

Mayor
Elise Partin

Mayor Pro-Tem
James E. Jenkins

Council Members
Tara S. Almond
Phil Carter
Eva Corley

City Manager
Brian Watkins



**City of Cayce
Special Council Meeting
Wednesday, October 17, 2018
5:00 p.m. – Cayce City Hall – 1800 12th Street
www.caycesc.gov**

I. Call to Order

A. Invocation and Pledge of Allegiance

II. Public Comment Regarding Items on the Agenda

III. Ordinances

A. Discussion and Approval of Ordinance 2018-12 Amending Sect. 10-81 (“Non-Owner and Unoccupied Registration Required”) of the Zoning Ordinance of the City of Cayce - First Reading

IV. City Manager’s Report

V. Council Comments

VI. Executive Session

A. Receipt of legal advice relating to claims and potential claims by and against the City and other matters covered by the attorney-client privilege

B. Discussion of employment of employee regulated by a public body

VII. Reconvene

VIII. Possible Actions by Council in follow up to Executive Session

IX. Adjourn

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

Memorandum

To: Mayor and Council

From: Brian Watkins, City Manager
Carroll Williamson, Planning & Development Director

Date: October 12, 2018

Subject: Approval of revisions to the City of Cayce's Property Registration Ordinance – First Reading

Issue

Because of the change in due date for business licenses approved by Council on October 2, 2018, the due date for annual Property Registration also needs to change so that these two requirements match.

Discussion

The due date for Rental, Non-owner Occupied and Unoccupied Registrations is currently April 15th, which matches the previous due date for business licenses. Because the due date for business licenses has now changed from April 15th to April 30th, the due date for registering these properties also needs to change to April 30th. This change will make it easier for both the rental property owner registering his or her property and obtaining a business license, as well as staff for administering the property registration program and business licenses.

Recommendation

Staff recommends Council adopt on First Reading the revised Section 10-81 of Article IV of the Code of Ordinances that changes the registration due date from April 15th to April 30th, matching revised business license due date.

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

ORDINANCE 2018-12
Amending Sect. 10-81 (“Non-Owner and
Unoccupied Registration Required”) of
the Zoning Ordinance of the City of Cayce

WHEREAS, the Council has passed an ordinance revising the Business License Ordinance; and

WHEREAS, the revised Business License Ordinance, as adopted, changes the deadline for business license renewal to April 30th of each year with a business license calendar year beginning on May 1st; and

WHEREAS, a revision of the City’s registration deadlines is necessary because the City of Cayce’s Property Registration Program for rental properties, non-owner occupied properties, and unoccupied properties follows the same deadlines as business licensing and requires business licenses for rented properties;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Cayce, in Council, duly assembled, that Sect. 10-81 be amended as follows:

Sec. 10-81. Rental, Non-Owner Occupied and Unoccupied Registration Required.

- a. No owner, whether a person, firm or corporation, shall operate any residential rental, non-owner occupied or unoccupied unit as defined in Sec. 10-80 unless that owner holds a current registration issued by the City of Cayce for the property named therein.
- b. Registrations are not transferable from any owner to another.
- c. The registration year shall begin on May 1st and end on April 30th.
- d. Renewals of registrations after April 30th will be considered late and will be assigned any late fees designated in this ordinance.
- e. The required registration fee as defined by Section 10-97 may be paid no later than the 30th of April each year.
- f. If the registration fee is not paid by April 30th then on May 1st, the City of Cayce shall issue a Uniform Ordinance Summons to the property owner for appearance in Municipal Court.
- g. The Property Owner may be subject to other code enforcement action depending upon the circumstances.

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

DONE IN MEETING DULY ASSEMBLED, this _____ day of _____ 2018.

Elise Partin, Mayor

Attest:

Mendy Corder, CMC, Municipal Clerk

First Reading: _____

Second Reading and Adoption: _____

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

Sec. 10-81. Rental, Non-Owner Occupied and Unoccupied Registration Required.

- a. No owner, whether a person, firm or corporation, shall operate any residential rental, non-owner occupied or unoccupied unit as defined in Sec. 10-80 unless that owner holds a current registration issued by the City of Cayce for the property named therein.
- b. Registrations are not transferable from any owner to another.
- c. The registration year shall begin on ~~January 1st~~May 1st and end on ~~December 31st~~April 30th.
- d. Renewals of registrations after ~~April 15th~~April 30th-will be considered late and will be assigned any late fees designated in this ordinance.
- e. The required registration fee as defined by Section 10-97 may be paid ~~beginning January 1st~~beginning January 1st but no later than the ~~15th of April~~30th of April each year.
- f. If the registration fee is not paid by ~~April 15th~~April 30th then on ~~April 16th~~May 1st the City of Cayce shall issue a Uniform Ordinance Summons to the property owner for appearance in Municipal Court.
- g. The Property Owner may be subject to other code enforcement action depending upon the circumstances.

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