comment about the suggested changes. No members of the public were present at the meeting. The Planning Commission voted unanimously to recommend for Council's approval.

## RECOMMENDATION

The Planning Commission recommends Council approve First Reading of an ordinance to amend Article 2 ("Definitions") and Article 8 ("Sign Regulations") of the Zoning Ordinance of the City of Cayce.

## Summary of Changes

### Number of Wall Signs Allowed

- Previously, our ordinance only allowed for two (2) wall signs in the C-2, C-3, C-4, M-1, and M-2 districts. The amended ordinance increases the number of wall signs allowed to a total of six (6).
- The sign ordinance currently allows only one (1) wall sign in the C-1 district, the proposed change to the ordinance increases this to six (6) total signs allowed.
- Language was added that will limit the total number of signs allowed on one wall to four (4).

### Wall Area Calculation/Percentage

- Our current definition of wall area is "Percent of 1<sup>st</sup> floor wall."
- The definition of wall area was changed to "Wall area is calculated by multiplying the linear feet of the wall, in which the sign is to be placed, by a standard 12 feet height, as established by this ordinance."
- Currently, in the C-1 district, there is no maximum wall area percentage established. This has been changed to a maximum wall area of 15%.
- Currently, all walls are allowed to have 15% maximum wall area used by signage, however, the proposed change is to allow for 15% maximum wall area on primary frontage walls and 5% maximum wall area on secondary walls in all commercial and manufacturing districts.
- Currently, there is no maximum sign area established for a single wall sign. The proposed change is to have a 200 square foot maximum for any one wall sign.
- Language has been added to address buildings on corner lots, which have primary frontage on two or more streets. The language allows for buildings on corner lots to have 15% maximum wall area for all walls having primary frontage.

### Multiple Tenant Buildings/Shopping Centers

- Currently, there is no clear language that explains how to calculate a single tenant's wall area. Language has been added to clarify that each tenant's wall area shall be calculated separately.
- Language was added that addressed maximum wall area percentages, number of signs allowed, and maximum sign sizes for individual tenants.

### High Rise Buildings

- Our current ordinance does not establish any regulations for wall signs on high rise buildings. Language was added to establish specific regulations on buildings over four stories in height.

STATE OF SOUTH CAROLINA )  
 )  
COUNTY OF LEXINGTON )  
 )  
CITY OF CAYCE )

**ORDINANCE**  
**Amending Article 2 ("Definitions"),**  
**and Article 8 ("Sign Regulations") of**  
**the Zoning Ordinance of the City of**  
**Cayce**

**WHEREAS**, the Council has determined that it is in the interest of the public in understanding the provisions of the Zoning Ordinance, and in the interest of the City in administering and enforcing the Zoning Ordinance, to amend Article 2 ("Definitions") of the Zoning Ordinance to substitute or add definitions;

**WHEREAS**, the Council also has determined that it is in the interest of the public to amend Article 8 of the Zoning Ordinance of the City relating to sign regulations,.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the City of Cayce, in Council, duly assembled, that

1. Article 2 ("Definitions") of the Zoning Ordinance of the City of Cayce is hereby amended to substitute or add thereto, in the appropriate alphabetical order within the current Article 2, the following definitions:

**"Mansard"** – An inclined decorative roof-like projection that is attached to an exterior building façade.

**"Mural"** – A painting applied to a wall containing no advertisement for any business product or activity. A mural, as defined, will not be considered a wall sign.

**"Parapet"** – The extension of a building façade above the roof line.

**"Sign, Wall or Facade"** – A sign that is in any manner affixed to or painted onto any exterior wall of a building or structure and that projects not more than 12 inches from the building or structure wall.

2. Article 8 ("Sign Regulations") of the Zoning Ordinance of the City of Cayce is hereby amended to delete, in its entirety, the current Article 8 and to substitute therefor the charts and text as attached to this Ordinance.

This Ordinance shall be effective from the date of second reading approval by Council.

**DONE IN MEETING DULY ASSEMBLED**, this \_\_\_\_\_ day of \_\_\_\_\_ 2013.

\_\_\_\_\_  
Elise Partin, Mayor



## **ARTICLE 8 SIGN REGULATIONS**

### **Section 8.1 Purpose**

The purpose of this Article is to protect the dual interest of the public and the advertiser. The regulations herein are designed to protect public safety and welfare and to ensure the maintenance of an attractive physical environment while satisfying the needs of sign users for adequate identification, communication, and advertising.

### **Section 8.2 Applicability and Conformance**

This Article regulates the number, size, placement, and physical characteristics of signs; allows certain signs without permits; prohibits certain signs; and requires permits for certain signs.

From and after the adoption of this Ordinance, no sign may be erected, modified or enlarged within the jurisdiction of this Ordinance unless it conforms to the requirements of this Article.

### **Section 8.3 Signs on Private Property**

Signs shall be allowed on private property in accord with Table 8-A. If the letter "A" appears for a sign type in a column, such sign is allowed without prior permit approval in the zoning district represented by that column. If the letter "P" appears for a sign type in a column, such sign is allowed only with prior permit approval in the zoning district represented by that column. If the letter "N" appears for a sign type in a column, such a sign is not allowed in the zoning district represented by that column under any circumstances.

Although permitted under the previous paragraph, a sign designated by an "A" in Table 8-A shall be allowed only if in compliance with the conditional requirements of Table 8-B.

### **Section 8.4 Common Signage Plan Required**

A Common Signage Plan shall be prerequisite to the issuance of any sign permit involving:

- (1) A single lot or parcel with more than one principal use or building (not including accessory uses or buildings) or qualifying on the basis of street frontage for more than one free-standing sign, and
- (2) A PDD (Planned Development District) project

The Plan shall contain all information required for sign permits generally (Section 3.9) and shall specify standards for consistency among all signs on the lot affected by the Plan with regard to:

- Lettering or graphic style;
- Lighting;
- Location of each sign on the buildings;
- Material; and
- Sign proportions.

A Common Signage Plan shall limit the number of free-standing signs to a total of one for each street on which there is frontage and shall provide for shared or common usage of such signs; however the maximum sign area for the district within which it is to be located may be increased by one square foot for each linear foot of street frontage over 100 feet, not to exceed 200 square feet of sign area, and the maximum sign height may be increased in the C-3 District (only) one foot for each linear foot of street frontage, not to exceed 12 feet in height.

Once approved by the Planning Director, the Common Signage Plan shall become binding on all businesses and uses occupying the affected lots, but may be amended by filing a new or revised Plan in conformance with the requirements of this Ordinance.

If any new or amended Common Signage Plan is filed for a property on which existing signs are located, it shall include a schedule for bringing into conformance, within one year, all signs not conforming to the proposed amended Plan or to the requirements of this Ordinance in effect on the date of submission. All signage must be in compliance at the time of approved revised Common Signage Plan.

**Table 8-A**  
**Regulation of Signs By Type, Characteristics, and Zoning Districts**

Sign Type	All Residential Zones	C-1	C-2	C-3	C-4	M-1	M-2	D-1	INS(3)
<b>Permanent</b>									
Freestanding									
Off-Premise (Billboards) (4)	N	N	N	N	N	P	P	N	N
<b>On-Premise</b>									
Monument	P(1)	P	P	P	P	P	P	P	P
Other	P(1)	P	P	P	P	P	P	P	P
Incidental	N	A	A	A	A	A	A	A	A
<b>Building</b>									
Canopy	N	P	P	P	P	P	P	N	N
Identification	A	A	A	A	A	A	A	A	A
Marquee	N	N	P	P	P	P	P	N	N
Projecting	N	N	P	P	P	P	P	N	N
Roof	N	N	N	N	N	N	N	N	N
Roof, Integral	N	N	P	P	P	P	P	N	N
Wall	N	P	P	P	P	P	P	N	N
Window	N	A	A	A	A	A	A	A	A
<b>Temporary (2)</b>									
A-Frame	N	N	A	A	A	A	A	N	N
Banner	N	P	P	P	P	P	P	N	P
Posters	A	A	A	A	A	A	A	A	A
Portable	N	N	(5)	(5)	(5)	(5)	(5)	N	N
Inflatable	N	N	N	N	P	N	N	N	N
Pennant	N	N	P	P	P	P	P	N	N
Identification	A	A	A	A	A	A	A	A	A
<b>Sign Characteristics</b>									
Animated	N	N	N	N	N	N	N	N	N
Changeable Copy	N	A	A	A	A	A	A	A	A
Illumination Indirect	A	A	A	A	A	A	A	A	A
Illumination Internal	A	A	A	A	A	A	A	A	A
Illumination, Exposed bulbs or Neon	N	N	N	N	N	N	N	N	N

1 – Signs identifying or announcing land subdivisions and residential projects.

2 – See Section 8.6.

3 – This column does not represent a zoning district. It applies to institutional and other non-residential uses permitted in residential districts, i.e. churches, schools, parks, etc., and includes historical markers.

4 –Where permitted, billboards may be established only on lots or parcels fronting or within 600 feet of Interstate ROW.

5 – Prohibited on property fronting on Knox Abbott Drive, State Street, Axtel Drive, 12<sup>th</sup> Street and 12<sup>th</sup> Street Extension.

**Table 8-B  
Number, Dimension, and Location of Signs Requiring A Permit  
By Zoning District**

	All Residential Zones	C-1	C-2	C-3	C-4	M-1	M-2	D-1	INS(B)
<b>Freestanding Signs</b>									
<b>Number Permitted (E)</b>									
Per Lot									
Off-Premise (Billboards)	N	N	N	N	N	NA	NA	N	N
On-Premise	1(A)	1	1	1	1	1	1	1(A)	1
Per feet of St. Frontage									
Off-Premise	N	N	N	N	N	(C)	(C)	N	N
On-Premise	NA	NA	NA	NA	NA	(D)	(D)	NA	NA
<b>Maximum Sign Area (s.f.)</b>									
Off-Premise	NA	NA	NA	NA	NA	672	672	NA	NA
On-Premise	20	75(H)	75(H)	75(H)	75(H)	75(H)	75(H)	20	20
<b>Sign, Digital Reader s.f. max. allow. area</b>	NA	NA	NA	60%	60%	60%	NA	NA	NA
<b>Minimum Setback from property line</b>									
Billboards	50'	10'	10'	10'	10'	10'	10'	10'	10'
Other	5'	5'	5'	5'	5'	5'	5'	5'	5'
<b>Maximum Height</b>	12'	20'	20'	7'(I)	20'(J)	40'(F)	40'(F)	20'	12'
<b>Building Signs</b>									
Number Permitted	1	6	6	6	6	6	6	1	1
Maximum Sign Area (s.f.)	2	200	200	200	200	200	200	12	12
<b>Maximum Wall Area (Primary Wall) (%) (G)</b>	NA	15	15	15	15	15	15	NA	NA
<b>Maximum Wall Area (Secondary Wall) (%) (K)</b>	NA	5	5	5	5	5	5	NA	NA
<b>Temporary Signs (2)</b>	<b>See Section 8.6</b>								

Table Notes:

NA = Not Applicable

N = Not Allowed

s.f. = Square Feet

- A. One use identification sign not exceeding 20 s.f. is permitted for each entrance of a subdivision or residential project.
- B. This column does not represent a zoning district. It applies to institutional and other non-residential uses permitted under the Zoning Ordinance in residential districts, i.e. churches, schools, parks, etc.
- C. Minimum distance between billboards shall be 2000' measured on the same side of the street along the centerline of the street from which the billboard is viewed. When meeting this requirement, a billboard may be located on the same lot or parcel with another billboard or off-premise sign.

- D. One per lot or one for each 500 linear feet of street frontage, whichever is less.
- E. Lots fronting on two or more streets are allowed one additional sign for each street frontage, but signage cannot be accumulated and used on one street in excess of that allowed for lots with only one street frontage.
- F. Maximum height of billboards may extend to 75', provided the sign structure is setback from the nearest property line one additional foot for each additional three feet in height over 40 feet.
- G. Wall area is calculated by multiplying the linear feet of the wall, in which the sign is to be placed, by a standard 12 feet height, as established by this ordinance.
- H. Sign area may be increased in accord with common signage plan requirements, where applicable, Section 8.4.
- I. Sign height may be increased in accord with common signage plan requirements, where applicable, Section 8.4.
- J. The maximum sign height may be increased in the C-4 District one foot for each linear foot of street frontage, not to exceed 35 feet in height.
- K. Corner lots fronting on two or more streets may be allowed more than one primary frontage and be allowed 15% maximum sign area for all walls having primary frontage.

## **Section 8.5 Wall Signs**

### **Section 8.5-1 Wall Sign Design Standards**

- (1) No wall sign may extend above or below any roof lines, mansards, parapet walls or façade of any building and must be at least twelve (12) inches from the top and side edges of any parapet, façade, mansard, or wall.
- (2) For signs affixed to architectural projections on a building, the copy area must remain on a parallel plane to the face of the building façade or the face or faces of the architectural projection to which it is affixed.
- (3) All wall signs shall be constructed in accordance with applicable provisions of the International Building Codes and National Electrical Code. Signs shall be made of metal, rigid plastic, vinyl, or wood treated to be long lasting and other durable materials approved by the Zoning Administrator. Canvas and non-treated wood shall not be used for permanent wall signage.
- (4) All permanent signs shall be securely attached to a building or structure by fixed metal supports, such as bolts, anchors, guy wires or steel rods. Staples, nails, tethers or chains should not be used to secure any permanent sign to any building, structure or ground.
- (5) All wall signs shall be constructed to withstand the wind pressure as designated by the International Building Code.

- (6) Wall signs must identify a validly licensed business to the premises which it is located.

#### **Section 8.5-2 Wall Sign Illumination**

- (1) Wall signs, when illuminated, shall have such lighting shielded so as not to directly shine on abutting properties or in the line of vision of the public using the streets or sidewalk.
- (2) No illumination simulating traffic control devices or emergency vehicles shall be used, or shall lights which are intermittently switched on and off, changed in intensity or color, or otherwise displayed to create the illusion of flashing or movement be permitted.

#### **Section 8.5-3 Number of Signs Allowed**

- (1) Each business shall be allowed up to six (6) wall signs per building, so long as the allowable sign area is not exceeded.
- (2) The total number of signs allowed on a single wall is four (4), so long as the allowable sign area is not exceeded.

#### **Section 8.5-4 Wall Area Calculation**

- (1) Only that portion of a wall onto which a sign face or letters are placed shall be calculated in the sign area.
- (2) Wall area is calculated by multiplying the linear feet of the wall in which the sign is to be placed by a standard 12 feet height, as established by this ordinance.
- (3) A buildings primary frontage shall be allowed up to 15% maximum sign area, while secondary walls are allowed up to 5% maximum sign area. A buildings primary frontage is the side of the building which faces a street, roadway or primary drive aisle. The Zoning Administrator has final determination of primary wall.

- (4) When a mansard extends beyond the width of the primary building wall, the additional mansard width may be included in the calculation up to ten (10) additional feet.

#### **Section 8.5-5 Sign Face Calculation**

- (1) The area of a sign enclosed in frames or cabinets is determined by measuring the outer dimensions of the frame or cabinet surrounding the sign face.
- (2) The sign area of a wall sign which consist of individual letters that are erected directly onto a wall exclusive of any sign surface is measured by finding the area of the minimum imaginary rectangle or square of vertical and horizontal lines, which fully enclose all sign words, copy or message (Section 8.11-2 Illustration 2).
- (3) When a wall sign utilizes any logo, capital letter, letter ascender or descender of a registered trademark, which creates an unusual sign area calculation, the sign area may be calculated based on the actual measurement of each character, as determined by the Zoning Administrator.

#### **Section 8.5-6 Corner Lots**

- (1) Lots fronting on two or more streets may be allowed more than one primary frontage and be allowed 15% maximum sign area for all walls having primary frontage.
- (2) Wall signage cannot be accumulated and used on one street in excess of that allowed for lots with only one street frontage.

#### **Section 8.5-7 Multiple Tenant Buildings**

Any commercial complex, consisting of more than one retail, commercial, or office establishment grouped together, usually developed under on ownership or management, and generally sharing parking areas and vehicular entrances and exits shall adhere to the following regulations related to wall signage:

- (1) Wall area shall be calculated separately for each occupant using a standard 12 feet height multiplied by the linear feet of each individual tenant space.
- (2) Each individual tenant space shall not exceed 15% maximum wall area on the primary frontage wall and 5% on all secondary walls.

- (3) Each tenant shall be allowed up to six (6) wall signs, so long as the maximum wall area is not exceeded.
- (4) The total number of wall signs allowed per tenant on any single wall is four (4), so long as the maximum wall area is not exceeded.
- (5) In no such case shall a single tenant's wall sign exceed 200 square feet in size or the total amount of all signs calculated together exceed 300 square feet.

#### **Section 8.5-8 High Rise Buildings**

- (1) Buildings which exceed four (4) stories in height shall be permitted to erect one (1) wall sign per wall at the top story of the building. Such signs shall only identify the name of the building or the major tenant. The display area of such signs shall not exceed 2% of the area of the wall to which it is attached. Such signs shall be permitted in addition to the requirements of this Article.

#### **Section 8.5-9 Home Occupations**

- (1) One (1) non-illuminated sign shall be permitted for each home occupation, except in RS Districts, where wall signs are prohibited, provided the display surface area of such sign does not exceed two (2) square feet in area and that such sign is a wall sign attached to the locations principle structure.

#### **Section 8.5-10 Abandoned, Neglected or Damaged Wall Signs**

- (1) Every sign permitted by this ordinance shall be kept in good condition and repair. When any sign become insecure, in danger of falling or is otherwise deemed unsafe by the Code Official, or if any sign shall be unlawfully installed, erected or maintained in violation of any of the provisions of this ordinance, the owner thereof or the person or firm shall, upon written notice by the Code Official, make such sign conform to the provisions of this ordinance, or shall remove it within not more than 10 days. If within 10 days the order is not complied with, the code official shall be permitted to remove or cause such sign to be removed at the expense of the owner and/or the user of the sign.
- (2) Wall signs must identify a validly licensed business or be removed within thirty (30) days from the lapse, loss or surrender of such business license in order to limit confusion relating to locations and operations of businesses. If the sign is not removed within thirty (30) days from the lapse, loss or

surrender of the license, the Zoning Administrator may proceed with its removal at the property owner's expense or with the 5% deposit paid for the sign, or any combination thereof to have removal paid in full.

#### **Section 8.5-11 Nonconforming Signs**

- (1) Any sign legally existing at the time of the passage of this ordinance that does not conform in use, location, height or size with the regulations of the district in which such sign is located, shall be considered a legal nonconforming use or structure and shall be permitted to continue in such status until such time as it is either abandoned or removed by its owner, subject to the following limitations:
  - A. Structural alterations, enlargement or re-erection are permissible only where such alterations will not increase the degree of nonconformity of the sign(s).
  - B. Any legal nonconforming sign shall be removed or rebuilt without increasing the existing size or area if it is damaged, or removed if allowed to deteriorate to the extent that the cost or repair or restoration exceeds 50% of the replacement cost of the sign as determined by the Code Official.
  - C. Signs that comply with either item A or B above need not be permitted.

**Section 8.6 Temporary Signs**

Sign Type	* Display Period (12 month period)	** Display Intervals	Maximum Size	Permit Req'd.	Conditions
A-Frame	Hours of operation	Off-hours	12 sq. ft.	N	A
Banner	60 days	30 Days	32 sq. ft.	Y	B
Posters	See Banner	See Banner	See Banner	Y	C
Portable	90 days	30 Days	32 sq. ft.	Y	D
Inflatable	30 days	1 year	None	Y	E
Pennants	30 days	30 Days	None	Y	F
Identification	Project completion	None	See Condition G	N	G
Other (Commercial) Other (Non-Commercial)	Removal within 7 days after reason for being has ceased to exist	None	As per Condition I	N	C/H/I/J

\* **Display Period** refers to the maximum number of days in a calendar year that a type of sign may be displayed.

\*\* **Display Interval** refers to the number of days that must pass before a similar type of sign may be permitted.

**Conditions:**

- A. Each business with a separate external entrance may utilize a movable freestanding sign on the sidewalk adjacent to the business during business hours of up to six (6) square feet per side and up to four (4) feet in height. Such signs shall be located no more than fifteen (15) feet from the primary business entrance and in a location that does not obstruct exits or pose a hazard to pedestrian or vehicle traffic. Such signs shall be professionally designed, constructed and lettered, but up to seventy-five percent (75%) of the sign may feature a chalk board, tack board or other changeable copy area. Signs placed on public sidewalks may be located based on a City approved management plan, and must meet any additional City licensing requirements.

- B. No banner may be displayed for longer than 30 days for each permitted occurrence. Banners on commercial property must be secured to a wall or roof by all four corners and shall be installed in a fashion so as to present a professional appearance held taut across the wall surface so as to maintain readability and avoid sagging and flapping in the wind. Banners announcing special public events sponsored by the City of Cayce and/or a domiciled eleemosynary institution approved and permitted by the City of Cayce are exempt from the display periods and display intervals set forth in this section. Banners announcing special public events sponsored by the City of Cayce are exempt from the maximum size restrictions.
- C. For the purposes of this Ordinance, Posters are considered banners.
- D. Portable signs shall be limited to one per establishment, shall have no colored or flashing lights, shall not be wired so as to obstruct or hinder pedestrian or vehicular traffic or pose any potential for such hindrance (i.e. exposed drop cord), shall not exceed six (6) feet in height, shall be anchored in accord with the Building Code, and shall not be converted to a permanent sign, except in compliance with regulations for permanent signs. No portable sign shall be displayed for longer than 30 days per permitted occurrence. Portable signs are prohibited on property fronting on Knox Abbott Drive, State Street, Axtel Drive, 12th Street and 12th Street Extension.
- E. Inflatable signs shall be properly anchored and shall not interfere with airport traffic or overhead utilities. The maximum allowable height for inflatable signs is 35 feet.
- F. Pennants shall be properly secured and maintained at all times, and shall not interfere with pedestrian or vehicular movement.
- G. These types of signs are limited to projects involving Subdivision Development and Construction activities only. Temporary subdivision and work under construction identification signs shall adhere to the Development Standards of Section 8.8 and must be installed and maintained in a manner to present a professional appearance.

Temporary Non-illuminated Construction Signs

- One (1) temporary non-illuminated sign for each street frontage, erected in connection with new construction work and displayed on the premises during such time as the actual construction work is in progress, meeting the following criteria:
- For all residential, a maximum of four (4) square feet in area and four (4) feet in height;
- For non-residential sites of one (1) acre or less, a maximum of twenty-four (24) square feet in area and six (6) feet in height;

- For non-residential sites over one (1) acre, a maximum of thirty-two (32) square feet in area and eight (8) feet in height.

Temporary Development Signs

- One (1) temporary non-illuminated sign for each street frontage, erected in connection with development activities and displayed on the premises during such time as the actual development activities are in progress, meeting the following criteria:
  - For all Development sites of two (2) acres or less, a maximum of twenty-four (24) square feet in area and eight (8) feet in height;
  - For all Development sites over two (2) acres, a maximum of thirty-two (32) square feet in area and eight (8) feet in height.

H. These types of commercial signs are limited to Real Estate or Auction signs for on-site use only.

I. Size limitations are as follows; Placement shall be one per street frontage within a commercial/industrial area, whether zoned or used as such; maximum size shall be 32 square feet. Placement shall be a maximum of two per yard within a residential area whether zoned or used and shall be 6 square feet.

J. Because these types of signs imply endorsement, any resident or business shall have the right to remove any and all signs placed in the right of ways of their respective premises.

## **Section 8.7 Prohibited Signs**

All signs not expressly permitted under this ordinance are prohibited. Such signs include, but are not limited to:

- (1) Signs painted on or attached to trees, fence posts, telephone or other utility poles, non-operating vehicles, or natural features.
- (2) Signs displaying intermittent lights resembling the flashing lights customarily used in traffic signals or in police, fire, ambulance, rescue vehicles or other warning signals, and signs using the words "stop", "danger", or any other word, phrase, symbol, or character in a manner that might mislead or confuse motorist.
- (3) Signs which have been abandoned, or no longer correctly directs or exhorts any person, advertises a bona fide business, lessor, owner, product, or activity conducted or product available on site.
- (4) Signs which have fallen into disrepair (dilapidated), are not properly maintained, are insecure or otherwise structurally unsound, have defective parts in the support, guys and/or anchors, or which are unable to meet minimum safety requirements of the Applicable Building Code.
- (5) Bench signs.

## **Section 8.8 Development Standards**

### **Section 8.8-1 Visual Area Clearance**

No sign between a height of two and one-half feet and ten feet above the center line grades of intersecting streets shall be permitted within twenty feet of the intersection of the right-of-ways of two streets, or of a street and a railroad, or of a driveway or alley and a street. Any sign between two and one-half feet and 10 feet in height located between twenty and twenty-five feet of a driveway shall be setback at least ten feet from the right-of-way of any street to which the driveway provides access.

### **Section 8.8-2 Vehicle Area Clearance**

When a sign extends over an area where vehicles travel or park, the bottom of the sign structure shall be at least 14 feet above the ground. Vehicle areas include driveways, alleys, parking lots, and loading and maneuvering areas. (See Area Clearance Illustration, 4).

### **Section 8.8-3 Pedestrian Area Clearance**

When a sign extends over a sidewalk, walkway, or other space accessible to pedestrians, the bottom of the sign structure shall be at least 8 feet above the ground. (See Area Clearance Illustration, 4).

#### **Section 8.8-4 Sign Materials; Code Compliance**

All signs shall be constructed in accord with applicable provisions of the Building Code and National Electrical Code, and consist of durable all-weather materials, approved by the Zoning Administrator. All lighting whether direct or indirect shall be UL approved.

Images, logos, graphics, etc. painted on permanent signs or buildings must be performed in a professional and workmanlike manner.

#### **Section 8.8-5 Double-Decked Sign Faces**

Stacked or double-decked sign faces shall not be permitted on billboards.

#### **Section 8.8-6 Sign Illumination**

Signs when illuminated shall have such lighting shielded so as not to directly shine on abutting properties or in the line of vision of the public using the streets or sidewalks.

No illumination stimulating traffic control devices or emergency vehicles shall be used, nor shall lights which are intermittently switched on and off, changed in intensity or color, or otherwise displayed to create the illusion of flashing or movement be permitted.

#### **Section 8.9 Sign Maintenance**

All signs shall be maintained in good structural condition, in compliance with all building and electrical codes, and in conformance with this ordinance at all times.

The Planning Director may order any sign to be painted or refurbished at least once a year if needed to keep the sign in a neat and safe condition. All supports, braces and anchors for such signs shall be maintained in a safe condition.

#### **Section 8.10 Signs in the Public Right-of-Way**

No sign shall be allowed in the public right-of-way, except for the following:

- (1) Public signs erected by or on behalf of a governmental body to post legal notices, identify public property, convey public information, and direct or regulate pedestrian or vehicular traffic;
- (2) Bus stop signs erected by a public transit company;

- (3) Informational signs of a public agency or utility regarding its facilities;
- (4) Church signs, in accord with state law;
- (5) Historical signs and markers; and

Directional signs of a temporary nature not to exceed three (3) square feet in area and 24 hours in duration for such events as yard sales, auctions, public gatherings, etc.; provided they are located no closer than 500 feet apart.

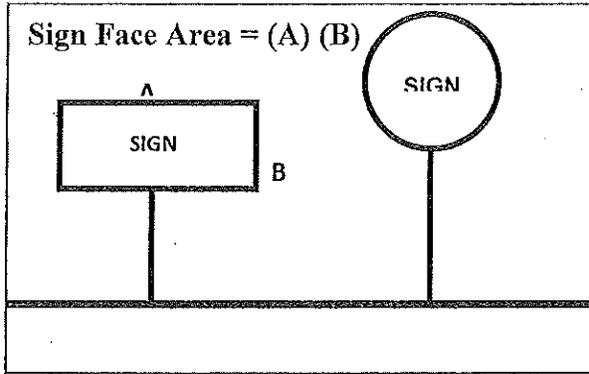
## **Section 8.11 Sign Measurement**

### **Section 8.11-1 Sign Face Area**

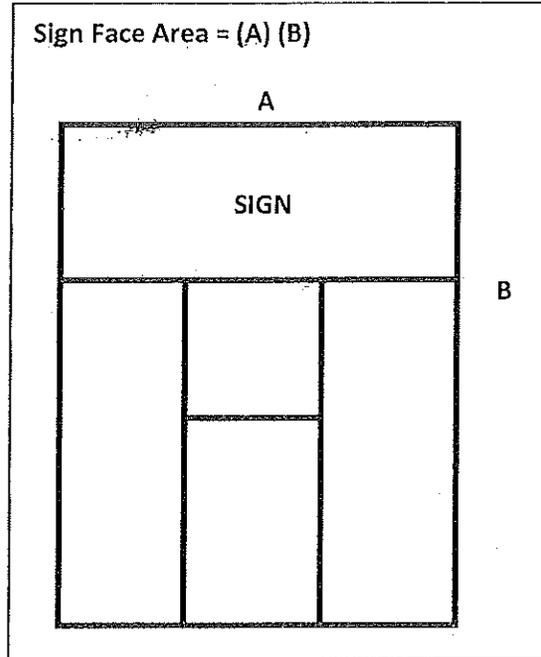
- (1) The area of a sign enclosed in frames or cabinets is determined by measuring the outer dimensions of the frame or cabinet surrounding the sign face (Illustration 1). Sign area does not include foundations or supports. Only one side of a double-faced or V-shaped, freestanding sign is counted.
- (2) For signs on a base material and attached without a frame, such as a wood board or Plexiglas panel, the dimensions of the base material are to be used in the measurement unless it is clear that part of the base contains no sign related display or decoration.
- (3) For sign structures containing multiple modules oriented in the same direction, the modules together are counted as one sign face (Illustration 3).
- (4) The maximum surface area visible at one time of a round or three-dimensional sign is counted to determine sign area.
- (5) For signs incorporated into awnings, the entire panel containing the sign is counted as the sign face unless it is clear that part of the panel contains no sign related display or decoration.

**Sign Measurement Illustrations  
Section 8.11-2 Clearances**

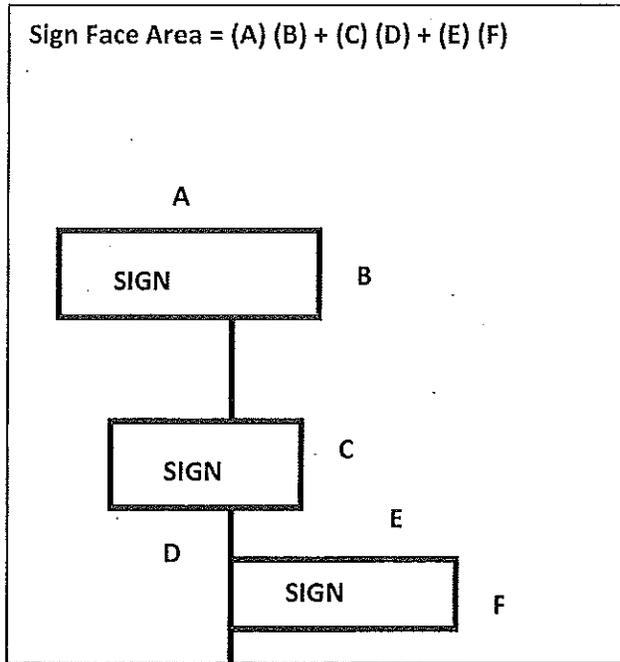
1.



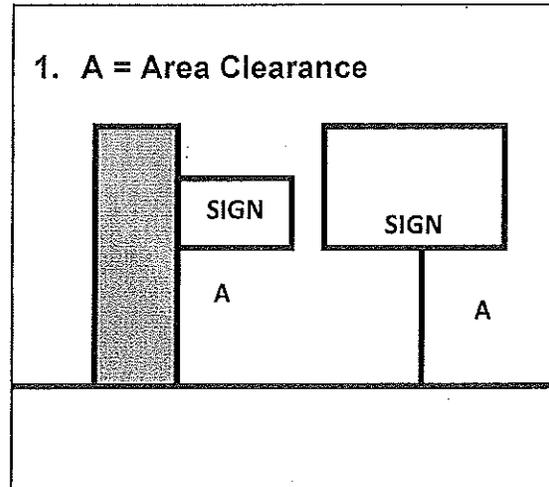
2.



3.



4.



Clearances are measured from the grade directly below the sign to the bottom of the sign structure enclosing the sign face (Illustration 4).

## **Section 8.12 Removal of Obsolete, Unsafe and Nonconforming Signs**

The lawful use of any permanently mounted sign existing at the time of the enactment of this Ordinance may be continued although such use does not conform to the provisions of this Ordinance. However, said sign shall be removed or brought into compliance with the requirements of this Article whenever:

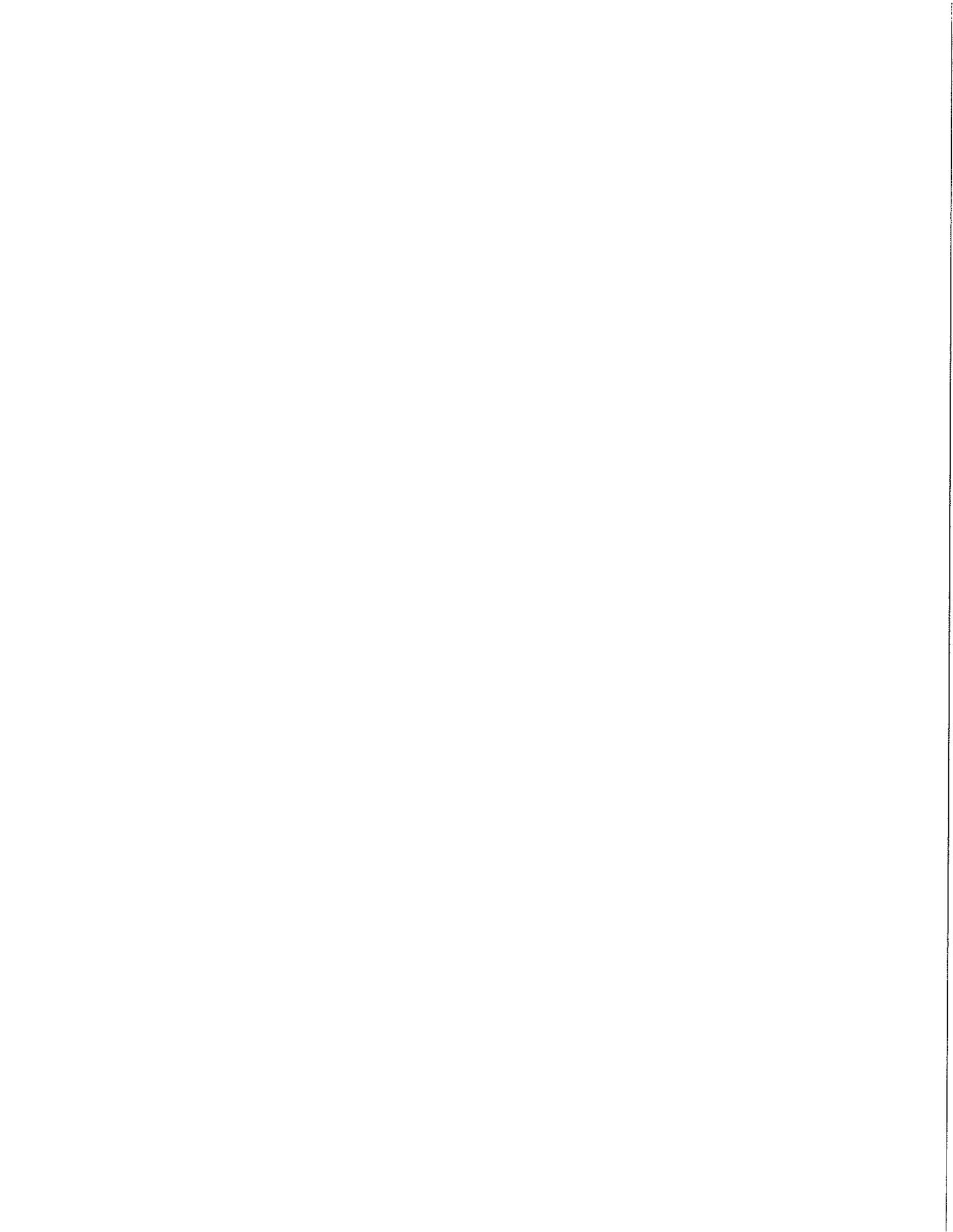
- (1) The sign is declared by the Planning Director to be a prohibited sign, according to the provisions of Section 8.7.
- (2) The sign is not maintained in accord with the provisions of Section 12.9.
- (3) There is a change in use, occupancy classification or name of the on-premise establishment or business being advertised.
- (4) The sign has been destroyed or damaged to the extent of 50 percent or more of the replacement cost or the cost of the sign as originally permitted, whichever is less.

In no event, however, shall a nonconforming sign remain in place after the previously adopted seven-year amortization schedule, beginning August 7, 1995 and ending August 6, 2002. Amortization does not apply to Outdoor Advertising Billboards which are regulated by the Highway Advertising Control Act of S.C. Code of Laws which applies along Interstate and Federal-Aid Primary Highways.

Any nonconforming temporary sign shall be removed or brought into compliance with the provisions of this ordinance no later than 30 days following the date of adoption.

An order under this Section shall be issued in writing to the owner or responsible party of any such obsolete, unsafe or nonconforming sign, or of the building or premises on which such sign is located, to comply within thirty (30) days of the above applicable date. Upon failure to comply with such notice, the Zoning Administrator may cause the sign to be removed and any cost or removal incurred in the process may be collected in a manner prescribed by law.

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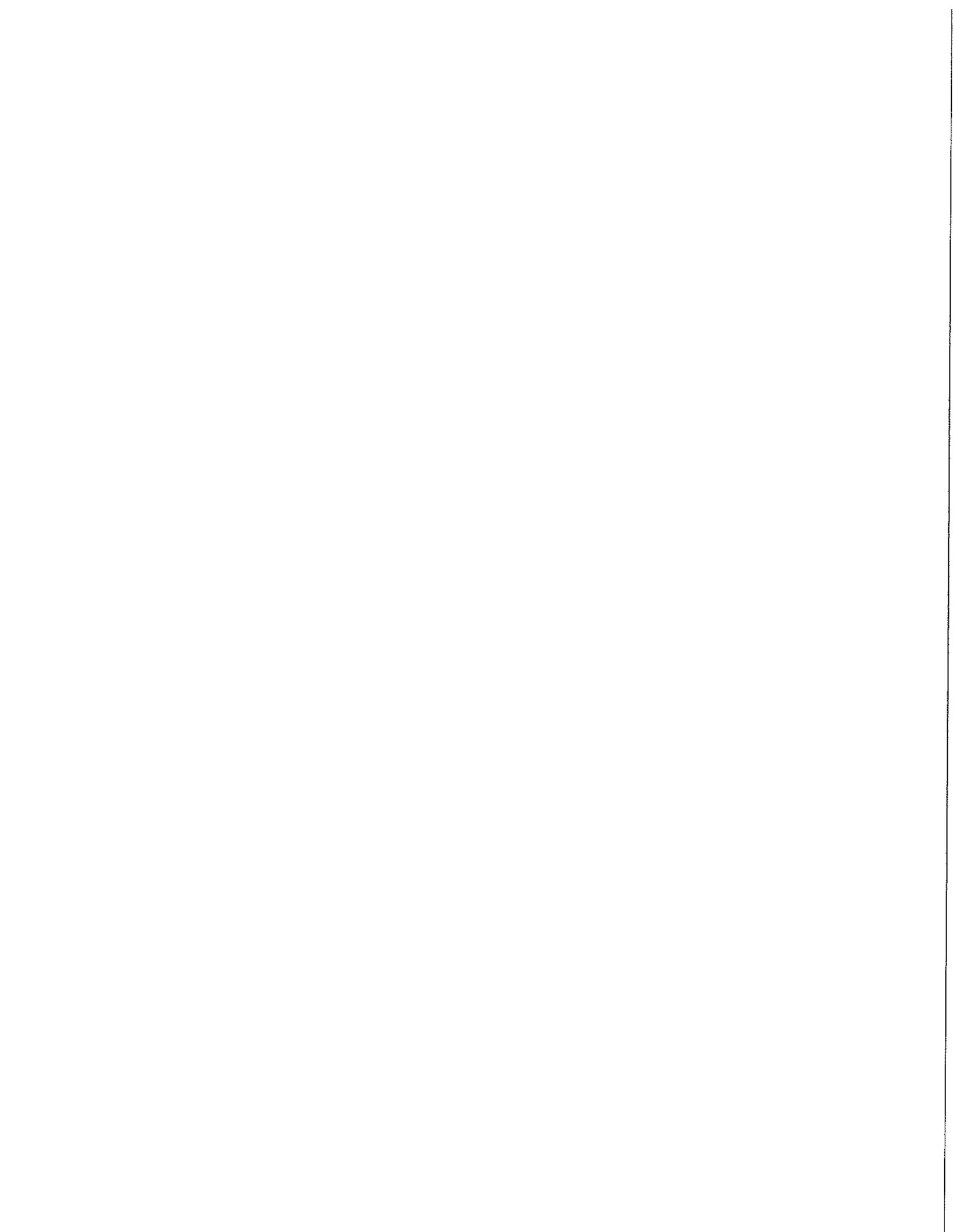
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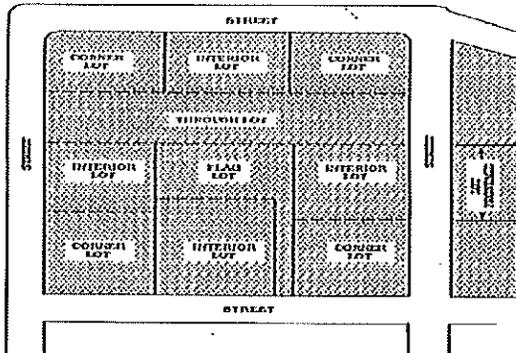
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**Article 11. ARTICLE 11- LEGAL STATUS PROVISIONS 11-1**



**DEFINITION OF TYPES  
OF LOTS**



Lot, Depth - The horizontal distance between front and rear lot lines.

Lot of Record - A lot, the boundaries of which are filed as legal record.

Lot, Width - The horizontal distance between the side lines of a lot measured at right angles to its depth along a straight line parallel to the front lot line at the minimum required building setback line.

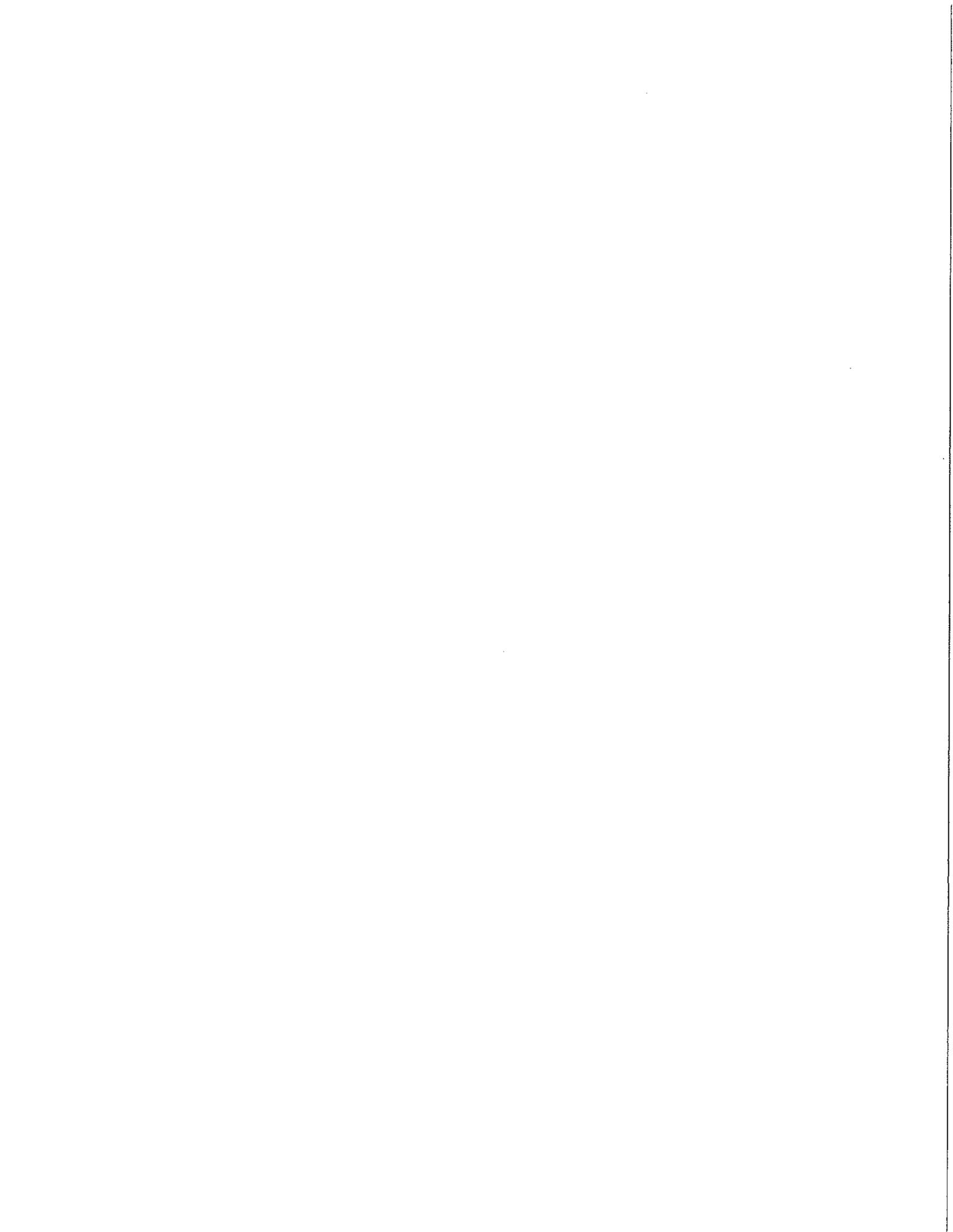
Lot Area - The area contained within the boundary line of a lot.

Lot Line - A line bounding a lot which divides one lot from another or from a street or any other public or private space.

Mansard - An inclined decorative roof-like projection that is attached to an exterior building façade.

Manufactured Home Park - A lot or parcel with space, improvements and utilities for the long-term parking of three (3) or more manufactured homes which may include services and facilities for the residents.

Manufactured Home Park Space - A plot or ground within a manufactured home park designed for the accommodation of one unit.



Mini-warehouse - A building or group of buildings in a controlled-access and fenced compound that contains individual, compartmentalized and controlled-access stalls or lockers for the storage of customer's goods or wares.

Mixed Occupancy - Any building that is used for two or more occupancies classified by different occupancy use groups.

Modular Building Unit or Modular Structure - Any building of closed construction, regardless of type of construction or occupancy classification, other than a mobile or manufactured home, constructed off-site in accordance with the applicable codes, and transported to the point of use for installation or erection. When meeting the requirements of the Modular Building's Construction Act (23-43-10 of the S. C. Code of Laws), said building unit or structure may be located in any zoning district.

Mural - A painting applied to a wall containing no advertisement for any business product or activity. A mural, as defined, will not be considered a wall sign.

Nonconformity - A nonconformity is any lot of record, use, building, structure or vegetation in existence prior to the effective date of this Ordinance, but which fails, by reason of such adoption, revision or amendment, to conform to the present requirements of the Ordinance.

Non-residential Use - A principal use of land for other than residential purposes, i.e. commercial, industrial, institutional.

Open Space Ratio - The open space ratio is a measure of the intensity of land use. It is arrived at by dividing the total amount of open space within the site by the Total Site Area.

Parapet - The extension of a building facade above the roof line.

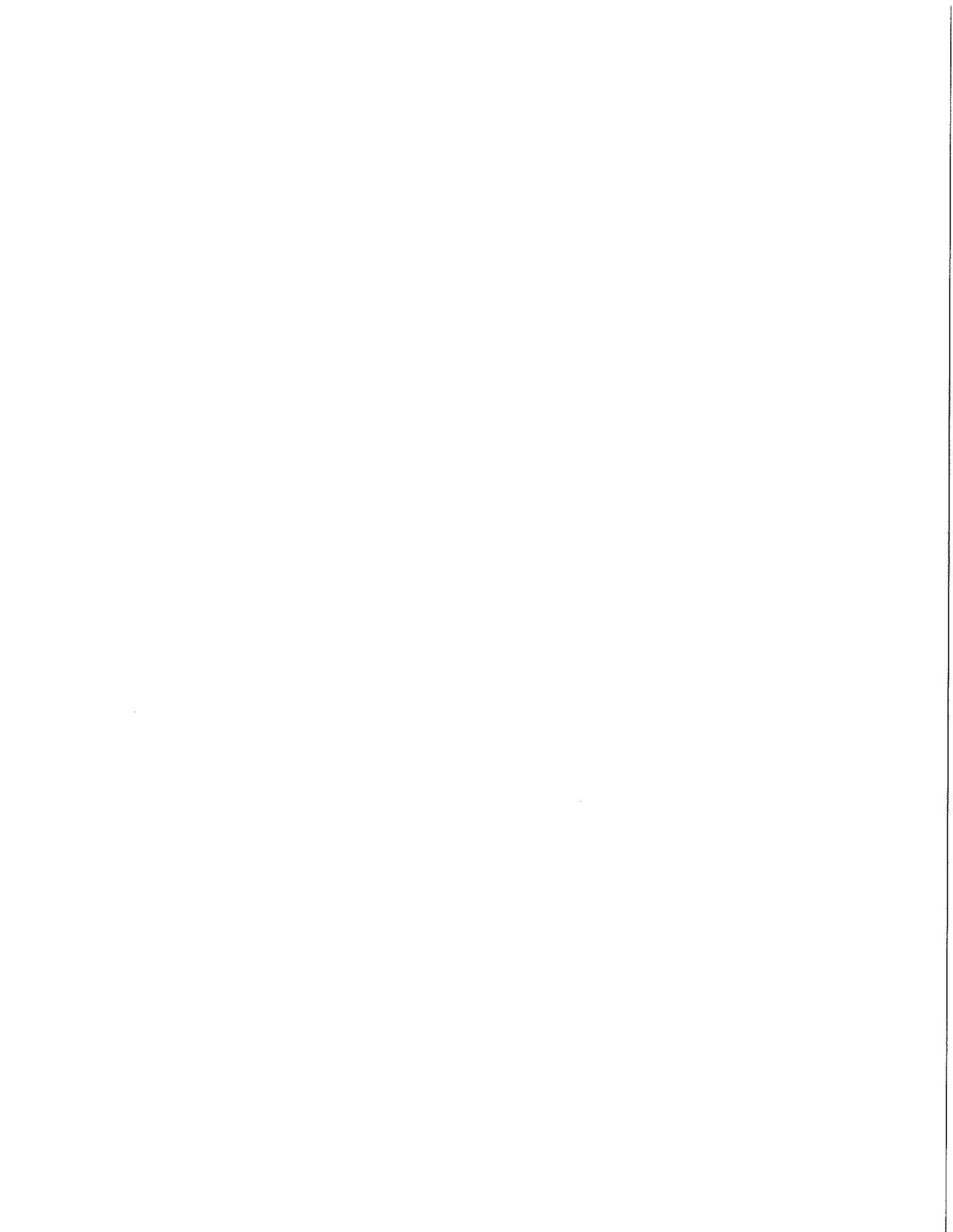
Parcel - A land area bounded by property lines that is recognized as such by the County Assessor's Office.

Park - A public facility open for recreation, with commercial activities for recreational uses only, open space and public gardens.

Premises - A lot, plot, or parcel of land including the buildings or structures thereon, under control by the same owner or operator together with all adjacent land.

Sexually Oriented Business - For purposes of this Ordinance, sexually oriented business operations shall mean and include the following:

Adult Arcade means any place to which the public is permitted or invited wherein coin-operated or slug-operated or electronically, electrically, or mechanically controlled still or motion picture machines, projectors, or other image-producing



devices are maintained to show images to five (5) or fewer persons per machine at any one 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 means a commercial establishment which, as one of its principal business purposes, offers for sale or rental for any form of consideration any one or more of the following:

1. Books, magazines, periodicals or other printed matter, or photographs, films, motion pictures, video cassettes or video reproductions, slides or

Sign, Political - A temporary sign announcing or supporting political candidates or issues in connection with any national, state or local election.

Sign, Portable - A sign that may be moved from one location to another, is not permanently affixed to the ground, and is differentiated from a movable sign in that it may be equipped for transportation by motor vehicle or other mechanical means. Trailer signs are considered to be portable signs.

Sign, Posters - See Also Banner. For the purposes of this ordinance, a Poster is considered a banner.

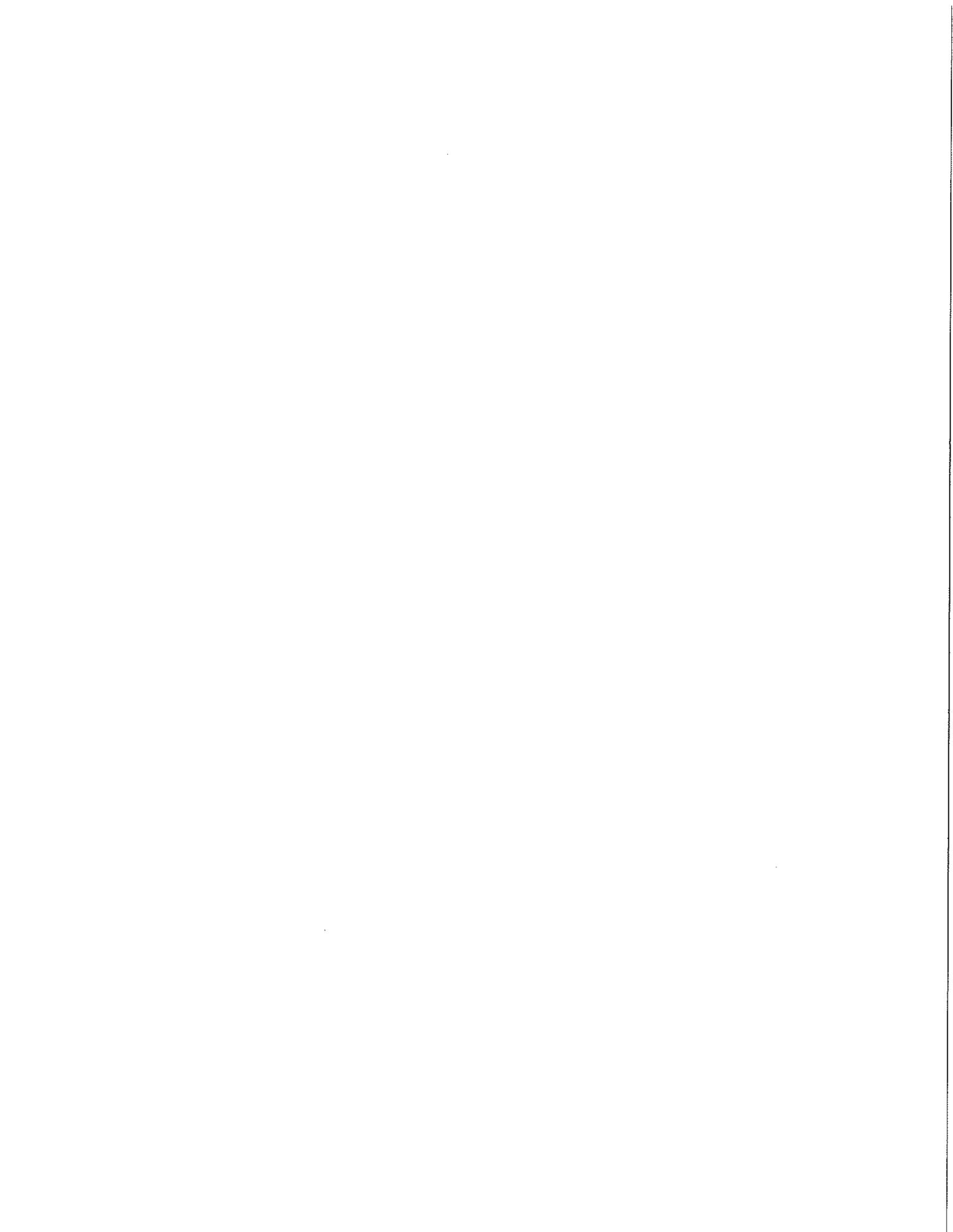
Sign, Projecting - A sign that is wholly or partly dependent upon a building for support and which projects more than 12 inches from such building.

Sign, Roof - A sign that is mounted on the roof of a building or which is wholly dependent upon a building for support and which projects above the point of a building with a flat roof, the ridge line of a building with a gambrel, gable, or hip roof or the deck line of a building with a mansard roof. Signs mounted on the sloping section of a roof or the gable end of a roof shall be classified as a wall sign.

Sign, Roof Integral - A sign whose structure is integrated into the structure of the roof, and is an integral part thereof.

Sign, Temporary - A sign that is used only for a short period of time and is not permanently mounted. It may be commercial or non-commercial in nature.

Sign, Wall or Facade - Any sign attached to and within six inches of a wall, painted on the wall surface, or erected and confined within the limits of an outside wall of any building or structure, which is supported by such wall or building, and which displays only one sign surface. A sign that is in any manner affixed to or painted on to any exterior wall of a building or structure and that projects not more than 12 inches from the building or structure wall.



**Table 8-B  
Number, Dimension, and Location of Signs Requiring A Permit  
By Zoning District**

	All Residential Zones	C-1	C-2	C-3	C-4	M-1	M-2	D-1	INS(B)
<b>Froostanding Signs</b>									
<b>Number Permitted (E)</b>									
<b>Per Lot</b>									
Off-Premise (Billboards)	N	N	N	N	N	NA	NA	N	N
On-Premise	1(A)	1	1	1	1	1	1	1(A)	1
<b>Per feet of St. Frontage</b>									
Off-Premise	N	N	N	N	N	(C)	(C)	N	N
On-Premise	NA	NA	NA	NA	NA	(D)	(D)	NA	NA
<b>Maximum Sign Area (s.f.)</b>									
Off-Premise	NA	NA	NA	NA	NA	672	672	NA	NA
On-Premise	20	75(H)	75(H)	75(H)	75(H)	75(H)	75(H)	20	20
<b>Sign, Digital Reader s.f. max. allow. area</b>	NA	NA	NA	60%	60%	60%	NA	NA	NA
<b>Minimum Setback from property line</b>									
Billboards	50'	10'	10'	10'	10'	10'	10'	10'	10'
Other	5'	5'	5'	5'	5'	5'	5'	5'	5'
<b>Maximum Height</b>	12'	20'	20'	7'(I)	20'(J)	40'(F)	40'(F)	20'	12'
<b>Building Signs</b>									
<b>Number Permitted</b>	1	16	26	26	26	26	26	1	1
<b>Maximum Sign Area (s.f.)</b>	42	1220 0	NA20 0	NA20 0	NA20 0	NA200	NA200	12	12
<b>Maximum Wall Area (Primary Wall) (%) (G)</b>	NA	NA15	15	15	15	15	15	NA	NA
<b>Maximum Wall Area (Secondary Wall) (%) (K)</b>	NA	5	5	5	5	5	5	NA	NA
<b>Temporary Signs (2)</b>	<b>See Section 8.6</b>								

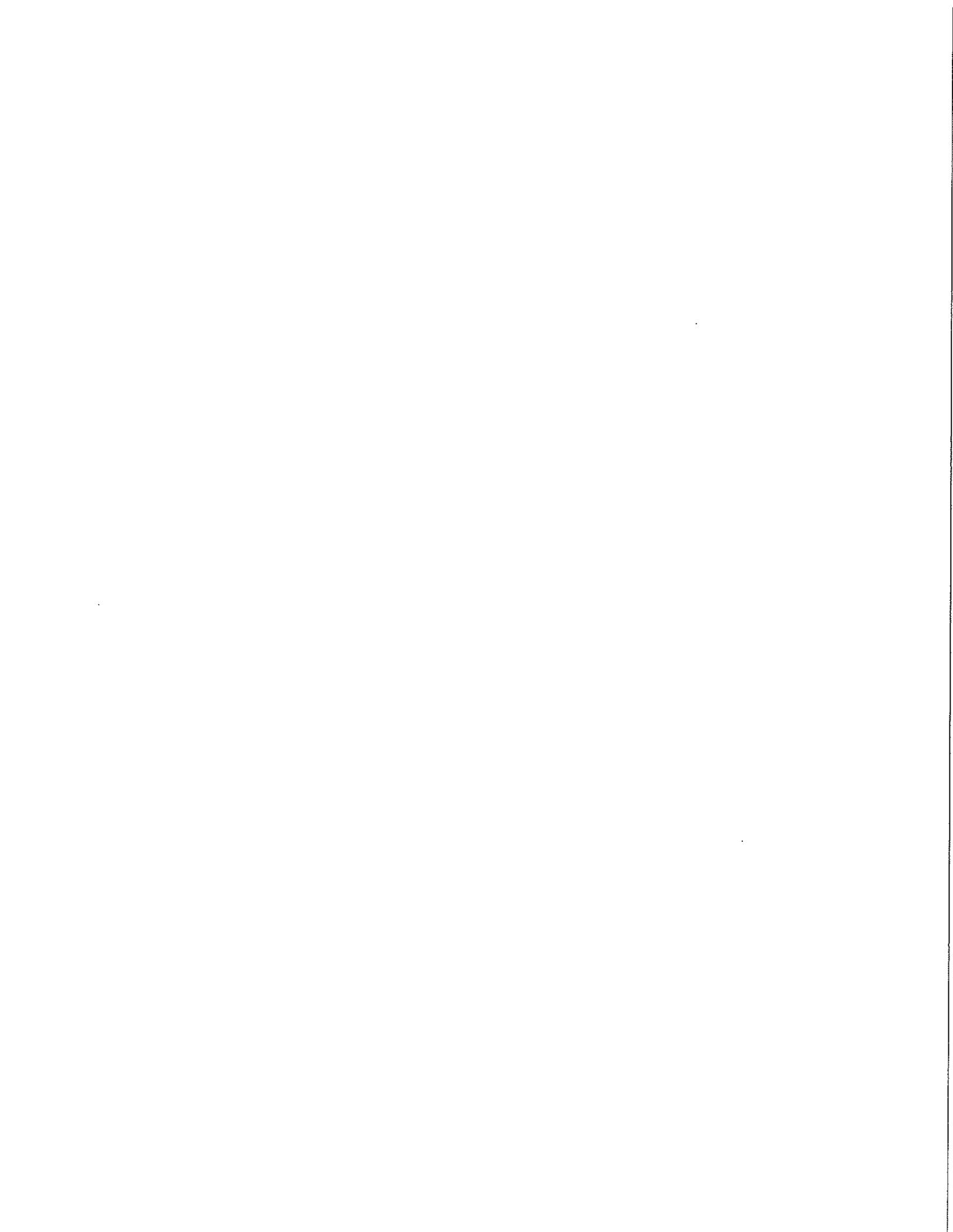
Table Notes:

NA = Not Applicable

N = Not Allowed

s.f. = Square Feet

- A. One use identification sign not exceeding 20 s.f. is permitted for each entrance of a subdivision or residential project.
- B. This column does not represent a zoning district. It applies to institutional and other non-residential uses permitted under the Zoning Ordinance in residential districts, i.e. churches, schools, parks, etc.
- C. Minimum distance between billboards shall be 2000' measured on the same side of the street along the centerline of the street from which the billboard is viewed.



When meeting this requirement, a billboard may be located on the same lot or parcel with another billboard or off-premise sign.

- D. One per lot or one for each 500 linear feet of street frontage, whichever is less.
- E. Lots fronting on two or more streets are allowed one additional sign for each street frontage, but signage cannot be accumulated and used on one street in excess of that allowed for lots with only one street frontage.
- F. Maximum height of billboards may extend to 75', provided the sign structure is setback from the nearest property line one additional foot for each additional three feet in height over 40 feet.
- G. Percent of 1<sup>st</sup> floor wall. Wall area is calculated by multiplying the linear feet of the wall, in which the sign is to be placed, by a standard 12 foot height, as established by this ordinance.
- H. Sign area may be increased in accord with common signage plan requirements, where applicable, Section 8.4.
- I. Sign height may be increased in accord with common signage plan requirements, where applicable, Section 8.4.
- J. The maximum sign height may be increased in the C-4 District one foot for each linear foot of street frontage, not to exceed 35 feet in height.
- K. Corner lots fronting on two or more streets may be allowed more than one primary frontage and be allowed 15% maximum sign area for all walls having primary frontage.

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## Section 8.5 Wall Signs

### Section 8.5-1 Wall Sign Design Standards

- (1) No wall sign may extend above or below any roof lines, mansards, parapet walls or façade of any building and must be at least twelve (12) inches from the top and side edges of any parapet, façade, mansard, or wall.
- (2) For signs affixed to architectural projections on a building, the copy area must remain on a parallel plane to the face of the building façade or the face or faces of the architectural projection to which it is affixed.
- (3) All wall signs shall be constructed in accordance with applicable provisions of the International Building Codes and National Electrical Code. Signs shall be made of metal, rigid plastic, vinyl, or wood treated to be long lasting and other durable materials approved by the Zoning Administrator. Canvas and non-treated wood shall not be used for permanent wall signage.
- (4) All permanent signs shall be securely attached to a building or structure by fixed metal supports, such as bolts, anchors, guy wires or steel rods. Staples, nails, tethers or chains should not be used to secure any permanent sign to any building, structure or ground.

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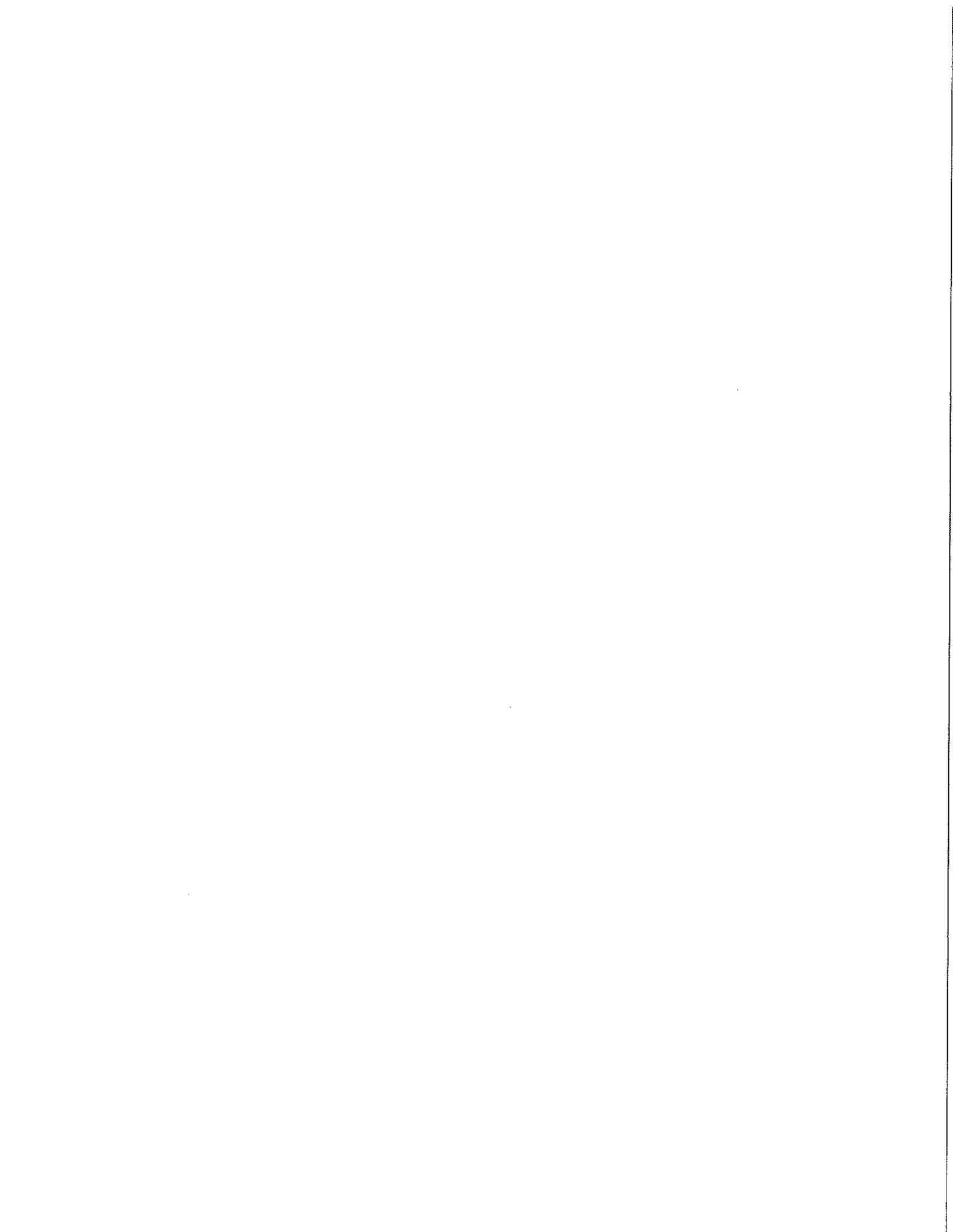
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(5) All wall signs shall be constructed to withstand the wind pressure as designated by the International Building Code.

(6) Wall signs must identify a validly licensed business to the premises which it is located.

#### Section 8.5-2 Wall Sign Illumination

(1) Wall signs, when illuminated, shall have such lighting shielded so as not to directly shine on abutting properties or in the line of vision of the public using the streets or sidewalk.

(2) No illumination simulating traffic control devices or emergency vehicles shall be used, or shall lights which are intermittently switched on and off, changed in intensity or color, or otherwise displayed to create the illusion of flashing or movement be permitted.

#### Section 8.5-3 Number of Signs Allowed

(1) Each business shall be allowed up to six (6) wall signs per building, so long as the allowable sign area is not exceeded.

(2) The total number of signs allowed on a single wall is four (4), so long as the allowable sign area is not exceeded.

#### Section 8.5-4 Wall Area Calculation

(1) Only that portion of a wall onto which a sign face or letters are placed shall be calculated in the sign area.

(2) Wall area is calculated by multiplying the linear feet of the wall in which the sign is to be placed by a standard 12-foot height, as established by this ordinance.

(3) A buildings primary frontage shall be allowed up to 15% maximum sign area, while secondary walls are allowed up to 5% maximum sign area. A buildings primary frontage is the side of the building which faces a street, roadway or primary drive aisle. The Zoning Administrator has final determination of primary wall.

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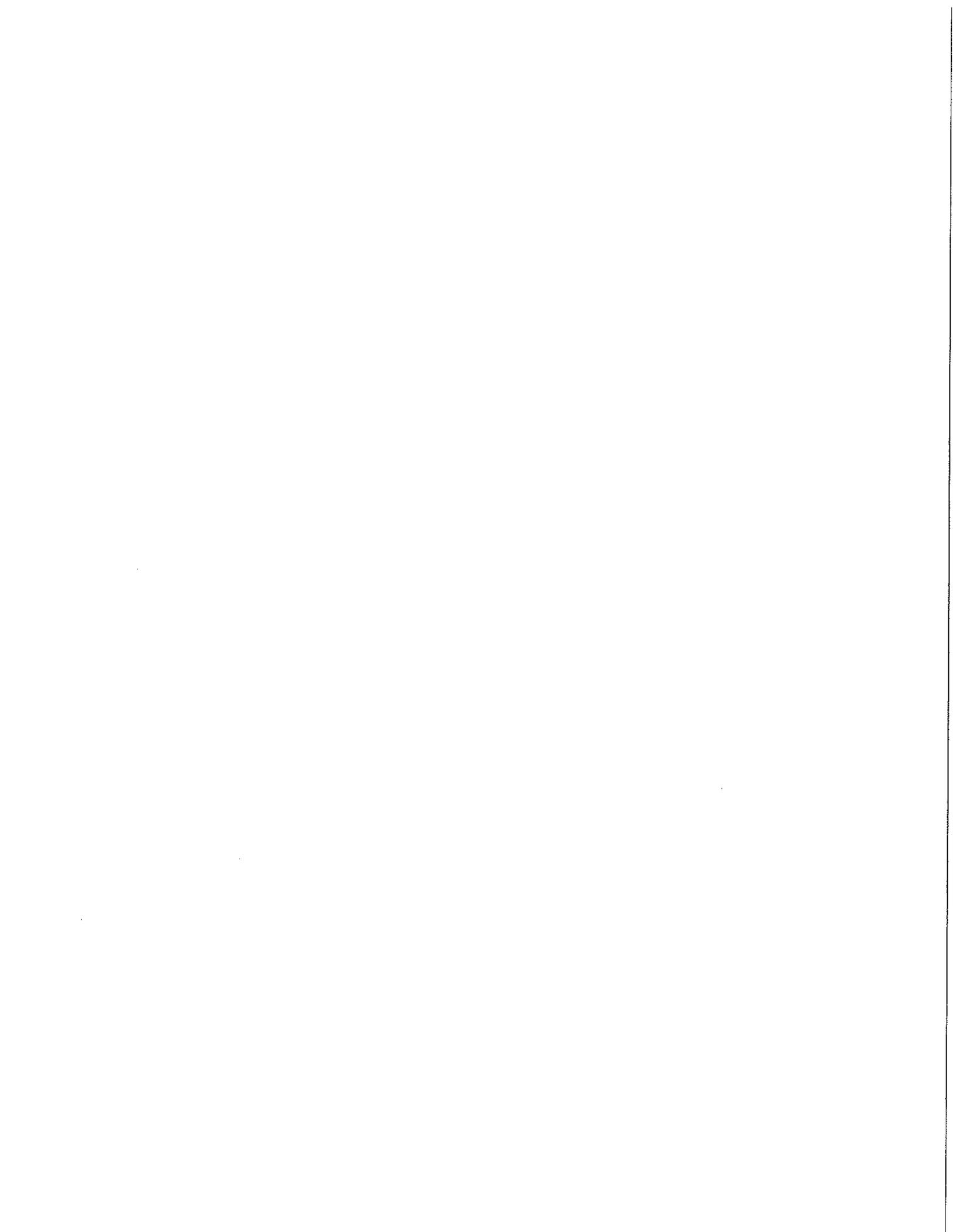
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(4) When a mansard extends beyond the width of the primary building wall, the additional mansard width may be included in the calculation up to ten (10) additional feet.

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#### Section 8.5-5 Sign Face Calculation

(1) The area of a sign enclosed in frames or cabinets is determined by measuring the outer dimensions of the frame or cabinet surrounding the sign face.

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(2) The sign area of a wall sign which consist of individual letters that are erected directly onto a wall exclusive of any sign surface is measured by finding the area of the minimum imaginary rectangle or square of vertical and horizontal lines, which fully enclose all sign words, copy or message (Section 8:11-2 Illustration 2).

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(3) When a wall sign utilizes any logo, capital letter, letter ascender or descender of a registered trademark, which creates an unusual sign area calculation, the sign area may be calculated based on the actual measurement of each character, as determined by the Zoning Administrator.

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#### Section 8.5-6 Corner Lots

(1) Lots fronting on two or more streets may be allowed more than one primary frontage and be allowed 15% maximum sign area for all walls having primary frontage.

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(2) Wall signage cannot be accumulated and used on one street in excess of that allowed for lots with only one street frontage.

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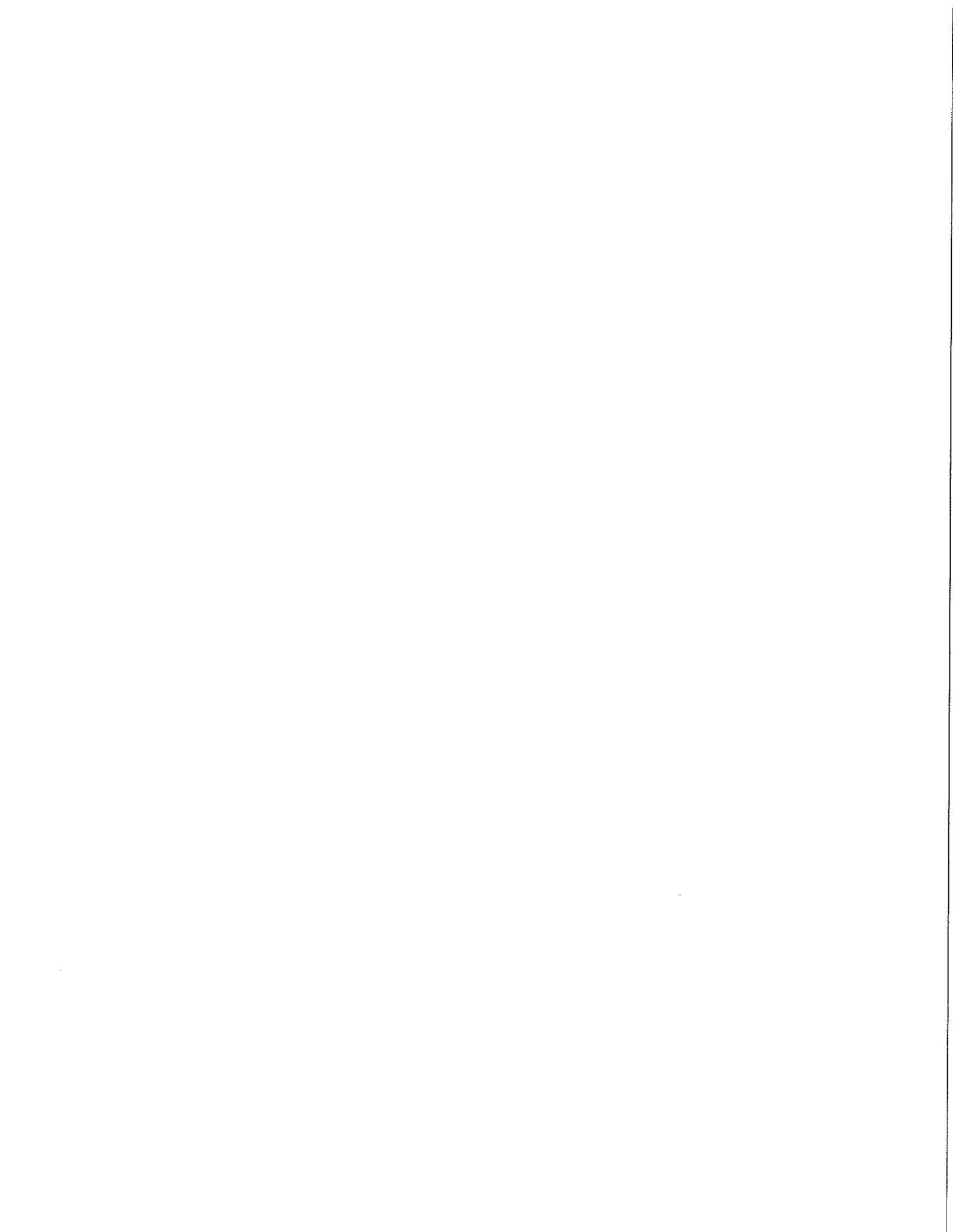
#### Section 8.5-7 Multiple Tenant Buildings

Any commercial complex, consisting of more than one retail, commercial, or office establishment grouped together, usually developed under one ownership or management, and generally sharing parking areas and vehicular entrances and exits shall adhere to the following regulations related to wall signage:

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(1) Wall area shall be calculated separately for each occupant using a standard 12 feet height multiplied by the linear feet of each individual tenant space.

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(2) Each individual tenant space shall not exceed 15% maximum wall area on the primary frontage wall and 5% on all secondary walls.

(3) Each tenant shall be allowed up to six (6) wall signs, so long as the maximum wall area is not exceeded.

(4) The total number of wall signs allowed per tenant on any single wall is four (4), so long as the maximum wall area is not exceeded.

(5) In no such case shall a single tenant's wall sign exceed 200 square feet in size or the total amount of all signs calculated together exceed 300 square feet.

#### Section 8.5-8 High Rise Buildings

(1) Buildings which exceed four (4) stories in height shall be permitted to erect one (1) wall sign per wall at the top story of the building. Such signs shall only identify the name of the building or the major tenant. The display area of such signs shall not exceed 2% of the area of the wall to which it is attached. Such signs shall be permitted in addition to the requirements of this Article.

#### Section 8.5-9 Home Occupations

(1) One (1) non-illuminated sign shall be permitted for each home occupation, except in RS Districts, where wall signs are prohibited, provided the display surface area of such sign does not exceed two (2) square feet in area and that such sign is a wall sign attached to the local principal structure.

#### Section 8.5-10 Abandoned, Neglected or Damaged Wall Signs

(1) Every sign permitted by this ordinance shall be kept in good condition and repair. When any sign become insecure, in danger of falling or is otherwise deemed unsafe by the Code Official, or if any sign shall be unlawfully installed, erected or maintained in violation of any of the provisions of this ordinance, the owner thereof or the person or firm shall, upon written notice by the Code Official, make such sign conform to the provisions of this ordinance, or shall remove it within not more than 10 days. If within 10 days the order is not complied with, the code official shall be permitted to remove or cause such sign to be removed at the expense of the owner and/or the user of the sign.

(2) Wall signs must identify a validly licensed business or be removed within thirty (30) days from the lapse, loss or surrender of such business license in

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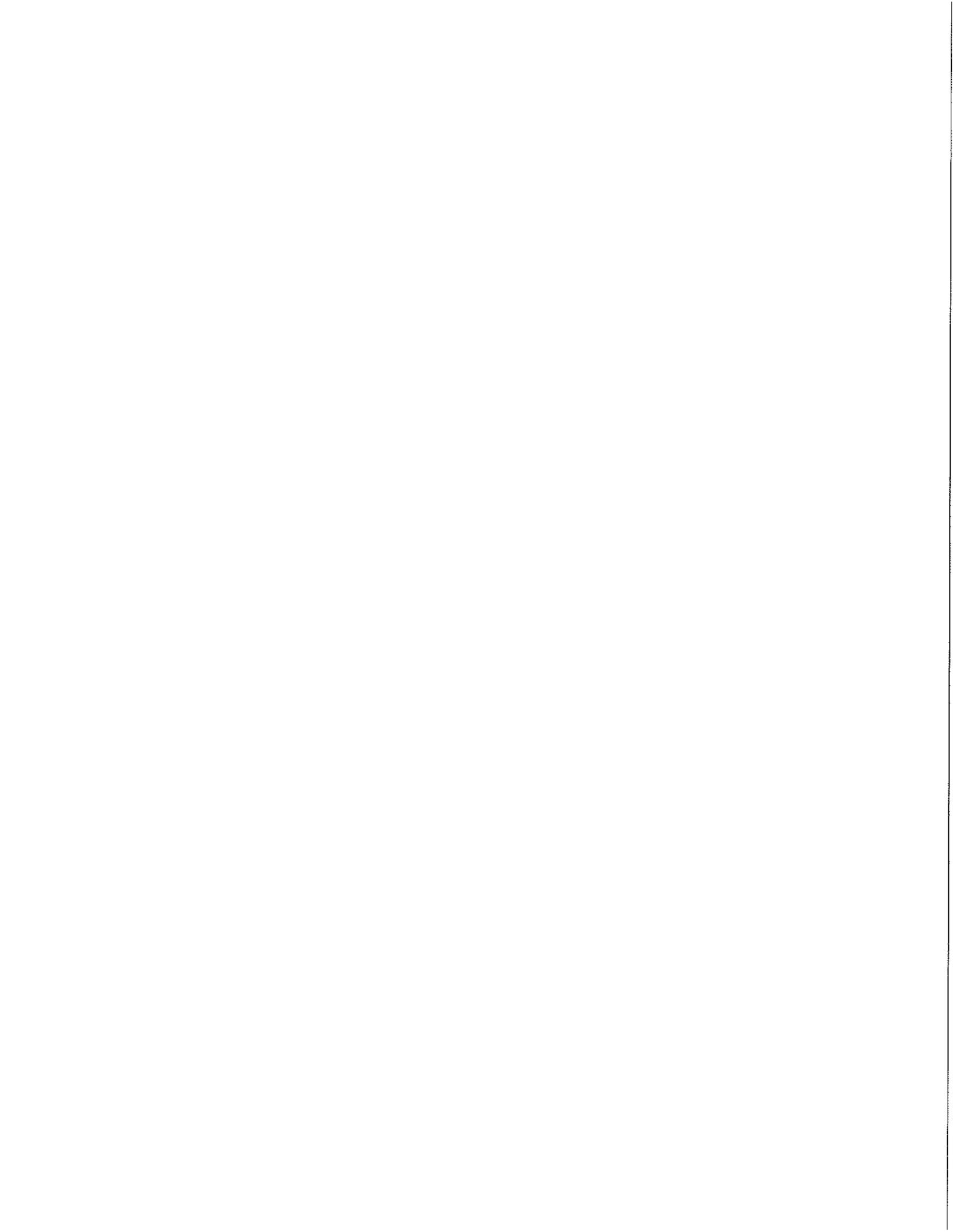
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order to limit confusion relating to locations and operations of businesses. If the sign is not removed within thirty (30) days from the lapse, loss or surrender of the license, the Zoning Administrator may proceed with its removal at the property owner's expense or with the 5% deposit paid for the sign, or any combination thereof to have removal paid in full.

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#### Section 8.5-11 Nonconforming Signs

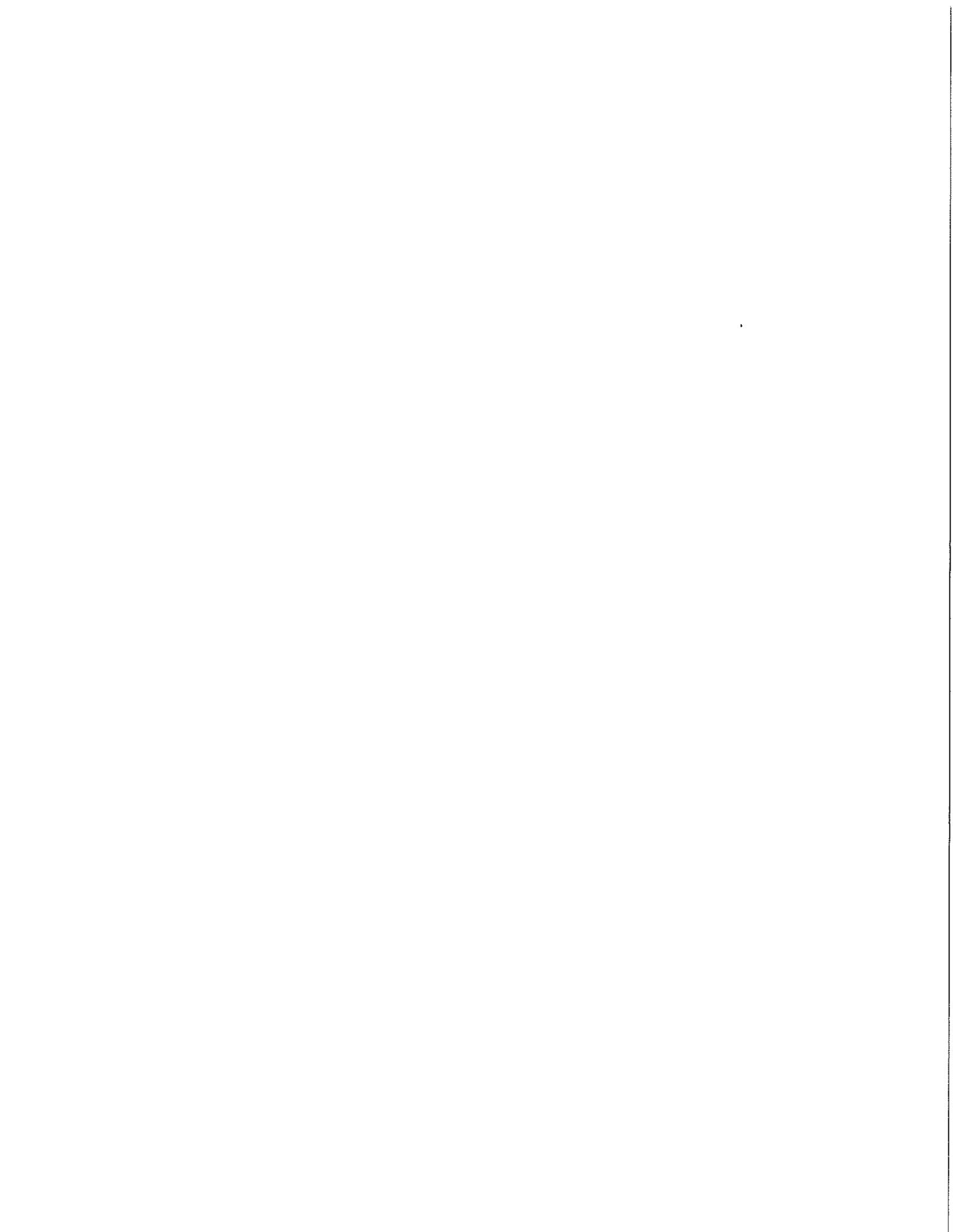
(1) Any sign legally existing at the time of the passage of this ordinance that does not conform in use, location, height or size with the regulations of the district in which such sign is located, shall be considered a legal nonconforming use or structure and shall be permitted to continue in such status until such time as it is either abandoned or removed by its owner, subject to the following limitations:

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- A. Structural alterations, enlargement or re-erection are permissible only where such alterations will not increase the degree of nonconformity of the sign(s).
- B. Any legal nonconforming sign shall be removed or rebuilt without increasing the existing size or area if it is damaged, or removed if allowed to deteriorate to the extent that the cost or repair or restoration exceeds 50% of the replacement cost of the sign as determined by the Code Official.
- C. Signs that comply with either Item A or B above need not be permitted,

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When a sign extends over a sidewalk, walkway, or other space accessible to pedestrians, the bottom of the sign structure shall be at least 8 feet above the ground. (See Area Clearance Illustration, 4).

#### **Section 8.8-4 Sign Materials; Code Compliance**

All signs shall be constructed in accord with applicable provisions of the Building Code and National Electrical Code, and consist of durable all-weather materials, approved by the Zoning Administrator. All lighting whether direct or indirect shall be UL approved.

Images, logos, graphics, etc. painted on permanent signs or buildings must be performed in a professional and workmanlike manner.

#### **Section 8.8-5 Double-Decked Sign Faces**

Stacked or double-decked sign faces shall not be permitted on billboards.

#### **Section 8.8-6 Sign Illumination**

Signs when illuminated shall have such lighting shielded so as not to directly shine on abutting properties or in the line of vision of the public using the streets or sidewalks.

No illumination stimulating traffic control devices or emergency vehicles shall be used, nor shall lights which are intermittently switched on and off, changed in intensity or color, or otherwise displayed to create the illusion of flashing or movement be permitted.

#### **Section 8.9 Sign Maintenance**

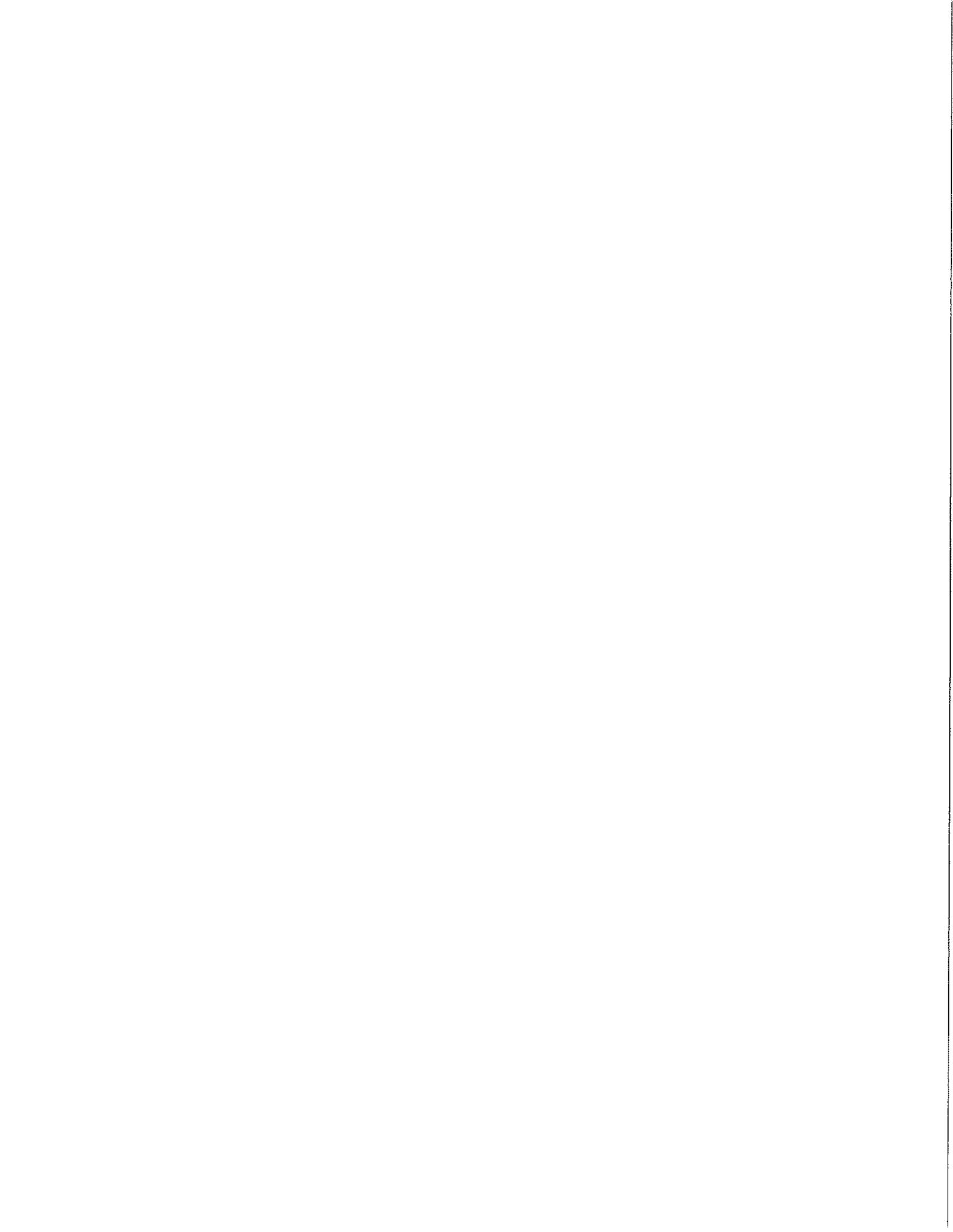
All signs shall be maintained in good structural condition, in compliance with all building and electrical codes, and in conformance with this ordinance at all times.

The Planning Director may order any sign to be painted or refurbished at least once a year if needed to keep the sign in a neat and safe condition. All supports, braces and anchors for such signs shall be maintained in a safe condition.

#### **Section 8.10~~5~~ Signs In the Public Right-of-Way**

No sign shall be allowed in the public right-of-way, except for the following:

- (1) Public signs erected by or on behalf of a governmental body to post legal notices, identify public property, convey public information, and direct or regulate pedestrian or vehicular traffic;
- (2) Bus stop signs erected by a public transit company;



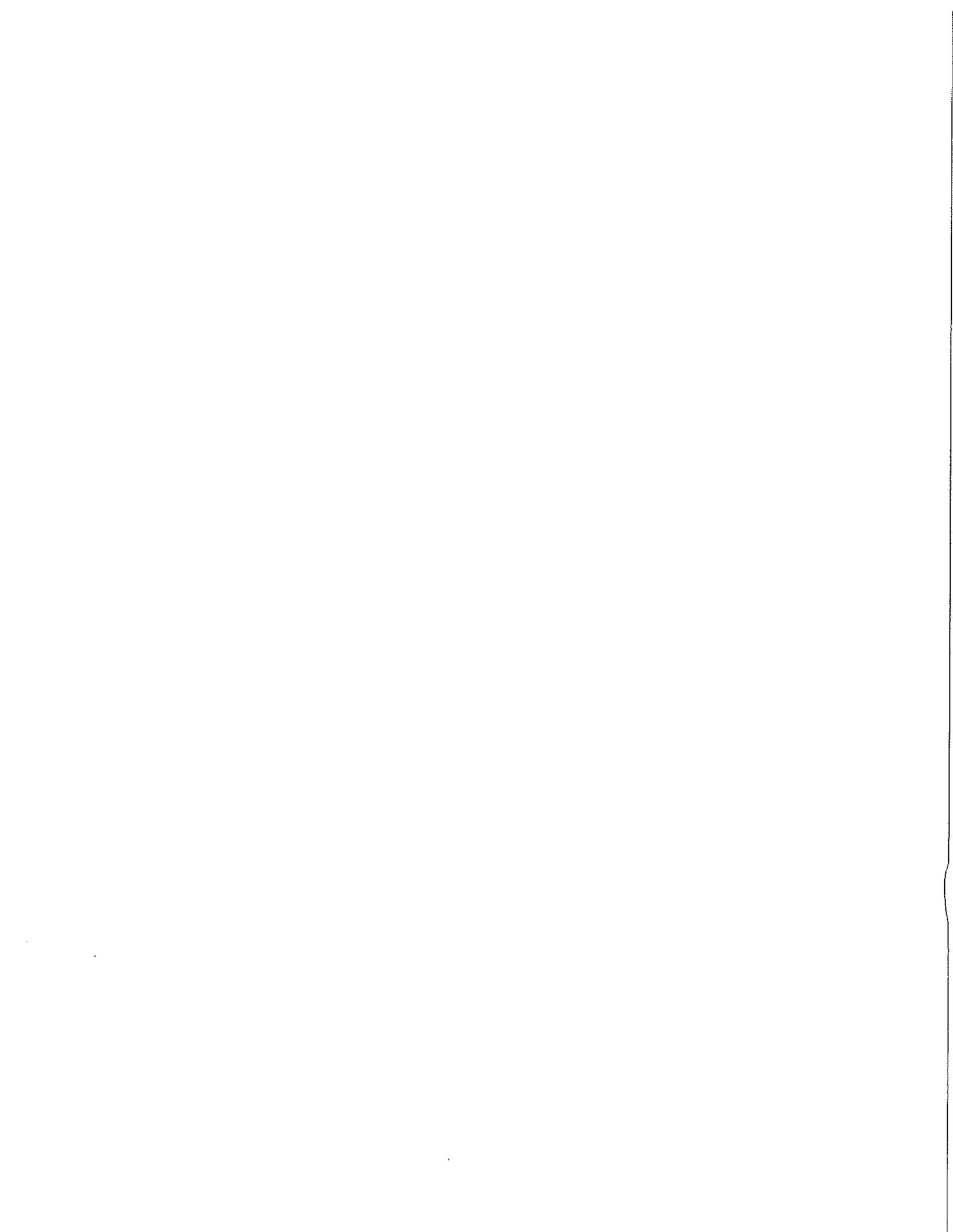
- (3) Informational signs of a public agency or utility regarding its facilities;
- (4) Church signs, in accord with state law;
- (5) Historical signs and markers; and

Directional signs of a temporary nature not to exceed three (3) square feet in area and 24 hours in duration for such events as yard sales, auctions, public gatherings, etc.; provided they are located no closer than 500 feet apart.

| **Section 8.1011. Sign Measurement**

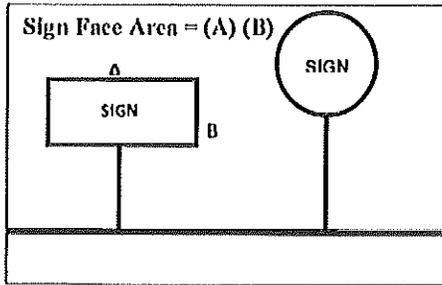
| **Section 8.1011-1 Sign Face Area**

- (1) The area of a sign enclosed in frames or cabinets is determined by measuring the outer dimensions of the frame or cabinet surrounding the sign face (Illustration 1). Sign area does not include foundations or supports. Only one side of a double-faced or V-shaped, freestanding sign is counted.
- (2) For signs on a base material and attached without a frame, such as a wood board or Plexiglas panel, the dimensions of the base material are to be used in the measurement unless it is clear that part of the base contains no sign related display or decoration.
- (3) ~~For signs constructed of individual pieces attached to a building wall, sign area is determined by a perimeter drawn around all the pieces (Illustration 2).~~
- (4)(3) For sign structures containing multiple modules oriented in the same direction, the modules together are counted as one sign face (Illustration 3).
- (6)(4) The maximum surface area visible at one time of a round or three-dimensional sign is counted to determine sign area.
- (6)(5) ~~For signs incorporated into awnings, the entire panel containing the sign is counted as the sign face unless it is clear that part of the panel contains no sign related display or decoration.~~

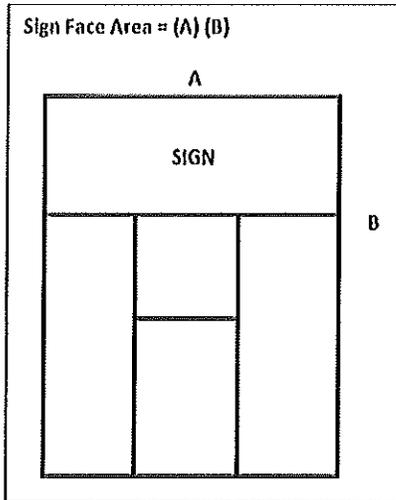


Sign Measurement Illustrations  
 Section 8.1011-2 Clearances

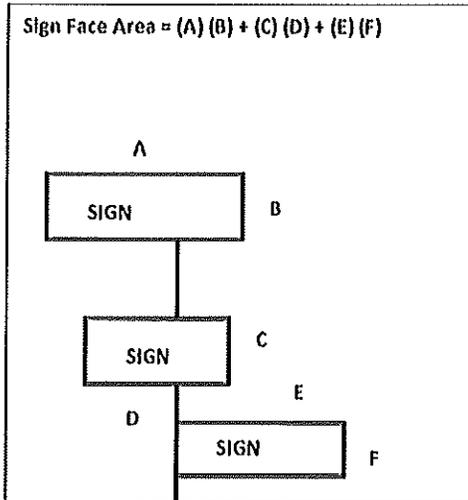
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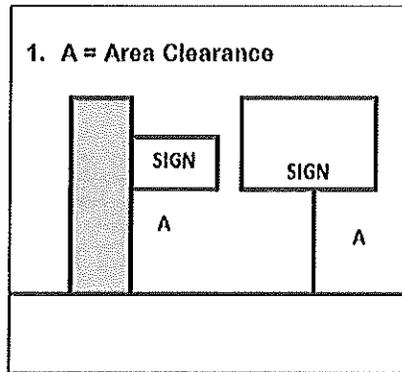
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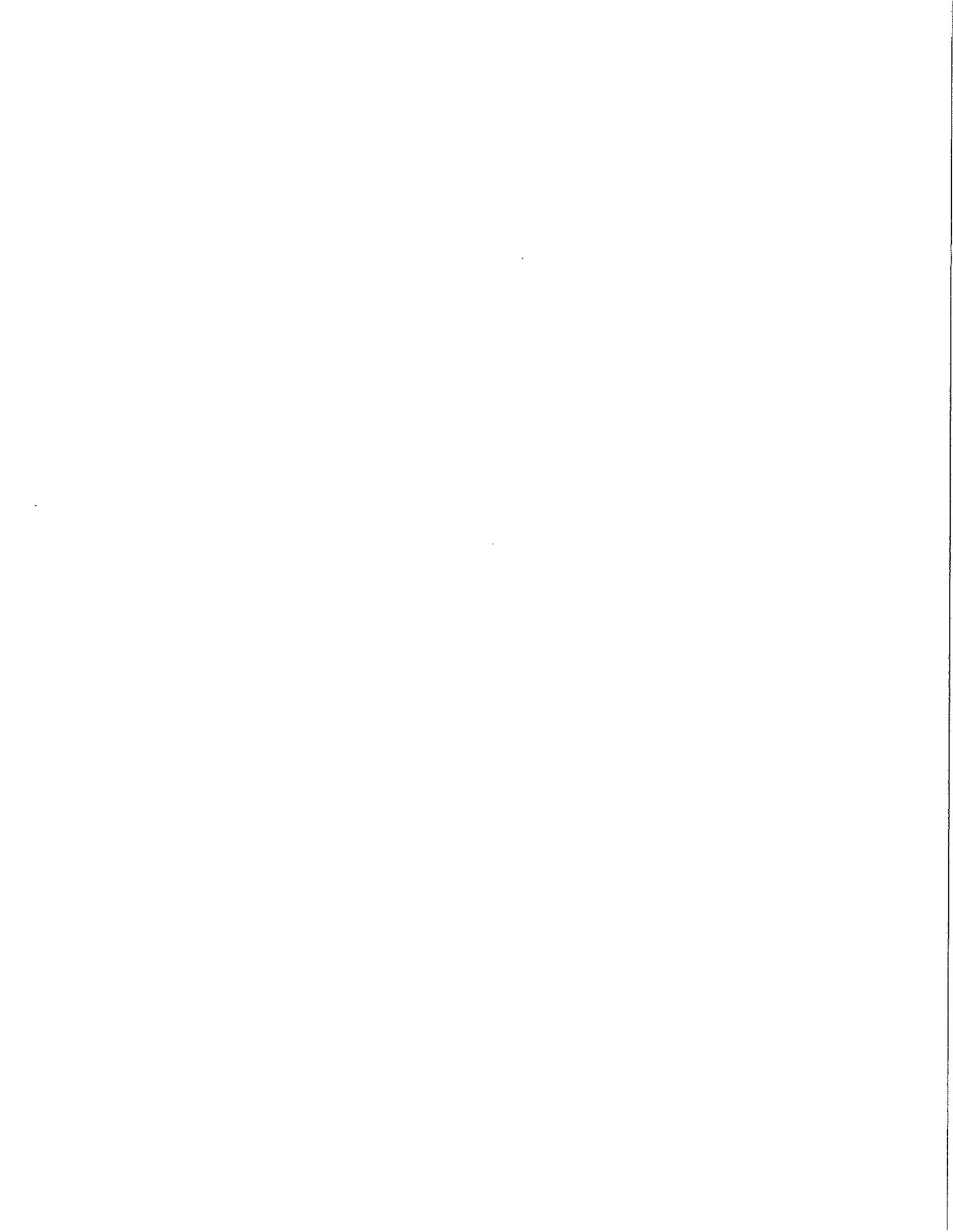
3.



4.



Clearances are measured from the grade directly below the sign to the bottom of the sign structure enclosing the sign face (Illustration 4).



**Section 8.44-12 Removal of Obsolete, Unsafe and Nonconforming Signs**

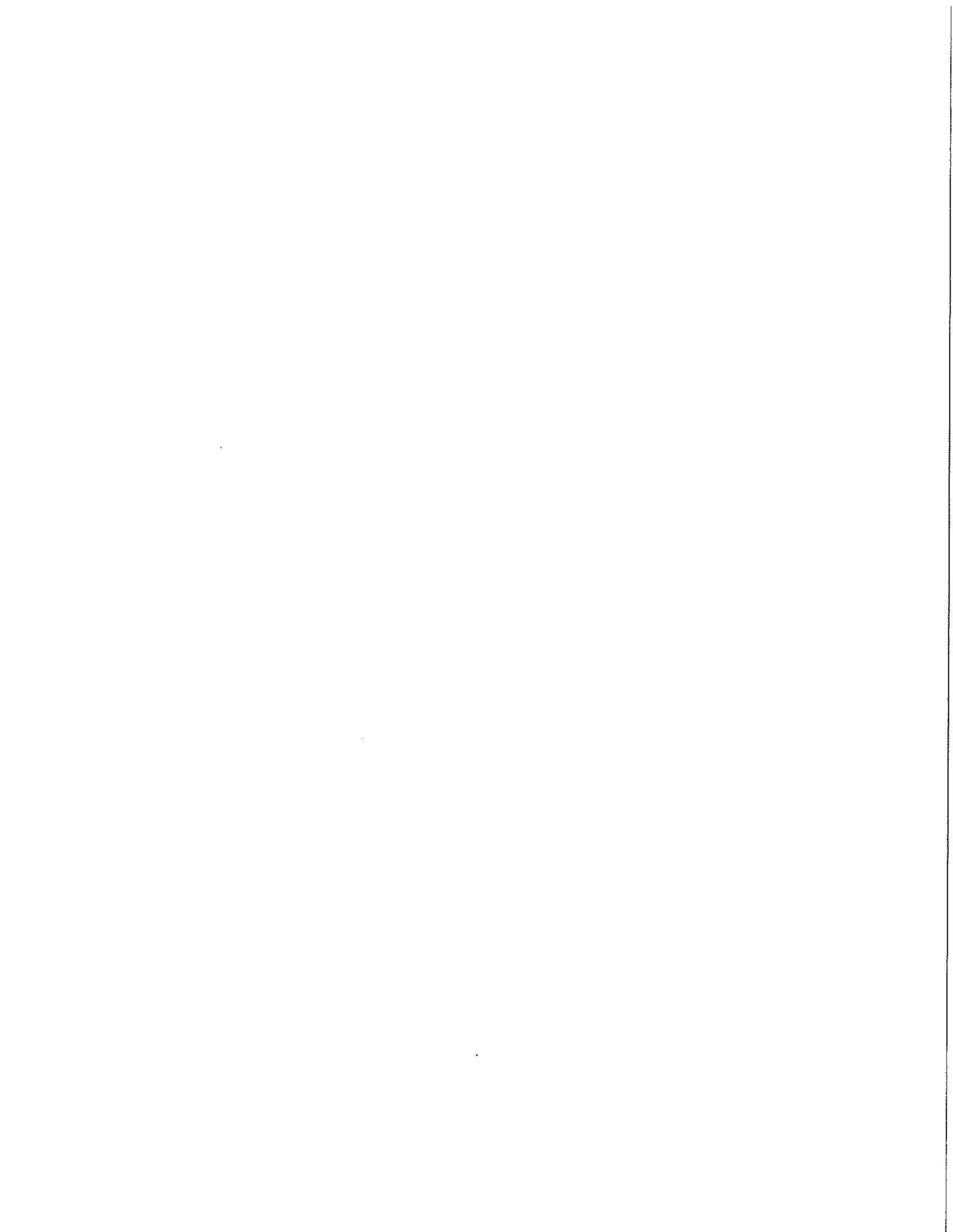
The lawful use of any permanently mounted sign existing at the time of the enactment of this Ordinance may be continued although such use does not conform to the provisions of this Ordinance. However, said sign shall be removed or brought into compliance with the requirements of this Article whenever:

- (1) The sign is declared by the Planning Director to be a prohibited sign, according to the provisions of Section 8.7.
- (2) The sign is not maintained in accord with the provisions of Section 12.9.
- (3) There is a change in use, occupancy classification or name of the on-premise establishment or business being advertised.
- (4) The sign has been destroyed or damaged to the extent of 50 percent or more of the replacement cost or the cost of the sign as originally permitted, whichever is less.

In no event, however, shall a nonconforming sign remain in place after the previously adopted seven-year amortization schedule, beginning August 7, 1995 and ending August 6, 2002. Amortization does not apply to Outdoor Advertising Billboards which are regulated by the Highway Advertising Control Act of S.C. Code of Laws which applies along Interstate and Federal-Aid Primary Highways.

Any nonconforming temporary sign shall be removed or brought into compliance with the provisions of this ordinance no later than 30 days following the date of adoption.

An order under this Section shall be issued in writing to the owner or responsible party of any such obsolete, unsafe or nonconforming sign, or of the building or premises on which such sign is located, to comply within thirty (30) days of the above applicable date. Upon failure to comply with such notice, the Zoning Administrator may cause the sign to be removed and any cost or removal incurred in the process may be collected in a manner prescribed by law.



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# Memorandum

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**To:** Mayor and Council

**From:** Rebecca Rhodes, City Manager  
Shaun Greenwood, Asst. City Manager

**Date:** July 31, 2013

**Subject:** First Reading of an ordinance to amend Article 7 ("Conditional Use Regulations") of the City of Cayce Zoning Ordinance to add Special Exception Criteria.

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## ISSUE

Council approval is needed for the First Reading of an ordinance to amend Article 7 ("Conditional Use Regulations") by re-titling it to Article 7 ("Conditional Use and Special Exception Regulations") and by adding a new subsection 7.16 "General Special Exception Criteria."

## BACKGROUND/DISCUSSION

When the Zoning Ordinance was rewritten in 2001, several types of businesses were coded to require special exceptions in order to open in certain zoning districts. Unfortunately, the criteria that must be present in order to grant the special exceptions were not included in the ordinance. Without these criteria, some businesses have been unable to open in the city.

The City Attorney recommended staff consider using a list of general criteria while each use is examined and a list of criteria is created for each specific use. Staff believe that the list of general criteria, included in your redline copy, will protect the character of the community while allowing certain businesses to apply for special exceptions.

The Planning Commission met on July 15<sup>th</sup>, 2013 to hear public comment about the suggested changes. No members of the public were present at the meeting. The Planning Commission voted unanimously to recommend for Council's approval.

## RECOMMENDATION

The Planning Commission recommends Council approve First Reading of an ordinance amending the Zoning Ordinance of the City of Cayce to re-title Article 7 and to amend Article 7 by adding General Special Exception Criteria.

STATE OF SOUTH CAROLINA )  
 )  
COUNTY OF LEXINGTON )  
 )  
CITY OF CAYCE )

**ORDINANCE**  
**Amending Article 7 (“Conditional**  
**Use Regulations”) of the Zoning**  
**Ordinance of the City of Cayce**

**WHEREAS**, the Council has determined that it is in the interest of the public in understanding the provisions of the Zoning Ordinance, and in the interest of the City in administering and enforcing the Zoning Ordinance, to amend Article 7 (“Conditional Use Regulations”) of the Zoning Ordinance to add general criteria pertaining to Special Exceptions,

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the City of Cayce, in Council, duly assembled, that

1. Article 7 (“Conditional Use Regulations”) of the Zoning Ordinance of the City of Cayce is hereby retitled to Article 7 (Conditional Use & Special Exception Regulations).

2. Article 7 (“Conditional Use & Special Exception Regulations”) of the Zoning Ordinance of the City of Cayce is hereby amended to add Section 7.16 (Special Exception General Criteria) as follows:

*Criteria for special exceptions:* In addition to any specific standards set out elsewhere in this Ordinance, the Board of Zoning Appeals shall consider the potential of the proposed use for adverse impact in the community or area as to:

- (1) Traffic, parking and loading, and vehicular and pedestrian safety;
- (2) Environmental factors including noise, lights, glare, vibration, fumes, odors, obstruction of air or light, litter, and visual or other nuisances;
- (3) Aesthetics and character of the area, including the possible need for screening from view;
- (4) Orientation and spacing of improvements, buildings and structures; and
- (5) Public safety or the creation of nuisance conditions or the creation of other conditions detrimental to the public interest or likely to result in increased law enforcement response.

This Ordinance shall be effective from the date of second reading approval by Council.

**DONE IN MEETING DULY ASSEMBLED**, this \_\_\_\_\_ day of \_\_\_\_\_ 2013.

\_\_\_\_\_  
Elise Partin, Mayor

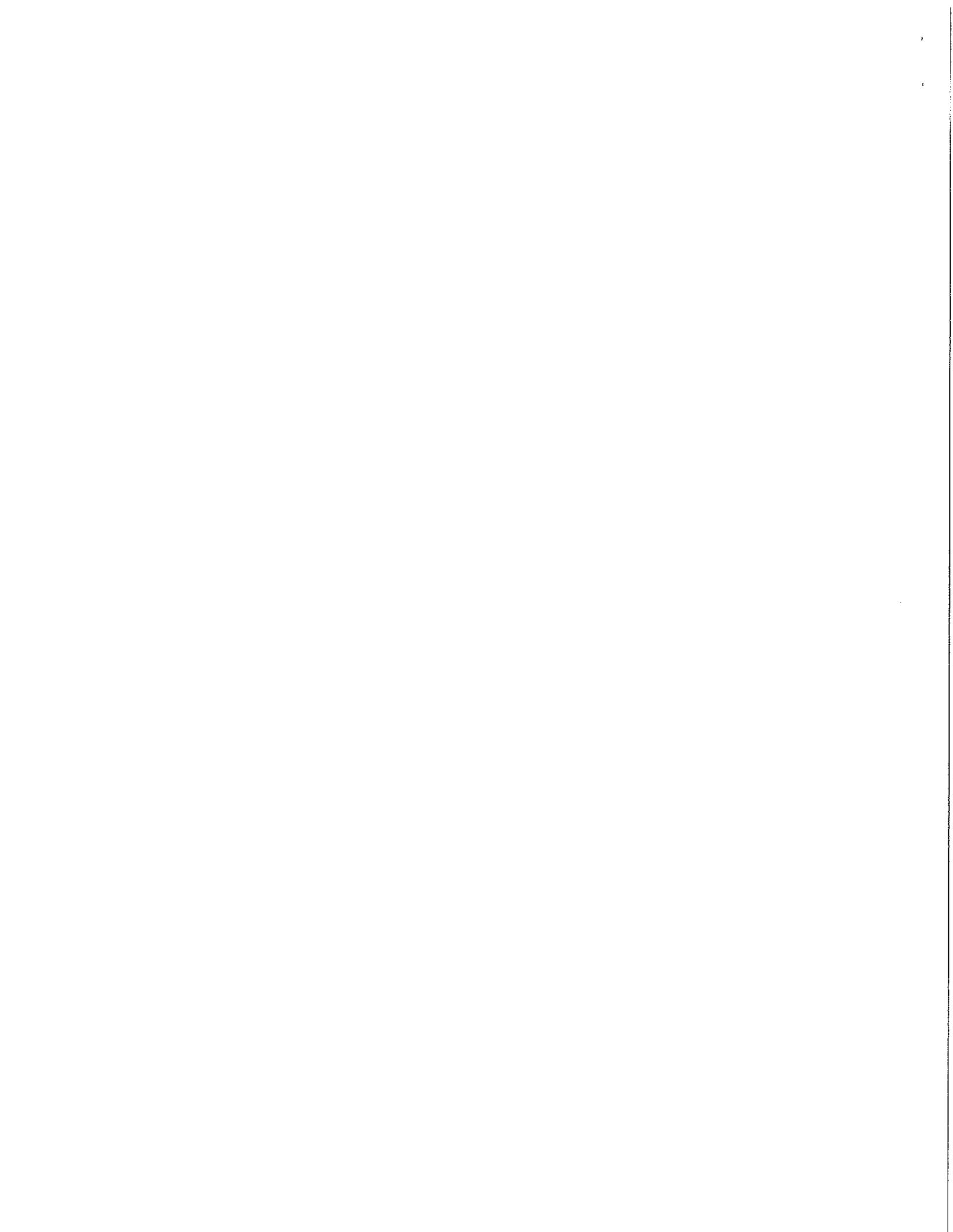
Attest:

\_\_\_\_\_  
Mendy Corder, Municipal Clerk

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

Second Reading and Adoption: \_\_\_\_\_

Approved as to form: \_\_\_\_\_  
Danny C. Crowe, City Attorney



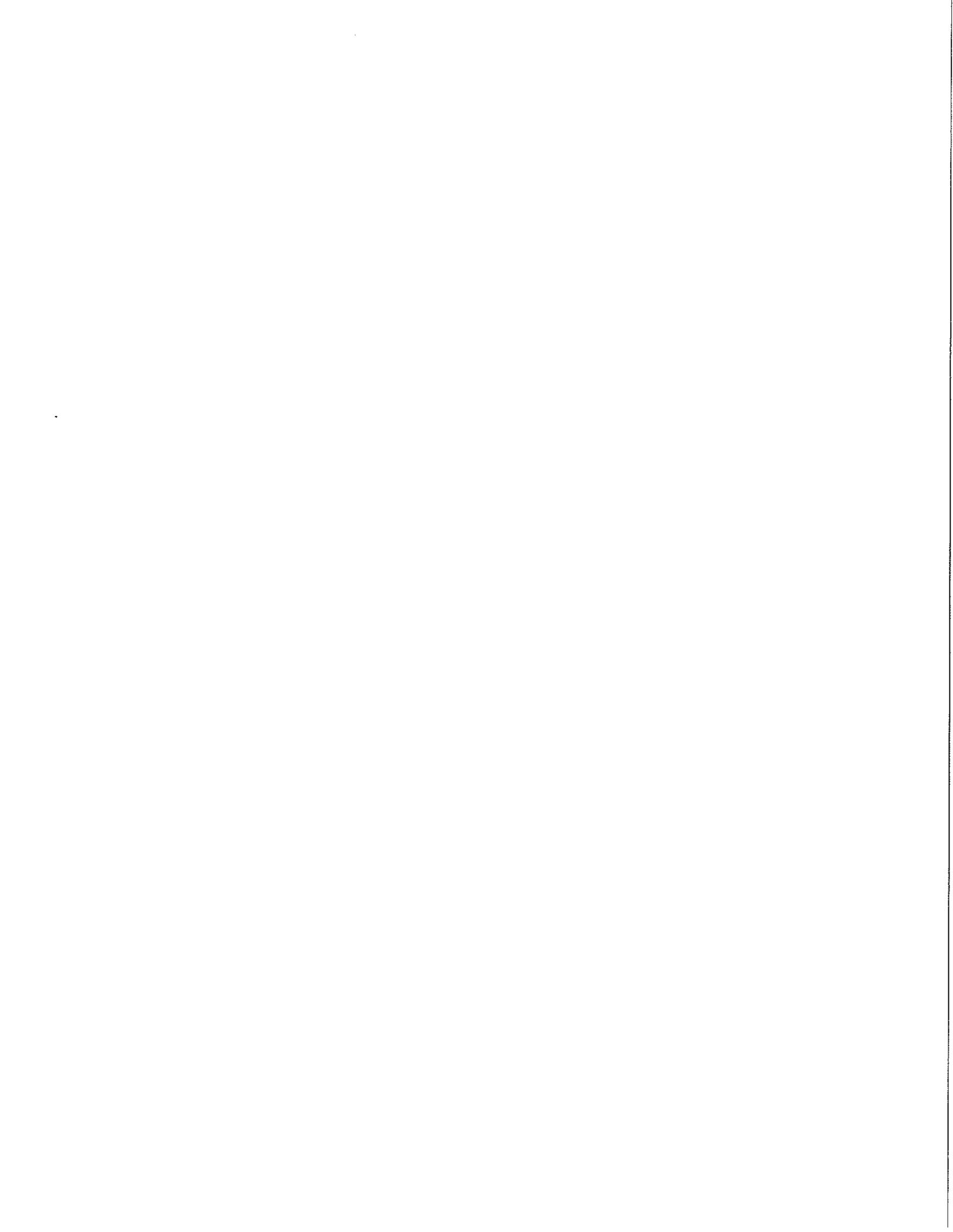
Section 6.2	Purpose of Districts	6-1
Section 6.3	Establishment of District Regulations	6-4
Section 6.4	Application of District Regulations	6-4
Section 6.5	Schedule of Uses and Off-street parking Requirements for Residential Districts	6-6
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Section 6.7	Schedule of Lot Area, Yard, Setback Height and Lot Coverage By District	6-18
Section 6.8	PDD Planned Development District	6-19
Section 6.9	FH Flood Hazard District	6-22
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Section 6.11	Development Agreement District (DAD)	6-65

**Article 7. CONDITIONAL USE & SPECIAL EXCEPTION REGULATIONS 7-1**

Section 7.1	Townhouses	7-1
Section 7.2	Patio and Zero Lot Line Housing	7-2
Section 7.3	Bed and Breakfast Inns	7-3
Section 7.4	Accessory Apartment	7-3
Section 7.5	Temporary Uses (Portable Buildings, Tents, etc.)	7-4
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Section 7.7	Home Occupation	7-6
Section 7.8	Communication Towers and Antennas	7-7
Section 7.9	Refuse Systems	7-8
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Section 7.11	Camps and Recreational Vehicle Parks	7-12
Section 7.12	Open Storage	7-13
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**Article 8. SIGN REGULATIONS 8-1**

Section 8.1	Purpose	8-1
Section 8.2	Applicability and Conformance	8-1
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Section 8.5	Signs in the Public Right-of-way	8-6
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Section 8.7	Prohibited Signs	8-10
Section 8.8	Development Standards	8-10
Section 8.9	Sign Maintenance	8-11



**ARTICLE 7**  
**CONDITIONAL USE & SPECIAL EXCEPTION REGULATIONS**

The regulations contained in this Article are intended to ameliorate the impact and improve the citing of uses, buildings, and projects whose characteristics could adversely affect surrounding property and environmental conditions. Toward this end, standards and criteria over and above those set forth elsewhere in this Ordinance are imposed herein on all conditional uses and special exceptions listed on Tables 1 and 2, and set out below.

CONDITIONAL USES	Section Reference
Townhouse projects	7.1
Patio and zero lot line housing projects	7.2
Bed and Breakfast Inns	7.3
Accessory Apartment	7.4
Temporary Uses (portable buildings, tents, etc.)	7.5
Manufactured Home Parks	7.6
Home Occupation	7.7
Communication Towers & Antennas	7.8
Refuse Systems	7.9
Sexually Oriented Businesses	7.10
Camps & Recreational Vehicle Parks	7.11
Open Storage	7.12
Apartments in the C-3 District	7.13
Single Bay, Fully Automated Car Wash	7.14
Large Scale Commercial Development (Big Box)	7.15
<b>3. SPECIAL EXCEPTIONS</b>	
Special Exception General Criteria	4.3, 7.16

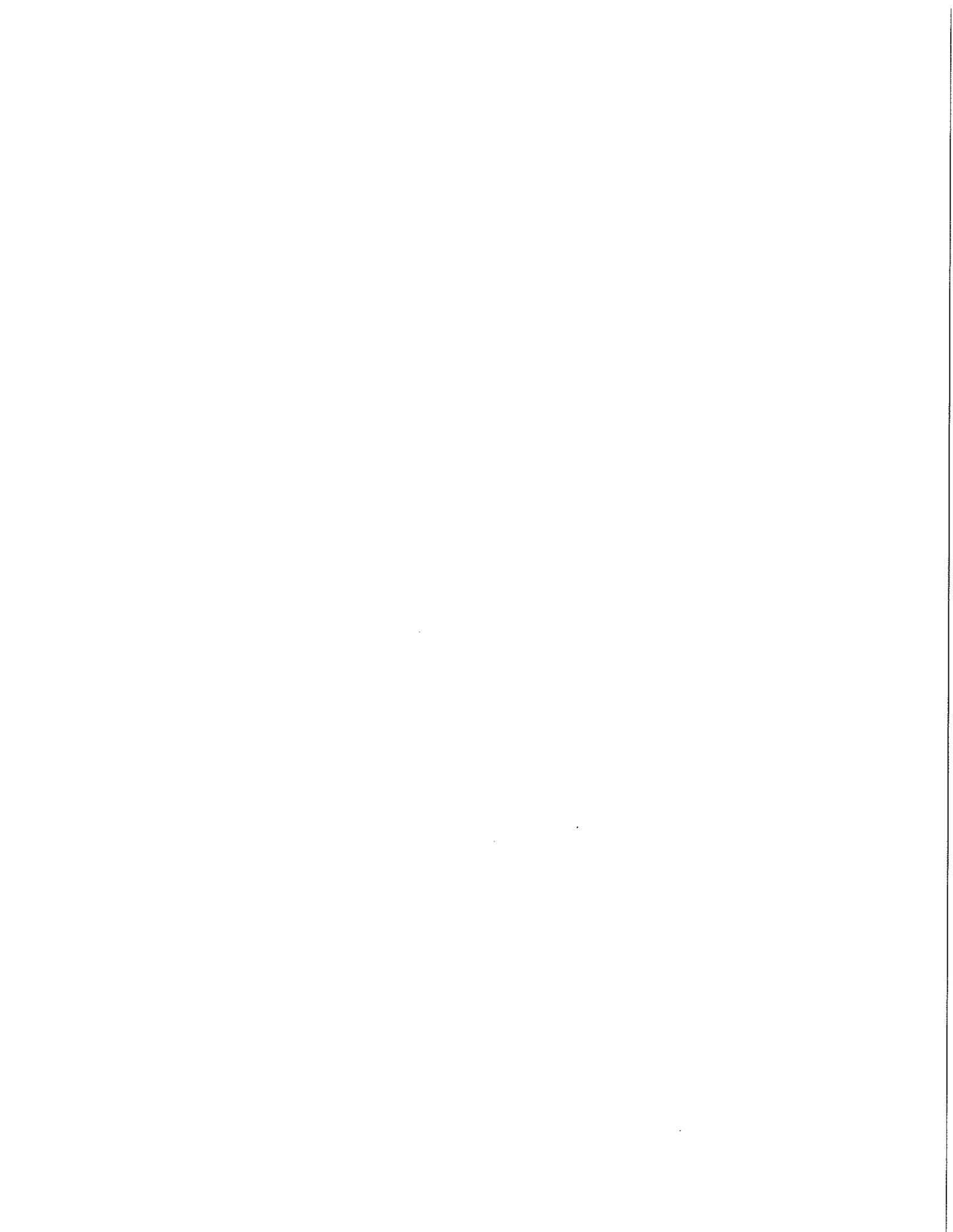
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**Section 7.1 Townhouses**



- (5) Landscaping shall be as required in Section 10.3 of this ordinance. A bufferyard shall be required adjacent to property zoned or used as residential areas regardless of the presence of disturbed areas, such as detention ponds, within the project. The bufferyard shall be a type 5A or 5B as described in Section 10.1 of this ordinance, with a fence as a mandatory requirement. Fence and wall specifications shall conform to Section 10.1-9.
- (6) Parking requirements shall be as required under Section 6.6, Table 2, Schedule of Use; provided, however, that the maximum allowable parking shall be one and one-half times the minimum required. Addition parking may be allowed for good cause upon approval of the Board of Zoning Appeals, but in no case shall the approval be greater than two and one-half times the minimum required.
- (7) Due to the need for pedestrian safety to and from the parking areas, a pedestrian pathway shall be required within one hundred (100) feet of any required or platted parking area. This pathway shall be a minimum of six (6) feet wide and six (6) inches higher than the adjacent parking surface. If mountable or rolled curbs are used, wheel stops shall be required on all parking spaces adjacent to the pathway. If barrier curbs are used a two (2) foot overhang shall be added to the pathway width to increase it to ten (10) feet. Area utilized to meet the pathway requirements shall not be counted as part of any required open space or landscaping requirements.
- (8) Generally the SCDOT, Access & Roadside Management Standards, ("ARMS"), manual shall govern access points and roadside encroachments. An impact study shall be required for all projects over 90,000 square feet and shall meet the criteria of the Institute of Transportation Engineers and shall be conducted by a qualified engineer. Coordination with the City of Cayce is required prior to issuance of an encroachment permit from SCDOT. (See Chapter 2 Encroachment Permits, 2A-3, Coordination with Local Jurisdictions, ARMS manual)

This section shall not normally apply to Automotive dealers, NAICS 4411; Recreational vehicle, motorcycle and boat dealers, NAICS 4412; and Automotive parts and accessories dealers, NAICS 4413 unless a common parking area (as defined in subsection (1) above) is shared with buildings with other dissimilar retail uses.

**Section 7.16 Special Exception General Criteria**

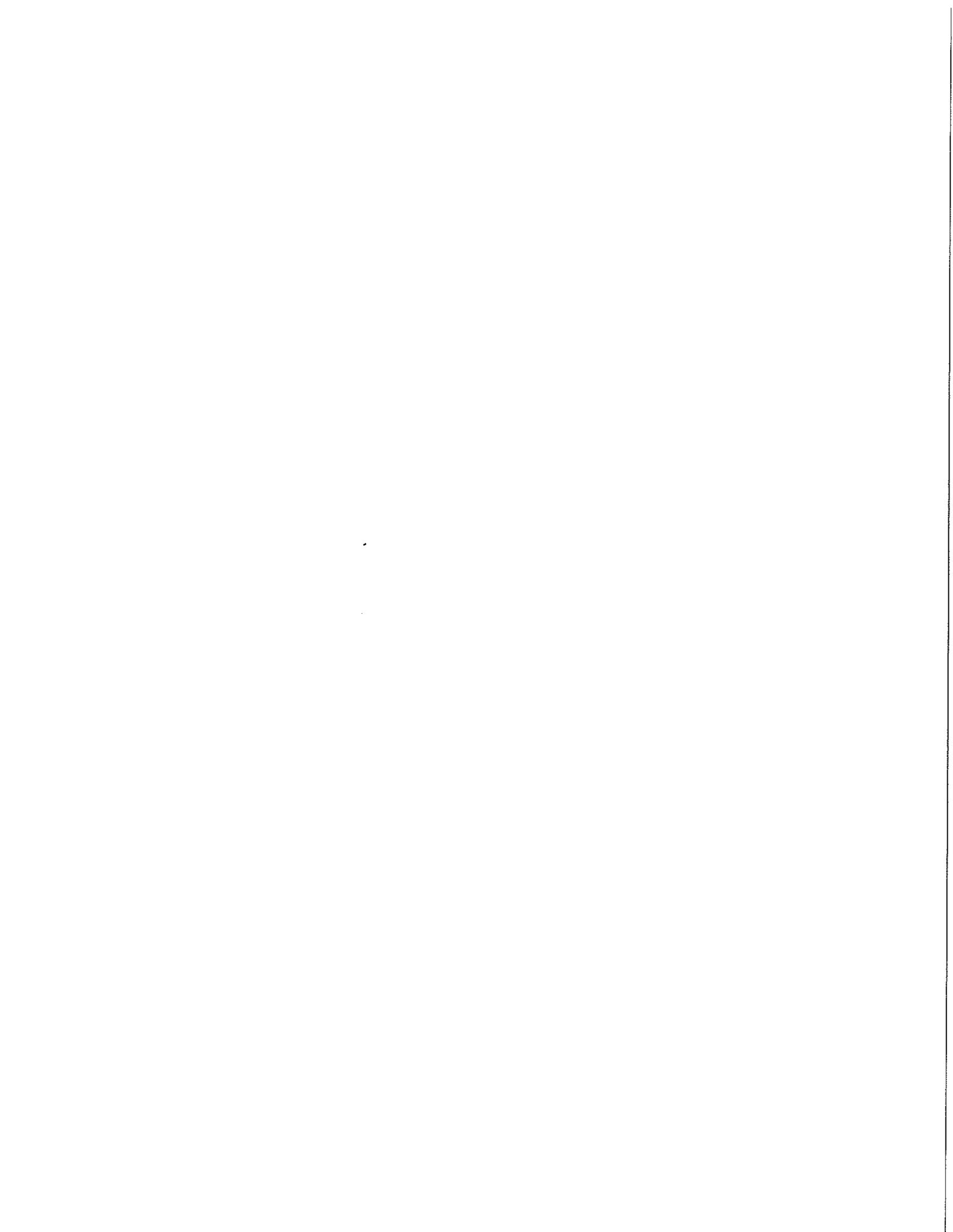
Criteria for special exceptions; In addition to definitive standards in this article, the board of zoning appeals shall consider the potential of the proposed use for adverse impact in the community or area as to:

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- (1) Traffic, parking and loading, and vehicular and pedestrian safety;
- (2) Environmental factors including noise, lights, glare, vibration, fumes, odors, obstruction of air or light, litter, and visual or other nuisances;
- (3) Aesthetics and character of the area, including the possible need for screening from view;
- (4) Orientation and spacing of improvements, buildings and structures; and
- (5) Public safety or the creation of nuisance conditions or the creation of other conditions detrimental to the public interest or likely to result in increased law enforcement response.

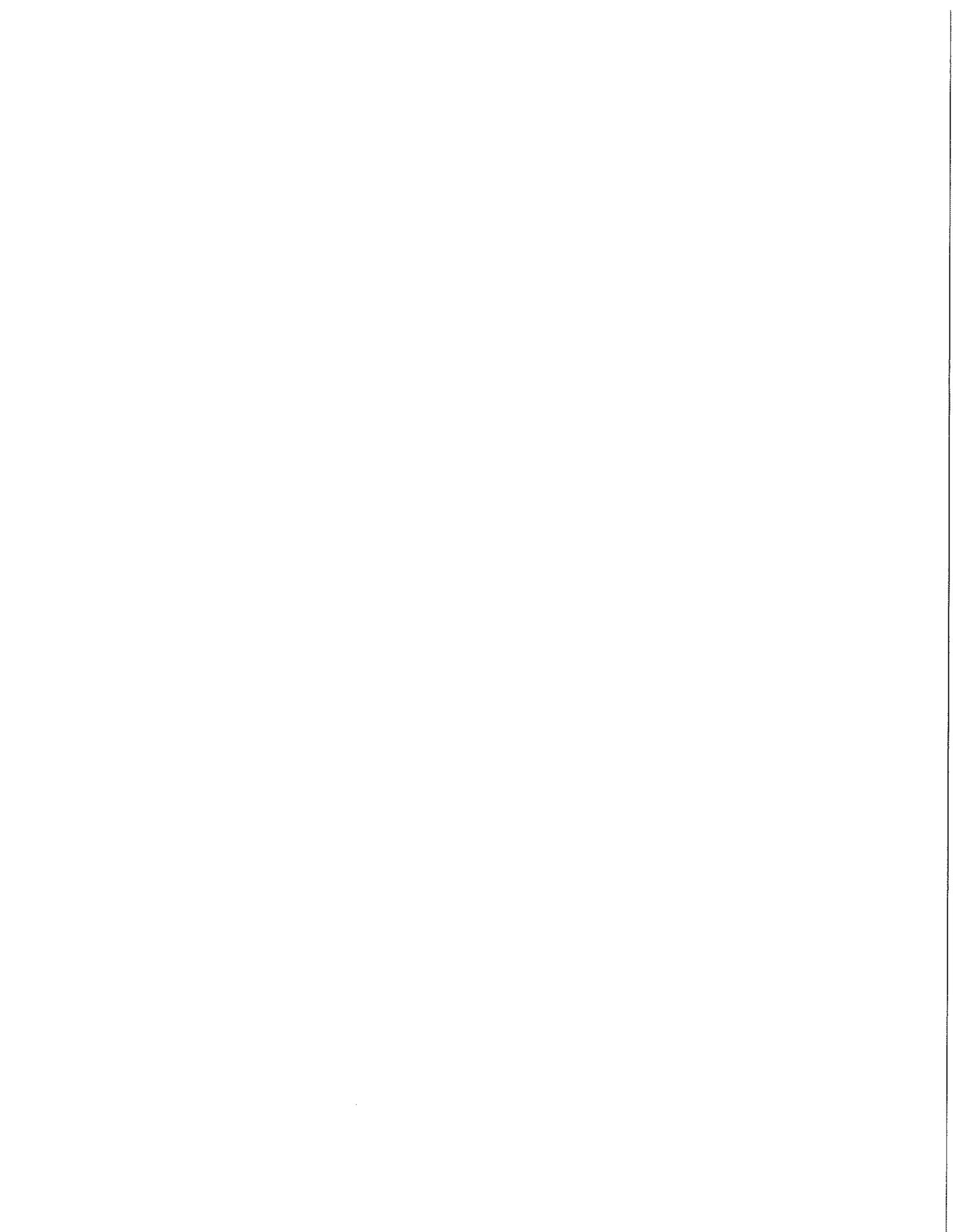
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# Memorandum

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**To:** Mayor and Council

**From:** Rebecca Rhodes, City Manager  
Blake Bridwell, Director of Utilities  
Gary Hubbard, Asst. Director of Utilities

**Date:** August 1, 2013

**Subject:** WWTP Sludge Disposal Process

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## ISSUE

Council consideration is necessary to begin the preparation of an Agreement with GenEarth for the disposal of the WWTP biological sludge and the future disposal of sludge from the Septage & Grease Facility presently under construction.

## BACKGROUND/DISCUSSION

The City's current method of sludge disposal is at the Richland County Screaming Eagle Road Landfill. In FY12-13, the WWTP generated 7,977 tons of sludge at a disposal cost of \$ 31.92 per ton or an annual cost of \$254,600. Sludge disposal cost for the WWTP is 11.2% of the total annual operating cost of the wastewater treatment facility. Also, sludge disposal is the fourth largest expenditure to operate the wastewater treatment facility behind power, staffing and chemicals.

As part of our responsibilities, staff is always searching for ways to reduce operational cost while preserving the local environment. In May of this year, staff began discussions with a local company (GenEarth) to explore an alternative method of sludge disposal. This sludge disposal method is a total reuse of sludge generated at the WWTP using green technology. The method includes generating a biogas from the sludge that is used as a fuel source for generating electricity and the remaining solids are pasteurized and dewatered, which can be used as a soil amendment.

City staff has visited GenEarth's Biogas facility in Moncks Corner, which currently provides sludge disposal for low country municipalities. The general concepts of a sludge disposal agreement with GenEarth will include the following details.

1. The City of Cayce sludge(s) would help support the construction of GenEarth Midlands Biogas plant.
2. GenEarth will construct a Biogas facility within 10 miles of the Cayce wastewater treatment plant at no capital cost to the City and will be operational within 14 months of the date of the agreement.
3. The proposed term of the agreement would be 10-15 years.
4. GenEarth will provide a 15 – 20 % savings in the disposal cost of the City's sludge(s) versus the current landfill disposal cost.
5. The agreement will include a "Most Favored Nations Clause" to ensure the lowest possible cost of sludge disposal.
6. GenEarth will provide Bio-fuel conversion of a City sludge hauling tractor trailer within 2 years of beginning commercial operations (conversion paid by GenEarth).
7. GenEarth will provide up to 1,000 gas gallon equivalents of free CNG/yr for remainder of the agreement term.

## **RECOMMENDATION**

City staff recommends that City Council approve staff to begin the preparation of a formal agreement with GenEarth for the disposal of sludge(s) generated at the City's wastewater treatment facility and Septage & Grease facility.

**MINUTES OF EVENTS COMMITTEE  
CITY OF CAYCE  
June 13, 2013**

**Present:** Dr. Pete Cassidy, Brenda Cole, Danny Creamer, Kirsten Davis (City Representative), James Denny (City Representative), Julie Isom, Ellen Mancke, Frankie Newman, Rachel Scurry, and Jay Thompson

**Absent, Excused:** Mendy Corder (City Representative), Cindy Pedersen

Chairperson Julie Isom called the meeting to order. The minutes of the May 9, 2013, meeting were reviewed and approved as written.

**CONGAREE BLUEGRASS FESTIVAL** -- Saturday, October 5, 2013, 11 a.m. until 6:30 p.m.

Mr. Creamer has received signed contracts, prints/logos from three of bands that he expects to participate this year. One contract is outstanding, and Mr. Creamer will follow-up with that band.

The band competition will be scheduled for approximately one hour. Mr. Creamer expects six or seven bands to participate in the competition. Competing bands must be a legitimate band. Each competing band will present a minimum of two songs. The judges will include three individuals: one (1) Events Committee Member; one (1) City Representative; and one (1) Bluegrass representative. Ms. Isom may have some examples of criteria and points system to help judges determine the winner. The winner will be awarded a \$100 prize. The winning band will automatically be booked for the 2014 Congaree Bluegrass Festival.

Three vendors are committed: Daley's, Buster's Ice Cream, and the Gaston Masonic Lodge. Ms. Davis mentioned that a pottery/craft vendor application and fee had been received. Veteran members of the Committee noted that this type of vendor had participated previously and that this type of vendor does not do well at the event. Therefore, the application and fee will be returned to the potential vendor with a letter of explanation from a City Representative.

Three sponsors are committed: Love Mitsubishi, Dusty Rhodes, and Compass 5 Partners. Ms. Davis will contact Compass 5 Partners and remind them that a minimum donation of \$150 is required to secure golf cart sponsorship.

Ms. Newman will contact Brookland-Cayce High School choral director concerning a student volunteer to sing the National Anthem.

Ms. Davis has started working on gathering pricing for give-away and sale items. The cost of 1000 hand fans is approximately \$500. Mr. Thompson will check-into building or securing a corn toss game for the children's area. Other game ideas included a guitar with a face cutout and a Congaree Bluegrass Festival game. Research on the billboard design and placement is ongoing.

At our July meeting, Ashley Hunter, a representative of the City's new public relations firm, McKay Public Affairs LLC, will present ideas for advertisements and the CBG billboard.

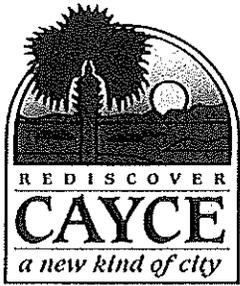
### **CAROLS ALONG THE RIVERWALK**

The Committee briefly discussed preparation for the event which is December 6, 2013. In order to allow more set-up time, the start time will be moved to 6:30 p.m. The end time will be 8 p.m. For last year's event, Mrs. Scurry mentioned that letters with return postcards were mailed to potential participants in late August. We will plan to follow a similar schedule this year.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Rachel R. Scurry, Secretary



City of Cayce  
South Carolina

**APPROVED MINUTES  
PLANNING COMMISSION  
Monday June 17, 2013  
City of Cayce Council Chambers  
6:00 p.m.**

**I. CALL TO ORDER**

Chair Ed Fuson called the meeting to order at 6:00 pm. Members present were B. Kelly, R. Power, L. Mitchell, J. Raley, E. Fuson, C. Kueny and B. Broehm. Staff present was Shaun Greenwood, Teddy Luckadoo, Monique Ocean and Michelle Paulchel.

**II. APPROVAL OF MINUTES**

Mr. Power made a motion to approve the minutes from the May 20, 2013, meeting. Mr. Raley seconded the motion. The vote passed unanimously.

**III. STATEMENT OF NOTIFICATION**

Chair Ed Fuson asked if the public and media had been duly notified of the meeting. Michelle Paulchel stated everyone had been notified.

**IV. OPEN PUBLIC HEARING – Text Amendment**

Chair Ed Fuson opened the public hearing: A request by the Planning Director of the City of Cayce, SC, to amend Section 7.8 Communication Towers & Antennas of the Zoning Ordinance.

Ms. Monique Ocean presented a draft of proposed changes to the ordinance pertaining to communication towers and antennas. Ms. Ocean informed the members of the Planning

Commission that their requested changes are included in this current draft. The draft included the following final changes, as requested by the Planning Commission:

- The maximum permitted height for new communication towers in RS and RG districts shall be 100 feet.
- The maximum permitted height for new communication towers in C-1 and C-2 districts shall be 120 feet.
- In addition to stealth and monopole towers, lattice towers shall be permitted in Industrial zoned districts (M-1 and M-2) and must be located at least 1000 feet away from any residential dwelling or residentially zoned property.
- Permits for co-location of antennas on existing communication towers shall be accompanied by information to indicate compliance with the zoning ordinance.

#### **V. CLOSE PUBLIC HEARING – Text Amendment**

Chair Ed Fuson closed the public hearing.

#### **VI. MOTION – Text Amendment**

Mr. Kueny made a motion to recommend Council approve the amended Ordinance. Mr. Kelly seconded the motion. The motion was unanimously approved.

#### **VII. OTHER BUSINESS**

Mr. Luckadoo gave a presentation on sections of the Ordinance pertaining to building and wall signs. Mr. Luckadoo discussed the following staff recommended changes:

- Design standards to indicate acceptable materials and construction standards of wall signs
- Regulations on neglected, damaged, or abandoned walls signs.
- Clarification of the definition of wall area
- Calculation of wall area will be set at a standard height of 12 feet multiplied by linear feet
- Increase in the total number of permitted wall signs to a maximum of 6
- Regulations on the maximum number of permitted wall signs on corner lots
- Regulations on wall signs for multi-tenant buildings, shopping centers and high rise buildings
- Regulation on wall signs for home occupations

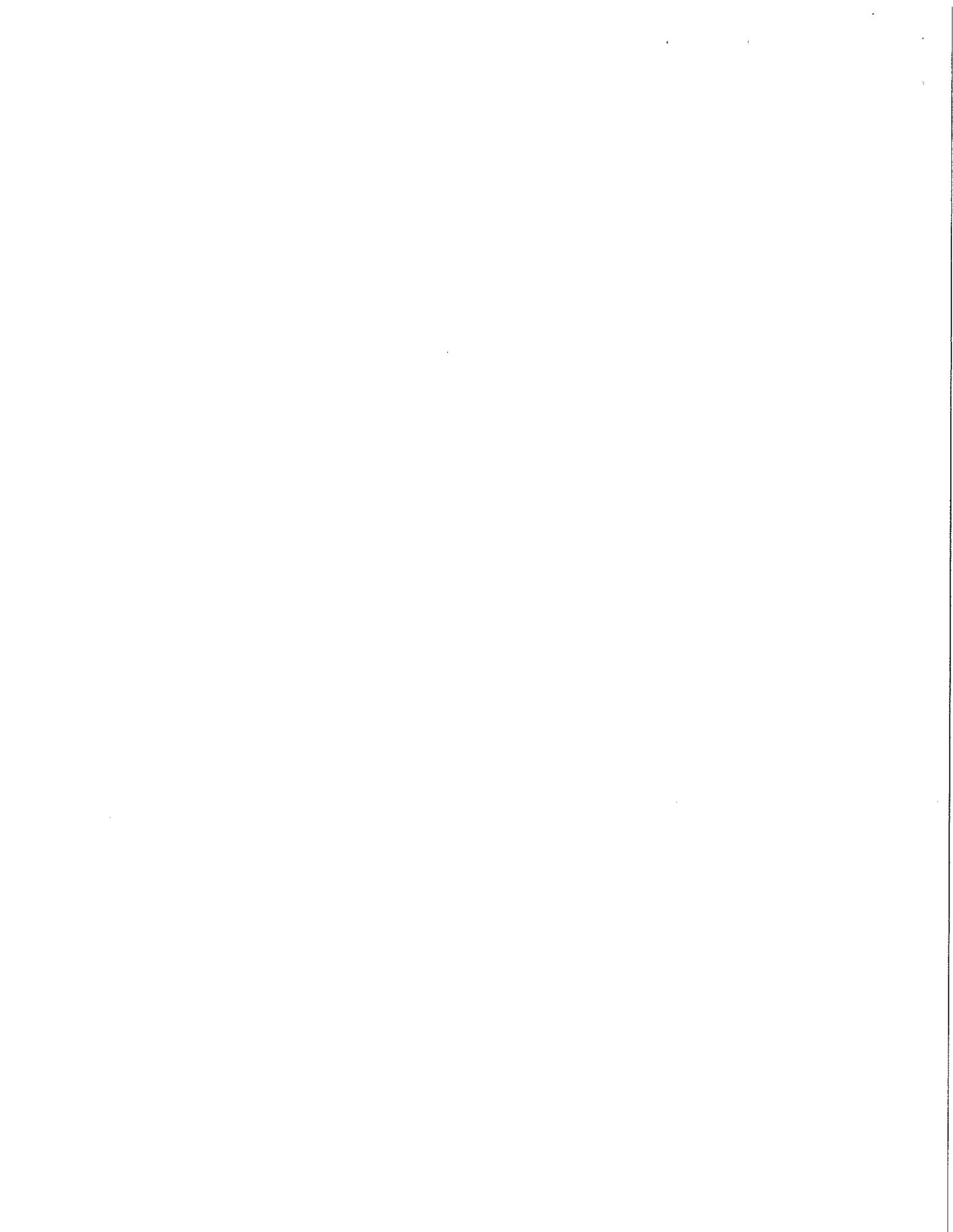
- Regulation on nonconforming wall signs

After discussion, the Commission requested that the recommended changes are included in a draft ordinance and presented for public hearing at the meeting on July 15, 2013.

Mr. Greenwood informed the Commission of the annual training to take place in August. Mr. Greenwood also relayed to the Commission that the Council of Governments would be hired to complete the updated Land Development Regulations. Mr. Greenwood expressed that the City's current Land Development Regulations have not been updated since 1996. Finally, Mr. Greenwood discussed special exception criteria that must be added to the Ordinance. He informed the Commission that the proposed changes will be presented at the meeting on July 15, 2013.

#### **VIII. ADJOURNMENT**

Mr. Mitchell made a motion to adjourn. Mr. Powell seconded the motion. All were in favor.



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# Memorandum

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**To:** Mayor and Council  
**From:** Mendy Corder, Municipal Clerk  
**Date:** August 1, 2013  
**Subject:** Accommodations Tax Funds – Recommendation for  
Distribution of Funds

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The Accommodations Tax Committee met on July 30, 2013 to discuss the requests for funding received to date.

While there appears to be a sliver of light at the end of the tunnel as far as the economy is concerned, this year will again be challenging. With a very low starting balance and the possibility of only a small increase in the 4<sup>th</sup> quarter earnings, the funds in this account will be extremely limited.

With that in mind, the Committee recommends funding as indicated on the attached chart.

MC/

Attachment

**ACCOMMODATIONS TAX FUNDING REQUESTS  
FY13-14**

Name	Request	Recomm	Council	Notes	FY 12-13	
					Request	Received
Ad Specialties (replenish stock)	\$1,200	\$1,200			\$1,200	\$950
Airport High School Boys Soccer Tournament	\$2,500	\$0		Committee asked that a accom tax fund application be filled out, only submitted a list of revenues	\$2,500	\$2,500
Airport High School Girls Soccer Tournament	\$2,500	\$2,500			\$2,500	\$2,500
Brookland-Cayce High School Boys Soccer	\$5,000	\$2,500			N/A	N/A
Cayce Museum - Christmas Traditions 2013	\$3,350	\$3,350			\$3,350	\$2,500
Cayce Museum Aide's Salary	\$11,500	\$11,500			\$11,500	\$10,000
Cherokee Trail Riverfest at Cayce Riverwalk	\$5,750	\$3,000		If any accomm tax funds left over the committee recommends giving full requested amount	N/A	N/A
Christmas In Cayce Festival of Lights	\$4,500	\$4,500			\$4,500	\$4,500
Columbia Metro Convention & Visitors Ctr	\$5,000	\$1,500		Or up to 30% according to State law	\$5,000	\$1,500
Congaree Bluegrass Festival	\$12,500	\$12,500		Committee suggests putting donation jars throughout the festival	\$12,500	\$12,500
Guided Nature Tours	\$500	\$0		Committee suggests Events Comm research having at a new location since attendance down. Events Comm will discuss at next mtg and may re-apply for funds	\$500	\$500
The River Alliance/Tartan Day South	\$3,000	\$3,000			N/A	N/A
West Metro Visitors Center	\$18,000	\$18,000		Or up to 30% according to State law	\$18,000	\$18,000
<b>TOTAL FUNDS REQUESTED/APPROVED</b>	<b>\$75,300.00</b>	<b>\$63,550</b>			<b>\$61,550</b>	<b>\$55,450</b>

Current Balance \$69,331.36  
 Estimated 4th Qtr Earnings to be received \$23,000.00  
 Total \$92,331.36  
                   25,000 to General Fund  
                   67,331.36 Balance  
                   3,366.57 5% of balance to General Fund  
                   \$63,964.79 Amount available to distribute

# Memo

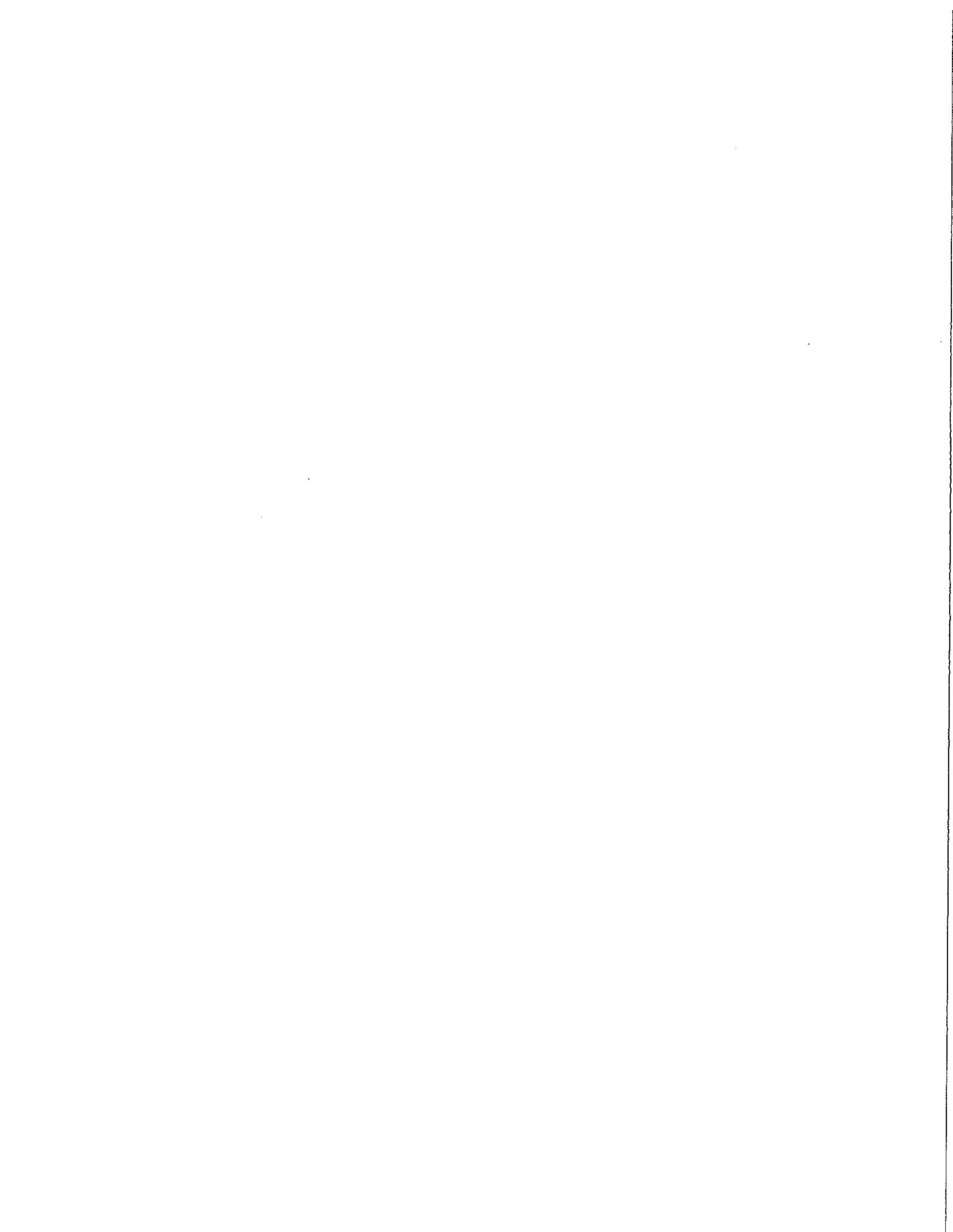
To: Accommodations Tax Committee  
From: Kirsten Davis, Administrative Assistant  
Date: March 7, 2013  
Re: **FY13-14 Accommodations Tax Request**

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We are requesting \$1,200 in funding for FY13-14 to replenish our supply of advertising specialty items. These imprinted items include t-shirts, hats, coffee mugs, pencils, pens, magnets, etc. The items are used to promote tourism to the city through distribution at the West Metro Visitors Center, events and other activities.

The funds will be used on a "draw-down" or as needed basis.

KD/





CITY OF CAYCE  
ACCOMMODATIONS TAX FUND REQUEST  
FY 2013-2014

MAR 15 2013

*Funding provided by Accommodations Tax must be used for promotion and advertising specifically designed to bring tourists to the City of Cayce and is done so under the provision that the City of Cayce will be listed as a co-sponsor on all advertising including, but not limited to, print media, radio spots, television ads, etc. Funds can only be given if it is more likely that you will attract people to stay overnight in City of Cayce local motels and frequent City of Cayce restaurants.*

1. **The Applicant** must be a public or private non-profit organization. Provide Federal ID number and non-profit status for applicant and the name, address, phone, number, address, and email of the contact person for the project. **Attach** a copy of the applicant's 501 (C) (3) certification letter **and** a copy of a current Secretary of State charity registration letter.

Applicant/Organization AIRPORT HIGH SCHOOL VARSITY GIRLS SOCCER

Federal ID No. \_\_\_\_\_ Non-Profit Status: \_\_\_\_\_

Contact Person KEITH MORRIS Telephone 803-822-5600

Address 1315 BOSTON AVE., W. COLUMBIA, SC 29170

Email KEITHM@LEX2.ORG

2. **Project Category (check one)**

**Tourism Advertising and Promotion**

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.

**Tourism-Related Expenditures**

*(Definition: Tourism/tourist means the action and activities of people taking trips 50 miles outside their home communities for any purpose, except daily commuting to and from work.)* Tourism-related expenditures include advertising and promotion; promotion of arts or cultural events; construction, maintenance and operation of civic or cultural facilities; public services, such as utilities or facilities to serve tourists; parks, recreation or beautification; tourism-related transportation services; waterfront erosion control or repair; operation of visitor information centers. **Distribution of funds will be based on the percentage of visitors who travel 50 or more miles from outside your community to attend or visit your event, activity, or facility.**

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.

3. Project/Event name and general description with specific reference to what will be accomplished with city funds.

The Lady Eagle Classic Soccer Tournament Hosted by Airport High School is a varsity girls soccer tournament. The tournament is the largest regular season tournament in the state. This year we will field 16 teams from across the state and from Georgia and Missouri. The tournament will be held March 21-23, 2013. The city funds will help supply items such as game balls, canteen supplies, security, custodians, trainers, and various other fees.

4. Project Period: Begin March 21, 2013 End March 23, 2013

5. For Tourism-related expenditures: The following questions must be answered in order for your request to be considered for funding.

One important factor in allocating these funds is that there should be more hotel/motel activity in our community due to the funding provided. Which hotels in the City of Cayce have you contacted to arrange rooms for your overnight visitors? Country Inn + Suites

Airport Inn Sleep Inn

Total number of visitors expected to attend your event? 1200-1500

What percentage of visitors outside the Cayce community (50 miles or more) will be attending your event? \_\_\_\_\_

Describe how your project/event will attract and promote tourism, civic and cultural events, or help provide services and facilities that are needed to attract and provide for tourists, civic and cultural activities. (Attach a sheet, if necessary)

This tournament will bring hundreds of visitors to the Cayce area for 3 days and 3 nights. Visitors will spend money at local hotels in the City of Cayce. Additionally, the visitors will spend money in restaurants, convenience stores, and gas stations in the area.

6. Estimated Cost of Project \$ 13,050.00

7. Total Accommodations Tax Funds Requested for FY13-14 \$ 2,500.00

Deeth Moni  
Signature of Applicant

March 1<sup>st</sup>, 2013  
Date

Please attach:

1. Form listing actual and requested revenues; actual and anticipated expenditures (Attachment 1, pages 1 and 2).
2. One page brief history of organization, if first-time applicant.
3. Copy of your IRS 501 (C) (3) certification letter.
4. Copy of a current South Carolina Secretary of State charity registration letter.

**Submit completed application form and required attachments to:**

City of Cayce  
ATTN: Mendy Corder  
P.O. Box 2004  
Cayce, SC 29171-2004  
or  
Fax to 803-796-9072

**DEADLINE IS FRIDAY, MARCH 8, 2013**

Complete application form and attachments can also be dropped of at  
City Hall  
1800 12<sup>th</sup> Street

**For Office Use Only**

Date Received \_\_\_\_\_

Council Action Date \_\_\_\_\_

Recommendation \_\_\_\_\_

Amount Approved \_\_\_\_\_

Date of Recommendation \_\_\_\_\_

Organization AIRPORT HIGH SCHOOL VARSITY GIRLS SOCCER

Provide the best description possible for the source of revenue (example – are other grant funds committed through grant award or written notification?). Identify by name, sponsors, agencies, etc. contributing.

Type of Revenue	FY2013-14
TICKET SALES	\$ 2,750.00
TEAM ENTRY FEES	\$ 3,000.00
T-SHIRT SALES	\$ 3,400.00
CONCESSION SALES	\$ 1,400.00
CAYCE ACCOMMODATIONS TAX	\$ 2,500.00
TOTAL *	\$ 13,050.00

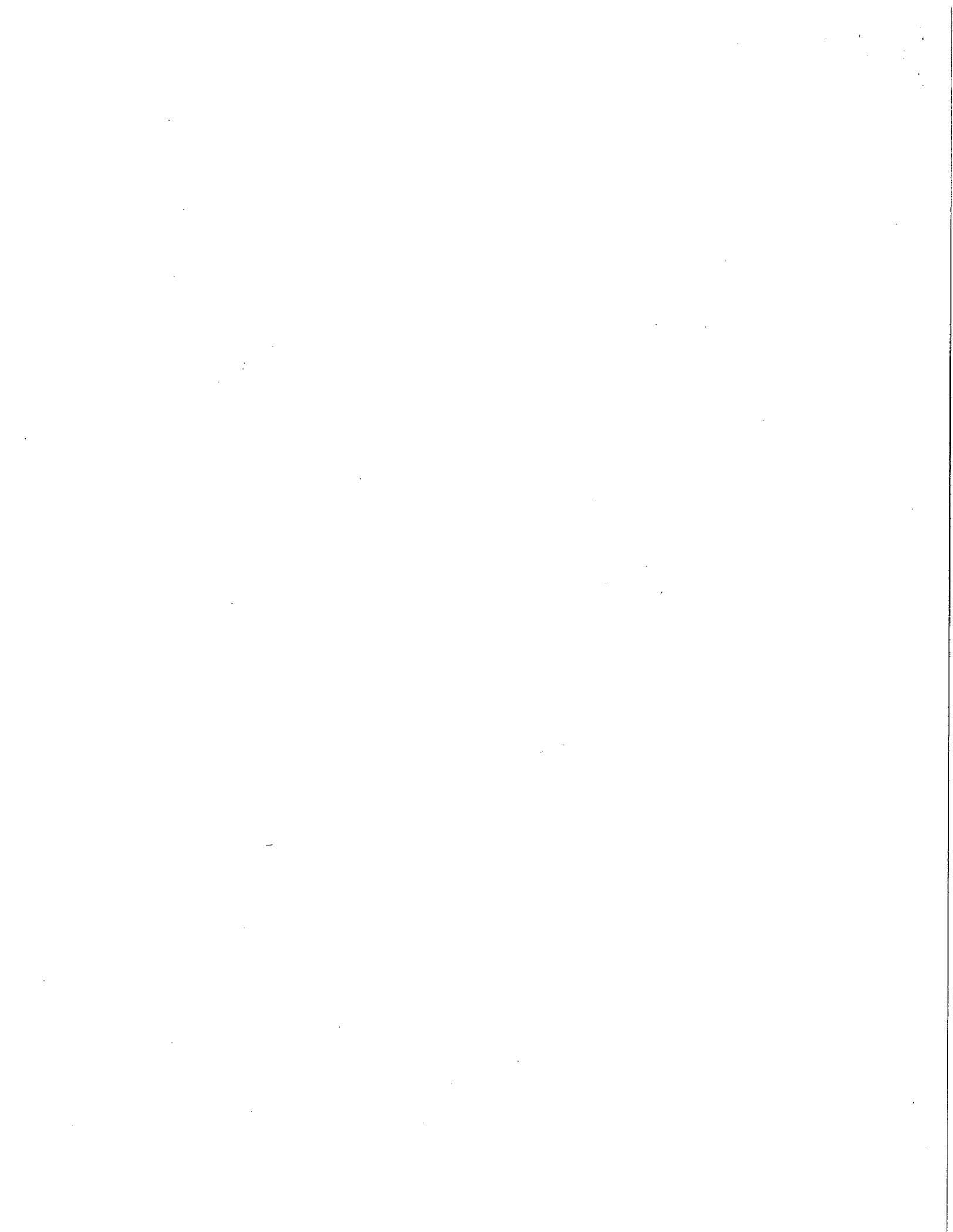
\*NOTE: This amount should equal the amount of expenses on page 2.

Organization AIRPORT HIGH SCHOOL VARSITY GIRLS SOCCER

List all expenses associated with this event.

Type of Expenditure	FY2013-14
CUSTODIANS	\$ 750.00
TICKET SALES	\$ 750.00
TRAINERS	\$ 500.00
SECURITY/PARKING	\$ 750.00
OFFICIALS	\$ 3,500.00
ANNOUNCERS	\$ 250.00
PAINT	\$ 500.00
MAINTENANCE	\$ 750.00
LIGHTING	\$ 500.00
BALLS	\$ 500.00
TROPHIES	\$ 250.00
ASSIGNER FEE	\$ 400.00
T-SHIRT COSTS	\$ 2,400.00
CONCESSION	\$ 1,000.00
MISCELLANEOUS	\$ 250.00
<b>TOTAL*</b>	<b>\$ 13,050.00</b>

\*NOTE: This amount should equal the amount of revenues on page 1.





CITY OF CAYCE  
ACCOMMODATIONS TAX FUND REQUEST  
FY 2013-2014

*Funding provided by Accommodations Tax must be used for promotion and advertising specifically designed to bring tourists to the City of Cayce and is done so under the provision that the City of Cayce will be listed as a co-sponsor on all advertising including, but not limited to, print media, radio spots, television ads, etc. Funds can only be given if it is more likely that you will attract people to stay overnight in City of Cayce local motels and frequent City of Cayce restaurants.*

1. The Applicant must be a public or private non-profit organization. Provide Federal ID number and non-profit status for applicant and the name, address, phone, number, address, and email of the contact person for the project. **Attach** a copy of the applicant's 501 (C) (3) certification letter **and** a copy of a current Secretary of State charity registration letter.

Applicant/Organization BROOKLANDO - CAYCE HS Boys Soccer - KEVIN HEISE

Federal ID No. 57-0670772 Non-Profit Status: \_\_\_\_\_

Contact Person KEVIN HEISE Telephone 803-447-6496

Address 1300 STATE STREET CAYCE, SC 29033

Email kheise@lex2.org

2. Project Category (check one)

**Tourism Advertising and Promotion**

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.

**Tourism-Related Expenditures**

*(Definition: Tourism/tourist means the action and activities of people taking trips 50 miles outside their home communities for any purpose, except daily commuting to and from work.)* Tourism-related expenditures include advertising and promotion; promotion of arts or cultural events; construction, maintenance and operation of civic or cultural facilities; public services, such as utilities or facilities to serve tourists; parks, recreation or beautification; tourism-related transportation services; waterfront erosion control or repair; operation of visitor information centers. **Distribution of funds will be based on the percentage of visitors who travel 50 or more miles from outside your community to attend or visit your event, activity, or facility.**

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.

3. Project/Event name and general description with specific reference to what will be accomplished with city funds.

NIKE PALMETTO CUP

Funds will be used for advertisement of the Palmetto Cup.

4. Project Period: Begin APRIL 3, 2013 End APRIL 6, 2013

5. For Tourism-related expenditures: The following questions must be answered in order for your request to be considered for funding.

One important factor in allocating these funds is that there should be more hotel/motel activity in our community due to the funding provided. Which hotels in the City of Cayce have you contacted to arrange rooms for your overnight visitors? Country Inn & Suites

Masters Inn Riverside Inn

Total number of visitors expected to attend your event? 2,500

What percentage of visitors outside the Cayce community (50 miles or more) will be attending your event? 80%

Describe how your project/event will attract and promote tourism, civic and cultural events, or help provide services and facilities that are needed to attract and provide for tourists, civic and cultural activities. (Attach a sheet, if necessary)

Attached

6. Estimated Cost of Project \$ 23,000

7. Total Accommodations Tax Funds Requested for FY13-14 \$ 5,000

K. B. N.  
Signature of Applicant

3-7-13  
Date

Please attach:

1. Form listing actual and requested revenues; actual and anticipated expenditures (Attachment 1, pages 1 and 2).
2. One page brief history of organization, if first-time applicant.
3. Copy of your IRS 501 (C) (3) certification letter.
4. Copy of a current South Carolina Secretary of State charity registration letter.

Submit completed application form and required attachments to:

City of Cayce  
ATTN: Mendy Corder  
P.O. Box 2004  
Cayce, SC 29171-2004  
or  
Fax to 803-796-9072

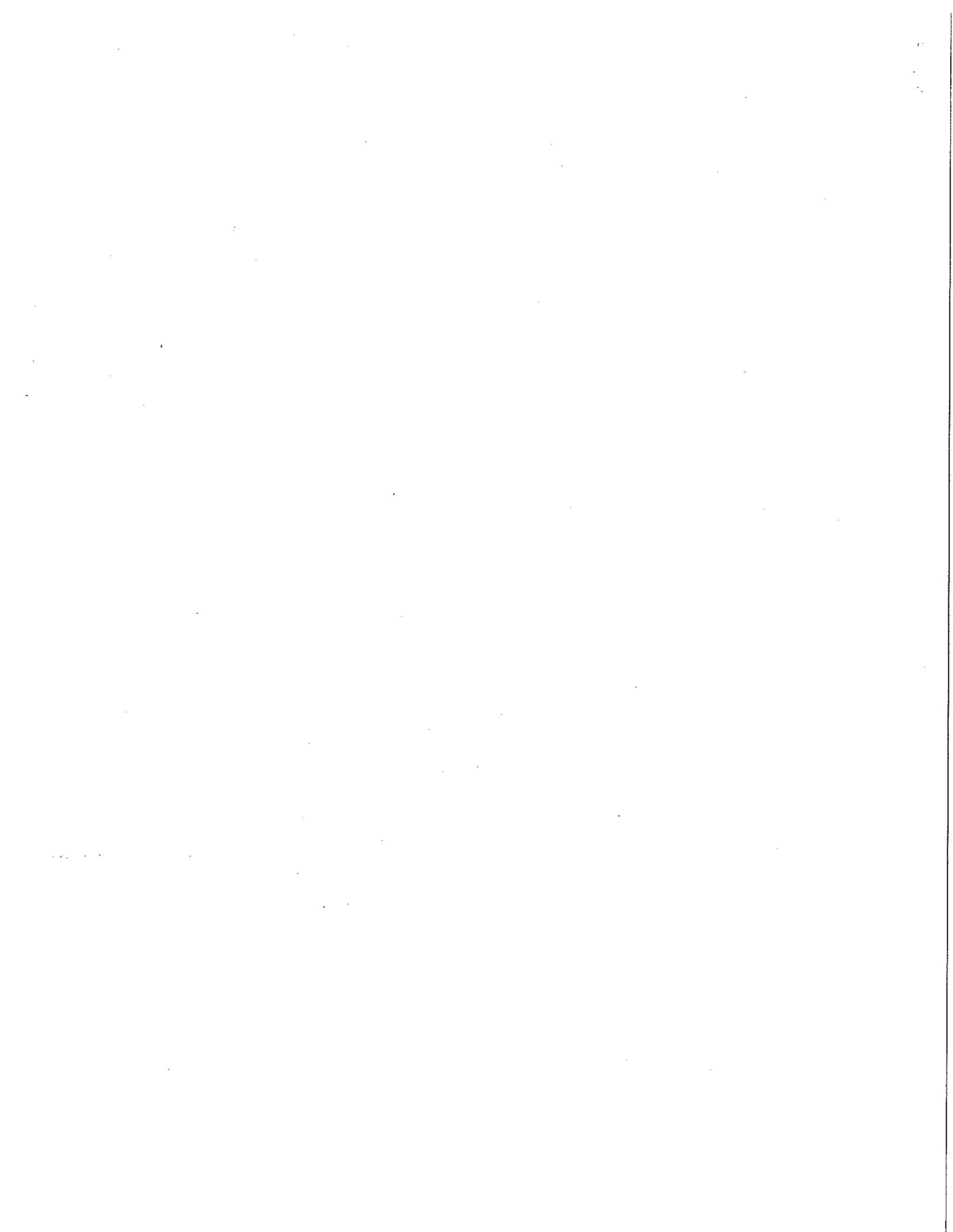
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Complete application form and attachments can also be dropped off at  
City Hall  
1800 12<sup>th</sup> Street

For Office Use Only	
Date Received _____	Council Action Date _____
Recommendation _____	Amount Approved _____
Date of Recommendation _____	









**2012 TOURNAMENT SUMMARY**

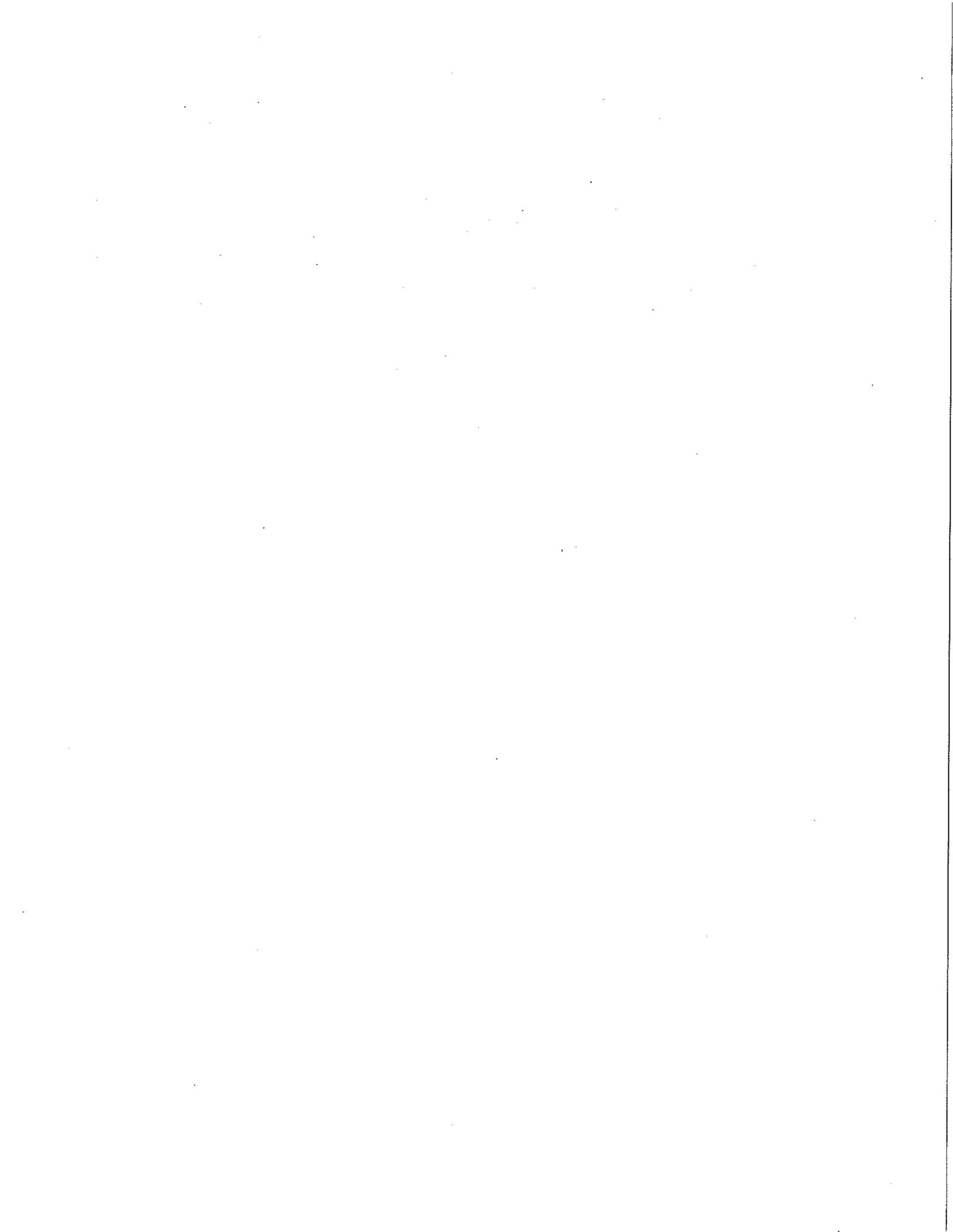
**INCOME**

Gate Receipts.....	\$9,685
Entry Fee.....	\$3,375
City of Cayce Tax Acc.....	\$2,500
Program Ads.....	\$2,300
Concession Sales.....	\$2,233
T-Shirt Sales.....	\$2,100
<b>TOTAL.....</b>	<b>\$22,193</b>

**EXPENSES**

Officials.....	\$3,503
NSCAA Convention.....	\$3,175
T-Shirts.....	\$2,800
Tourney/Coaching Staff.....	\$2,700
Trainers.....	\$2,365
Advertising.....	\$2,200
Programs.....	\$1,750
Concessions.....	\$1,145
Personnel/Security.....	\$1,000
Billboards.....	\$700
Restaurant Posters.....	\$500
NFHS Sanction Fee.....	\$150
Officials Assignor Fee.....	\$105
All-Tourney Certificates.....	\$100
<b>TOTAL.....</b>	<b>\$22,193</b>







## 2012 Tournament Feedback

### Bishop England

- Country Inn & Suites Cayce
- 3 nights (\$90 per night)
- Dining: Zeus, Shoney's, Longhorns, Yoghut, Burger King, Subway
- Spent approximately \$5,000

### Cardinal Newman

- Local team

### Christ Church

- Spring Hill Suites by Marriott in the Vista
- 2 nights
- Dining: Jimmy John's, Miyabi's, Subway, Chick-Fil-A
- Spent approximately \$3,600

### Fort Mill

- Spent approximately \$500 - did not stay overnight
- Restaurants - Zeus

### Irmo

- Local team

### Lexington

- Local team

### Norman North (OK)

- Hampton Inn Columblana Center
- 4 nights
- 9 rooms
- Dining: Columblana Center Food Court, Miyabi, Carolina Ale House, Macaroni Grille, Firehouse Subs, Subway
- Entertainment: Movies
- Spent approximately \$20,000 including flight and rental vans

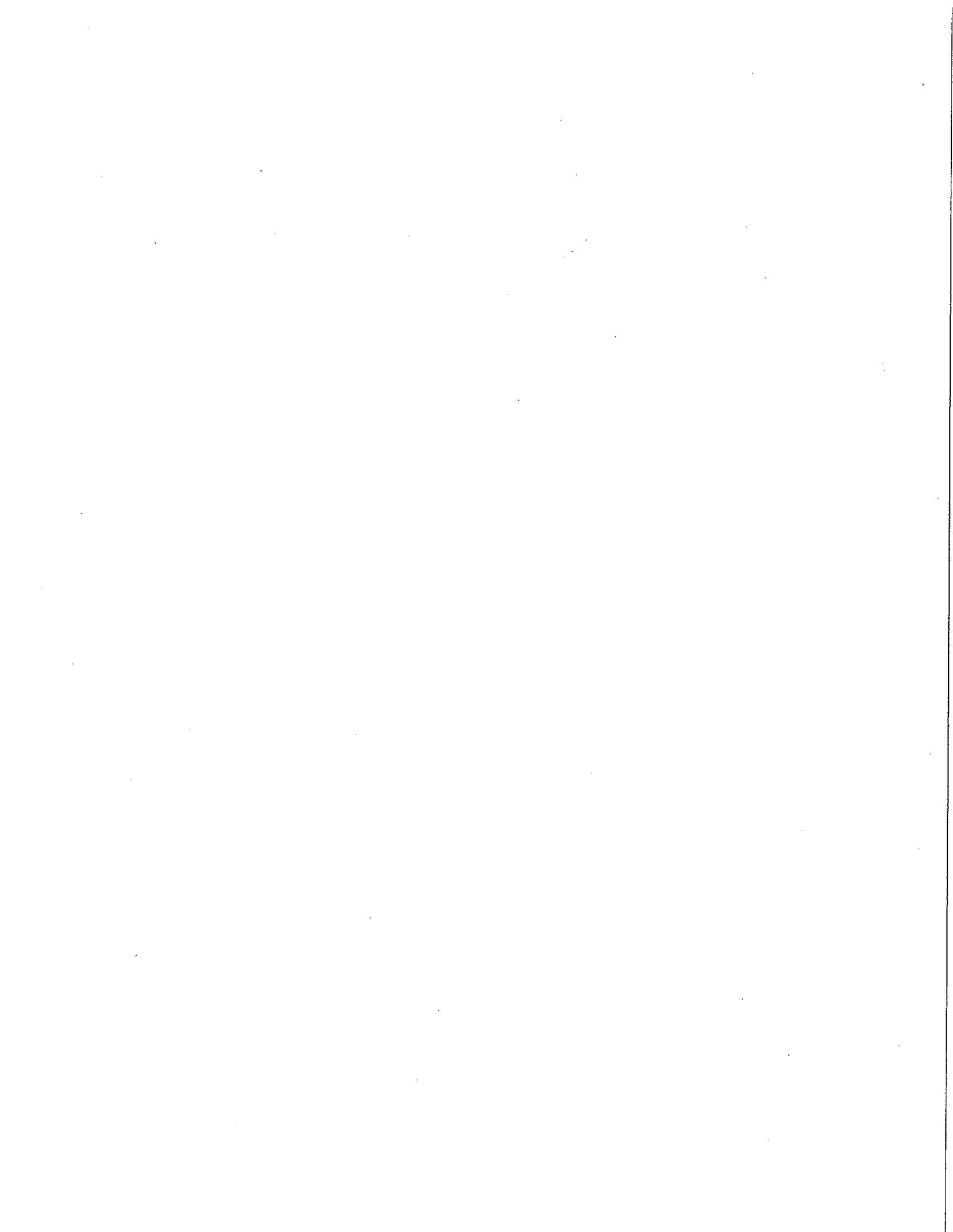
### Northwestern

- Spent approximately \$500 - did not stay overnight
- Restaurants - Wendy's / Zaxby's

### Wando

- Riverside Inn
- 2 nights (\$63 per night)
- 6 rooms
- Dining: Grecian Gardens, Subway, Wendy's, Yamato's, Zaxby's, Zeus
- Spent approximately \$2,800







**"The Southeast's Premier Boys High School Soccer Tournament"**

Since the inception of the **Palmetto Cup** in 1993, the tournament has evolved from a four-team, four-match event into the premier in-season high school boys tournament in the Southeast. The 2013 edition of the **Palmetto Cup** will feature 16 teams. **The dates for the 2013 tournament are April 3-6 (Wednesday-Saturday) - Easter Sunday is March 31.**

Having attracted teams from Alabama, Alaska, Oklahoma, Tennessee, Virginia, and Wyoming, the **Palmetto Cup** is recognized as one of the top prep boys soccer tournaments in the nation and was named "*The Southeast's Premier Boys High School Soccer Tournament*" by [StudentSports.com](http://StudentSports.com) and is utilized as an annual barometer for the [ESPN Rise](http://ESPN Rise) and [NSCAA](http://NSCAA) ranking committees.

The tournament has undergone numerous changes in the 20-year history as it started as: the **Brookland-Cayce Classic** in 1993; and then was titled the **Spring Break Shootout** from 1994-97; before changing to the **Palmetto State Spring Break Shootout**; while the 2002 event ushered in a change to the **Palmetto Cup** to reflect the diversity of teams competing.

Annually, the Palmetto Cup attracts outstanding crowds, collegiate coaches from NCAA Division I and II, NAIA, and JUCO programs, and more importantly serves as a great testimony to high school soccer. Known for its competitive and wide-open matches, the atmosphere of this four-day event is unparalleled in South Carolina prep soccer.

The 2013 field currently features 15 teams, including the past three tournament champions: Wando (2012); Lexington (2011); and Bishop Enlignad (2010). A breakdown with the 2012 Massey Ratings is below:

**SOUTH CAROLINA**

- #2 Wando, 4A
- #3 Fort Mill, 4A
- #9 Myrtle Beach, 3A
- #10 Cardinal Newman, SCISA
- #13 Bishop England, 2A
- #17 Clover, 4A
- #18 Brookland-Cayce, 3A
- #27 Lexington, 4A
- #32 Seneca, 3A
- #42 South Pointe, 4A
- #48 Walhalla, 3A
- #68 Gaffney, 4A
- Westwood, 3A

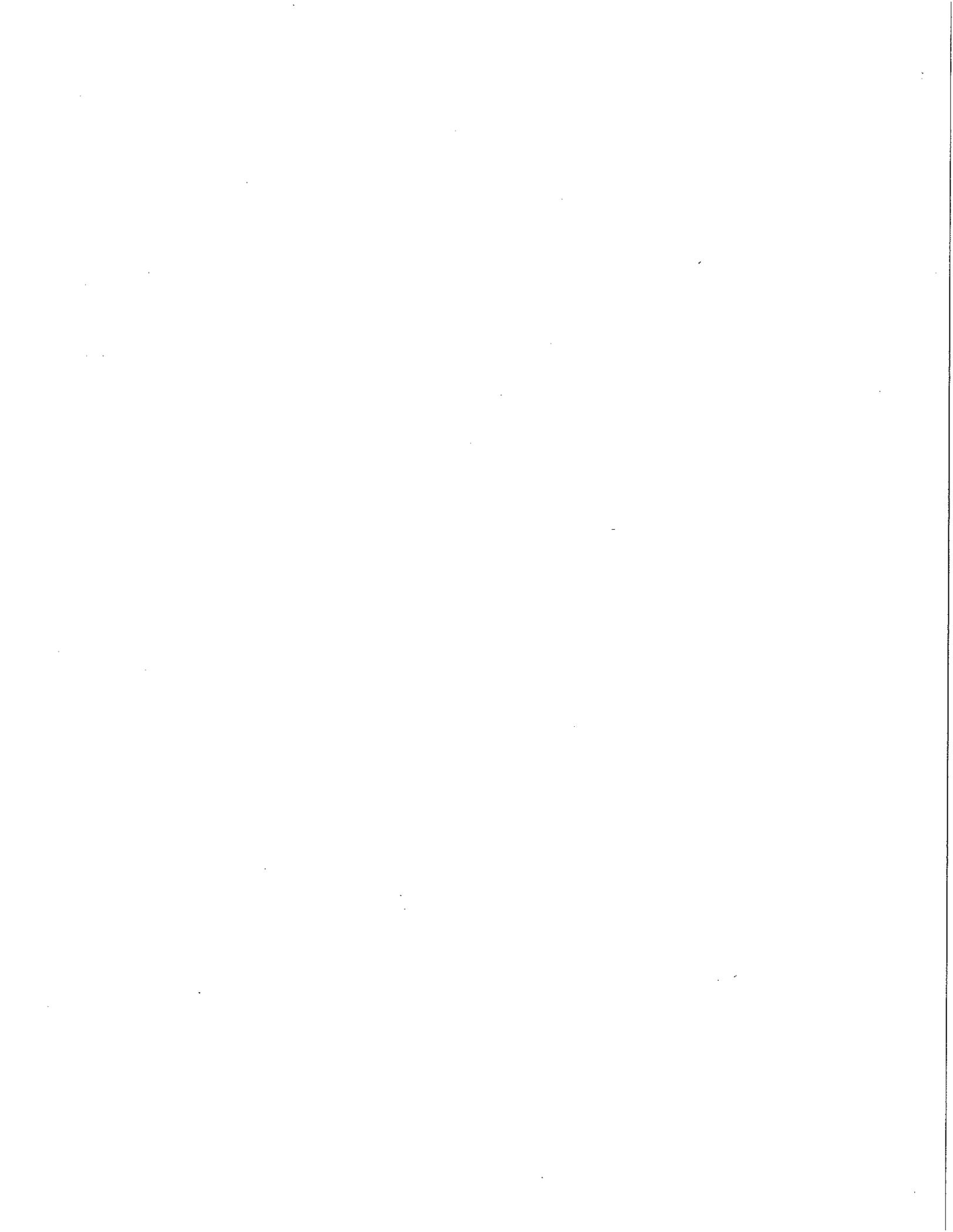
**TENNESSEE**

- #4 Dobyys-Bennett (Kingsport)
- #9 Farragut (Knoxville)

Average Massey Rating is 21.6 - should be another challenging and exciting field!

**Overall Statistics**

- 443 Matches
- 1,728 Goals (3.91 Average Per Match)
- 53 Draws (12.0%)
- 161 One-Goal Matches (36.3%)
- 190 Shutouts (42.9%)





CITY OF CAYCE  
ACCOMMODATIONS TAX FUND REQUEST  
FY 2013-2014

*Funding provided by Accommodations Tax must be used for promotion and advertising specifically designed to bring tourists to the City of Cayce and is done so under the provision that the City of Cayce will be listed as a co-sponsor on all advertising including, but not limited to, print media, radio spots, television ads, etc. Funds can only be given if it is more likely that you will attract people to stay overnight in City of Cayce local motels and frequent City of Cayce restaurants.*

1. The Applicant must be a public or private non-profit organization. Provide Federal ID number and non-profit status for applicant and the name, address, phone, number, address, and email of the contact person for the project. **Attach** a copy of the applicant's 501 (C) (3) certification letter **and** a copy of a current Secretary of State charity registration letter.

Applicant/Organization CAYCE HISTORICAL MUSEUM  
CHRISTMAS TRADITIONS

Federal ID No. \_\_\_\_\_ Non-Profit Status: DEPT. OF CITY

Contact Person LEO REDMOND Telephone 261-3983 CELL  
739-5385 OFFICE

Address P.O. BOX 2004 - CAYCE, SC 29171

Email LRedmond@CITY OF CAYCE-SC.GOV

2. Project Category (check one)

**Tourism Advertising and Promotion**

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.

**Tourism-Related Expenditures**

*(Definition: Tourism/tourist means the action and activities of people taking trips 50 miles outside their home communities for any purpose, except daily commuting to and from work.)* Tourism-related expenditures include advertising and promotion; promotion of arts or cultural events; construction, maintenance and operation of civic or cultural facilities; public services, such as utilities or facilities to serve tourists; parks, recreation or beautification; tourism-related transportation services; waterfront erosion control or repair; operation of visitor information centers. **Distribution of funds will be based on the percentage of visitors who travel 50 or more miles from outside your community to attend or visit your event, activity, or facility.**

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.

3. Project/Event name and general description with specific reference to what will be accomplished with city funds.

THIS WILL BE OUR 24<sup>th</sup> YEAR FOR CHRISTMAS TRADITIONS, THE MUSEUMS POPULAR FREE OPEN HOUSE EVENT WITH MUSIC, ENTERTAINMENT, REFRESHMENTS AND HISTORICAL LANTERN TOURS etc. THE MUSEUM IS DECORATED BEAUTIFULLY INSIDE AND OUT, A PERFECT WAY TO START THE CHRISTMAS HOLIDAYS.

4. Project Period: Begin MID OCT, End END OF DEC.

5. For Tourism-related expenditures: The following questions must be answered in order for your request to be considered for funding.

One important factor in allocating these funds is that there should be more hotel/motel activity in our community due to the funding provided. Which hotels in the City of Cayce have you contacted to arrange rooms for your overnight visitors? ALL CAYCE MOTELS

Total number of visitors expected to attend your event? 3,000

What percentage of visitors outside the Cayce community (50 miles or more) will be attending your event? 25%

Describe how your project/event will attract and promote tourism, civic and cultural events, or help provide services and facilities that are needed to attract and provide for tourists, civic and cultural activities. (Attach a sheet, if necessary)

THE MUSEUM IS OPEN THROUGHOUT DECEMBER, CELEBRATING CHRISTMAS FOR ALL THAT LOVE CHRISTMAS AND HISTORY. THE NIGHT OF CHRISTMAS TRADITIONS ATTRACTS THE YOUNG AND OLD FROM CAYCE AND FROM FAR AWAY. DOCENTS IN PERIOD COSTUMES GREET VISITORS, CREATING MEMORIES AND SHOWCASING OUR CITY. I SEE NEW PEOPLE EVERY YEAR AS WELL AS THOSE THAT RETURN YEAR AFTER YEAR.

THE WAR BETWEEN THE STATES LANTERN TOUR PORTION OF THE EVENT, ATTRACTS ITS OWN CROWD.

THE EVENT IS TRUELY "A CHRISTMAS TRIDITION"



Organization CAYCE HISTORICAL MUSEUM

List all expenses associated with this event.

Type of Expenditure	FY2013-14
LABOR	5,300.00
OVERTIME	350.00
DECORATIONS	2,800.00
FOOD / REFRESHMENTS	1,400.00
OFFICE SUPPLIES / PAPER	200.00
PRINTING PHOTOS	400.00
ADVERTISING	1,900.00
ENTERTAINMENT	800.00
PRINTING / COPYING	350.00
LANTERN TOUR PERFORMERS	750.00
TOTAL*	14,250.00

\*NOTE: This amount should equal the amount of revenues on page 1.

6. Estimated Cost of Project 14,250.00

7. Total Accommodations Tax Funds Requested for FY13-14 \$ 3,350.00 \*

SEO Redmond

Signature of Applicant

3-8-13

Date

\*SAME REQUEST AS LAST FEW YEARS.

Please attach:

1. Form listing actual and requested revenues; actual and anticipated expenditures (Attachment 1, pages 1 and 2).
2. One page brief history of organization, if first-time applicant.
3. Copy of your IRS 501 (C) (3) certification letter.
4. Copy of a current South Carolina Secretary of State charity registration letter.

Submit completed application form and required attachments to:

City of Cayce  
ATTN: Mendy Corder  
P.O. Box 2004  
Cayce, SC 29171-2004  
or  
Fax to 803-796-9072

**DEADLINE IS FRIDAY, MARCH 8, 2013**

Complete application form and attachments can also be dropped of at  
City Hall  
1800 12<sup>th</sup> Street

**For Office Use Only**

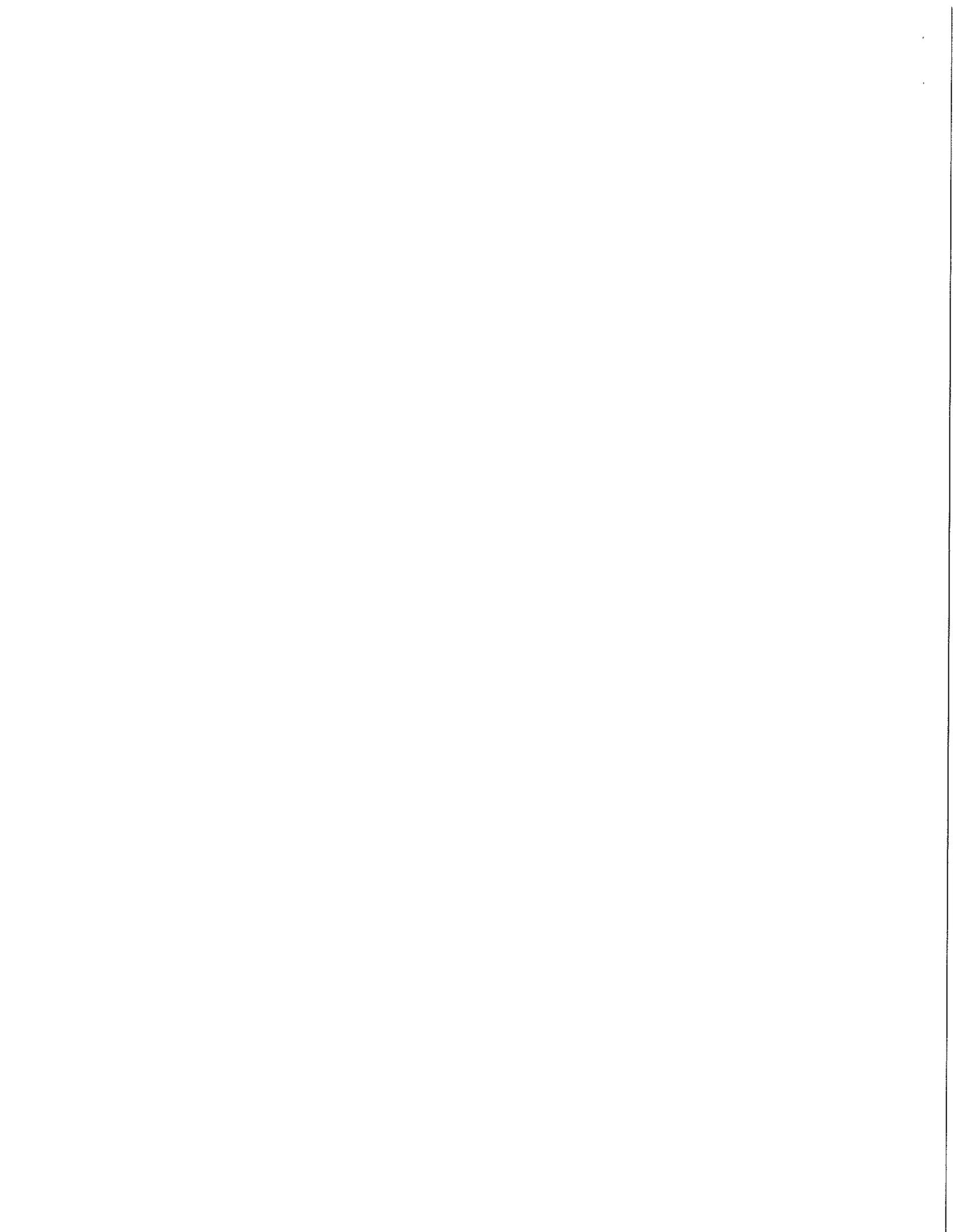
Date Received \_\_\_\_\_

Council Action Date \_\_\_\_\_

Recommendation \_\_\_\_\_

Amount Approved \_\_\_\_\_

Date of Recommendation \_\_\_\_\_





CITY OF CAYCE  
ACCOMMODATIONS TAX FUND REQUEST  
FY 2013-2014

*Funding provided by Accommodations Tax must be used for promotion and advertising specifically designed to bring tourists to the City of Cayce and is done so under the provision that the City of Cayce will be listed as a co-sponsor on all advertising including, but not limited to, print media, radio spots, television ads, etc. Funds can only be given if it is more likely that you will attract people to stay overnight in City of Cayce local motels and frequent City of Cayce restaurants.*

1. **The Applicant** must be a public or private non-profit organization. Provide Federal ID number and non-profit status for applicant and the name, address, phone, number, address, and email of the contact person for the project. **Attach** a copy of the applicant's 501 (C) (3) or 501 (d) certification letter **and** a copy of a current Secretary of State charity registration letter.

Applicant/Organization Museum Aide – Cayce Historical Museum

Federal ID No. \_\_\_\_\_ Non-Profit Status: \_\_\_\_\_

Contact Person Leo Redmond, Director Telephone 796-9020

Address 1800 12<sup>th</sup> St., Cayce, SC 29033

Email iredmond@cityofcayce-sc.gov

2. **Project Category (check one)**

**Tourism Advertising and Promotion**

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.

**Tourism-Related Expenditures**

*(Definition: Tourism/tourist means the action and activities of people taking trips 50 miles outside their home communities for any purpose, except daily commuting to and from work.)* Tourism-related expenditures include advertising and promotion; promotion of arts or cultural events; construction, maintenance and operation of civic or cultural facilities; public services, such as utilities or facilities to serve tourists; parks, recreation or beautification; tourism-related transportation services; waterfront erosion control or repair; operation of visitor information centers. **Distribution of funds will be based on the percentage of visitors who travel 50 or more miles from outside your community to attend or visit your event, activity, or facility.**

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.



6. Estimated Cost of Project \$11,500

7. Total Accommodations Tax Funds Requested for FY13-14

\$ \$11,500

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

Please attach:

1. Form listing actual and requested revenues; actual and anticipated expenditures (Attachment 1, pages 1 and 2).
2. One page brief history of organization, if first-time applicant.
3. Copy of your IRS 501 (C) (3) or 501 (d) certification letter.
4. Copy of a current South Carolina Secretary of State charity registration letter.

**Submit completed application form and required attachments to:**

**City of Cayce  
ATTN: Mendy Corder  
mcorder@cityofcayce-sc.gov  
P.O. Box 2004  
Cayce, SC 29171-2004  
or  
Fax to 803-796-9072**

**DEADLINE IS FRIDAY, MARCH 8, 2013**

**Complete application form and attachments can also be dropped of at  
City Hall  
1800 12<sup>th</sup> Street**

**For Office Use Only**

Date Received \_\_\_\_\_

Council Action Date \_\_\_\_\_

Recommendation \_\_\_\_\_

Amount Approved \_\_\_\_\_

Date of Recommendation \_\_\_\_\_

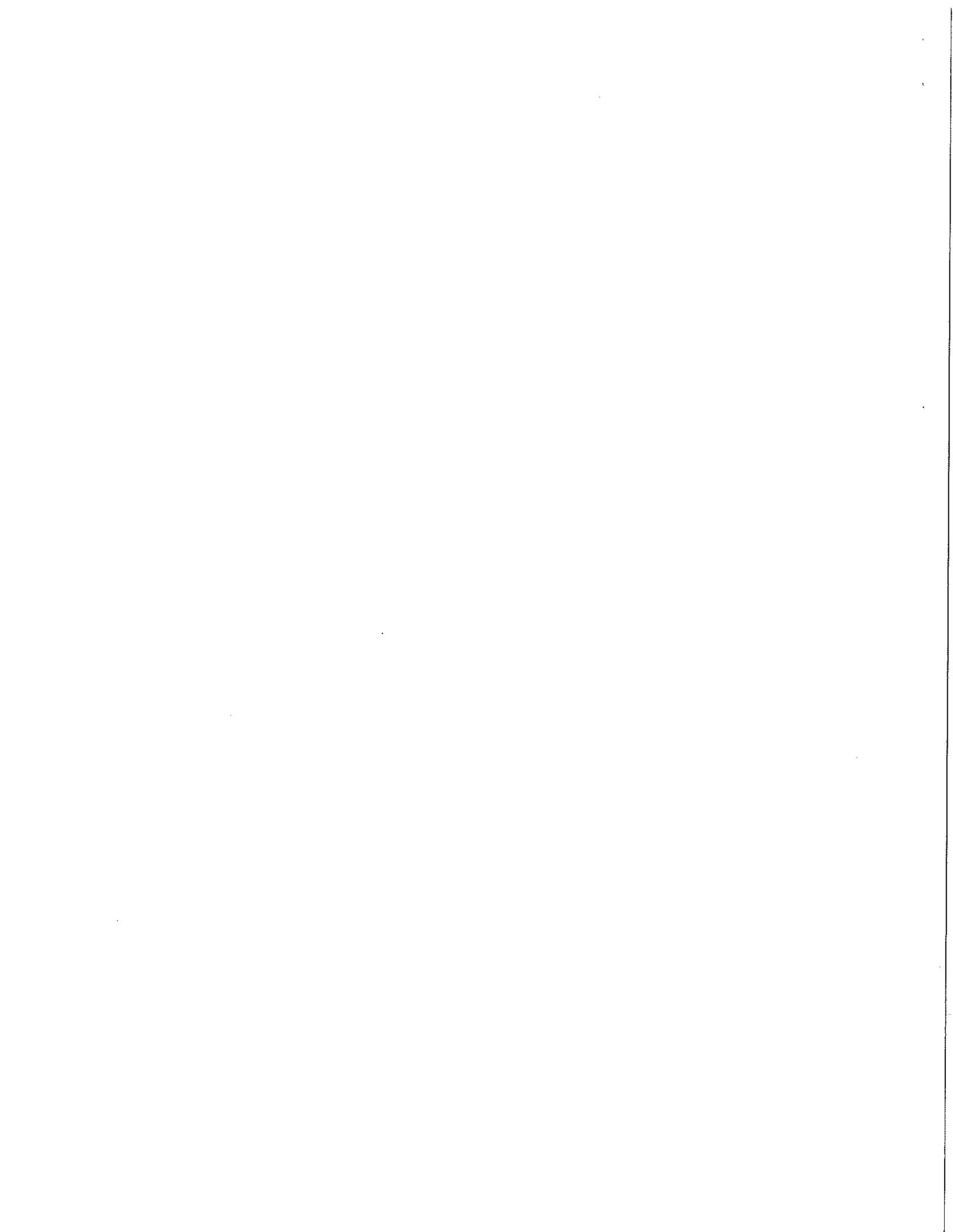
Organization Museum Aide – Cayce Historical Museum

Provide the best description possible for the source of revenue (example – are other grant funds committed through grant award or written notification?). Identify by name, sponsors, agencies, etc. contributing.

Type of Revenue	FY2012-13
Cayce Accommodations Tax Funds	\$11,500
<b>TOTAL *</b>	<b>\$11,500</b>

\*NOTE: This amount should equal the amount of expenses on page 2.







CITY OF CAYCE  
ACCOMMODATIONS TAX FUND REQUEST  
FY 2013-2014

**Funding provided by Accommodations Tax must be used for promotion and advertising specifically designed to bring tourists to the City of Cayce and is done so under the provision that the City of Cayce will be listed as a co-sponsor on all advertising including, but not limited to, print media, radio spots, television ads, etc. Funds can only be given if it is more likely that you will attract people to stay overnight in City of Cayce local motels and frequent City of Cayce restaurants.**

1. **The Applicant must be a public or private non-profit organization. Provide Federal ID number and non-profit status for applicant and the name, address, phone, number, address, and email of the contact person for the project. Attach a copy of the applicant's 501 (C) (3) certification letter and a copy of a current Secretary of State charity registration letter.**

Applicant/Organization CIRCLE OF NATIVE AMERICANS

Federal ID No. 80-0175570 Non-Profit Status: 2444313-000

Contact Person HAROLD C. SPIRES Telephone 803-796-1245

Address 737 HOLLAND AVE. CAYCE, S.C. 29033

Email \_\_\_\_\_

2. **Project Category (check one)**

**Tourism Advertising and Promotion**

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.

**Tourism-Related Expenditures**

*(Definition: Tourism/tourist means the action and activities of people taking trips 50 miles outside their home communities for any purpose, except daily commuting to and from work.)* Tourism-related expenditures include advertising and promotion; promotion of arts or cultural events; construction, maintenance and operation of civic or cultural facilities; public services, such as utilities or facilities to serve tourists; parks, recreation or beautification; tourism-related transportation services; waterfront erosion control or repair; operation of visitor information centers. **Distribution of funds will be based on the percentage of visitors who travel 50 or more miles from outside your community to attend or visit your event, activity, or facility.**

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.

6. Estimated Cost of Project 11,500.00

7. Total Accommodations Tax Funds Requested for FY13-14 \$ 5,750.00

Harold C. Spivey  
Signature of Applicant

3-5-2013  
Date

Please attach:

1. Form listing actual and requested revenues; actual and anticipated expenditures (Attachment 1, pages 1 and 2).
2. One page brief history of organization, if first-time applicant.
3. Copy of your IRS 501 (C) (3) certification letter.
4. Copy of a current South Carolina Secretary of State charity registration letter.

**Submit completed application form and required attachments to:**

City of Cayce  
ATTN: Mendy Corder  
P.O. Box 2004  
Cayce, SC 29171-2004  
or  
Fax to 803-796-9072

**DEADLINE IS FRIDAY, MARCH 8, 2013**

Complete application form and attachments can also be dropped of at  
City Hall  
1800 12<sup>th</sup> Street

For Office Use Only	
Date Received _____	Council Action Date _____
Recommendation _____	Amount Approved _____
Date of Recommendation _____	

3. Project/Event name and general description with specific reference to what will be accomplished with city funds.

CHEROKEE TRAIL RIVER FESTIVAL

4. Project Period: Begin 11-9-2013 End 11-9-2013

5. For Tourism-related expenditures: The following questions must be answered in order for your request to be considered for funding.

One important factor in allocating these funds is that there should be more hotel/motel activity in our community due to the funding provided. Which hotels in the City of Cayce have you contacted to arrange rooms for your overnight visitors? Quality INN - KNOX ABBOT DR

Total number of visitors expected to attend your event? 900 - 1200

What percentage of visitors outside the Cayce community (50 miles or more) will be attending your event? 35%

Describe how your project/event will attract and promote tourism, civic and cultural events, or help provide services and facilities that are needed to attract and provide for tourists, civic and cultural activities. (Attach a sheet, if necessary)

By PROVIDING THE HISTORY OF THE CHEROKEE TRAIL ON THE CONGAREE RIVER TO THE COAST FOR TRADING AND ABOUT THE NATIVE AMERICANS THAT LIVED ON THE CONGAREE RIVER. WE WILL HAVE DEMONSTRATIONS OF FLINT KNAPING AND STORY TELLING FOR THE CHILDREN. THERE WILL BE CRAFT VENDERS ALSO AND MANY NATIVE DANCERS

Organization CIRCLE OF NATIVE AMERICANS

Provide the best description possible for the source of revenue (example – are other grant funds committed through grant award or written notification?). Identify by name, sponsors, agencies, etc. contributing.

EXPENDITURE <del>Type of Revenue</del>	FY2013-14
ADVERTISING	4,000.00
DRUMS AND SINGERS	2,000.00
DANCERS	1,000.00
DEMONSTRATORS	1,000.00
HOTEL FOR SPECIAL GUESTS	300.00
M C	5.00.00
LABOR	6.00.00
OFFICE AND MISG. SUPPLIES <sup>INK + POSTAGE</sup>	400.00
TRANSPORTION	200.00
CHILDRENS AND VETERIANS GIFTS	200.00
SPECIAL GUESTS	1,000.00
FOOD	300.00
TOTAL *	11,500.00

\*NOTE: This amount should equal the amount of expenses on page 2.

Organization CIRCLE OF NATIVE AMERICANS

List all expenses associated with this event.

REVENUE <del>TYPE OF EXPENDITURE</del>	FY2013-14
CITY OF CAYCE	5,750.00
PERSONAL FUNDS (DONATIONS), BUSINESS	
TRIBAL MEMBERS DONATIONS	
FUND RAISERS AND DONATIONS	5,750.00
TOTAL*	

\*NOTE: This amount should equal the amount of revenues on page 1.

# *The State of South Carolina*



*Office of Secretary of State Mark Hammond*

## **Certificate of Incorporation, Nonprofit Corporation**

I, Mark Hammond, Secretary of State of South Carolina Hereby certify that:

CIRCLE OF NATIVE AMERICAN HISTORY THE,  
a nonprofit corporation duly organized under the laws of the State of South Carolina on April 24th, 2008, and having a perpetual duration unless otherwise indicated below, has as of the date hereof filed a Declaration and Petition for Incorporation of a nonprofit corporation for Religious, Educational, Social, Fraternal, Charitable, or other eleemosynary purpose.

Now, therefore, I Mark Hammond, Secretary of State, by virtue of the authority in me vested by Chapter 31, Title 33, Code of 1976 and Acts amendatory thereto, do hereby declare the organization to be a body politic and corporate, with all the rights, powers, privileges and immunities, and subject to all the limitations and liabilities, conferred by Chapter 31, Title 33, Code of 1976 and Acts amendatory thereto.

Given under my Hand and the Great Seal of the State of South Carolina this 19th day of June, 2012.

  
Mark Hammond, Secretary of State

**CITY OF CAYCE**  
**FY 2013/2014**  
**ACCOMMODATIONS TAX PROCESS**

Chapter 4, Title 6 of the S.C. Code of Laws provides for the allocation of Accommodations Tax revenues collected by a county or municipality and provides that a portion of the Accommodations Tax be allocated by the municipality or county to be used for "tourism related expenditures." These expenditures are defined as follows:

1. Advertising and promotion of tourism.
2. Promotion of the Arts and Cultural events.
3. Construction, maintenance, and operation of facilities for civic and cultural activities, including construction and maintenance of access and other nearby roads and utilities for such facilities.
4. The criminal justice system, law enforcement, fire protection, solid waste collections and health facilities when required to serve tourists and tourist facilities.
5. Public facilities, such as restrooms, dressing rooms, parks and parking lots.
6. Tourist shuttle transportation.
7. Operating Visitor Information Centers.

The attached application is provided by the City of Cayce for use by organizations to request Accommodations Tax funds for FY2013-2014. The deadline for submission of Accommodations Tax applications is **Friday, March 8, 2013**. Applications will be reviewed by an advisory committee. Funding recommendations then will be submitted to City Council for consideration.

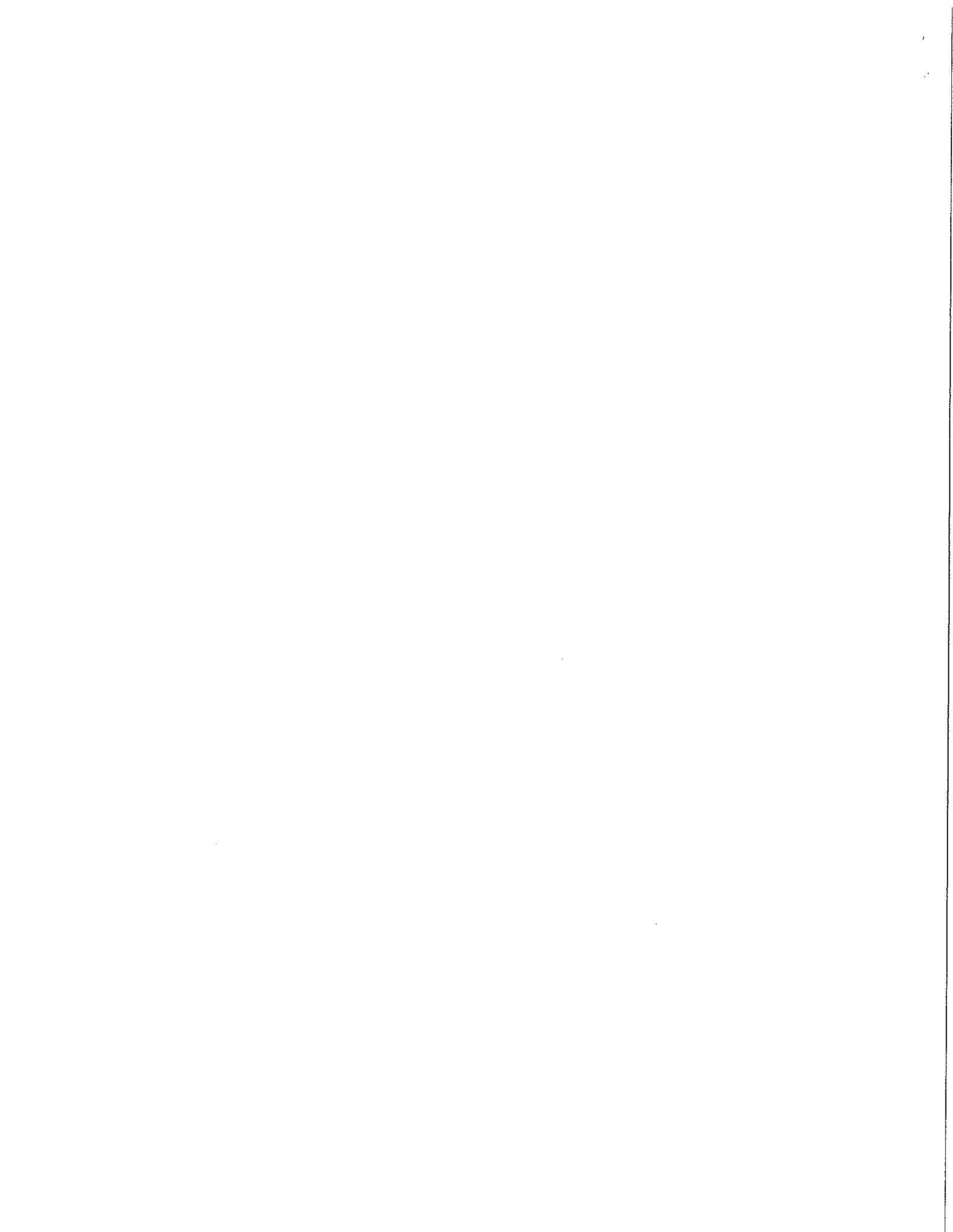
Applicants are required to submit a written report on the outcome of the event and a financial statement indicating how Accommodations Tax funds were used. Written report must include the number of entrants and/or visitors brought to the City of Cayce and the impact on the City of Cayce motel industry. Copies of all print media and listing of radio and/or television ads must be attached to the report.

**Please note:** At the conclusion of your event, you will be required to give a report on the motels and restaurants used during your event/activity. It is suggested that you include a questions on your registration form in order to obtain this information.

Eligible applicants include public and private non-profit organizations that meet the organizational requirements established by the city. The following minimum eligibility documentation **must** be included/attached to applications:

- Applicant Federal ID number
- Certificate of Incorporation/Charter
- IRS 501(C) (3) or 501 (d) certification letter (non-profits); and
- S.C. Secretary of State's public charity registration letter (non-profits).

No grant can be made to a private for-profit organization to be expended by the organization for its own event. Grants will not be made to non-profit organizations for projects which will primarily benefit one or a very few or an exclusive group of for-profit organizations.





CITY OF CAYCE  
ACCOMMODATIONS TAX FUND REQUEST  
FY 2013-2014

*Funding provided by Accommodations Tax must be used for promotion and advertising specifically designed to bring tourists to the City of Cayce and is done so under the provision that the City of Cayce will be listed as a co-sponsor on all advertising including, but not limited to, print media, radio spots, television ads, etc. Funds can only be given if it is more likely that you will attract people to stay overnight in City of Cayce local motels and frequent City of Cayce restaurants.*

1. **The Applicant** must be a public or private non-profit organization. Provide Federal ID number and non-profit status for applicant and the name, address, phone, number, address, and email of the contact person for the project. **Attach** a copy of the applicant's 501 (C) (3) or 501 (d) certification letter **and** a copy of a current Secretary of State charity registration letter.

Applicant/Organization Christmas In Cayce/Cayce Events Committee

Federal ID No. \_\_\_\_\_ Non-Profit Status: \_\_\_\_\_

Contact Person Julie Isom, Chair Telephone 796-9832

Address 1423 Jessamine St., Cayce, SC 29033

Email js@advancedk.com

2. **Project Category (check one)**

**Tourism Advertising and Promotion**

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.

**Tourism-Related Expenditures**

*(Definition: Tourism/tourist means the action and activities of people taking trips 50 miles outside their home communities for any purpose, except daily commuting to and from work.)* Tourism-related expenditures include advertising and promotion; promotion of arts or cultural events; construction, maintenance and operation of civic or cultural facilities; public services, such as utilities or facilities to serve tourists; parks, recreation or beautification; tourism-related transportation services; waterfront erosion control or repair; operation of visitor information centers. **Distribution of funds will be based on the percentage of visitors who travel 50 or more miles from outside your community to attend or visit your event, activity, or facility.**

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.

3. Project/Event name and general description with specific reference to what will be accomplished with city funds.

Christmas In Cayce – Yearly festival of holiday lights, Christmas Traditions at the Cayce Museum, and Tree Lighting Ceremony. Events also held in conjunction with the West Metro Holiday Parade of Lights. Funds will be used to advertise events to bring in tourists and to purchase/repair/restore light displays. There is also “Caroling Along the Congaree”, a special activity to take place one night during the event at the Cayce Riverwalk Park.

4. Project Period: Begin December 1, 2013 End December 31, 2013

5. For Tourism-related expenditures: The following questions must be answered in order for your request to be considered for funding.

One important factor in allocating these funds is that there should be more hotel/motel activity in our community due to the funding provided. Which hotels in the City of Cayce have you contacted to arrange rooms for your overnight visitors?

Have contacted all motels in the area and working with the West Metro Chamber of Commerce & Visitors Center to promote motels in area for overnight stays.

Total number of visitors expected to attend your event? 30,000 all events

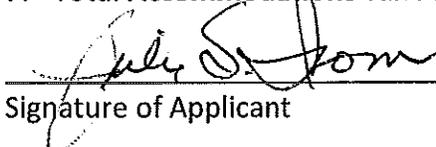
What percentage of visitors outside the Cayce community (50 miles or more) will be attending your event? 25%

Describe how your project/event will attract and promote tourism, civic and cultural events, or help provide services and facilities that are needed to attract and provide for tourists, civic and cultural activities. (Attach a sheet, if necessary)

Through advertising to include newspaper, radio and heavy marketing plan, this event brings tourists in from all over the state and the U.S. Restaurants report heaviest sales especially during first three days of events. The events benefit the motel and restaurant industry in the Cayce and West Metro area and promotes economic growth.

6. Estimated Cost of Project \$27,625.00

7. Total Accommodations Tax Funds Requested for FY13-14 \$ 4,500.00

  
Signature of Applicant

\_\_\_\_\_  
Date

Please attach:

- 1. Form listing actual and requested revenues; actual and anticipated expenditures (Attachment 1, pages 1 and 2).

2. One page brief history of organization, if first-time applicant.
3. Copy of your IRS 501 (C) (3) or 501 (d) certification letter.
4. Copy of a current South Carolina Secretary of State charity registration letter.

**Submit completed application form and required attachments to:**

**City of Cayce  
ATTN: Mendy Corder  
mcorder@cityofcayce-sc.gov  
P.O. Box 2004  
Cayce, SC 29171-2004  
or  
Fax to 803-796-9072**

**DEADLINE IS FRIDAY, MARCH 8, 2013**

**Complete application form and attachments can also be dropped of at  
City Hall  
1800 12<sup>th</sup> Street**

<b>For Office Use Only</b>	
Date Received _____	Council Action Date _____
Recommendation _____	Amount Approved _____
Date of Recommendation _____	

Organization Christmas In Cayce/Cayce Events Committee

Provide the best description possible for the source of revenue (example – are other grant funds committed through grant award or written notification?). Identify by name, sponsors, agencies, etc. contributing.

Type of Revenue	FY2013-14
Cayce Accommodations Tax Funds	\$4,500.00
City of Cayce	11,875.00
Sponsorships	6,350.00
Sale of sweatshirts, shirts, coffee mugs	1,025.00
<b>TOTAL *</b>	<b>\$23,750.00</b>

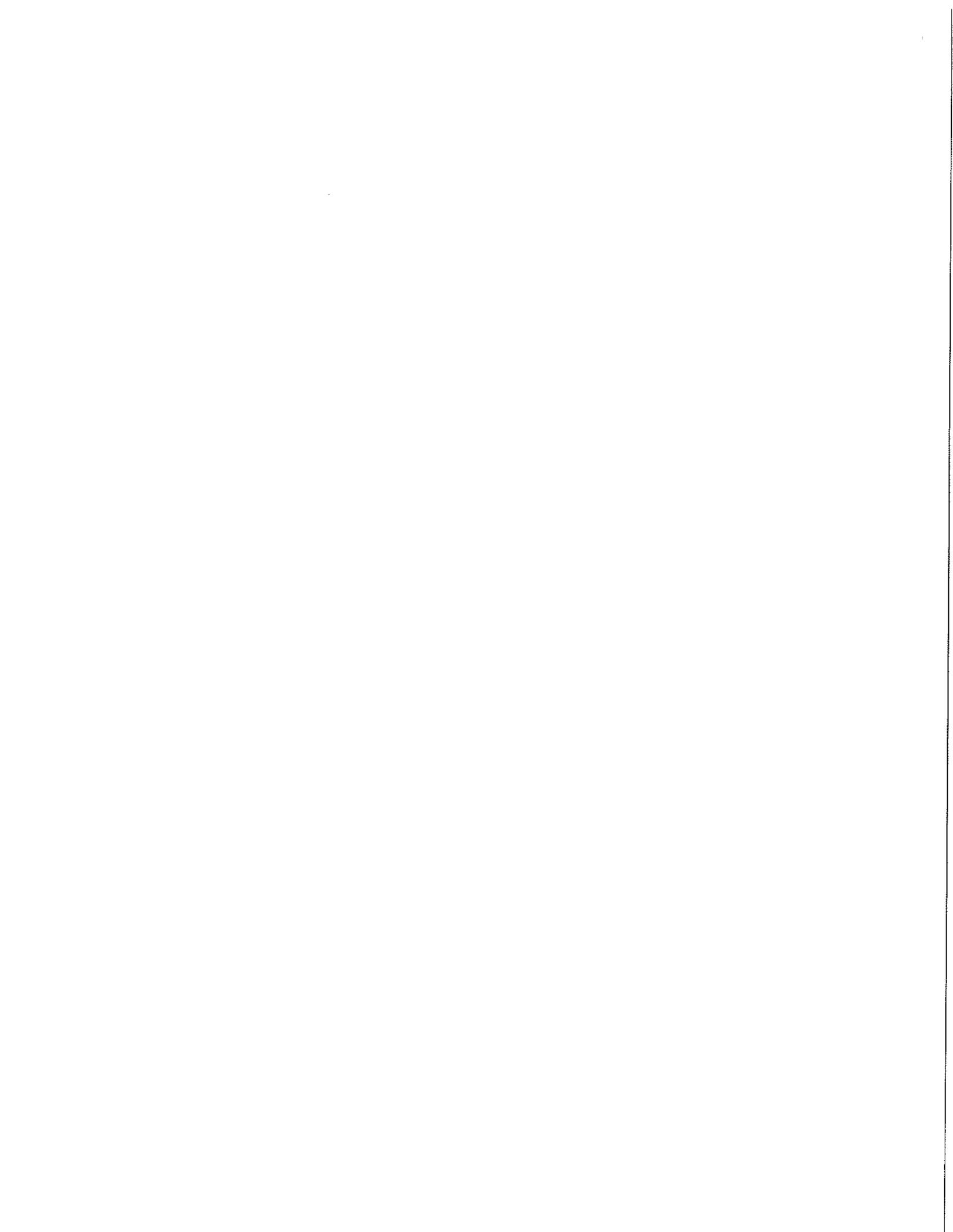
\*NOTE: This amount should equal the amount of expenses on page 2.

Organization Christmas In Cayce/Cayce Events Committee

List all expenses associated with this event.

Type of Expenditure	FY2012-13
Replacement of bulbs and decorations	2,000
Electrical Costs	1,132
Advertising and Marketing Plan	4,000
Printing/Signs	1,550
Postage	450
ASCAP License Fee	305
Labor and Overtime	688
Security	500
Carols Along the Congaree	500
Equipment Rental	1,500
Purchase new/refurbish older light displays	8,000
Sweatshirts/Tshirts	1,000
Miscellaneous	500
Light Display on Lawn	1,625
<b>TOTAL*</b>	<b>\$23,750</b>

\*NOTE: This amount should equal the amount of revenues on page 1.





CITY OF CAYCE  
ACCOMMODATIONS TAX FUND REQUEST  
FY 2013-2014

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1. The Applicant must be a public or private non-profit organization. Provide Federal ID number and non-profit status for applicant and the name, address, phone, number, address, and email of the contact person for the project. **Attach** a copy of the applicant's 501 (C) (3) certification letter **and** a copy of a current Secretary of State charity registration letter.

Applicant/Organization Columbia Metropolitan Convention & Visitors Bureau

Federal ID No. 57-0778557 Non-Profit Status: 501 (c) (6)

Contact Person: Kelly Barbrey Telephone: 803-545-0018

Address: 1101 Lincoln St. Columbia SC 29201

Email: kbarbrey@columbiaauthority.com

2. Project Category (check one)

X Tourism Advertising and Promotion

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.

**Tourism-Related Expenditures**

*(Definition: Tourism/tourist means the action and activities of people taking trips 50 miles outside their home communities for any purpose, except daily commuting to and from work.)* Tourism-related expenditures include advertising and promotion; promotion of arts or cultural events; construction, maintenance and operation of civic or cultural facilities; public services, such as utilities or facilities to serve tourists; parks, recreation or beautification; tourism-related transportation services; waterfront erosion control or repair; operation of visitor information centers. **Distribution of funds will be based on the percentage of visitors who travel 50 or more miles from outside your community to attend or visit your event, activity, or facility.**

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.

City of Cayce

Accommodations Tax Fund Request

3. **Project/Event name and general description with specific reference to what will be accomplished with city funds.** Project Name: Billboard Marketing Campaign. The project mission of the Columbia Metropolitan Convention & Visitors Bureau is to increase tourism and its economic impact in the Columbia Metropolitan Area which includes the City of Cayce, SC by increasing general awareness of the region's tourism attributes. Our series of approximately 20 billboards highlights the reasons our region is known as "The New Southern Hot Spot" by replacing the word "Southern" with other tourism attributes. Current boards include The New Adventure Hot Spot, The New Kid-Friendly Hot Spot, The New Artistic Hot Spot, The New Historic Hot Spot and The New Romantic Hot Spot. The boards are currently placed on all major interstates coming in to the region including I-20, I-77 and I-26 in the states of Georgia, North Carolina and South Carolina. With the funds requested, City of Cayce can sponsor one board for approximately six months, depending on board selected We would work with City of Cayce to determine one of several possible locations for the billboard. Options would include an interstate placement driving visitors off the highway into hotels, shops and restaurants or a placement near the Columbia Metropolitan Airport generating positive awareness of the community for out-of-town visitors coming into the region by taxi or car after landing at CAE.

4. **Project Period:** Begin  
7/1/2013

End  
6/30/14

**5. For Tourism-related expenditures: The following questions must be answered for your request to be considered for funding:**

One important factor in allocating these funds is that there should be more hotel/motel activity in our community due to the funding provided. Which hotels in the City of Cayce have you contacted to arrange rooms for your overnight visitors? We send hotel meeting and convention sales leads and overnight referrals to all of the hotels in City of Cayce including: Airport Inn, Country Hearth Inn & Suites, Country Inn & Suites, Knights Inn Columbia Airport, Masters Inn I-26, Masters Inn Knox Abbott and Riverside Inn. We drive all billboard traffic to our website where all of these hotels are listed free of charge. An online booking engine is available for guests to book a hotel room directly from our website, or the guest may call the hotel directly to book or link to the hotel's website to book directly with the hotel online.

**Total number of visitors expected to attend your event?** Overnight visitors to the Columbia region (which includes City of Cayce) have increased from about 3 million annual visitors several years ago to approximately 4 million annual visitors last year. While it is difficult to track exactly how many of these visitors (especially leisure travelers) came to the region as a result of the CVB's efforts, we can track convention room nights we contracted. In FY 11-12 we booked approximately 38,000 convention hotel rooms into the region. We anticipate approximately 55,000 hotel room nights to book in FY 13-14. The 55,000 hotel room nights represent about 82,500 out of town tourists.

**What percentage of visitors outside the Cayce community (50 miles or more) will be attending your event?** 100% of the 82,500 tourists (represented by 55,000 hotel room nights) are from 50+ miles outside the Columbia region.

**Describe how your project/event will attract and promote tourism, civic and cultural events, or help provide services and facilities that are needed to attract and provide for tourists, civic and cultural activities. (Attach a sheet, if necessary)**

Our overall marketing plan is a well-rounded mix of print advertising, online advertising, media relations, television advertising, tradeshow, direct mail and billboard marketing. The project we are requesting assistance with from City of Cayce is our billboard marketing. We believe that the volume of tourists passing by the Columbia region could be drawn to stop in our area for overnight accommodations, dining, etc. if they are aware of the assets available to them. In addition, convention attendees arriving through the Columbia Metropolitan Airport take cabs or shuttles through the Cayce area. A billboard along this route would show them that the connectivity between the airport and downtown is a part of the region's attributes. We would work with City of Cayce on which board would be best suited for either an interstate placement or secondary road placement. Attached please find sample artwork currently being used in our billboard campaign. While not a part of this project, please find samples from our print and online marketing campaigns to show the tie-in of the billboards to our other projects.

6. Estimated Cost of Project \$155,000

7. Total Accommodations Tax Funds Requested for FY13-15 \$ 5,000

Signature of Applicant *Kelly Barbrey* Date *3/7/13*

Please attach:

1. Form listing actual and requested revenues; actual and anticipated expenditures (Attachment 1, pages 1 and 2).
2. One page brief history of organization, if first-time applicant.
3. Copy of your IRS 501 (C) (3) certification letter.
4. Copy of a current South Carolina Secretary of State charity registration letter.

**Submit completed application form and required attachments to:**

**City of Cayce ATTN:  
Mendy Corder  
P.O. Box 2004 Cayce,  
SC 29171-2004  
or Fax to  
803-796-9072**

**DEADLINE IS FRIDAY. MARCH 8. 2013**

**Complete application form and attachments can also be dropped of at  
City Hall  
180012<sup>th</sup> Street**

**For Office Use Only**

Date Received

Council Action Date

Recommendation

Amount Approved \_

Date of Recommendation

**Organization Columbia Metropolitan Convention & Visitors Bureau**

Provide the best description possible for the source of revenue (example - are other grant funds committed through grant award or written notification?). Identify by name, sponsors, agencies, etc. contributing.

Type of Revenue	FY2013-14 1
SC Department of Parks, Recreation & Tourism Destination Specific Marketing Fund (Requested)	33,000
Private Fundraising from Non-Public Entities (Requested)	67,000
Town of Lexington (Requested) Accommodations Tax	3,000
Richland County (Requested) Hospitality Tax	15,000
City of Columbia (Requested) Accommodations Tax	32,000
City of Cayce (Requested) Accommodations Tax	5,000
<b>TOTAL*</b>	155,000

\*NOTE: This amount should equal the amount of expenses on page 2.

Organization Columbia Metropolitan Convention & Visitors Bureau

List all expenses associated with this event.

Type of Expenditure	FY2013-14
Billboard Placements (for billboards on I-20, I-77, I-26 in NC, GA, SC among other locations)	\$117,500
Billboard Creative and Design	7,500
Billboard Vinyls	30,000
TOTAL*	155,000

\*NOTE: This amount should equal the amount of revenues on page 1.

PAID ADVERTISING – BILLBOARD (Leisure)



THE NEW

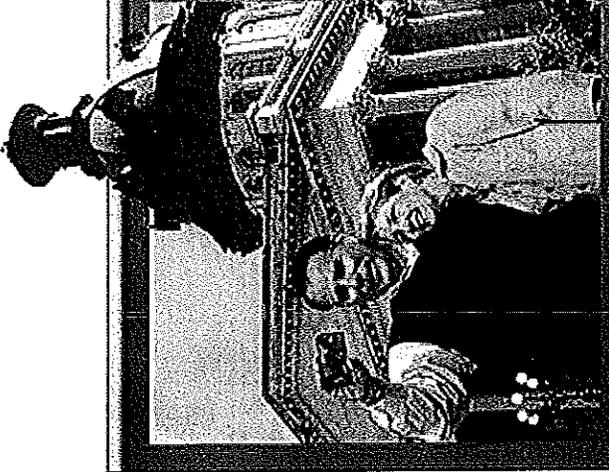
ROMANTIC

HOT SPOT

#famouslyhot

COLUMBIA SC

PLAUSIBLY HOT



THE NEW

HISTORIC

HOT SPOT

ColumbiaCVB.com

COLUMBIA SC

PLAUSIBLY HOT



**COLUMBIA SC**  
F A M O U S L Y H O T

MIDLANDS AUTHORITY  
FOR CONVENTIONS, SPORTS & TOURISM

## INTERNET/WEBSITE

- Approx. **560,000 unique visitors** to columbiacvb.com in 2012, a **50% increase** over the previous year
- **Mobile traffic on the rise: Almost 40% of total website traffic is mobile**, which is a **16% increase** from just last month.
- **More than 1,700 website listings – FREE** to partners
- **Columbia’s top ranked calendar of events** in all 3 major search engines.





MIDLANDS AUTHORITY  
FOR CONVENTIONS, SPORTS & TOURISM

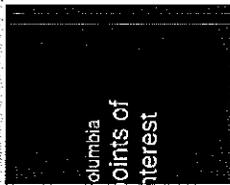
## SEARCH ENGINE OPTIMIZATION

Google

things to do in columbia sc



Sarah Katherine Shearin



Web

Images

Maps

Videos

News

Shopping

More

Columbia, SC  
Change location

Show search tools

### Columbia SC Things to Do - Attractions, Outdoors, Arts and ...

[www.columbiacvb.com/visitors/things-to-do/](http://www.columbiacvb.com/visitors/things-to-do/)  
Discover all of the exciting things to do in Columbia SC! From Outdoor adventures to shopping and sports and outdoors, explore all of the things to do with the ...  
Attractions - Arts & Entertainment - Sports & Outdoors - Visitor Information

### Things to do in Columbia: Check out 42 Columbia Attractions ...

[www.tripadvisor.com](http://www.tripadvisor.com) ... South Carolina (SC) > Columbia  
866 reviews and photos of 42 things to do in Columbia, SC. ... Columbia Attractions:  
What to do & Places to Visit in Columbia ... Columbia Museum of Art ...

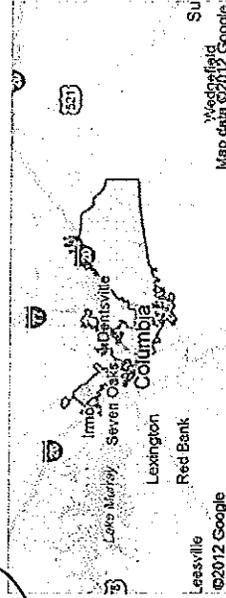
### Top TEN Things to Do - Columbia, SC

[www.columbiasouthcarolina.com/todo.html](http://www.columbiasouthcarolina.com/todo.html)  
TOP 10 THINGS TO DO IN COLUMBIA, SC. Visit Riverbanks Zoo & Botanical Garden  
Located just 2 miles from downtown Columbia on a scenic site along the ...

### 365 Things to do in Columbia, SC | Facebook

[www.facebook.com/365columbia](http://www.facebook.com/365columbia)  
Columbia: 365 Days, 365 Things to Do New to Columbia, SC? Been around a ... 365

### Columbia South Carolina



Columbia is the state capital and largest city in the U.S. state of South Carolina. The population was 129,272 according to the 2010 census. The 2011 United States Census Estimates put the city at 130,591. Wikipedia

Area: 133.8 sq miles (346.5 km²)

Local time: Wednesday 7:06 AM ET

Weather: 83°F (19°C) Wind: N at 0 mph (0 km/h) 63% Humidity



**COLUMBIA SC**  
FAMOUSLY HOT

MIDLANDS AUTHORITY  
FOR CONVENTIONS, SPORTS & TOURISM

# Top Ranked in Numerous Keyword Searches

- Columbia South Carolina Hotels - #1
- Entertainment in Columbia SC - #1
- Columbia SC Calendar of Events - #1
- Columbia SC Festivals - #1
- Things to Do in Columbia SC - #1
- Columbia SC Restaurants - #1

# COLUMBIA SC

FAMOUSLY HOT

# MIDLANDS AUTHORITY FOR CONVENTIONS, SPORTS & TOURISM

## SOCIAL MEDIA

**Experience Columbia, SC**  
4-171 hours - 24 hours a day

Twitter: [@ColumbiaSC](#)  
Facebook: [Columbia, SC](#)  
YouTube: [Columbia, SC](#)  
LinkedIn: [Columbia, SC](#)

93 **THE SPINNING WHEEL**  
Aston made by Queen in Governor's Palace, SC  
1700-1705  
Aston made by Queen in Governor's Palace, SC  
1700-1705  
Aston made by Queen in Governor's Palace, SC  
1700-1705

**Columbia, SC**  
The official page for Columbia, SC. The site about our history, culture, and what we have to offer.

- Home
- About
- 2014
- 2013
- 2012
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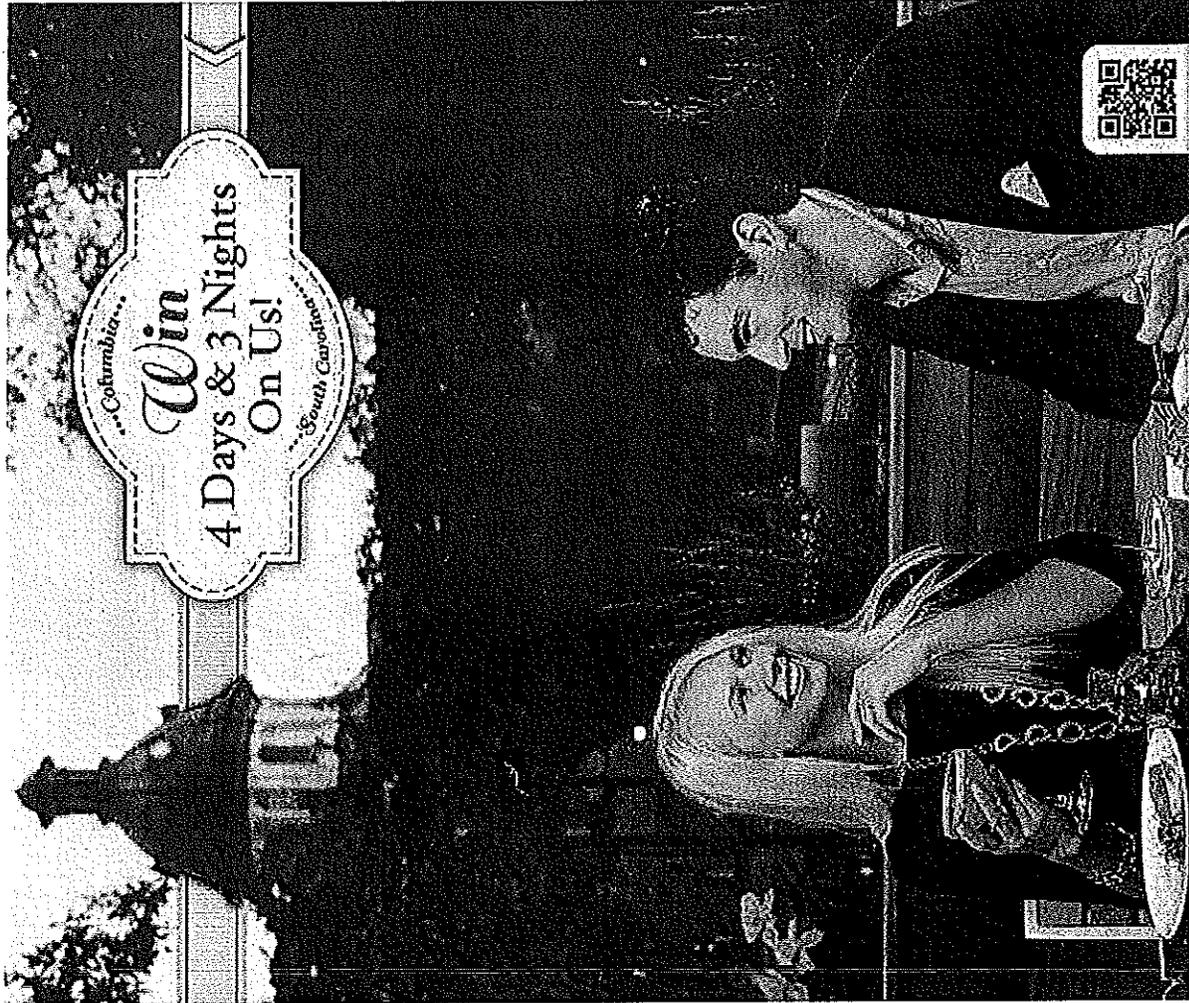
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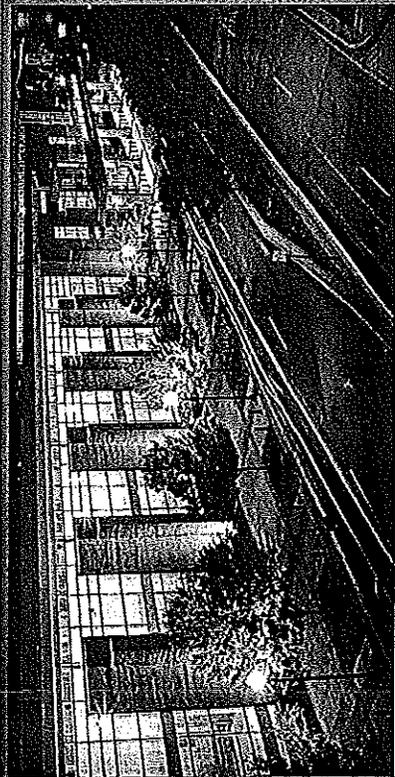


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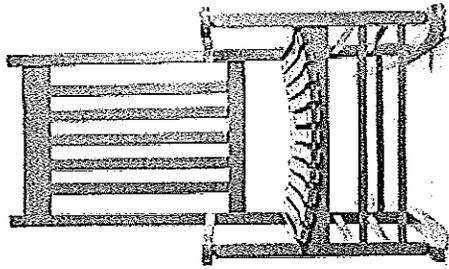
With 12,000 hotel rooms, attractions and an eclectic selection of restaurants, vibrant nightlife, urban art galleries and naturally inspiring river front parks, we've got everything it takes to make any meeting memorable.

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3. COLUMBIA METROPOLITAN HOTEL - [www.columbiacvb.com](http://www.columbiacvb.com)
4. SC STATE HOUSE - [www.sc.gov](http://www.sc.gov)
5. LEONARD COURT MUSEUM - [www.leonardcourt.com](http://www.leonardcourt.com)
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COLUMBIA METROPOLITAN  
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Let's talk: 803.542.0105 • [info.columbia.sc.gov](http://info.columbia.sc.gov)

**PAID ADVERTISING**  
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The State of South Carolina }  
EXECUTIVE DEPARTMENT

CERTIFICATE OF INCORPORATION  
BY THE SECRETARY OF STATE

WHEREAS, Judy Louisa Knoechel, 1197 Quail Run, Columbia, SC  
Frank C. Murphey, 713 Southlake Rd., Columbia, SC

two or more of the officers or agents appointed to supervise or manage the affairs of

GREATER COLUMBIA CONVENTION AND VISITORS BUREAU

which has been duly and regularly organized, did on the 7th day of

June, A. D. 1984, file with Secretary of State a written declaration setting forth:

That, at a meeting of the aforesaid organization held pursuant to the by-laws or regulations of the said organization, they were authorized and directed to apply for incorporation.

That, the said organization holds, or desires to hold property in common for Religious, Educational, Social, Fraternal, Charitable or other eleemosynary purpose, or any two or more of said purposes, and is not organized for the purpose of profit or gain to the members, otherwise than as above stated, nor for the insurance of life, health, accident or property; and that three days' notice in the Columbia Record, a newspaper published in the County of Richland, has been given that the aforesaid Declaration would be filed.

AND WHEREAS, Said Declarants and Petitioners further declared and affirmed:

FIRST: Their names and residences are as above given.

SECOND: The name of the proposed Corporation is GREATER COLUMBIA CONVENTION AND VISITORS BUREAU

THIRD: The place at which it proposes to have its headquarters or be located is 1308 Laurel St.  
Columbia, SC

FOURTH: The purpose of the said proposed Corporation is to stimulate and encourage tourism in the City of Columbia and Richland and Lexington Counties.

FIFTH: The names and residences of all Managers, Trustees, Directors or other officers are as follows:

Judy Louisa Knoechel	1197 Quail Run, Columbia, SC	President
Frank C. Murphey, 713 SoL	713 Southlake Rd., Columbia, SC	V. Pres.

SIXTH: That they desire to be incorporated: in perpetuity

Now, THEREFORE, I, JOHN T. CAMPBELL, Secretary of State, by virtue of the authority in me vested, by Chapter 31, Title 33, Code of 1976 and Acts amendatory thereto, do hereby declare the said organization to be a body politic and corporate, with all the rights, powers, privileges and immunities, and subject to all the limitations and liabilities, conferred by said Chapter 31, Title 33, Code of 1976 and Acts amendatory thereto.

GIVEN under my hand and the seal of the State, at Columbia,  
this 7th day of June  
in the year of our Lord one thousand nine hundred and  
84 and in the two hundred and  
eighth year of the Independence of the  
United States of America.

JOHN T. CAMPBELL,  
Secretary of State.

Internal Revenue Service

Department of the Treasury

District  
Director

10 MetroTech Center  
625 Fulton St., Brooklyn, NY 11201

Greater Columbia Convention  
and Visitors Bureau  
Post Office Box 15  
Columbia, SC 29202-0015

Person to Contact: Patricia Holub

Telephone Number: (718) 488-2333

Refer Reply to: EP/EO:CSU

Date: JUN 11 1997

EIN: 57-0778557

Dear Sir or Madam:

Reference is made to your request for verification of the tax exempt status of Greater Columbia Convention and Visitors Bureau.

A determination or ruling letter issued to an organization granting exemption under the Internal Revenue Code remains in effect until the tax exempt status has been terminated, revoked or modified.

Our records indicate that exemption was granted as shown below.

Sincerely yours,

*(Patricia Holub)*

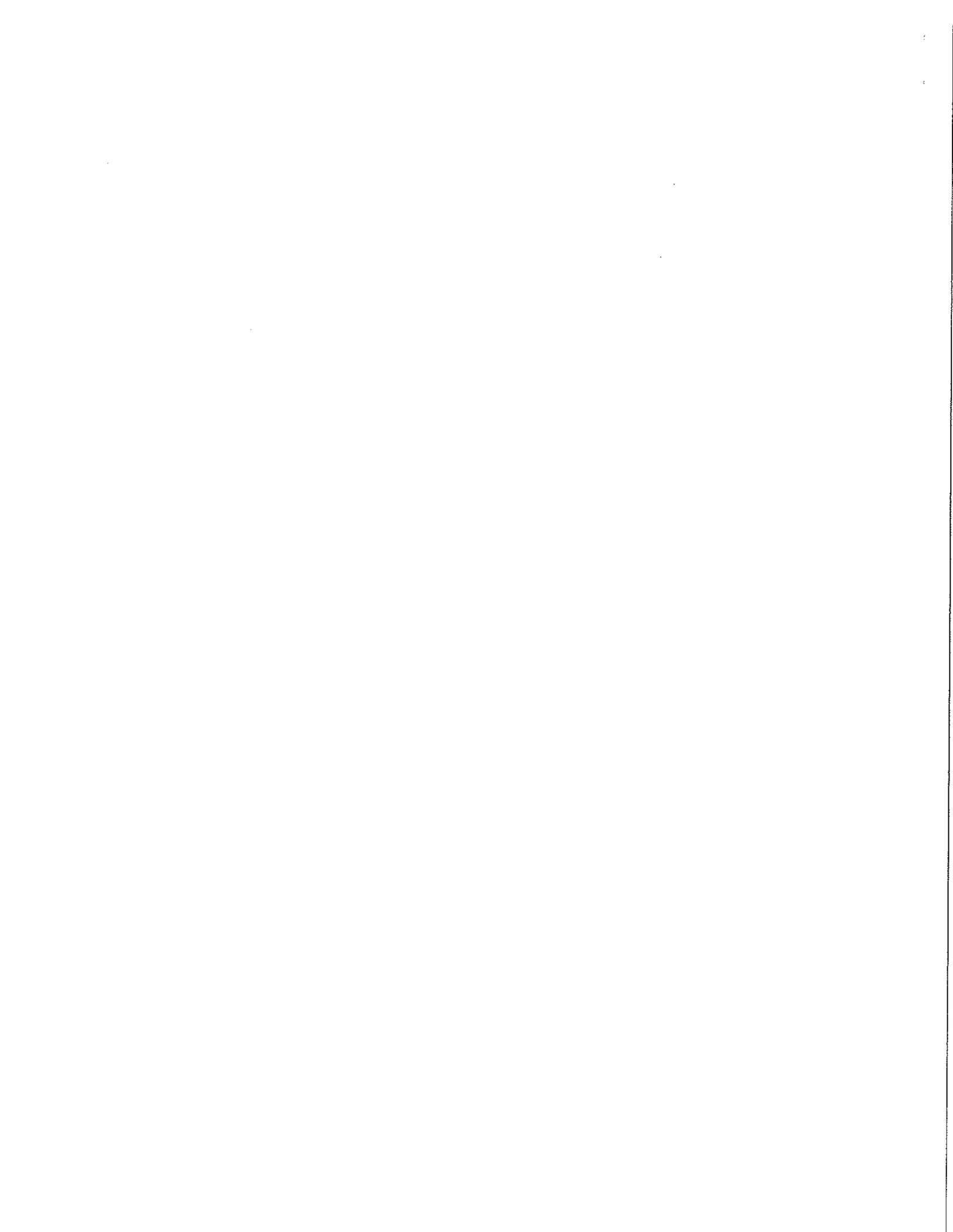
Patricia Holub  
Manager, Customer  
Service Unit

Name of Organization: Greater Columbia Convention  
and Visitors Bureau

Date of Exemption Letter: July 1988

Exemption granted pursuant to section 501(c)(6) of the  
Internal Revenue Code.

Foundation Classification (if applicable): Not applicable.





CITY OF CAYCE  
ACCOMMODATIONS TAX FUND REQUEST  
FY 2013-2014

*Funding provided by Accommodations Tax must be used for promotion and advertising specifically designed to bring tourists to the City of Cayce and is done so under the provision that the City of Cayce will be listed as a co-sponsor on all advertising including, but not limited to, print media, radio spots, television ads, etc. Funds can only be given if it is more likely that you will attract people to stay overnight in City of Cayce local motels and frequent City of Cayce restaurants.*

1. **The Applicant** must be a public or private non-profit organization. Provide Federal ID number and non-profit status for applicant and the name, address, phone, number, address, and email of the contact person for the project. **Attach** a copy of the applicant's 501 (C) (3) or 501 (d) certification letter **and** a copy of a current Secretary of State charity registration letter.

Applicant/Organization Congaree Bluegrass Festival/Cayce Events Committee

Federal ID No. \_\_\_\_\_ Non-Profit Status: \_\_\_\_\_

Contact Person Julie Isom, Chair Telephone 796-9832

Address 1423 Jessamine St., Cayce, SC 29033

Email js@advancedk.com

2. **Project Category (check one)**

**Tourism Advertising and Promotion**

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.

**Tourism-Related Expenditures**

*(Definition: Tourism/tourist means the action and activities of people taking trips 50 miles outside their home communities for any purpose, except daily commuting to and from work.)* Tourism-related expenditures include advertising and promotion; promotion of arts or cultural events; construction, maintenance and operation of civic or cultural facilities; public services, such as utilities or facilities to serve tourists; parks, recreation or beautification; tourism-related transportation services; waterfront erosion control or repair; operation of visitor information centers. **Distribution of funds will be based on the percentage of visitors who travel 50 or more miles from outside your community to attend or visit your event, activity, or facility.**

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.

3. Project/Event name and general description with specific reference to what will be accomplished with city funds.

Congaree Bluegrass Festival – one day festival featuring a variety of bluegrass bands, instrument contests, food vendors, and children’s activities. Sixth year for the festival and have seen increase in attendance from visitors from more than 50 miles each year. This festival continues to grow each year and provides a great opportunity to build tourism in the City of Cayce. In addition, since the festival is held at the City Hall Complex, it provides an excellent opportunity to showcase the Cayce Historical Museum.

4. Project Period: Begin October 5, 2013 End October 5, 2013

5. For Tourism-related expenditures: The following questions must be answered in order for your request to be considered for funding.

One important factor in allocating these funds is that there should be more hotel/motel activity in our community due to the funding provided. Which hotels in the City of Cayce have you contacted to arrange rooms for your overnight visitors? All hotels have been contacted and the West Metro Chamber of Commerce & Visitors Center works with festival officials to recommend overnight stays in the City of Cayce.

Total number of visitors expected to attend your event? 3,800

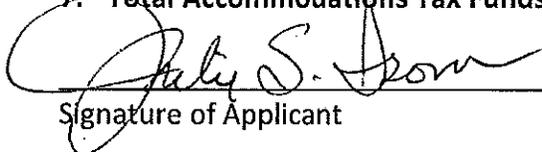
What percentage of visitors outside the Cayce community (50 miles or more) will be attending your event? 35%

Describe how your project/event will attract and promote tourism, civic and cultural events, or help provide services and facilities that are needed to attract and provide for tourists, civic and cultural activities. (Attach a sheet, if necessary)

Bluegrass music is a popular genre for our community. Bill’s Pickin’ Parlor is a mile from the City and has experienced great success in attendance at music concerts they produce. This event is free to the public and in a venue where a large crowd can be accommodated. There is no other event like this in our community and with the popularity of the genre, it has proven to bring in attendees from the states of Georgia, North Carolina, Tennessee and beyond. Hotels and restaurants in the city have advised that they reap the benefits of the tourists who attend the events.

6. Estimated Cost of Project \$36,000.00

7. Total Accommodations Tax Funds Requested for FY13-14 \$ 12,500.00

  
Signature of Applicant

\_\_\_\_\_  
Date

Please attach:

1. Form listing actual and requested revenues; actual and anticipated expenditures (Attachment 1, pages 1 and 2).
2. One page brief history of organization, if first-time applicant.
3. Copy of your IRS 501 (C) (3) or 501 (d) certification letter.
4. Copy of a current South Carolina Secretary of State charity registration letter.

**Submit completed application form and required attachments to:**

**City of Cayce  
ATTN: Mendy Corder  
mcorder@cityofcayce-sc.gov  
P.O. Box 2004  
Cayce, SC 29171-2004  
or  
Fax to 803-796-9072**

**DEADLINE IS FRIDAY, MARCH 8, 2013**

**Complete application form and attachments can also be dropped of at  
City Hall  
1800 12<sup>th</sup> Street**

<b>For Office Use Only</b>	
Date Received _____	Council Action Date _____
Recommendation _____	Amount Approved _____
Date of Recommendation _____	

Organization Congaree Bluegrass Festival/Cayce Events Committee

Provide the best description possible for the source of revenue (example – are other grant funds committed through grant award or written notification?). Identify by name, sponsors, agencies, etc. contributing.

Type of Revenue	FY2013-14
Cayce Accommodations Tax Funds	\$12,500
Sponsorships	\$8,500
Vendor Fees	\$2,000
Sales of tshirts, hats, etc.	\$2,000
City of Cayce	\$11,000
<b>TOTAL *</b>	<b>\$36,000</b>

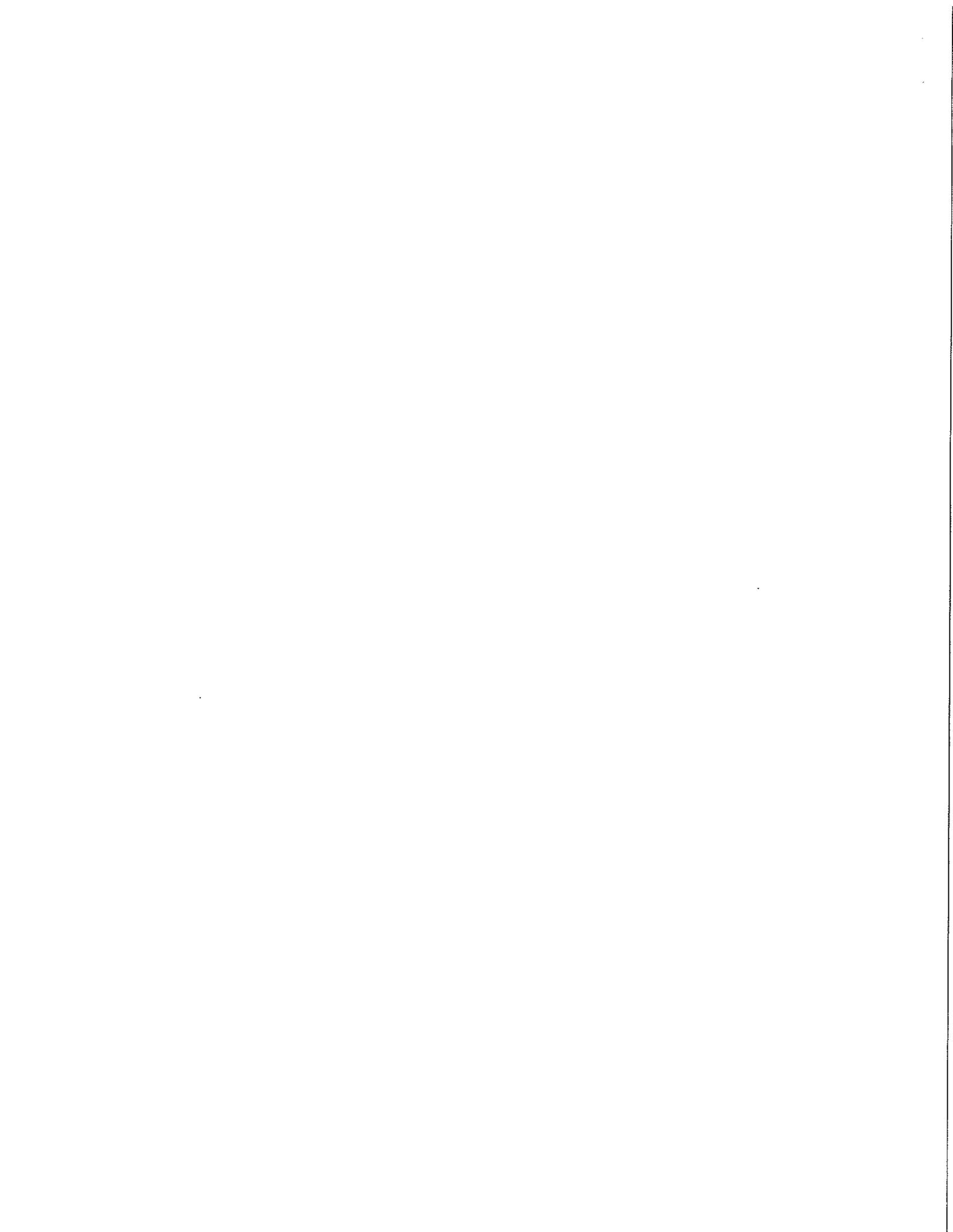
\*NOTE: This amount should equal the amount of expenses on page 2.

Organization Congaree Bluegrass Festival/Cayce Events Committee

List all expenses associated with this event.

Type of Expenditure	FY2012-13
Postage	400
Printing	3,000
Advertising	4,000
Electrical	1,500
Entertainment	8,000
Sound System	1,500
Signs and Banners	3,000
Decorations	500
Stage Rental	2,000
Port-o-jons	325
Food/beverage	575
Golf carts and trolleys	400
Office Supplies	300
Childrens' Play Area	600
Part-time staff	600
Staff Overtime	3,545
Security	2,000
Bookmarks	100
Cleaning Fees	200
BMI License	305
Cash for box	450
Miscellaneous	200
TShirts, hats, etc.	2,500
<b>TOTAL*</b>	<b>\$36,000</b>

\*NOTE: This amount should equal the amount of revenues on page 1.





CITY OF CAYCE  
ACCOMMODATIONS TAX FUND REQUEST  
FY 2013-2014

*Funding provided by Accommodations Tax must be used for promotion and advertising specifically designed to bring tourists to the City of Cayce and is done so under the provision that the City of Cayce will be listed as a co-sponsor on all advertising including, but not limited to, print media, radio spots, television ads, etc. Funds can only be given if it is more likely that you will attract people to stay overnight in City of Cayce local motels and frequent City of Cayce restaurants.*

1. **The Applicant** must be a public or private non-profit organization. Provide Federal ID number and non-profit status for applicant and the name, address, phone, number, address, and email of the contact person for the project. **Attach** a copy of the applicant's 501 (C) (3) or 501 (d) certification letter **and** a copy of a current Secretary of State charity registration letter.

Applicant/Organization Cayce Events Committee – Guided Nature Tours

Federal ID No. \_\_\_\_\_ Non-Profit Status: \_\_\_\_\_

Contact Person Julie Isom, Chair Telephone 796-9832

Address 1423 Jessamine St., Cayce, SC 29033

Email js@advancedk.com

2. **Project Category (check one)**

**Tourism Advertising and Promotion**

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.

**Tourism-Related Expenditures**

*(Definition: Tourism/tourist means the action and activities of people taking trips 50 miles outside their home communities for any purpose, except daily commuting to and from work.)* Tourism-related expenditures include advertising and promotion; promotion of arts or cultural events; construction, maintenance and operation of civic or cultural facilities; public services, such as utilities or facilities to serve tourists; parks, recreation or beautification; tourism-related transportation services; waterfront erosion control or repair; operation of visitor information centers. **Distribution of funds will be based on the percentage of visitors who travel 50 or more miles from outside your community to attend or visit your event, activity, or facility.**

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.

3. Project/Event name and general description with specific reference to what will be accomplished with city funds.

Guided Nature Tours of the Cayce Riverwalk Park. Each tour will include two sessions—one for children and one for adults.

4. Project Period: Begin Spring 2014 End Spring 2014

5. For Tourism-related expenditures: The following questions must be answered in order for your request to be considered for funding.

One important factor in allocating these funds is that there should be more hotel/motel activity in our community due to the funding provided. Which hotels in the City of Cayce have you contacted to arrange rooms for your overnight visitors?

Have contacted all motels in the area and working with the West Metro Chamber of Commerce & Visitors Center to promote motels in area for overnight stays.

Total number of visitors expected to attend your event? 200 each event

What percentage of visitors outside the Cayce community (50 miles or more) will be attending your event? 25%

Describe how your project/event will attract and promote tourism, civic and cultural events, or help provide services and facilities that are needed to attract and provide for tourists, civic and cultural activities. (Attach a sheet, if necessary)

The Cayce Riverwalk Park has demonstrated its ability to draw visitors from outside the area since it opened in 2000. Three new extensions have been completed and a fourth is underway. The current Park is 5 miles round trip. Approximately 200 people visit the park each day. The Guided Nature Tours will be hosted by noted naturalist, Dr. Rudy Mancke and tours are limited to size. The event would attract more visitors to the area.

6. Estimated Cost of Project \$2,950 per tour - \$5,900 total

7. Total Accommodations Tax Funds Requested for FY13-14 \$ 500.00

  
Signature of Applicant

\_\_\_\_\_  
Date

Please attach:

1. Form listing actual and requested revenues; actual and anticipated expenditures (Attachment 1, pages 1 and 2).
2. One page brief history of organization, if first-time applicant.
3. Copy of your IRS 501 (C) (3) or 501 (d) certification letter.

4. Copy of a current South Carolina Secretary of State charity registration letter.

**Submit completed application form and required attachments to:**

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ATTN: Mendy Corder  
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P.O. Box 2004  
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Fax to 803-796-9072**

**DEADLINE IS FRIDAY, MARCH 8, 2013**

**Complete application form and attachments can also be dropped of at  
City Hall  
1800 12<sup>th</sup> Street**

<b>For Office Use Only</b>	
Date Received _____	Council Action Date _____
Recommendation _____	Amount Approved _____
Date of Recommendation _____	

Organization           Cayce Events Committee – Guided Nature Tours          

Provide the best description possible for the source of revenue (example – are other grant funds committed through grant award or written notification?). Identify by name, sponsors, agencies, etc. contributing.

Type of Revenue	FY2012-13
Cayce Accommodations Tax Funds	\$500.00
City of Cayce	\$5,015.00
<b>TOTAL *</b>	<b>\$5,515.00</b>

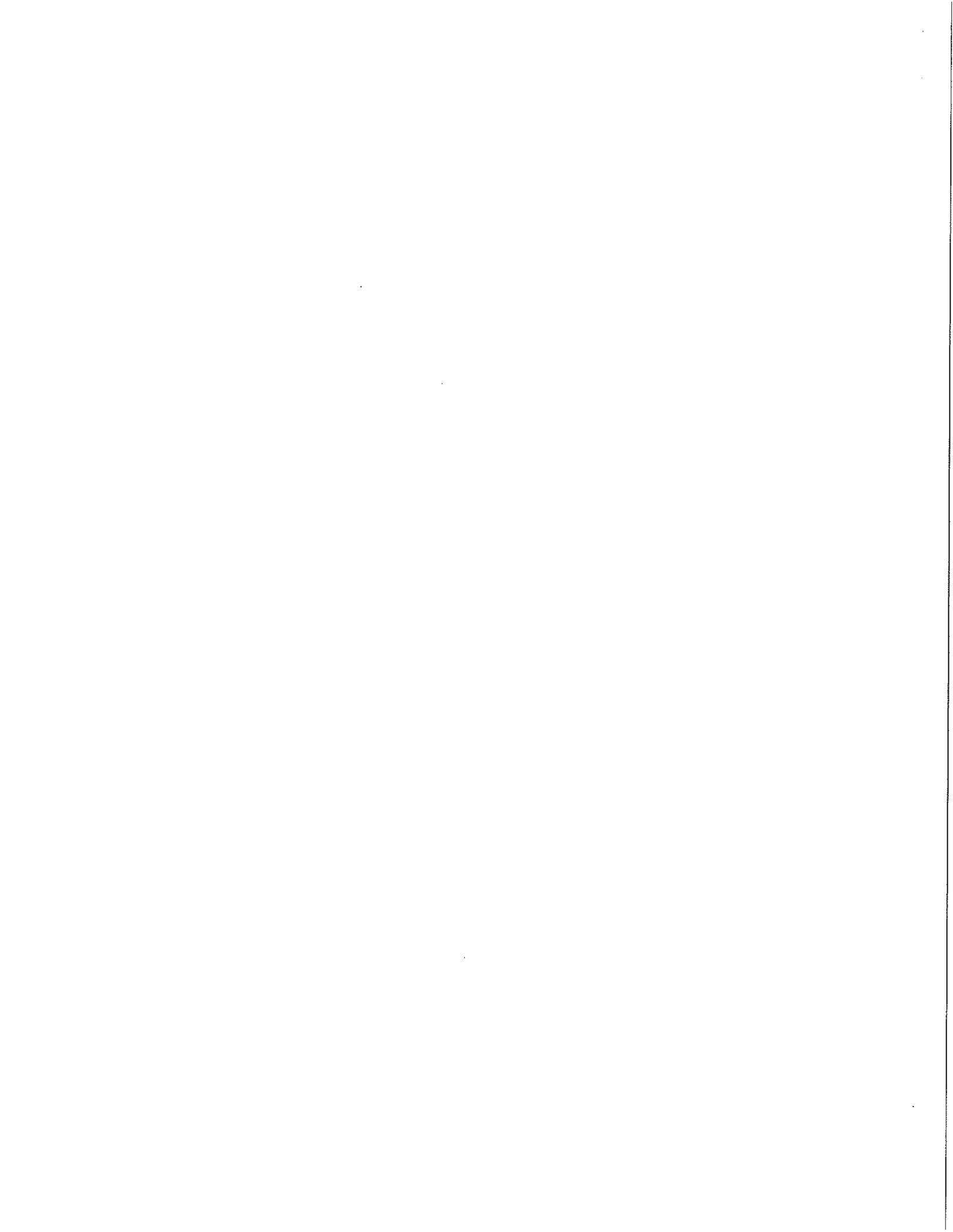
\*NOTE: This amount should equal the amount of expenses on page 2.

Organization Cayce Events Committee – Guided Nature Tours

List all expenses associated with this event.

Type of Expenditure	FY2012-13
Honorarium	600
Signs	400
Advertising and Marketing Plan	2,100
Labor and Overtime	1,365
Refreshments	200
Posters and Flyers	600
Advertising Specialties	250
<b>TOTAL*</b>	<b>\$5,515</b>

\*NOTE: This amount should equal the amount of revenues on page 1.





CITY OF CAYCE  
ACCOMMODATIONS TAX FUND REQUEST  
FY 2013-2014

*Funding provided by Accommodations Tax must be used for promotion and advertising specifically designed to bring tourists to the City of Cayce and is done so under the provision that the City of Cayce will be listed as a co-sponsor on all advertising including, but not limited to, print media, radio spots, television ads, etc. Funds can only be given if it is more likely that you will attract people to stay overnight in City of Cayce local motels and frequent City of Cayce restaurants.*

1. The Applicant must be a public or private non-profit organization. Provide Federal ID number and non-profit status for applicant and the name, address, phone, number, address, and email of the contact person for the project. **Attach** a copy of the applicant's 501 (C) (3) certification letter **and** a copy of a current Secretary of State charity registration letter.

Applicant/Organization The River Alliance \_\_\_\_\_

Federal ID No. 57-1024824 Non-Profit Status: 501(C) (3) \_\_\_\_\_

Contact Person John Banks \_\_\_\_\_ Telephone 803-765-2200 \_\_\_\_\_

Address 420 C Rivermont Drive, Columbia, SC 29033

Email johnbanks@columbiaspeedway.com \_\_\_\_\_

2. Project Category (check one)

Tourism Advertising and Promotion

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.

Tourism-Related Expenditures

*(Definition: Tourism/tourist means the action and activities of people taking trips 50 miles outside their home communities for any purpose, except daily commuting to and from work.)* Tourism-related expenditures include advertising and promotion; promotion of arts or cultural events; construction, maintenance and operation of civic or cultural facilities; public services, such as utilities or facilities to serve tourists; parks, recreation or beautification; tourism-related transportation services; waterfront erosion control or repair; operation of visitor information centers. **Distribution of funds will be based on the percentage of visitors who travel 50 or more miles from outside your community to attend or visit your event, activity, or facility.**

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.

City of Cayce

**Accommodations Tax Fund Request**

3. Project/Event name and general description with specific reference to what will be accomplished with city funds.

Tartan Day South Highland Games and Celtic Festival

A Celtic Cultural celebration including Highland Athletics, great celtic music from different genres, Pipe Bands, Clans and Societies, incredible Highland dancing, Traditional Celtic festive foods, large kids amusement area, and a Celtic marketplace. Our exhibitions will include Sheep Herding, Falconry and Hurling. We are proud to play host to the Carolina British Classics car show run by the British Car Club Midlands Center. The club expects around 150 classic British cars which was a huge hit at the 2012 event.

We hope to continue to attract visitors from all over the Southeast as this festival grows.

4. Project Period: Begin Late March End: Early April (2014 Dates have not been set)

**5. For Tourism-related expenditures, the following questions must be answered for your request to be considered for funding.**

One important factor in allocating these funds is that there should be more hotel/motel activity in our community due to the funding provided. Which hotels in the City of Cayce have you contacted to arrange rooms for your overnight visitors? We plan to make the Country In and Suites the host hotel for our athletes. We also have placed a number of people in the Riverview Inn over the past two years.

Total number of visitors expected to attend your event? 8,000 to 10,000

What percentage of visitors outside the Cayce community (50 miles or more) will be attending your event? 15 to 20 percent.

Describe how your project/event will attract and promote tourism, civic and cultural events, or help provide services and facilities that are needed to attract and provide for tourists, civic and cultural activities. (Attach a sheet, if necessary)

Our patrons are from all over the southeast. We plan to have them eating in our restaurants and enjoying our amenities during their stay. We plan to do more out of area advertising with the help of A-Tax funds. This is a cultural event that hopefully paints a positive view of Cayce. We like to believe that our Festival help birth the outstanding Color Guard. The fund will help upgrade the event as a whole.

6. Estimated Cost of Project \$48,000.00

7. Total Accommodations Tax Funds Requested for FY13-14 \$3,000.00

Signature of Applicant *John R. Bamps* Date *3-7-13*

Please attach:

1. Form listing actual and requested revenues; actual and anticipated expenditures (Attachment 1, pages 1 and 2).
2. One page brief history of organization, if first-time applicant.
3. Copy of your IRS 501 (C) (3) certification letter.
4. Copy of a current South Carolina Secretary of State charity registration letter.

**Submit completed application form and required attachments to:**

**City of Cayce ATTN:  
Mendy Corder  
P.O. Box 2004 Cayce,  
SC 29171-2004  
or Fax to  
803-796-9072**

**DEADLINE IS FRIDAY. MARCH 8. 2013**

**Complete application form and attachments can also be dropped of at  
City Hall  
180012<sup>th</sup> Street**

**For Office Use Only**

Date Received

Council Action Date

Recommendation

Amount Approved \_

Date of Recommendation

Organization West Metro Chamber of Commerce & Visitors Center

Provide the best description possible for the source of revenue (example - are other grant funds committed through grant award or written notification?). Identify by name, sponsors, agencies, etc. contributing.

Type of Revenue	FY2013-14	1
City of Cayce	\$3,000.00	
City of West Columbia	\$3,000.00	
Sponsors	\$15,000.00	
Vendor Income	\$6,000.00	
Ticket Sales	\$21,000.00	
<b>TOTAL*</b>	\$48,000.00	

\*NOTE: This amount should equal the amount of expenses on page 2.

Organization West Metro Chamber of Commerce & Visitor Center

List all expenses associated with this event.

Type of Expenditure	FY2013-14
Event Insurance	\$1,000.00
Advertising	\$12,000.00
Entertainment, (Bands, Exhibitions)	\$18,000.00
Internet Hosting and Maintenance	\$500.00
Tents, Stages, and Other Facility Rentals	\$8,500.00
Programs	\$1,000.00
Sound and Lighting	\$3,500.00
Show Coordinator (Celtic Force, Donovan Murray)	\$3,000.00
Ticket Taxes	\$1,500.00
<b>TOTAL*</b>	<b>\$48,000.00</b>

\*NOTE: This amount should equal the amount of revenues on page 1.

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: OCT 17 2000

RIVER ALLIANCE  
506 GERVAIS STREET  
COLUMBIA, SC 29201

Employer Identification Number:  
57-1024824  
DLN:  
17053267748030  
Contact Person:  
FRANCIS E BERNHARDT ID# 31258  
Contact Telephone Number:  
(877) 829-5500  
Our Letter Dated:  
AUGUST 1996  
Addendum Applies:  
NO

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(vi).

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

You are required to make your annual information return, Form 990 or Form 990-EZ, available for public inspection for three years after the later of the due date of the return or the date the return is filed. You are also required to make available for public inspection your exemption application, any supporting documents, and your exemption letter. Copies of these documents are also required to be provided to any individual upon written or in person request without charge other than reasonable fees for copying and postage. You may fulfill this requirement by placing these documents on the Internet. Penalties may be imposed for failure to comply with these requirements. Additional information is available in Publication 557, Tax-Exempt Status for Your Organization, or you may call our toll free number shown above.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Letter 1050 (DO/CG)

RIVER ALLIANCE

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,

A handwritten signature in cursive script that reads "Steven T. Miller". The signature is written in dark ink and is positioned above the typed name.

Steven T. Miller  
Director, Exempt Organizations

## Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Print or type  
See Specific Instructions on page 2.

Name (as shown on your income tax return) <b>THE RIVER ALLIANCE</b>	
Business name/disregarded entity name, if different from above	
Check appropriate box for federal tax classification: <input type="checkbox"/> Individual/sole proprietor <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <input type="checkbox"/> Exempt payee <input type="checkbox"/> Other (see instructions) ▶ _____	
Address (number, street, and apt. or suite no.) <b>420 C RIVERMONT DRIVE</b>	Requester's name and address (optional)
City, state, and ZIP code <b>COLUMBIA SC 29210</b>	
List account number(s) here (optional)	

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I Instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number								
				-				

**Note.** If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Employer identification number										
5	7		-	1	0	2	4	8	2	4

### Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

<b>Sign Here</b>	Signature of U.S. person ▶ <i>Holly B. Johnson</i>	Date ▶ <i>1-9-13</i>
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### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

#### Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

**Note.** If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

- Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:
- An individual who is a U.S. citizen or U.S. resident alien,
  - A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
  - An estate (other than a foreign estate), or
  - A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

## Brief History of Organization

Annual budget FY 12-13: \$275,000.00

Operating expenses: \$215,450.000

Admin in %: 11%

United way: No

SCE&G employee serving on board: Randolph R. Mahan

Website address: [www.riveralliacne.org](http://www.riveralliacne.org)

Year founded: 1995

### Mission Statement:

The River Alliance, a regional nonprofit corporation (IRS) 501c3) has the mission to create community benefit from the Broad, Saluda, and Congaree Rivers in Lexington and Richland Counties. The River Alliance conducts river-related community planning, identifies potential projects, and focuses resources and efforts to produce facilities services or organizational change.

Geographic : The Broad, Congaree, and Saluda Rivers in the Central Midlands Metropolitan Area South Carolina. The population served, residents and visitors, can be estimated at 600,000.

Overview: The River Alliance is a non-profit organization whose mission is to help the regional community become more engaged with the Broad, Saluda and Congaree Rivers by making the rivers accessible to everyone while keeping them protected. Its main goals include:

- Creating ADA-compliant walkways along the riverbanks and the Greenways.
- Establishing facilities for activities on the riverfront.
- Preserving and conserving the natural environment and the health of the watershed.
- Improving recreational opportunities both on and off the rivers.
- Promoting and assisting in smart development of the downtown riverfront areas.
- Enhancing and creating economic opportunities focused on the rivers.
- Increasing awareness of the area's heritage and culture.

Continued emphasis on reclaiming rivers for public use and concurrent revitalization of the urban core. Projects of note are the 14-mile Three Rivers Greenway system with nine miles currently constructed and two more miles to be completed this FY 2012-2013. The remainder will be completed in phases. Our river projects continue to be environmentally low impact with high quality recreational and tax base return. We look to move from planning to execution on more Greenway with the I-26 Saluda Crossing and Saluda Riverwalk sections, and advance the potential of the "12,000 Years History Park" on the Congaree Creek.

**CITY OF CAYCE**  
**FY 2013/2014**  
**ACCOMMODATIONS TAX PROCESS**

Chapter 4, Title 6 of the S.C. Code of Laws provides for the allocation of Accommodations Tax revenues collected by a county or municipality and provides that a portion of the Accommodations Tax be allocated by the municipality or county to be used for "tourism related expenditures." These expenditures are defined as follows:

1. Advertising and promotion of tourism.
2. Promotion of the Arts and Cultural events.
3. Construction, maintenance, and operation of facilities for civic and cultural activities, including construction and maintenance of access and other nearby roads and utilities for such facilities.
4. The criminal justice system, law enforcement, fire protection, solid waste collections and health facilities when required to serve tourists and tourist facilities.
5. Public facilities, such as restrooms, dressing rooms, parks and parking lots.
6. Tourist shuttle transportation.
7. Operating Visitor Information Centers.

The attached application is provided by the City of Cayce for use by organizations to request Accommodations Tax funds for FY2013-2014. The deadline for submission of Accommodations Tax applications is **Friday, March 8, 2013**. Applications will be reviewed by an advisory committee. Funding recommendations then will be submitted to City Council for consideration.

Applicants are required to submit a written report on the outcome of the event and a financial statement indicating how Accommodations Tax funds were used. Written report must include the number of entrants and/or visitors brought to the City of Cayce and the impact on the City of Cayce motel industry. Copies of all print media and listing of radio and/or television ads must be attached to the report.

**Please note:** At the conclusion of your event, you will be required to give a report on the motels and restaurants used during your event/activity. It is suggested that you include a questions on your registration form in order to obtain this information.

Eligible applicants include public and private non-profit organizations that meet the organizational requirements established by the city. The following minimum eligibility documentation **must** be included/attached to applications:

- Applicant Federal ID number
- Certificate of Incorporation/Charter
- IRS 501(C) (3) or 501 (d) certification letter (non-profits); and
- S.C. Secretary of State's public charity registration letter (non-profits).

No grant can be made to a private for-profit organization to be expended by the organization for its own event. Grants will not be made to non-profit organizations for projects which will primarily benefit one or a very few or an exclusive group of for-profit organizations.



CITY OF CAYCE  
ACCOMMODATIONS TAX FUND REQUEST  
FY 2013-2014

*Funding provided by Accommodations Tax must be used for promotion and advertising specifically designed to bring tourists to the City of Cayce and is done so under the provision that the City of Cayce will be listed as a co-sponsor on all advertising including, but not limited to, print media, radio spots, television ads, etc. Funds can only be given if it is more likely that you will attract people to stay overnight in City of Cayce local motels and frequent City of Cayce restaurants.*

1. The Applicant must be a public or private non-profit organization. Provide Federal ID number and non-profit status for applicant and the name, address, phone, number, address, and email of the contact person for the project. **Attach** a copy of the applicant's 501 (C) (3) certification letter **and** a copy of a current Secretary of State charity registration letter.

Applicant/Organization West Metro Chamber of Commerce Visitor Center \_\_\_\_\_

Federal ID No. 57-0380729 Non-Profit Status: 501(C) (6) \_\_\_\_\_

Contact Person John Banks \_\_\_\_\_ Telephone 803-796-6504 \_\_\_\_\_

Address 1006 12<sup>th</sup> Street Cayce, SC 29033

Email [wmvisitorcenter@aol.com](mailto:wmvisitorcenter@aol.com) \_\_\_\_\_

2. Project Category (check one)

**Tourism Advertising and Promotion**

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.

**Tourism-Related Expenditures**

*(Definition: Tourism/tourist means the action and activities of people taking trips 50 miles outside their home communities for any purpose, except daily commuting to and from work.)* Tourism-related expenditures include advertising and promotion; promotion of arts or cultural events; construction, maintenance and operation of civic or cultural facilities; public services, such as utilities or facilities to serve tourists; parks, recreation or beautification; tourism-related transportation services; waterfront erosion control or repair; operation of visitor information centers. **Distribution of funds will be based on the percentage of visitors who travel 50 or more miles from outside your community to attend or visit your event, activity, or facility.**

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.

## West Metro Visitors Center Answers to Page 2 of Request

City of Cayce

### Accommodations Tax Fund Request

**3. Project/Event name and general description with specific reference to what will be accomplished with city funds.**

The West Metro Chamber & Visitor Center (WMCCVC) focuses on promoting the accommodations, events, and attractions in the West Metro area of Cayce, Springdale, West Columbia and Lexington County. We have a "Walk in facility" that is open 8:00 to 5:00 Monday through Friday manned with helpful staff to answer questions and provide information for visitors. We offer brochures on Attractions, Hotels, and Restaurants as well as maps to an average of 26 visitors per week. We send out on average 7 relocation and visiting traveler packages per week from telephone request. We have increased our web site inquiries tremendously again in 2012- 2013. We are working to increase our visibility of our attractions and hotels outside our 50-mile radius. With our newly finished brochure in 2011 we have a powerful tool to sell the area as a multifaceted area for weekend tourists.

The West Metro Visitor Center works in many ways to promote tourism in our area. We act as an on the ground service office close to the airport and downtown. We provide information, maps, and brochures to newly arriving visitors with our central location.

We also act as an advertising wing for the areas we serve. We reach out through our web, newspaper, and magazine advertising telling the benefits of a stay in our area. We promote pooling the attractions and our natural resources as well as specific festival and event ads to sell a broader environment for their stay. We work exclusively outside the 50 mile radius to draw in visitors for overnight stays stating a wide variety of activities available within minutes of our Center. We provide full information about hotels, dining, and shopping as well as our attractions.

**4. Project Period: Begin: July 1, 2012 End: June 30, 2013**

**5. For Tourism-related expenditures, The following questions must for your request to be considered for funding.**

One important factor in allocating these funds is that there should be more hotel/motel activity in our community due to the funding provided. Which hotels in the City of Cayce have you contacted to arrange rooms for your overnight visitors?

We have worked with the Country Inn and Suites directly with booking parties. Of the 2,900 unique visitors to visitwestmetro.com that clicked through to Hotel Reservation pages in 2012, 1,019 of them went through to a Cayce Hotel.

Total number of visitors expected to attend your event? N/A

What percentage of visitors outside the Cayce community (50 miles or more) will be attending your event? All of our tourism dollars are attempting to reach outside 50 miles.

This is very difficult to answer because we are not a specific event or project. We provide out of state newspaper advertising (Charlotte Observer and Savannah Morning News) for Cayce's Blue Grass Festival and the West Columbia Riverwalk Music Festival. Those events pulled in over 7,000 attendees with an estimated 1,000 being from out of the area.

This is another difficult item to define. We did generate through our web advertising at [www.paddling.net](http://www.paddling.net) over 47 excursions with Palmetto Outdoors tubing and Kayaking services. We also were noted as booking 29 groups to the Historic Riverwalk tour. Most of these were out of state travelers who found us through that advertising. This is just one of the quantifiable results we have been able to track.

**Describe how your project will attract and promote tourism, civic and cultural events, or help provide services and facilities that are needed to attract and provide for tourists, civic and cultural activities.**

Accommodations Tax Funds are the basis of our funding to provide the services and advertising that we create. The funds we receive from the county and the municipalities are 95% of all operating funds. We use all of those funds to accomplish the task of promoting tourism in our area.

We accomplish this with a number of tools and advertising opportunities. We believe our web tools and presence lead the way in our efforts to educate outsiders of the benefits of a visit to the West Metro.

Our web inquiries have risen to nearly 22,000 unique visitors in 2012. We are averaging over 1,800 hits a month with the three most visited pages being accommodations, restaurants, and river sports. Our goal is to provide appealing information about our hotels with links to their main sites for reservations. As stated earlier 2,960 times in 2012 someone clicked through to a hotel reservation page. We have a small write up about each of our restaurants describing the type of menu, décor, and links to, or menus on site. We promote a constantly updated "things to do" area which highlights local theater, concerts, and events which can be reached within 15 minutes from our area. We use Facebook page and receive a few inquiries from it per month. With the current budget challenges, we are reaching out to as many free marketing opportunities as possible to funnel back to our web tools. We are using these pages to promote our push of river sports.

We continued ad campaigns in 2012 targeting our river sports with solid success. Our contract for Internet Banners with Paddling.net ran from March 1<sup>st</sup> through August 31<sup>st</sup> for 45,000 impressions per month. The Paddling.net site has over 330,000 unique visitors per month. We

received an average of 268 from paddling.net through the run of the banner ads. Most of the visitors toured more than three pages on our site per visit. We believe that the river sports are a sellable commodity. The success we had reported from Palmetto Sports outfitters was a great report that these ads are producing real dollars in our community. We are currently review options for spring and summer 2013.

We stepped out with a few new ad campaigns in 2012 including an small ad and web presence with Southern Travel & Lifestyle Magazine and web site. The magazine has a circulation of 35,000 covering the Southern Seaboard. We also had web presence on their site but received less than 55 clicks during the 3 month run.

We ran an ad through our work with the Charlotte Observer in a special issue magazine directed towards senior citizens. The magazine went out to 165,000 households. This quarter page ad selling the West Columbia Antique District and connected web banner with 24,000 impressions did produce 34 room nights at the Holiday Inn. Hopefully we can put some packages together with our Cayce properties in 2013.

We continued an area of success in 2012 by helping in promote local festivals outside our area. We ran ads for the Congaree Bluegrass Festival and the Riverwalk Music Festival in the Charlotte Observer with over 270,000 subscribers and Augusta Chronicle 78,000 subscribers and the Savannah Morning News 83,000 subscribers. We also used the paper's web packages with solid success. We received banner ads on all sites as a part of our package. Working with Tartan Day South we were able to secure bookings at a number of our local hotels.

We are partnering with groups such as the Lexington County Recreation Commission to promote our hotels to their event participants to fill room nights. These Softball, Baseball, and Tennis tournaments are scheduled 40 weekends this year. We are working on providing information at some front desks of current activities (signage) allows the WMCCVC to attract attention to the Riverwalk, The Cayce Museum, West Columbia Antique District, and local restaurants.

West Metro Brochure has been successfully flying out the door with distribution of the entire first run of 9,000 in 8 months. We reprinted in August with over 3,000 more going out since then. We have placed these in South Carolina State Welcome Centers. We have also placed in visitors bureaus in Atlanta, Charlotte, and Jacksonville. We are also having them picked up in droves at our Airport brochure locations

We participated in two travel shows at Military Bases in 2012 Fort Bragg and Fort Stewart. We were able to partner with another group for booth space to keep our cost down. The shows had over 4,000 visitors during the two one day shows. We gave away over 530 brochures and gathered over 230 email contacts to send out information. We targeted the military travelers with our river sports and attractions for weekend stays close to their home bases. We just finished a AAA show in Montgomery Alabama the weekend of March 2<sup>nd</sup>.

We purchased a sixth page ad with web banner presence in The Griffon quarterly magazine. This is the Army 108<sup>th</sup> Training Command Magazine that goes to 60,000 southeastern troops and families. Many of these will be coming through Fort Jackson at some point in 2013. This ad has just come out and we have no results.

We just booked a package with Canoe & Kayak Magazine and a new publication about Kayak Fishing hitting the newsstands in May. We are working with our local river fishing groups to attract that market.

Our main and only goal is to attract and promote tourism. One of the main focuses of the WMCCVC is to educate the outlying public about the beauty and many activities that are available on a stay here. We attempt to tell the story to as many travelers who are looking for an affordable diverse community to visit. There are areas where you can paddle a Kayak down class four rapids in the afternoon and see an outstanding production of a musical or play on the same evening and travel a total of five miles to do both. We are attacking this market with print and internet reach. This gives us an outlet to promote Cayce as a destination.

The Accommodation Tax dollars are the sole source of funding for the center. These are the dollars that allow us to reach out with advertising and produce maps and brochures that sell our area. The A-Tax dollars help us design and place ads outside 50 miles that draw visitors from all over the southeast and the country. We greatly appreciate the funding that the City has provided. We are working on unique marketing programs to highlight our strengths to those who share in those same interests.

6. Estimated Cost of Project \$51,500.00

7. Total Accommodations Tax Funds Requested for FY13-14 \$18,000.00

Signature of Applicant

*John R. Banks*

Date

*3-7-13*

Please attach:

1. Form listing actual and requested revenues; actual and anticipated expenditures (Attachment 1, pages 1 and 2).
2. One page brief history of organization, if first-time applicant.
3. Copy of your IRS 501 (C) (3) certification letter.
4. Copy of a current South Carolina Secretary of State charity registration letter.

**Submit completed application form and required attachments to:**

City of Cayce ATTN:  
Mendy Corder  
P.O. Box 2004 Cayce,  
SC 29171-2004  
or Fax to  
803-796-9072

**DEADLINE IS FRIDAY. MARCH 8. 2013**

Complete application form and attachments can also be dropped of at

City Hall  
180012<sup>th</sup> Street

**For Office Use Only**

Date Received

Council Action Date

Recommendation

Amount Approved \_

Date of Recommendation

Organization West Metro Chamber of Commerce & Visitors Center

Provide the best description possible for the source of revenue (example - are other grant funds committed through grant award or written notification?). Identify by name, sponsors, agencies, etc. contributing.

Type of Revenue	FY2013-14 1
City of Cayce	\$18,000.00
City of West Columbia	\$15,500.00
Lexington Couty	\$14,000.00
Town of Springdale	\$2,500.00
Carryover from 2012-2013	\$1,000.00
<b>TOTAL*</b>	\$51,500.00

\*NOTE: This amount should equal the amount of expenses on page 2.

Organization West Metro Chamber of Commerce & Visitor Center

List all expenses associated with this event.

Type of Expenditure	FY2013-14
Printing Cost	\$2,500.00
Web Advertising	\$7,782.00
Print Advertising	\$8,000.00
Internet Hosting and Maintenance	\$1,068.00
Postage	\$200.00
Payroll, Taxes, and Fees	\$29,000.00
Office Supplies	\$450.00
Trade Shows	\$1,000.00
<b>TOTAL*</b>	\$51,500.00

\*NOTE: This amount should equal the amount of revenues on page 1.

2011-2012 Year End	7/1/2011	to 6/30/2012		
Expenses	Budgeted	Actual Expenses	Revenues Committed	
Visitors Center Sign Maintenance			Cayce	\$18,870.00
Printing Cost (Brochures)	\$ 1,000.00	\$ 974.77	West Columbia	\$ 8,223.74
Airport Lighted Signage			Lexington County * 15,000	\$ 15,250.00
Airport Brochure Locations	\$ 3,360.00	\$4,200.00	Springdale	
Advertising TV			Ad sales for Brochure	\$1,500.00
Web Advertising	\$ 4,193.00	\$ 2,050.00	Carry Over From 2010-2012	\$ 919.29
Print Advertising	\$ 2,807.00	\$2,807.00	Funding Sources Committed	
Yellow Pages			Total for 2011-2012	\$ 44,763.03
Internet Amount (Website)	\$ 1,068.00	\$ 1,199.75	Deposits	
Food and Entertainment			Carry Over from 2011-2012	\$ 919.29
Promotional Products			7/7/2011 Cayce	\$ 5,000.00
Postage	\$ 500.00	\$159.81	8/8/2011 Lexington	\$4,000.00
Directors Pay	\$ 28,950.00	\$28,898.49	8/8/2011 Cayce Balance	\$13,870.00
Taxes			12/1/2011 Lexington and Misc	\$4,973.74
Membership Fees			12/30/2011 Ad Payment	\$250.00
Computer			1/20/2012 Ad Payment	\$250.00
Office Supplies	\$200.00	\$ 208.47	1/30/2012 Ad Payment	\$250.00
Bank Charges		\$9.10	2/9/2012 Lex County	\$ 3,750.00
Trade Show Expense	\$1,000.00	\$295.00	2/19/2012 West Columbia	\$7,750.00
			5/10/2012 Lexington	\$ 3,750.00
	\$ 43,078.00	\$ 40,802.39	Total for 2011-2012	\$ 44,763.03
Total Deposits and Carry Over				
Carry Over to 2012-2013		\$3,960.64		

2012 - 2013 Budget & Expenses		7/1/2012	to 3/6/2013	
Current Financial				
Expenses	Budgeted	Expenses	Revenues Committed	
Visitors Center Sign Maintenance			Cayce	\$18,000.00
Printing Cost (Brochures)	\$ 4,000.00	\$ 3,444.33	West Columbia	\$ 14,750.00
Airport Lighted Signage			Lexington County * 13,500	\$ 13,875.00
Airport Brochure Locations			Springdale	\$ 2,500.00
Social Media Consultant and Program	\$1,000.00	\$1,000.00	Ad sales for Brochure	
Advertising TV			Carry Over from 2012	\$ 3,960.64
Web Advertising	\$ 7,000.00	\$ 3,100.00	Funding Sources Committed	
Print Advertising	\$ 6,000.00	\$ 4,545.00	Total for 2012-2013	\$ 53,085.64
Yellow Pages			Current Deposits	
Internet Amount (Website)	\$ 1,068.00	\$ 534.00	City of WC	\$ 7,500.00
Food and Entertainment			City of Cayce	\$18,000.00
Promotional Products	\$ 788.90	\$ 788.90	Lexington County	\$3,750.00
Postage	\$ 500.00	\$102.10	City of West Columbia	\$3,211.80
Directors Pay	\$ 28,950.00	\$ 19,694.64	Town of Springdale	\$2,500.00
Assistants Pay	\$ 2,080.00	\$ 2,080.00	Lexington County	\$3,375.00
Taxes			Lex Cty Balance	\$ 6,750.00
Membership Fees			WC Distribution Timing Unsure	
Computer	\$750.00	\$ 738.27	Total for 2012-2013	\$ 45,086.80
Office Supplies	\$350.00	\$ 63.13		
Bank Charges				
Trade Show Expense	\$1,000.00	\$525.00		
Totals for 2012-2013	\$ 53,486.90	\$ 36,615.37		

Carry Over to 2013 - 2014

## River Sports Push Continues with Solid Success

Through our second year of Banner Ads with Paddling.net, we upped our traffic from the site to an average of 268 unique visitors per month for the 45,000 impressions per month we ran on the site from March 1st to August 31st.

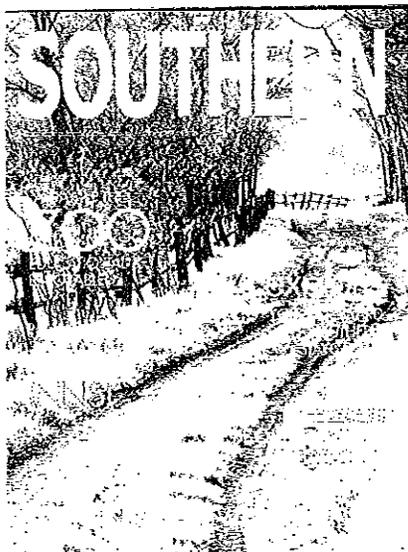
Paddling .net has over 330,000 unique domestic users per month.

We received a call in July from Trustus theater saying that they had received some visitors from Paddling .net.



## Southern Travel & Lifestyles Magazine

We ran a 1/6th page ad in this quarterly magazine in March of 2012. We received a great price and it did not produce any quantifying results. We did have 49 unique visitors from their web product over the 3 month run.



## Continued Support of the Local Festivals

We ran ads in the Charlotte Observer and Savannah Morning News for the Cayce Bluegrass Festival. We ran three print ads in the two weeks prior to the event as well as two weeks of banners on the Observer web page. Those banners produced over 200 visits to our site. We ran two print ads in the Morning News and two weeks of small banners on their site. We received 97 hits from their site.

**The City of Cayce**  
presents

**CONGAREE BLUEGRASS FESTIVAL**  
CAYCE

**October 6, 2012 11am-6pm**  
Granby Gardens Park  
1800 12th Street, Cayce, South Carolina

Band Scramble Contest • Children's Play Area • Cayce Historical Museum Tours  
Food and Craft Vendors

...and bring your own instruments and join our jamming sessions

**IIIrd TYME OUT**

**ALSO APPEARING:**  
• The Carolina Rebels • Easy Pickin's • Blue Iguanas

Free to the public, except food and drink.  
And, bring your lawn chairs, but no coolers or pets please!  
803-796-9020. [www.congareebluegrassfestival.com](http://www.congareebluegrassfestival.com)

For Lodging visit [www.visitwestmetro.com](http://www.visitwestmetro.com)

Charlotte Observer  
October 2nd  
October 3rd  
October 5th

The City of West Columbia, S.C.  
Presents the 6th Annual

**RIVERWALK MUSIC FESTIVAL**

Saturday, April 21, 2012  
2pm - 9pm

At the City of West Columbia's Amphitheater  
(Corner of Meeting Street and Alexander Road in West Columbia @ the Gervais Street Bridge)

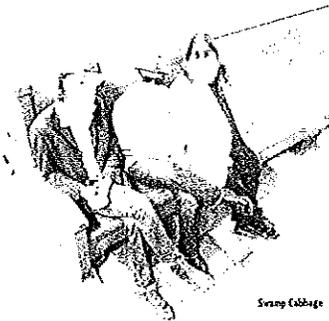
Plus:  
Featuring **CherryCase**  
**Rob Crosby** **Angela Easterling**  
**Stillhouse**

— AND —  
**Artists' Courtyard**  
FEATURING LOCAL ARTISANS  
Live Music • Food Court • Artist's Courtyard  
For more info & to see who made this concert possible, go to [www.riverwalkmusic.com](http://www.riverwalkmusic.com)

**FREE CONCERT • FREE PARKING**

Charlotte Observer  
April 17th, April 18th  
April 20th

Savannah Morning News | [savannahnews.com](http://savannahnews.com) | 912-236-9511



Swamp Cabbage

### RIVERS ROCK!

Swamp Cabbage to entertain at annual Moon River fundraiser

Savannah hosts myriad fundraisers for nonprofit groups, but few are as much fun as Rivers Rock!, the annual party thrown by the Ogeechee Riverkeeper.

Any mention of the Ogeechee River these days is bound to evoke images of dead fish and to recall the continuing controversies over a pollution permit granted to an upriver textile manufacturer.

Our rivers matter. And that simple fact has spurred great support for the four previous Rivers Rock! gatherings.

This year's theme is, appropriately, "Ogeechee River Revival." The event will once again take place at Moon River Brewing Company at 41 West Bay St. The ruckus beyond the restaurant and bar is just about perfect for an event of this scale. Moon River will supply the food and drink. Plus, there's always a great silent auction fueled by the generosity of artists,

artisans, environmental groups and others concerned with the health and safety of all our coastal rivers.

The entertainment this year is something special: Swamp Cabbage. The "swamp blues" trio is fronted by Walker Parks, who founded the band in 2009.

Parks might be best known as lead guitarist for Richie Haines from 2001 to 2011, but he's been involved in a variety of other interesting projects over the years, including his solo career and Swamp Cabbage, which has released three albums.

The band's describes itself in the most interesting possible terms — "a stew of blues, jazz, soul, southern rock, Appalachia and even classical vibes."

Parks' strong, deep, raspy voice is simply electric.

Rivers Rock! like a great night and it starts early enough that no one can use the excuse that the music starts too late.

The fifth annual Rivers Rock! takes place from 7 to 10 p.m. Oct. 4 at Moon River. Tickets are \$35 in advance, \$45 at the door. Given the heightened interest in the Ogeechee River this year, I'd say there's a chance the party could completely sell out, so it might be smart to get tickets early. Check out [www.riversrock.org](http://www.riversrock.org).

Bill Dawlers can be reached at [b@dawlers.com](mailto:b@dawlers.com) or [www.billdawlers.com](http://www.billdawlers.com).

**RON WHITE**  
SOULFUL BLUES GUITAR 2012

**SEPTEMBER 30 AT 7PM**  
**JOHNNY MERCER THEATRE**

SEA 200 PROOF VIP

**CONGAREE BLUEGRASS FESTIVAL**  
CAYCE

October 6 • Cayce, SC • 11am - 6pm

Granby Gardens Park • FREE ADMISSION!

**IIIrd TYME OUT**

Savannah Morning News  
September 27th & October 4th

We ran ads in the Charlotte Observer for the West Columbia Riverwalk Music Festival. We ran three print ads in the week prior to the event as well as a week of banners on the Observer web page. Those banners produced 116 visits to our site.

We used these two papers because of circulation numbers and travel distance may produce overnight stays.

# Specialized Senior Ad Produces Bookings

We produced a targeted ad for Seniors for a weekend stay and play package centered around the West Columbia Antique District. The ad ran in a special fall seniors magazine "Living 50 Plus" produced by the Charlotte Observer. The magazine went out to 175,000 households and another 25,000 were distributed to newsstands. The small web banners only ran for two weeks but produced 156 hits on our site. We worked with the Holiday Inn and Suites on the package that produced 17 weekend bookings over a five week period in the fall.

## Heart health tips no matter the weather

The weather and temperatures can have a large impact on our energy levels and motivation to exercise. Warm, sunny weather can be a great incentive to get outside. We're told it may be easier to get into a walking routine when the weather is nice. When it's not so great for the park or the body, including cardiovascular health.

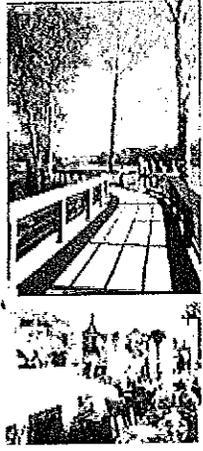
Staying active when the weather seems to be just what you need can be a challenge. However, there are many things you can do to make the most of things you still get the exercise needed for a healthy heart. Here are a few ideas to get you started.

Instead of the regular workout you do, consider something that takes the most of the weather. If it's hot outside, consider walking to the beach where the ocean breeze can keep you cool and you can get on your feet in the water. Unless you are the kind of person who likes a hot workout and you can't do it, then a walk in the park or a jog in the woods is a great alternative. Do a walk around the house in place of a park. Doing light household chores

with music also is another way to get blood flowing and your heart pumping.

It's not too easy to find the right shoes, but they need to be comfortable. Buying the right shoes to wear when it's hot or cold is a big step toward preventing the pain. The shoes to get are those that are not too tight and not too loose. They should be comfortable. Children and older adults are more susceptible to the effects of cold weather. According to Henry Stone University Medical Center, when

temperatures are low, your heart works harder to keep the body warm. Doing warm-ups can help avoid having the heart. The same reason applies when the temperature is extremely warm. It's easy for the blood to overheat and become dehydrated. Drink in 16 oz of water and remember to drink plenty of water.



## Common Discounts Available to Senior Citizens

Many services can be by using a senior discount. Here are some common ones:

- **Travel:** Many seniors have a 10% discount on travel packages.
- **Transportation:** Many seniors have a 10% discount on taxi fares.
- **Food:** Many seniors have a 10% discount on food at restaurants.

- **Entertainment:** Many seniors have a 10% discount on movie tickets.
- **Shopping:** Many seniors have a 10% discount on clothing and shoes.
- **Healthcare:** Many seniors have a 10% discount on medical services.

- **Education:** Many seniors have a 10% discount on tuition fees.
- **Real Estate:** Many seniors have a 10% discount on home sales.
- **Insurance:** Many seniors have a 10% discount on life insurance.

- **Utilities:** Many seniors have a 10% discount on electricity and gas.
- **Banking:** Many seniors have a 10% discount on banking services.
- **Public Transportation:** Many seniors have a 10% discount on bus and train fares.

- **Hotels:** Many seniors have a 10% discount on hotel stays.
- **Restaurants:** Many seniors have a 10% discount on dining.
- **Spas:** Many seniors have a 10% discount on spa services.

**EXPLORE**  
Antiques Riverwalk  
Zoo Theatre Dining  
Tubing Kayaking  
**AND MORE!**

**Cremation Society of Charlotte, Inc.**  
1516 Lyon Court Charlotte, NC 28205  
Phone: 704-333-0101

*Save Land, Money and the Environment Consider Cremation*

Serving Charlotte-Mecklenburg and Surrounding Counties  
Packages starting at \$895.00

[www.csofcharlotte.com](http://www.csofcharlotte.com)

**West Metro**  
Come, explore, and relax in South Carolina.

- Explore our Antique District
- Visit our World Class Zoo • Enjoy our 3 Mile Riverwalk
- Museums • Live Theater • Quality Restaurants
- Tubing and Kayaking

**ENJOY THIS SPECIAL STAY AND PLAY PACKAGE**  
2 nights w/ buffet breakfast and a night of Zoo or Museum tickets starting at \$150 at the brand new Leeds Certified Holiday Inn Express.  
Visit our website for package promo code

Web Banner for Senior Ad

# Ad to Military Travelers

We produced a large ad in the Griffon magazine and their web companion. This goes directly to 80,000 soldiers and their families on the east coast. The Griffon services the 108th Training command. Many of these soldiers will be coming through Fort Jackson for additional training and deployment. We are trying to draw the families to stay in our area on their visits and while they are traveling. This is a quarterly that just went out in December. We did receive 97 hits from their web site in January.

56 • THE GRIFFON • Winter 2012

www.thegriffon108.com

## Enjoy history and culture in Putnam County, NY



By *Misty Collins*

Size doesn't matter — especially when it comes to choosing a place for some well-deserved R&R. Putnam, the second smallest county in New York, offers as much as any larger county when it comes to outdoor recreation, historical sites and cultural events to enjoy. Visitors arrive easily by train at Metro-North Railroad stations in Cold Spring, Garrison, Brewster, Southeast and Putnam or by car via I-84 and the Danahy State Parkway. Putnam County, a mere 60 miles north of Madison, is directly across the Hudson River from the United States Military Academy at West Point. What better place for military personnel and their families to enjoy a day trip or vacation?

### SKI Putnam

Thunder Ridge Ski Area in Putnam ([www.thunderridgeski.com](http://www.thunderridgeski.com)) is more than just a winter destination for skiing and snowboarding but also offers adventures of their special Ski and Stay packages or their One Day Getaway outings during the ski and snowboard season where they offer free shuttle service for guests from the Putnam train station.

Cross-country skiers and snowshoe enthusiasts may enjoy the TRP to spend a day on the Clarence Fahnestock Memorial State Park ([www.nystateparks.com](http://www.nystateparks.com)) trails in Kent.

### Kite Putnam

Thanks to sportsmen's groups and open space advocates, large tracts of Putnam County's land have been designated forever green. Putnam boasts more than a dozen state or county parks, sanctuaries and multiple use areas. Cold Spring in westernmost Putnam, offers several small state parks: Hudson Highlands State Park on Route 9D with its challenging 4.5 mile trail along Breakneck Ridge. Newsweek named it one of its Top 10 Day Hikes in America. The designation becomes evident once atop the ridge.

While in Cold Spring visit Constitution North Hudson Center and Sanctuary on Indian Hill Road and stroll along its extensive boardwalk

through the 270 acre marsh. Kynkreeft can paddle their way through the marsh or up the Hudson to Bannerman Castle from a launch. Foundry Dock Park on Market St. Visit [www.hudsonriverparks.com](http://www.hudsonriverparks.com) to arrange boat rentals and guides. Another Cold Spring gem is Little Stony Point State Park on Route 9D.

Putnam's Hubbard Perkins Conservation Area with trailhead off Route 9 is part of the NY/NJ Trail Conference and includes more than 1000 acres of wooded trails. Smaller 136-acre Mackinac Point Preserve offers trails along Mackinac Beach.

By far the largest park in Putnam with its 14,000 acres is Clarence Fahnestock Memorial State Park in Kent. Fahnestock includes Canopus Lake, Stillwater Lake and Pelican Pond and is open year round providing seasonal camping, swimming, bow launching, fishing, x-country skiing and snowshoeing.

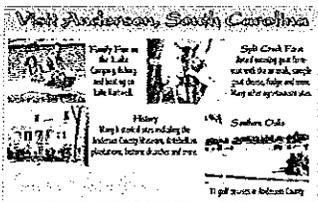
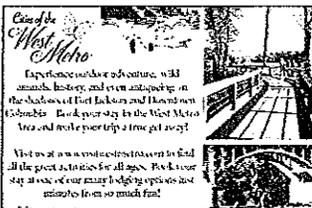
The almost 1000 acre Waukena Lake State Park on Ludwigsville Road in Kent offers visitors hiking, biking, fishing and bird watching as do Kent's Big Buck, White Pond, California Hill and Ninham Mountain Multiple Use Areas. Don't miss climbing the renowned Mt. Nicholas Fire Tower while on Ninham Mountain.

For maps and directions to all of Putnam's state parks, visit [www.nystateparks.com](http://www.nystateparks.com).

### Historic Putnam

All across Putnam, towns, villages and hamlets offer history seekers reasons to visit and sleep in one, many listed on the National Register of Historic Places. Just having celebrated its 200th anniversary, Putnam County can offer history lessons stretching well beyond the county's 1712 beginnings. Putnam's more than 200 stone chambers date back centuries and have named the county the well-deserved nickname as the Stone Chamber Capital of the United States.

Visitors can learn of the Revolutionary War's Patriot Cannon. (See VISIT PUTNAM next page)





**TOP**  
**Ball and bat** (left)  
 The Charlotte City Council has approved the city's first baseball stadium, a \$100-million project that will be built on the site of the former Charlotte Coliseum. The stadium is set to be completed in 2012.

**LAST IN**  
**Ball and bat** (right)  
 The Charlotte City Council has approved the city's first baseball stadium, a \$100-million project that will be built on the site of the former Charlotte Coliseum. The stadium is set to be completed in 2012.

**REARVIEW**  
 A group of local artists has been selected to create a public art project for the new stadium. The artists will be responsible for creating a series of murals that will be displayed throughout the stadium.

**SPINOFFS**  
 The stadium project is expected to create thousands of jobs during its construction. The city also plans to use the stadium as a venue for various events, including concerts and sports events.

The City of West Columbia, S.C. Presents the 6th Annual **ARTS & CRAFTS** Fair  
 Saturday, April 21, 2012  
 At the City of West Columbia's Amphitheater (Corner of Westinghouse Blvd and Alexander Blvd in West Columbia, SC. Rain or Shine 10am-5pm)  
 Featuring Rob Crosby, Plus: *Cherry Lane, Angela Eastburg, 20 Bands*  
 Artists' Courtyard FEATURING LOCAL ARTISANS  
 Live Music - Food Court - Artist's Courtyard  
 For more information, visit [www.westcolumbia.org](http://www.westcolumbia.org)

**NEW SHIPMENT HAS JUST ARRIVED FOR**  
**Spring TOMS**  
 Birkenstock First  
 10000 York Road, Suite 100, Charlotte, NC 28217  
 Phone: 704.372.1090

Experience the news you love, online.  
 The Charlotte Observer  
 Subscribe 10% off print rate

DATE	TIME	ARTIST	LOCATION
April 21	10am-5pm	Rob Crosby, Cherry Lane, Angela Eastburg, 20 Bands	West Columbia Amphitheater
April 22	10am-5pm	Local Artists	West Columbia Amphitheater
April 23	10am-5pm	Local Artists	West Columbia Amphitheater
April 24	10am-5pm	Local Artists	West Columbia Amphitheater
April 25	10am-5pm	Local Artists	West Columbia Amphitheater
April 26	10am-5pm	Local Artists	West Columbia Amphitheater
April 27	10am-5pm	Local Artists	West Columbia Amphitheater
April 28	10am-5pm	Local Artists	West Columbia Amphitheater
April 29	10am-5pm	Local Artists	West Columbia Amphitheater
April 30	10am-5pm	Local Artists	West Columbia Amphitheater

**HOT CONCERTS**  
 Sunday  
 MRS 8pm, 10000 York Road, Suite 100, Charlotte, NC 28217  
 After consulting the Director

**DeBatt Center**  
 10000 York Road, Suite 100, Charlotte, NC 28217  
 Phone: 704.372.1090

**WHERE TO GO TO GET SOME CULTURE**  
 Thursday  
 8pm, 10000 York Road, Suite 100, Charlotte, NC 28217  
 After consulting the Director

**Monday**  
 The San Francisco Thrash  
 8pm, 10000 York Road, Suite 100, Charlotte, NC 28217  
 After consulting the Director

**The City of Cayce** presents **CONGAREE BLUEGRASS FESTIVAL**  
 October 6, 2012 11am-6pm  
 Grandy Gardens Park  
 1800 12th Street, Cayce, South Carolina  
 For more information, visit [www.westcolumbia.org](http://www.westcolumbia.org)

The Charlotte Observer is published every day except on Sundays and public holidays.

**Entertainment**

**By** [Author Name]  
 In a recent issue of the magazine, I wrote about the importance of maintaining a healthy work-life balance. This is a topic that is becoming increasingly relevant in today's fast-paced world. Many people are struggling to find time for themselves, and this can lead to burnout and decreased productivity. It's important to take breaks and prioritize self-care to stay healthy and motivated.

10000 York Road, Suite 100, Charlotte, NC 28217  
 Phone: 704.372.1090

**NEW STYLES TOMS**  
 What Everyone's Wearing...  
 Birkenstock First  
 10000 York Road, Suite 100, Charlotte, NC 28217  
 Phone: 704.372.1090

10000 York Road, Suite 100, Charlotte, NC 28217  
 Phone: 704.372.1090

**EDWIN MCCAIN**  
 Sales Office  
 October 16, 2012  
 10000 York Road, Suite 100, Charlotte, NC 28217  
 Phone: 704.372.1090

10000 York Road, Suite 100, Charlotte, NC 28217  
 Phone: 704.372.1090

**WING HAVEN PLANT SALE**  
 Join us at the great  
 10 to 6  
 Thursday-Saturday  
 October 11-12  
 10000 York Road, Suite 100, Charlotte, NC 28217  
 Phone: 704.372.1090

**By** [Author Name]  
 The city of West Columbia is set to open its new baseball stadium in 2012. This is a significant milestone for the city and its residents. The stadium will provide a venue for various events, including concerts and sports events. It will also create thousands of jobs during its construction. The city is excited about the new stadium and the opportunities it will bring.

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DATE	TIME	ARTIST	LOCATION
October 11	10am-6pm	Local Artists	Wing Haven Plant Sale
October 12	10am-6pm	Local Artists	Wing Haven Plant Sale
October 13	10am-6pm	Local Artists	Wing Haven Plant Sale
October 14	10am-6pm	Local Artists	Wing Haven Plant Sale
October 15	10am-6pm	Local Artists	Wing Haven Plant Sale
October 16	10am-6pm	Local Artists	Wing Haven Plant Sale
October 17	10am-6pm	Local Artists	Wing Haven Plant Sale
October 18	10am-6pm	Local Artists	Wing Haven Plant Sale
October 19	10am-6pm	Local Artists	Wing Haven Plant Sale
October 20	10am-6pm	Local Artists	Wing Haven Plant Sale
October 21	10am-6pm	Local Artists	Wing Haven Plant Sale
October 22	10am-6pm	Local Artists	Wing Haven Plant Sale
October 23	10am-6pm	Local Artists	Wing Haven Plant Sale
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October 26	10am-6pm	Local Artists	Wing Haven Plant Sale
October 27	10am-6pm	Local Artists	Wing Haven Plant Sale
October 28	10am-6pm	Local Artists	Wing Haven Plant Sale
October 29	10am-6pm	Local Artists	Wing Haven Plant Sale
October 30	10am-6pm	Local Artists	Wing Haven Plant Sale
October 31	10am-6pm	Local Artists	Wing Haven Plant Sale

**WING HAVEN PLANT SALE**  
 Join us at the great  
 10 to 6  
 Thursday-Saturday  
 October 11-12  
 10000 York Road, Suite 100, Charlotte, NC 28217  
 Phone: 704.372.1090

**6 MONTHS CD**  
 3.45%  
 First Financial Group  
 Charlotte, NC  
 (704) 414-6585  
 GreenLine (844) 211-4898

**The City of Cayce** presents **CONGAREE BLUEGRASS FESTIVAL**  
 October 6, 2012 11am-6pm  
 Grandy Gardens Park  
 1800 12th Street, Cayce, South Carolina  
 For more information, visit [www.westcolumbia.org](http://www.westcolumbia.org)

**CITY OF CAYCE**  
**FY 2013/2014**  
**ACCOMMODATIONS TAX PROCESS**

Chapter 4, Title 6 of the S.C. Code of Laws provides for the allocation of Accommodations Tax revenues collected by a county or municipality and provides that a portion of the Accommodations Tax be allocated by the municipality or county to be used for "tourism related expenditures." These expenditures are defined as follows:

1. Advertising and promotion of tourism.
2. Promotion of the Arts and Cultural events.
3. Construction, maintenance, and operation of facilities for civic and cultural activities, including construction and maintenance of access and other nearby roads and utilities for such facilities.
4. The criminal justice system, law enforcement, fire protection, solid waste collections and health facilities when required to serve tourists and tourist facilities.
5. Public facilities, such as restrooms, dressing rooms, parks and parking lots.
6. Tourist shuttle transportation.
7. Operating Visitor Information Centers.

The attached application is provided by the City of Cayce for use by organizations to request Accommodations Tax funds for FY2013-2014. The deadline for submission of Accommodations Tax applications is **Friday, March 8, 2013**. Applications will be reviewed by an advisory committee. Funding recommendations then will be submitted to City Council for consideration.

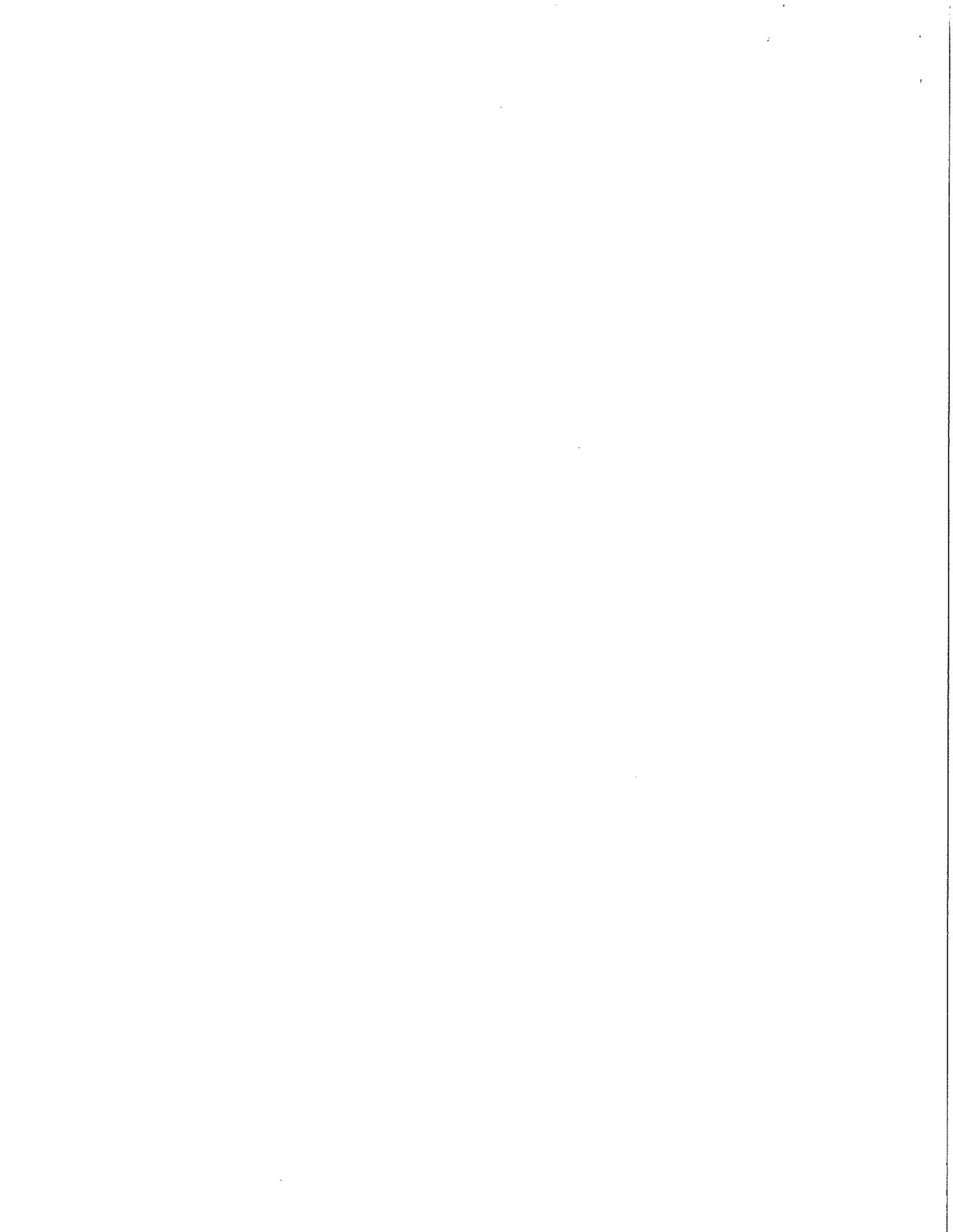
Applicants are required to submit a written report on the outcome of the event and a financial statement indicating how Accommodations Tax funds were used. Written report must include the number of entrants and/or visitors brought to the City of Cayce and the impact on the City of Cayce motel industry. Copies of all print media and listing of radio and/or television ads must be attached to the report.

**Please note:** At the conclusion of your event, you will be required to give a report on the motels and restaurants used during your event/activity. It is suggested that you include a questions on your registration form in order to obtain this information.

Eligible applicants include public and private non-profit organizations that meet the organizational requirements established by the city. The following minimum eligibility documentation **must** be included/attached to applications:

- Applicant Federal ID number
- Certificate of Incorporation/Charter
- IRS 501(C) (3) or 501 (d) certification letter (non-profits); and
- S.C. Secretary of State's public charity registration letter (non-profits).

No grant can be made to a private for-profit organization to be expended by the organization for its own event. Grants will not be made to non-profit organizations for projects which will primarily benefit one or a very few or an exclusive group of for-profit organizations.



**City of Cayce  
Committee Appointments/Reappointments  
August 6, 2013**

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All open positions will be advertised on the City's website and Facebook page.

**PUBLIC SAFETY FOUNDATION – ONE (1) POSITION**

Mr. Phil Carter's term expired in June. Mr. Carter would like to serve again and the Foundation has recommended him for reappointment. His reappointment application is attached for Council's review.

**NO COUNCIL ACTION REQUIRED**

The following positions have been postponed by Council until receipt of potential member applications.

**ACCOMMODATIONS TAX COMMITTEE – TWO (2) POSITION**

Ms. Cherelle Davis is no longer employed with the Country Inn & Suites. Ms. Sue Wofford is no longer with Knights Inn. These positions must be filled by someone from the motel industry in Cayce. The staff liaison is currently speaking with motel managers regarding this position.

**BEAUTIFICATION BOARD – TWO (2) POSITIONS**

There are currently two open positions on the Board.

**CAYCE HOUSING AUTHORITY – ONE (1) POSITION**

Mr. Xen Motsinger's term expired August, 2012 and he has resigned from the Authority. There is no recommendation at this time.

**CONSOLIDATED BOARD OF APPEALS – THREE (3) POSITIONS**

Mr. Ron Lawson's term has expired. We have been unable to reach Mr. Lawson by phone. A letter has been sent to Mr. Lawson to inquire about his interest in serving on this Board. No response to the City's letter has been received. Mr. Frank Strange and Mr. Lemuel Knight both passed away recently. There are no recommendations at this time.

**PUBLIC SAFETY FOUNDATION – FOUR (4) POSITIONS**

Mr. Pound's and Ms. Spires' terms have expired and Council has already postponed these two positions. In checking with all the members of the foundation, Mr. Brice Corbitt has advised he will be unable to serve. Ms. Joan Hoffman's term expired in May and she is unable to serve again at this time.

In summary, we have the following open positions:

District 3 – two positions

Mayor – two positions

Mayor and Council Members in these districts will need to submit potential members for Council review and approval.



**CITY OF CAYCE PUBLIC SAFETY**  
**EMPLOYMENT APPLICATION**  
**EMPLOYMENT APPLICATION**

Name: PHILLIP CARTER

Home Address: 105 MOSSWOOD CT City, State, Zip  
791-5152 Telephone: PHILLIPACARTER @ YAHOO.COM E-Mail Address

Cell Phone: 510-9304

Resident of Cayce:  Yes  No Number of Years 55

Business Located in Cayce:  Yes  No Number of Years \_\_\_\_\_

Have you ever been convicted of a felony or misdemeanor other than a minor traffic violation?  Yes  No If yes, specify below:

Work Address  
 Company: ERA WILDEY REALTY Position \_\_\_\_\_

Address: 507B SUNJET BLVD  
 City, State, Zip LEXINGTON SC Telephone: 356-2455

Fax: \_\_\_\_\_ E-Mail \_\_\_\_\_

Work Experience:  
TECHNICAL SALES 25 YRS  
REAL ESTATE SALES 8 YRS

Educational Background:  
AIRPORT HIGH SCHOOL  
OSC 4 YRS

Membership Information (Professional, Neighborhood and/or Civic Organizations):  
 \_\_\_\_\_

Volunteer Work:  
LEXINGTON SCHOOL DISTRICT TWO BOARD OF TRUSTEES

Hobbies:  
 \_\_\_\_\_