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ORDINANCE NO.: 2022-025

Amending the 1998 Code of Ordinances of the City of Columbia, South Carolina, Chapter 5, Buildings and Building Regulations, Article VIII, Sec. 5-326 Rental permit required and Section 5-339 Permit Fee

BE IT ORDAINED by the Mayor and Council this 5th day of April, 2022, that the 1998 Code of Ordinances of the City of Columbia, South Carolina, Chapter 5, Article VIII, Buildings and Building Regulations, Sec. 5-326 Rental permit required and Section 5-339 Permit Fee, are amended to read as follows:

Sec. 5-326. - Rental permit required.

- (a) No owner, whether a person, firm or corporation, shall operate any residential rental unit as defined in section 5-325 unless that owner holds a current rental permit issued by the City of Columbia for the residential rental unit named therein.
- (b) Before a rental permit can be granted owner or landlord shall certify that the subject property complies with the minimum code. This minimum standard shall be determined by the city and available to all citizens upon request. If an owner or responsible local representative is unsure if the property meets the minimum code, inspections by city staff are available upon request.
- (c) Properties that fail to pass an inspection as outlined in this article within 30 days shall correct all defects noted on the inspection report and schedule a subsequent inspection of property.
- (d) Permits are not transferable from any owner to another.
- (e) The permitting year shall begin on January 1st of each year and consist of a 12-month period.
- (f) Renewals of permits after 60 days of the expiration date will be assessed a late penalty fee of five percent of the unpaid fee per month.
- (g) If the permit fee is not paid after 120 days following the expiration of the permit and the property is occupied as a rental unit, then the City of Columbia shall issue a uniform ordinance summons to the property owner for appearance in municipal court and charged with a violation of this article as provided in section 5-337.
- (h) The property owner will be susceptible to other code enforcement action depending upon the circumstance.
- (i) Each individual property requires a separate permit.
- (j) Professional management companies in good standing are exempt from the annual permit fee.

(Ord. No. 2015-099, 4-19-16)

Sec. 5-339. - Permit fee.

- (a) The annual permit fee shall be \$25.00 for each permit, unless: (1) the applicant is a professional management company applying on behalf of an owner as a responsible local party; or (2) the applicant is licensed by the City of Columbia through the business license office to conduct the business of being a landlord.
- (b) Upon determination that a rental property owner has failed to obtain a rental housing permit, a permit fee shall be assessed at \$400.00 for each year the unpermitted occupancy has occurred.
- (c) An inspection fee of \$50.00 shall be included in the permit fee for properties that fail to pass inspection after the second inspection.
- (d) All required fees shall be paid before a rental permit is issued, including any past due fees assessed for work abated by city.
- (e) Permit fees shall be subject to a pro-rated fee schedule based upon the time frame in which a rental permit is obtained.

(Ord. No. 2015-099, 4-19-16)

Requested by:

Chief Holbrook

Approved by:

Ceresia B. Wilson
City Manager

Approved as to form:

[Signature]
City Attorney

Introduced: 3/15/2022
Final Reading: 4/5/2022

[Signature]
Mayor

ATTEST:

Erika D. Hammond
City Clerk