

CITY OF MULLINS

151 E. Front Street
P. O. Drawer 408
Mullins, South Carolina 29574



PHONE: (843) 464-9583
FAX: (843) 464-5202

City Council Meeting Raymond Pridgen Auditorium Tuesday, April 8, 2025 6:00 P.M.

AGENDA

1. **Call Meeting to Order & Welcome:** Mayor Miko Pickett
Pledge of Allegiance: Member of City Council
Invocation: Mullins Ministerial Alliance
2. **Disclosure that local media has been informed of meeting pursuant to South Carolina Freedom of Information Act:**
3. **Consent Agenda:**
 - (a) Approval of Minutes – March 11, 2025 - City Council Meeting
 - (b) Approval of Minutes – March 18, 2025 – Finance Committee Meeting
 - (c) Approval of Minutes – March 18, 2025 – Zoning & Appeals Public Hearing
 - (d) Approval of Minutes – March 18, 2025 – Board of Zoning & Appeals Meeting
 - (e) Approval of Minutes – March 20, 2025 – Street / Sanitation Committee Meeting
 - (f) Approval of Minutes – April 1, 2025 – Finance Committee Meeting
 - (b) Approval of Minutes - Approval of Monthly Bills
4. **Old Business:**
 - (a) First Reading Ordinance #5-004, "AN ORDINANCE TO AMEND ORDINANCE #08-262, AN ORDINANCE TO ESTABLISH ANIMAL CONTROL" - TABLE
 - (b) Final Reading Ordinance #20-006, "AN ORDINANCE TO INCLUDE SUNSECTION 5.30 – MOBILE FOOD VENDING TO BUSINESS LICENSES AND REGULATIONS"
 - (c) First Reading Ordinance #2025-007, "AN ORDINANCE TO AMEND SECTION 8.08.30 – BURNING PROHIBITED TO OPEN BURNING / BURNING PROHIBITED" - TABLE
 - (d) Final Reading of Ordinance # 2025-11, "AN ORDINANCE AMENDING THE BUSINESS LICENSE ORDINANCE OF THE CITY OF MULLINS TO UPDATE THE CLASS SCHEDULE AS REQUIRED BY ACT 176 OF 2020."
5. **New Business:**
6. **Administrative:** City Administrator Holly Jackson
 - Street/Sanitation Director Tarus Gilchrist: Sanitation Update
 - Special Event's Coordinator Ogleretta White: OBS Update
 - Building Inspector Curtis Richardson: Abandoned Home Project Update / Planning/Zoning Update

PAGE TWO
CITY COUNCIL MEETING
TUESDAY, APRIL 8, 2025

7. Mayor's Report:

8. Comments:

- (a) Birdella Kinney - Street Name
- (b) Julian Chestnut - Baseball / Softball Tournaments

9. Adjournment:

Felicia Sawyer

From: Birdella <birdellakenney@yahoo.com>
Sent: Friday, March 14, 2025 11:02 AM
To: Felicia Sawyer
Subject: Re: Speak at Next City Hall Meeting

Thank you.
Sent from my iPhone

> On Mar 14, 2025, at 10:42 AM, Felicia Sawyer <fsawyer@mullinssc.us> wrote:

>

> I am out of town and will send it to you on Monday.

> Sent from my iPhone

>

>> On Mar 14, 2025, at 9:28 AM, Birdella <birdellakenney@yahoo.com> wrote:

>>

>> Mrs. Norton-Sawyer,

>>

>> I am writing to request the public comment request or request for agenda consideration form to be allowed to speak at the next City Hall Meeting.

1

>>

>> Can you please send a copy of the form so that I may complete it?

>>

>> Sincerely,

>> Birdella Kenney

>> Sent from my iPhone

2

CITY OF MULLINS

151 E. Front Street
P. O. Drawer 408
Mullins, South Carolina 29574



PHONE: (843) 464-9583
FAX: (843) 464-5202

Request to Speak at Council Meeting

Name: Julian Chestnut
Address: 303 Nelson Rd
Phone #: 843 591 8262
District#: _____

Description:

I want To Present The logistics of
Bringing A Tournament (Baseball, softball)
To The City + Ask for help with certain
aspects of this tournament. Thanks!

*****Please note you will be allowed 3-5 minutes to speak*****

Julian Chestnut
Signature

3-20-2015
Date

Received by

Date

ORDINANCE # 2025-06

“AN ORDINANCE TO INCLUDE SUBSECTION 5.30 - MOBILE FOOD VENDING TO BUSINESS LICENSES AND REGULATIONS”

TITLE 5 – BUSINESS LICENSE AND REGULATIONS

Chapter 5.30 - Mobile Food Vending

Sec. 50.30.200 through Sec. 5.30.900. - Reserved.

Sec. 5.30.010. - Definitions.

The following words, terms, and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Mobile food vendor is defined as any person selling food from a mobile vehicle.

Mobile food vendor vehicle is defined as any motorized vehicle that is used for the preparation or the sale of food products or for both.

Sec. 5.30.020. - General Requirements.

- (a) It shall be unlawful for any person to engage in business as a mobile food vendor within the City without first obtaining all necessary approvals by South Carolina Department of Health and Environmental Control (DHEC), South Carolina Department of Revenue, or any other applicable state agencies, a City business license, and a mobile food vendor license. Upon being granted a mobile food vendor license, the vendor must comply with the affirmative mandates and must not violate the prohibitions regarding sales, operations, locations and restrictions contained in this chapter.
- (b) At the time of application for a mobile food vendor license, the mobile food vendor must provide proof of general liability insurance for operation of the vehicle as a motor vehicle and the conduct of the business in amounts reasonably determined by the Business Department or his designee. This insurance must be maintained for as long as the mobile food vendor is in operation.
- (c) Each licensed mobile food vendor must maintain, for patrons' use, a litter receptacle of sufficient size to accept the litter being generated by the sales from the vendor's vehicle at the point of sales. The receptacle must be maintained in such a manner as to preclude an overflow of refuse. Each vendor shall pick up litter which is associated with the vendor's sales in the vicinity of the vendor's mobile food vehicle prior to departing a sales location.
- (d) Mobile food vendors shall be limited to the sale of edibles and beverages. The selling of nonfood or drink items shall be limited to merchandise displaying the mobile food vendor company logo and/or branding.
- (e) All mobile food vendors shall prominently display the original DHEC food inspection report that shows a posted grade, unless exempt.
- (f) It shall be unlawful for any person to operate or work for a mobile food vendor who has ever been convicted of a felony or crime of moral turpitude.

Sec. 5.30.030. - Mobile Food Vendor License Application.

Applicants for a mobile food vendor license shall file with the Business Department or designee a sworn application in writing on a form to be furnished by the Business Department or designee, which shall give the following information:

- (a) SLED background checks for the applicant, if an individual, and for all persons working for the applicant.
- (b) The names, permanent addresses, mailing addresses, and telephone numbers of the applicant and all persons working for the applicant.
- (c) A description of the applicant's mobile food vendor vehicle and a copy of the vehicle registration.
- (d) A brief description of the nature of the business and goods to be sold.
- (e) For each person that will be driving the mobile food vendor vehicle, a ten-year driving record from the South Carolina Department of Motor Vehicles or comparable state agency of any state said person has lived in for the past ten years.
- (f) Such other relevant information as may be reasonably required by the Business Department or designee after a review of the submission of the above material in order to ensure a full review of information needed to assess the impact of the proposed operation on the health, safety, and well-being of the public.

Sec. 5.30.040. - Submitting False Information.

It shall be unlawful for any person to provide any false or misleading information in connection with an application for a permit required by this chapter or to withhold relevant information otherwise required.

Sec. 5.30.050. - Mobile Food Vendor License Decals

Each applicant, upon being issued a Mobile Food Vendor License under this chapter, shall also be issued a decal which the vendor must display on the front right windshield's lower corner, or at such other location as the Business Department or designee shall approve in writing. The license and decal are issued to a specific vendor for a specific vehicle. No vendor may transfer a license or decal to another vendor. No vendor shall transfer a license or decal to another vehicle owned or controlled by the same vendor. In the event the vendor acquires during a calendar year a replacement vehicle to serve the same purpose as the vehicle for which the City issued a license and decal; then a replacement license and decal shall be issued and the original license and decal shall become null and void and must be returned to the City prior to the issuance of replacements.

Sec. 5.30.060. - Mobile Food Vendor License Fees.

There shall be due at the time of application for a Mobile Food Vendor License in an amount set by the Business Department or designee in a schedule of fees. When the annual license expires on March 30 of any given year, the fee shall also be due upon the applicant submitting a renewal application.

Sec. 5.30.070. - Records.

The Business Department or designee shall keep a permanent record of all licenses issued under this chapter.

Sec. 50.30.080. - Term.

Every perm it issued under the provisions of this aArticle shall expire on December 31 of each year.

Sec. 5.30.090, - Mobile Food Vendors on Public Property.

It shall be unlawful for any mobile food vendor to operate on any City owned property or public property including, but not limited to public streets, parks, trails, and sidewalks, except for areas of public property that shall be specifically authorized for mobile food vending by the Business Department or designee. The Business Department or designee may also authorize specific dates and times, rules, and regulations for the operation of mobile food vendors in specifically authorized areas of public property that must be adhered to by all mobile food vendors operating in said areas.

Sec. 5.30.100. - Mobile Food Vendors on Private Property.

All mobile food vendors shall be subject to the following regulations in their operation on private property:

- (a) Unless specifically authorized in writing by the Major for a special event, a mobile food vendor shall only be permitted to operate on private property in the following zoning districts: C2 General Commercial District, AC1 - Residential/Commercial District, UI - Industrial District.
- (b) Unless specifically authorized in writing by the Business Department for a special event, no mobile food vendor shall operate on private property outside the hours of 6:00 a.m. until 12:00 p.m.
- (c) At the end of each business day's operation, the mobile food vendor must remove from the parcel the mobile food vendor vehicle and all materials associated with the business.
- (d) No mobile food vendor shall sound any device which produces an offensive or unreasonably loud noise to attract customers or advertise products.

Sec. 5.30.110. - General Maintenance Requirements for Mobile Food Vendor Vehicles.

- (a) All exterior body work and mechanical equipment shall be maintained in good and clean condition and free of excessive wear or damage.
- (b) All exterior paint work shall be maintained in good condition, free of substantial scratches, chips, rust, dents, and abrasions.
- (c) All windshield and window glass shall be maintained free from cracks, scratches, pitting, abrasions, or any other conditions that may cause a hazard or reduce clarity of vision below the level specified by the manufacturer.
- (d) All interior equipment and food service equipment shall be kept in proper repair and sanitary conditions at all times.
- (e) The Business Department or designee may prohibit the operation of any mobile food vendor vehicle with any other type of damage or condition that may pose public health hazard.

Sec. 5.30.120. - Inspections.

- (a) Nothing in this chapter shall be construed as limiting or replacing the role of the DHEC (Department of Health and Environmental Control), which has the primary task of inspecting mobile food vendors.
- (b) The Business Department or designee shall have the right, at any time, after displaying proper identification, to enter into or upon any mobile food vendor vehicle for the purpose of ascertaining whether or not any of the provisions of this chapter are being violated.
- (c) Any mobile food vendor vehicle which is found, after any inspection, to be unsafe or in any way not compliant with this article may be directed to be out of operation until the cited deficiency is corrected, and before again being placed in service shall be delivered to the Business Department or designee at a designated point for re-inspection.

Sec. 5.30.130. - Public Nuisance.

The operation of a mobile food vendor business in violation of this chapter shall constitute a public nuisance.

Sec. 5.30.140. - Violations.

Any person in violation of this chapter shall be guilty of an ordinance violation, and upon conviction thereof, shall be punished in accordance with Section 1-12 of the City of Williamston Code of Ordinances. The Business Department or designee may also suspend or revoke the mobile food vendor license and/or business license of any person operating a mobile food vendor business in violation of this chapter.

Sec. 5.30.150-Sec. 5.30.190. - Reserved.

First Reading: 2-11-25

Final Reading 4-8-25

Mayor

Council

ATTEST:

Felicia Sawyer-Norton, Clerk



Mullins

SOUTH CAROLINA

Mobile Food Vendor Approval Packet

To operate within the City of Mullins, Mobile Food Vendors (commonly referred to as food trucks) are required to submit the attached Mobile Food Vendor Application to the City of Mullins for approval. Upon receipt of a completed submittal, City staff will review the application and issue approvals by the Planning Department, Fire Marshal's Office, and Business License Official.

The following items are included in this Packet:

1. Mobile Food Vendor Application
2. Zoning Requirements for Mobile Food Vendors
3. Mobile Food Vehicle Fire Permit Application
4. Mobile Food Vehicle Inspection Checklist
5. Food Truck Safety Information
6. City of Mullins Business License Application
7. Hospitality Tax Remittance Form

If you have any questions about the approval process, please contact the Building Department at (843)-464-9583 or rgenwright@mullinssc.us. Staff recommends calling prior to submitting to ensure that applications are complete. Please complete Fire Marshal inspection prior to submitting to Development Center to expedite process.

Mobile Food Vendor Application

City of Mullins, South Carolina

Business/ Applicant Information:

Name of Business: _____ Name(s) of Owner(s): _____

Business Physical Address: _____

E-mail Address: _____

Telephone Number: _____

Property Information: Mobile food vendors are only permitted in commercial, mixed-use, or industrial zoning districts. Additional information may be required for public properties, rights-of-way, or special events.

Property Owner: _____ Address: _____

Current Zoning: _____

Current Use of Property: _____

Mobile Food Vendor Vehicle Type:

Vehicle Make: _____ Model: _____ Year: _____ Tag Number: _____

Submission Checklist

- Completed Application
- Business License Application OR copy of active City Business License
- Fire Marshal Application OR copy of active Fire Marshal Approval
- List of all requested sites to include property owner(s), phone number, and physical address
- Attach the original copy of written permission for use of private property from the private property owner for each location.
- Attach a detailed map of each property's parking lot to include the intended area requested for the Mobile Food Vendor Vehicle(s) to be parked. (Zoning and Fire Marshal require information to review)
- Copy of permits required by the SC DHEC (South Carolina Dept. Of Health and Environmental Control)
- Application fee (\$35.00)

Please Note: Additional materials may be required

****Note:** If you have additional food trucks that will be operated within the City of Mullins, include the information above for each food truck.

APPLICATION CONTINUED ON NEXT PAGE

Business Description: Please use the area below to provide a brief description of the nature of the business and goods to be sold. (If available, a menu may be attached)

Acknowledgement of Requirements: By signing below, I confirm and agree that the information on this application is accurate; that I, and anyone representing my company, have reviewed all rules and regulations set forth by the City of Mullins and acknowledge to comply at all times; and, that by signing below, I am agreeing to collect and remit hospitality taxes (as applicable) to the City on a monthly basis. Failure to comply may result in revocation in addition to other remedies. Please note, incomplete submissions will not be accepted.

Signature Date

Zoning Requirements for Mobile Food Vendors

Sec. 3.11. - Vendors

Vendors shall be governed by the following:

- (1) All vending operations shall be located not less than twenty (20') feet from the nearest street right-of-way and provide at least two off-street parking spaces.
- (2) Only one vendor shall be allowed for each one hundred (100') feet of street frontage.
- (3) No portion of a vending operation shall be allowed to occupy or obstruct access to any required off-street parking stall.
- (4) No merchandise, vehicles, structures, signage, etc. shall be left on the site past sundown.
- (5) No goods or merchandise offered for sale may be stored in or sold from a tractor-trailer.
- (6) Only one sign per vendor shall be allowed, regardless of where it's mounted. Advertising materials attached to or painted onto automobiles are construed to be signs. Signs shall not exceed ten (10) square feet in area and shall meet all applicable sign requirements contained in Article 5.



Mobile Food Vehicle Fire Permit Application

If you have any questions regarding the Mobile Food Vehicle Fire Permit Application, please contact the Fire Marshal's Office at (843)-464-9452 or email rstetson@mullinssc.us

**CITY OF MULLINS
FIRE MARSHAL'S OFFICE**

MOBILE FOOD VEHICLE FIRE PERMIT APPLICATION

PERMIT NUMBER:

Definition: Mobile Food Vehicle – A motorized vehicle registered as a commercial vehicle and shall not be used for any purpose other than a Mobile Food Dispenser or Mobile food Prepare Business

NOTE: A Mobile Food Vehicle Fire Permit Application must be submitted and a Fire Inspection conducted by the Mullins Fire Department Fire Marshal's Office before submittal of a business license.

Inspections shall be scheduled by the Mobile Vendor with inspections conducted at the Mullins Fire Department, located at 153 East Front St. To schedule an inspection, contact the Mullins Fire Department at (843) 464-9452.

The following requirements must be met and documentation provided at time of Fire Inspection:

- Mobile Food Vehicle Fire Permit Application filled out.
- Certificate of Liability Insurance for a minimum of \$1,000,000.00.
- Type II Hood and/or Fire Suppression Systems shall be inspected by a third-party inspection company, with documentation provided.
- A minimum of a 10-pound ABC (2A10BC) extinguisher that is mounted, accessible, and has been inspected per National Fire Protection Association (NFPA) 10. For grease cooking a Class K extinguisher that is mounted, accessible, and has been inspected per NFPA 10.
- Documentation showing all compressed gas cylinders have been inspected per the U.S. Department of Transportation, and meet the requirements of NFPA 58.

Type of Permit: Annual Temporary (Event) Event: _____

Mobile Vendor Business Name: _____

Mobile vendor Owner: _____ Phone: _____

Mobile Vendor Responsible Party: _____

Owner Address: _____

City: _____ State: _____ Zip Code: _____

Type of Vehicle: _____

Make: _____ Model: _____ Year: _____

Driver's License No: _____ State: _____ Zip Code: _____

VIN: _____

LP – Gas Yes No 1 - 40 Pound DOT Tank 2 - 20 Pound DOT Tank

Natural Gas: Yes No 1 - 40 Pound Dot Tank 2 - 20 Pound DOT Tank

Generator: Yes No Gasoline Diesel LP

Location of Flammable Liquids during Operation: _____

Carbon Monoxide (CO) Detector installed: Yes No

NOTE: Failure to complete Mobile Food Vehicle Permit and have required inspection conducted by the Mullins Fire Department Fire Marshal's Office may result in a citation of \$200.00

Fire inspector signature: _____ Approved Disapproved Date: _____

Owner/Operator Signature: _____ Date: _____

Any questions, comments or concerns contact the Mullins Fire Department, Fire Marshal's Office at (843) 464- 9452



**City of Mullins
FIRE MARSHAL'S OFFICE**

MOBILE FOOD VEHICLE INSPECTION CHECKLIST

Permit No.: _____

Date: _____ Time of Inspection: _____

Location of Inspection: **Mullins Fire Department, 153 E Front Street Mullins, SC 292574**

Contact Number: _____

License Plate No.: _____

FIRE EXTINGUISHERS:

- 2A10BC 3A40BC Inspected per NFPA 10 Mounted Accessible
 Class K Extinguisher Inspected per NFPA 10 Mounted Accessible

LPG (Propane):

- LP Gas containers shall be located and secured on the exterior of vehicles.
Not to be located on roof, inside passenger compartment, or extend further than the rear bumper and shall be protected from vehicle egress.
 "No smoking" sign posted with a minimum of 4 inch lettering above propane bottle.
 Hose used to pipe LP Gas must be Underwriter Laboratories (UL) or FM listed (Marked 350 psi working pressure)
 Couplings, fittings, and other devices meet UL or FM requirements
 LPG tanks are to be located outside the vehicle with a minimum 5 feet from primary means of egress.

TYPE II HOOD/FIRE SUPPRESSION

- Type II Hood cleaned with record of cleaning verified.
 Fire Suppression System serviced with record of service verified.

GENERATOR

- Refueling of generators to be performed in an approved location not less than 20 feet from vehicle.
 Fuel to be stored away from vehicle, no less than 20 feet, or in approved flammable liquid safety container.
 Storage is in an approved location (secured from movement).
 Generators shall be grounded in an approved method.
 Generators shall not be refueled in areas occupied by the public.
 Generators shall be caged or fenced off to prevent public access in approved manner.
 A minimum 2A10BC extinguisher shall be located a minimum of 20 feet from generator while refueling.

GENERAL FIRE SAFETY

- Installation of electrical equipment shall comply with the Electrical Codes NFPA 70 and NEC.
 Aisle-way on interior of vehicle kept clear of storage and combustible materials.
 Exit door latch mechanism(s) shall be operable by hand.
 Approved Disapproved If Approved Permit Sticker Number: _____

Inspected by: _____ Date: _____

Re-Inspection Re-Scheduled for Date: _____

P.O. BOX 408 • 151 EAST FRONT STREET • MULLINS, SC 29574 TELEPHONE (843) 464-9583

• EMAIL: RGENWRIGHT@MULLINSSC.US

City of Mullins Business License Application

If you have any questions regarding the City of Mullins Business Application, please contact the Business License Official at (843)-464-9583

Vendor Background Checks

Thank you for your interest in working in the City of Mullins. All persons who have cause to be on public or private property working as vendor are required to give consent for a South Carolina criminal background check, which includes a screening by the nationwide **Sex Offender Registry** (<https://scor.sled.sc.gov/ConditionsOfUse.aspx>).

Public safety is our top priority. One way we protect the public is by thoroughly screening the vendors in our city.

BACKGROUND INVESTIGATION FORM

Date of application: _____

BUSINESS INFORMATION

Business Name: _____ Type of Business: _____
Business Address: _____ City: _____ State: _____
Zip: _____
Business Phone: _____ Cell: _____ Fax: _____ Email: _____

BUSINESS OWNER(S): (A separate investigation form is required for each owner. See reverse)

Name: _____ Address: _____
Zip: _____
Birthdate: ____ / ____ / ____ SSN#: ____ - ____ - ____ DL #: _____
State: _____
Home Phone: _____ Cell: _____ Email: _____
Have you ever had a license or permit revoked, denied or suspended? Yes or No If yes, list the jurisdiction, date, and reason: _____

Have you ever been convicted of any criminal charges (misdemeanor or felony) in the last 10 years? Yes or No
If yes, explain: _____

Are there any charges (misdemeanor or felony) against you that are still pending? Yes or No If yes, list jurisdiction, date, and reason: _____

Has applicant (Owner) previously owned or operated a business? Yes or No If yes, names of business and location: _____

Provide a brief statement of applicant's background and employment history for the past five years: _____

BUSINESS INFORMATION:

Manager:

Name: _____ Address: _____ Zip: _____
Birthdate: ____ / ____ / ____ SSN#: ____ - ____ - ____ DL #: _____ State: _____
Home Phone: _____ Cell: _____ Email: _____

Planned Business Hours: Days open for business: _____ Hours of operation: _____

Does this business have an ABL License? Yes If yes, License Number: _____ No

***** I HEREBY ATTEST THAT THE ABOVE INFORMATION IS TRUE AND CORRECT. I UNDERSTAND THAT FALSIFYING THIS APPLICATION IS GROUNDS FOR DENIAL OR REVOCATION OF MY LICENSE(S). *****

Signature (owner/applicant): _____

Print Name (owner/applicant): _____

International Fire Code 2021

SECTION 319

MOBILE FOOD PREPARATION VEHICLES

319.1 General. Mobile food preparation vehicles that are equipped with appliances that produce smoke or grease-laden vapors shall comply with this section.

319.2 Permit required. Permits shall be required as set forth in Section 105.5.

319.3 Exhaust hood. Cooking equipment that produces grease-laden vapors shall be provided with a kitchen exhaust hood in accordance with Section 606.

319.4 Fire protection. Fire protection shall be provided in accordance with Sections 319.4.1 and 319.4.2.

319.4.1 Fire protection for cooking equipment. Cooking equipment shall be protected by automatic fire extinguishing systems in accordance with Section 904.13.

319.4.2 Fire extinguisher. Portable fire extinguishers shall be provided in accordance with Section 906.4.

319.5 Appliance connection to fuel supply piping. Gas cooking appliances shall be secured in place and connected to fuel-supply piping with an appliance connector complying with ANSI Z21.69/CSA 6.16. The connector installation shall be configured in accordance with the manufacturer's installation instructions. Movement of appliances shall be limited by restraining devices installed in accordance with the connector and appliance manufacturer's instructions.

319.6 Cooking oil storage containers. Cooking oil storage containers within mobile food preparation vehicles shall have a maximum aggregate volume not more than 120 gallons (454 L), and shall be stored in such a way as to not be toppled or damaged during transport.

319.7 Cooking oil storage tanks. Cooking oil storage tanks within mobile food preparation vehicles shall comply with Sections 319.7.1 through 319.7.5.2.

319.7.1 Metallic storage tanks. Metallic cooking oil storage tanks shall be *listed* in accordance with UL 80 or UL 142, and shall be installed in accordance with the tank manufacturer's instructions.

319.7.2 Nonmetallic storage tanks. Nonmetallic cooking oil storage tanks shall be installed in accordance with the tank manufacturer's instructions and shall comply with both of the following:

1. Tanks shall be *listed* for use with cooking oil, including maximum temperature to which the tank will be exposed during use.
2. Tank capacity shall not exceed 200 gallons (757L) per tank.

319.7.3 Cooking oil storage system components. Metallic and nonmetallic cooking oil storage system components shall include, but are not limited to, piping, connections, fittings, valves, tubing, hose, pumps, vents and other related components used for the transfer of cooking oil.

319.7.4 Design criteria. The design, fabrication and assembly of system components shall be suitable for the working pressures, temperatures and structural stresses to be encountered by the components.

319.7.5 Tank venting. Normal and emergency venting shall be provided for cooking oil storage tanks.

319.7.5.1 Normal vents. Normal vents shall be located above the maximum normal liquid line, and shall have a minimum effective area not smaller than the largest filling or withdrawal connection. Normal vents are not required to vent to the exterior.

319.7.5.2 Emergency vents. Emergency relief vents shall be located above the maximum normal liquid line, and shall be in the form of a device or devices that will relieve excessive internal pressure caused by an exposure fire. For nonmetallic tanks, the emergency relief vent shall be allowed to be in the form of construction. Emergency vents are not required to discharge to the exterior.

319.8 LP-gas systems. Where LP-gas systems provide fuel for cooking appliances, such systems shall comply with Chapter 61 and Sections 319.8.1 through 319.8.5.

319.8.1 Maximum aggregate volume. The maximum aggregate capacity of LP-gas containers transported on the vehicle and used to fuel cooking appliances only shall not exceed 200 pounds (91 kg) propane capacity.

319.8.2 Protection of container. LP-gas containers installed on the vehicle shall be securely mounted and restrained to prevent movement.

319.8.3 LP-gas container construction. LP-gas containers shall be manufactured in compliance with the requirements of NFPA 58.

319.8.4 Protection of system piping. LP-gas system piping, including valves and fittings, shall be adequately protected to prevent tampering, impact damage, and damage from vibration.

319.8.5 LP-gas alarms. A *listed* LP-gas alarm shall be installed within the vehicle in the vicinity of LP-gas system components, in accordance with the manufacturer's instructions.

319.9 CNG systems. Where CNG systems provide fuel for cooking appliances, such systems shall comply with Sections 319.9.1 through 319.9.4.

319.9.1 CNG containers supplying only cooking fuel. CNG containers installed solely to provide fuel for cooking purposes shall be in accordance with Sections 319.9.1.1 through 319.9.1.3.

319.9.1.1 Maximum aggregate volume. The maximum aggregate capacity of CNG containers transported on the vehicle shall not exceed 1,300 pounds (590 kg) water capacity.

319.9.1.2 Protection of container. CNG containers shall be securely mounted and restrained to prevent movement. Containers shall not be installed in locations subject to a direct vehicle impact.

319.9.1.3 CNG container construction. CNG containers shall be an NGV-2 cylinder.

319.9.2 CNG containers supplying transportation and cooking fuel. Where CNG containers and systems are used to supply fuel for cooking purposes in addition to being used for transportation fuel, the installation shall be in accordance with NFPA 52.

319.9.3 Protection of system piping. CNG system piping, including valves and fittings, shall be adequately protected to prevent tampering, impact damage and damage from vibration.

319.9.4 Methane alarms. A *listed* methane gas alarm shall be installed within the vehicle in accordance with manufacturer's instructions.

319.10 Maintenance. Maintenance of systems on mobile food preparation vehicles shall be in accordance with Sections 319.10.1 through 319.10.3.

319.10.1 Exhaust system. The exhaust system, including hood, grease-removal devices, fans, ducts and other appurtenances, shall be inspected and cleaned in accordance with Section 606.3.

319.10.2 Fire protection systems and devices. *Fire protection systems* and devices shall be maintained in accordance with Section 901.6.

319.10.3 Fuel gas systems. LP-gas containers installed on the vehicle and fuel-gas piping systems shall be inspected annually by an *approved* inspection agency or a company that is registered with the US Department of Transportation to requalify LP-gas cylinders, to ensure that system components are free from damage, suitable for the intended service and not subject to leaking. CNG containers shall be inspected every 3 years in a qualified service facility. CNG containers shall not be used past their expiration date as listed on the manufacturer's container label. Upon satisfactory inspection, the *approved* inspection agency shall affix a tag on the fuel gas system or within the vehicle indicating the name of the inspection agency and the date of satisfactory inspection.

Retail Food Establishments: Mobile Food Establishment



www.scdhec.gov/food

Five Key Risk Factors

repeatedly identified in
foodborne illness outbreaks:

1. Improper Holding Temps
2. Inadequate Cooking
3. Contaminated Equipment
4. Food from Unsafe Sources
5. Poor Personal Hygiene

All 5 of these risk factors can be reduced by following this guidance.

Chapter 9-1

A mobile food establishment consists of a commissary and mobile food unit(s). Both the commissary and all mobile units must be permitted separately.

Chapter 9-1 addresses all requirements for mobile food.



All units, pushcarts, and commissaries must complete DHEC Form 1769: Application & Permit Document AND submit applicable Retail Food Establishment Fees.

Mobile Food Units & Pushcarts

» **Identification:** The business name and business address must be legibly printed on mobile food units and pushcarts in a contrasting color from the color of the unit; see 9-1 (L)(12) for more information.

» **Handwashing Sinks:** Mobile food units and pushcarts must have a handwashing sink.

» **Items/Articles:** Only single-service utensils, bowls, plates, and other containers are to be provided to the customer.

» **Service:** Customer self-service of unpackaged Time/Temperature Control for Safety (TCS) food is prohibited.

» **Water Source:** All mobile food units and pushcarts must use an approved drinking water source.

» **Water Capacity:** Each cart system must have a capacity of 5 gallons or greater.

» **Wastewater Storage:** Wastewater must be stored in a tank that is 15% larger than the unit's/cart's drinking water storage capacity. Removable tanks may not be larger than 10 gallons. When a permanent tank is used, there is no capacity limit.

» **Wastewater Disposal:** Wastewater must be flushed and drained only at the commissary.

» **Storage:** Mobile food units must be stored at the commissary or at a location approved by DHEC when not in operation.

» **Inspections:** Mobile food units and pushcarts must be available for inspection at any reasonable time and location when requested by DHEC.

Mobile Food Units

» **Definition:** Fully enclosed mobile kitchens that may prepare, cook, or serve TCS food as an extension of the commissary.

» **Food:** Preparation of bulk food, including washing, slicing, peeling, and cutting must occur at the commissary.

» **Doors:** Must remain closed at all times.

» **Service Window:** Service opening(s) may be no more than 576 square inches, must be covered with a solid material, and must be screened, self-closing or covered by an air curtain.

» **Ventilation:** Mechanical exhaust equipment must be provided over all cooking equipment to effectively remove cooking grease, heat, vapors, etc.

Mobile Food Pushcarts

» **Definition:** Limited food service units that operate as a direct extension of a commissary.

» **Food:** All food preparation, including washing, slicing, peeling, cutting, and cooking must occur at the commissary.

» **Construction:** Preparation and display areas must be completely enclosed, unless located indoors or approved by DHEC to serve boiled/steamed, fully cooked hot dogs with fully cooked chili or ice cream.

Commissary

» **Definition:** A permitted retail food establishment authorized by DHEC to provide support of operations, storage, and a servicing area for mobile food units or mobile food pushcarts.

ATTENTION.

Food Truck Operators

Are you aware that your compressed gas cylinders must be inspected?

Cylinders are required to be requalified, or replaced every 5-12 years depending on the cylinder type, condition, and previous requalification method (Ref. 49 CFR §§ 180.205(d) and 180.209).

The original manufacture/test date and any requalification/retest dates must be presented in a specific manner. Cylinders that are overdue for requalification must not be refilled.

If propane tanks are manufactured to ASTM Standards and built into the truck's body making it difficult to remove, then these tanks are exempt from the DOT reinspection requirements.

For more information, contact the Hazmat Info-Center: 1-800-467-4922.



RIN number identifying retester/requalifier

7^{A1}₃₂14

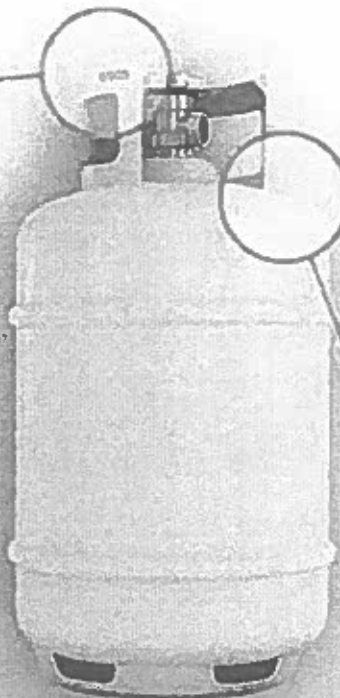
Month last requalified Year last requalified

Requalification Date



Original Manufacture/ Test Date

If no requalification markings are found, the cylinder must be requalified within 12 years of the original manufacture date. (Must be requalified by 5/2017 in this example)



Volumetric Test.

Basic Marking. Must be requalified within 12 years of stamped date (Must be requalified by 7/2026 in this example)

Proof Pressure Test.

"S" indicates cylinder must be requalified within 7 years of stamped date (Must be requalified by 7/2021 in this example)

External Visual Test.

"E" indicates cylinder must be requalified within 5 years of stamped date (Must be requalified by 7/2019 in this example)



U.S. Department of Transportation
Pipeline and Hazardous Materials Safety Administration

If cylinder is out of test find an approved requalifier to requalify your cylinder. A list of DOT approved requalifiers is available from the PHMSA website:
<https://portal.phmsa.dot.gov/rinlocator>

Food Truck Vendor

Frequently Asked Questions

How long is the permit valid for a food truck?

One year. After a year, you need to extend the permit.

Can I move my food truck between locations?

Yes, with prior permission and of the property owner and the Planning Department. You must be in a zone that permits food trucks. Call the Planning Department to verify the address is located in a valid zone. Planning staff will update the permit in the computer system with each subsequent location. Always get the property owners' permission, in writing, of locations you plan to set up at and provide it to Planning so they may update your permit as needed.

If I am part of a special event, may I use the same permit?

Yes.

Do I need a business license in the City?

Yes. A business license is required to operate in City limits.

What if I will be running my business out of my residence, such as storing items there and using it as a home base?

You will need to complete a Home Occupancy form.

What other steps do I need to take to operate a food truck in the City?

It is recommended you follow the following steps: DHEC applications and permits, fire inspection of mobile unit, Planning Department and Building Departments for the Home Occupation (if needed) and the Mobile Food Vendor Permit, and finally the Business License office. When in doubt, contact the departments for the requirements.

Anything else?

Be prepared to give a detailed description of what your mobile food vendor activities will be to better guide staff how to help you complete the process.

You only need to complete the Home Occupation form **if** you plan to have a Home Occupation contained in your residence, such as office space for your business. The Home Occupation does **not** override DHEC rules and regulations regarding food storage, handling and preparation, etc. Home Occupation is a specific use of space in your home for business purposes not related to food storage, handling, or preparation.

Be familiar with the different State, County and City departments and their requirements to legally run your food truck business. You will be coordinating requirements with DHEC, Planning, Building, Fire Department, and the Business License Office.

PERMIT EXEMPTIONS

REGULATION 61-25: RETAIL FOOD ESTABLISHMENTS



South Carolina
**DEPARTMENT OF
AGRICULTURE**

There are different situations and types of facilities that are not required to have a SCDA issued permit and do not have to undergo inspections. Most do not require a permit because they do not involve the preparation of Time/Temperature Control for Safety (TCS) food. Below are some examples of foods that may be sold and processes that may occur without a permit. Please see Regulation 61-25, Citation 8-301.12 (A), for additional information.

BUSINESSES THAT ONLY SERVE

- Popcorn, cotton candy, or candy apples
- Beverages (examples: soft drinks, tea)
- Nachos with cheese product
- Commercially dehydrated pre-packaged pork skins
- Pre-formed or prepared pretzels
- Coffee based beverages served with pasteurized dairy products
- Beverages prepared upon request from commercially prepackaged powdered mix without added TCS ingredients and served in a single service cup
- Commercially pre-packaged, pre-cut frozen fries
- Boiled peanuts or boiled/grilled corn
- Shaved ice products, including those served with pasteurized dairy products
- Funnel cakes, mini-donuts, or similar products prepared using a limited operation*

HOME-BASED OPERATIONS

- Prepare only non-TCS food such as cakes, breads, cookies, and candy for direct sale to consumer
- These operations must also comply with Home-based Food Production, SC §44-1-143

MOTELS & HOTELS

- Must prepare only non-TCS breakfast food or serve only pre-packaged food
- Dispense commercially pre-packaged waffle mix from self-service units*

BOARDING HOUSES, HUNT LODGES, AND OUTDOOR-ADVENTURE TOURS

- Must provide room and board or restrict food service to only residents or participants

BED AND BREAKFASTS

- Must have 10 rental rooms or less and a residential kitchen

CHURCHES AND CHARITABLE ORGANIZATIONS

- May serve TCS food to members and invited guests
- May sell non-TCS baked goods (cakes, breads, cookies) to members, guests, and the public throughout the year
- Only serve TCS food to the public on premises 12 times a year or less

SOUP KITCHENS / FOOD BANKS

- Food must be free and for persons in need of assistance

COOKING SCHOOLS / CLASSES

- Registered students prepare the food and are the exclusive consumers of the prepared food

PERSONAL CHEFS

- Prepare and serve at private residence to owner, occupants, and guests

VENDING MACHINES / CONVENIENCE STORES

- Sell only commercially pre-packaged food from a food processing plant

OTHER OPERATIONS

- Operate out of the individual's dwelling, preparing non-TCS food with a low risk food process such as the following:
 - » Jams, jellies, preserves, and dried fruits
 - » Dry herbs, seasonings, and mixtures
 - » Vinegar and flavored vinegars

**Product (batter) must NOT be held out of temperature more than four (4) hours: leftover portions of these products must be discarded at the end of service.*



Property Owner Permission Form for Mobile Food Vendor Units

Mullins Planning Department

City Hall

151 E Front Street

Mullins, SC 29574

Phone: 843-464-5660

I, _____ (full name), the property owner of the parcel at
_____ (full address) give the Mobile Food Vendor
_____ (the permit holder's name and business name)
permission to setup the permitted mobile food unit from _____ (begin date) through _____
(end date).

Property Owner Signature

Date

This form must be completed for each new location and submitted to the Planning Department **before** the mobile vendor unit is set up to ensure there are no violations of the Mullins City Zoning Ordinance. It may be emailed to crichardson@mullinssc.us or delivered to the Planning Department office.



Property Owner Permission Form for Mobile Food Vendor Units

Mullins Planning Department

City Hall

151 E Front Street

Mullins, SC 29574

Phone: 843-464-5660

I, _____ (full name), the property owner of the parcel at
_____ (full address) give the Mobile Food Vendor
_____ (the permit holder's name and business name)
permission to setup the permitted mobile food unit from _____ (begin date) through _____
(end date).

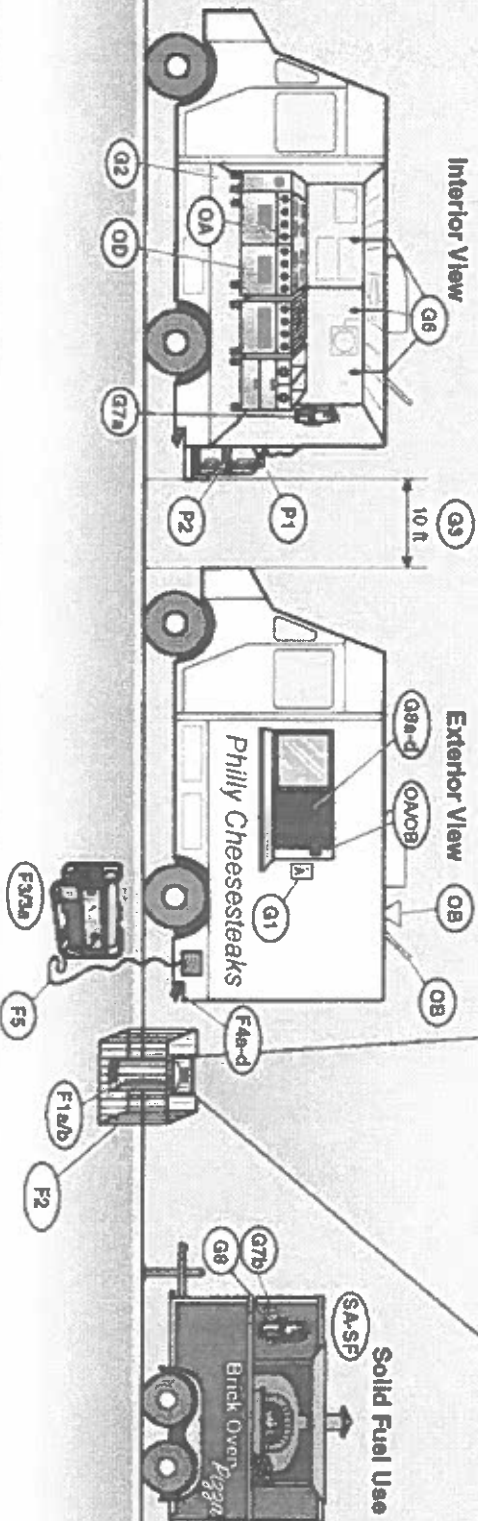
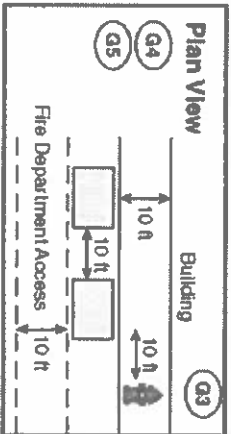
Property Owner Signature

Date

This form must be completed for each new location and submitted to the Planning Department **before** the mobile vendor unit is set up to ensure there are no violations of the Greenwood County/City Zoning Ordinance. It may be emailed to tbusbee@greenwoodsc.gov or delivered to the Planning Department office.



FACT SHEET » Food Truck Safety



NATIONAL FIRE PROTECTION ASSOCIATION
 The leading information and knowledge resource on fire, electrical and related hazards

NOTE: This information is provided to help advance safety of mobile and temporary cooking operations. It is not intended to be a comprehensive list of requirements for mobile and temporary cooking operations. Check with the local jurisdiction for specific requirements. This safety sheet does not represent the official position of the NFPA or its technical committees. The NFPA disclaims liability for any personal injury, property, or other damages of any nature whatsoever resulting from the use of this information. For more information, go to nifa.org/food/truck/safety

© 2017 National Fire Protection Association

NFPA code references are provided at the end of each item. The red keys correspond to the NFPA food truck safety diagram. For more detailed information, see Annex B in NFPA 96.

GENERAL SAFETY CHECKLIST

- Obtain license or permits from the local authorities. [1:112.8(a)] **G1**
- Ensure there is no public seating within the mobile food truck. **G2**
- Check that there is a clearance of at least 10 ft away from buildings, structures, vehicles, and any combustible materials. [96:7.8.2; 96:7.8.3 for carnivals only] **G3**
- Verify fire department vehicular access is provided for fire lanes and access roads. [1:18.2.4] **G4**
- Ensure clearance is provided for the fire department to access fire hydrants and access fire department connections. [1:13.1.3; 1:13.1.4; 1:13.1.5] **G5**
- Check that appliances using combustible media are protected by an approved fire extinguishing system. [96:10.1.2] **G6**
- Verify portable fire extinguishers have been selected and installed in kitchen cooking areas in accordance with NFPA 10. [96:10.9.3] **G7a**
- Where solid fuel cooking appliance produce grease-laden vapors, make sure the appliances are protected by listed fire-extinguishing equipment. [96:14.7.1] **G7b**
- Ensure that workers are trained in the following [96:8.15.1] **G8**
 - Proper use of portable fire extinguishers and extinguishing systems [10:1.2] **G8a**
 - Proper method of shutting off fuel sources [96:10.4.1] **G8b**
 - Proper procedure for notifying the local fire department [1:10.14.9 for carnivals only] **G8c**
 - Proper procedure for how to perform simple leak test on gas connections [58:6.16; 58:6.17] **G8d**

FUEL & POWER SOURCES CHECKLIST

- Verify that fuel tanks are filled to the capacity needed for uninterrupted operation during normal operating hours. [1:10.14.10.1 for carnivals only] **F1a**
- Ensure that refueling is conducted only during non-operating hours. [96:8.18.3] **F1b**
- Check that any engine-driven source of power is separated from the public by barriers, such as physical guards, fencing, or enclosures. [96:8.16.2.2] **F2**
- Ensure that any engine-driven source of power is shut down prior to refueling from a portable container. [1:11.7.2.1.2] **F3**
- Check that surfaces of engine-driven source of power are cool to the touch prior to refueling from a portable container. **F3a**
 - Make sure that exhaust from engine-driven source of power complies with the following **F4**
 - At least 10 ft in all directions from openings and air intakes [96:8.13] **F4a**
 - At least 10 ft from every means of egress [96:8.13] **F4b**
 - Directed away from all buildings [1:11.7.2.2] **F4c**
 - Directed away from all cooking vehicles and operations [1:11.7.2.2] **F4d**
- Ensure that all electrical appliances, fixtures, equipment, and wiring complies with the NFPA 70E. [96:8.18] **F5**

PROPANE SYSTEM INTEGRITY CHECKLIST

- Check that the main shut-off valve on all gas containers is readily accessible [58:6.26.4 J(3)] **P1**
- Ensure that portable gas containers are in the upright position and secured to prevent tipping over. [58:6.26.3.4] **P2**
- Inspect gas systems prior to each use. [96:8.19.2.3] **P3**
- Perform leak testing on all new gas connections of the gas system. [58:6.16; 58:6.17] **P4**
- Perform leak testing on all gas connections affected by replacement of an exchangeable container. [58:6.16; 58:6.17] **P5**
- Document leak testing and make documentation available for review by the authorized official [58:6.26.5 J(M)] **P6**
- Ensure that on gas system piping, a flexible connector is installed between the regulator outlet and the fixed piping system. [58:6.26.5 J(B)] **P7**
- Where a gas detection system is installed, ensure that it has been tested in accordance with the manufacturer's instructions. [96:8.19.2.1] **P8**

OPERATIONAL SAFETY CHECKLIST

- Do not leave cooking equipment unattended while it is still hot. (This is the leading cause of home structure fires and home fire injuries.) **OA**
- Operate cooking equipment only when all windows, service hatches, and ventilation sources are fully opened [96:14.2.2; 96:14.2.3] **OB**
- Close gas supply piping valves and gas container valves when equipment is not in use. [58:6.26.8.3] **OC**
- Keep cooking equipment, including the cooking ventilation system, clean by regularly removing grease. [96:11.4] **OD**

SOLID FUEL SAFETY CHECKLIST (WHERE WOOD, CHARCOAL, OR OTHER SOLID FUEL IS USED)

- Fuel is not stored above any heat-producing appliance or vent. [96:14.9.2.2] **SA**
- Fuel is not stored closer than 3 ft to any cooking appliance. [96:14.9.2.2] **SB**
- Fuel is not stored near any combustible flammable liquids, ignition sources, chemicals, and food supplies and packaged goods. [96:14.9.2.7] **SC**
- Fuel is not stored in the path of the ash removal or near removed ashes. [96:14.9.2.4] **SD**
- Ash, chinders, and other fire debris should be removed from the firebox at regular intervals and at least once a day. [96:14.9.3.6.1] **SE**
- Removed ashes, chinders, and other removed fire debris should be placed in a closed, metal container located at least 3 ft from any cooking appliance. [96:14.9.3.8] **SF**

NFPA RESOURCES

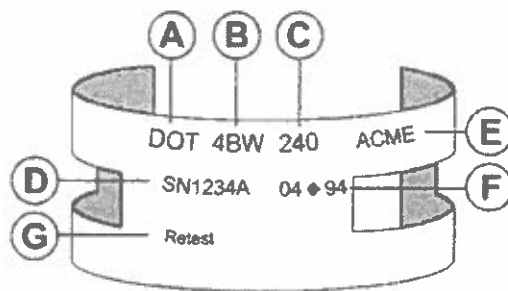
- NFPA 1, Fire Code, 2015 Edition
- NFPA 1 Fire Code Handbook, 2015 Edition
- NFPA 58, Liquefied Petroleum Gas Code, 2017 Edition
- LP-Gas Code Handbook, 2017 Edition
- NFPA 70E, National Electrical Code®, 2017 Edition
- National Electrical Code® Handbook, 2017 Edition
- NFPA 96, Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations, 2017 Edition
- NFPA 96, Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations Handbook, 2017 Edition

For more of these resources,
become an NFPA member



Requalification Guidance for Propane Cylinders

Propane cylinders have identifying marks on the cylinder neckring (collar), or cylinder shoulder depending on the cylinder type. The diagram below depicts examples of several of the required markings.



- (A) Manufactured to U.S. DOT specifications
- (B) Cylinder specification type (e.g. 4B, 4BA, 4BW, and 4E)
- (C) Cylinder service pressure (psig)
- (D) Cylinder serial number
- (E) Manufacturer's name (or registered symbol)
- (F) Original manufacture/test date, month and year, and inspector's mark, as required (i.e., this diagram indicates April 1994 and inspector's mark ♦)
- (G) Area for date requalified/retested (no date is shown indicating that the 10-year requalification is *overdue*)

* Additional markings may be present as authorized by HMR under the specification

Requalification/Retesting (49 CFR § 180.205)

The "requalification" date, also known as the "retest" date (G), is an important marking for fillers and/or consumers.

Propane cylinders must be requalified or replaced every 5 or 10 years depending on the cylinder type, condition, and previous requalification method. (Ref. 49 CFR § 180.205(d) and 180.209(e).)

The original manufacture/test date (F) and any requalification/ retest date(s) (G) must be presented in a specific manner, reviewed, and determined to be within test prior to filling.

Visual Cylinder Inspection

In accordance with 49 CFR § 173.301(a)(2), cylinders must undergo a visual inspection prior to being filled. If any of the defects noted in items 1 through 4 below are present, the cylinder **must not be filled** and may only be repaired, requalified, or rebuilt by an authorized U.S. DOT facility (see authorized RIN and VIN holders below):

1. Damage to the cylinder's exterior including dents; bulges; cuts; or cracks on the cylinder's surface, or to welds; and any evidence of physical abuse; fire; or heat damage.
2. Detrimental rust, corrosion, or pitting on the cylinder, particularly on the bottom.
3. Absence of/damage to a cylinder footing, cylinder neckring (collar), or valve cover.
4. A leaking or defective valve or leaking or defective pressure relief device.

A cylinder conforming to the Visual Inspection criteria also must be examined for the most recent repair, requalification, or rebuild date prior to filling. Cylinders that are overdue for requalification must **NOT** be refilled.

- DOT 4-series propane cylinders must be requalified following their manufacture date every 5 or 10 years.
 - » If no requalification date is present, 10-years from the date of manufacture.
 - » If requalification was completed by the "Volumetric Expansion" method, as indicated by a valid RIN holder's requalification mark, 10-years after that date.
 - » If requalification was completed by the "Proof-Pressure" method, as indicated by a valid RIN holder's requalification mark followed by an "S" 10-years after that date.
 - » If requalification was completed by the "External Visual" method, as indicated by a valid RIN or VIN holder's requalification mark followed by an "E" 5-years after that date.

MONTHLY REPORT

March 2025

Building Department



MONTHLY SUMMARY

A total of 12 permit applications were processed in March.

\$585,977.51 Projects Value submitted and approved in the month of March.

\$2,185.00 Total Building Fees collected for the month of March.

Commercial Applications

Building Permits 0

Residential Applications

Building Permits 12

Residential Demo 0

Commercial Demo 0

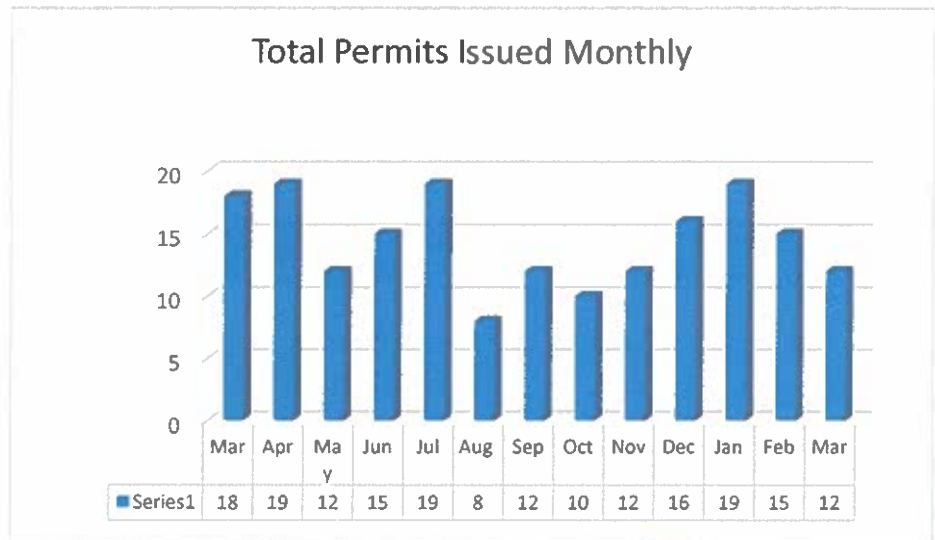
Mobile Home Park

Setup 0

Building Permits 0

MEP Permits 0

Pools 0



Projects or Programs

1. One New homes under construction.
2. One Multi-Family under construction.
3. One church in planning stage.
4. One commercial renovation (Continuation)
5. Several residential renovation, additions or repairs
6. Vacant Property notification (Ongoing)
7. 25 Properties identified for Demolition Grant. Grant approved. Deed Search Process Stage
8. 95 Homes identified and processing. (Unfit)
9. Asbestos Abatement program – DHEC requiring additional certifications to perform demolition activities. Awaiting school availability.

Code Violations

1. Seven Code Violations Cited – Pending corrections or further sanctions.
2. Zero (0) "Stop Work" orders – Pending corrections.

Request to Speak at Council Meeting

Name: Birdella Deneen Kenney, MD
Address: PO Box 1866, Marion SC 29571
Phone #: 267.625.4853
District#: N/A
Description:

I would like the opportunity to petition council to name
2 streets in Mullins to honor 2 of its Native sons:

Fred Allen Smalls and Judge John H. Waller, Jr.

*****Please note you will be allowed 3-5 minutes to speak*****

Birdella Kenney
Signature

02 APR 2025
Date

Received by

Date

Special Projects Coordinator/ Main Street Manager

March 2025 Monthly Report (March 12- April 7)

PROJECTS:

Grant	Submitted	Amount/Match	Project	Principal
Rural Basic Infrastructure Authority	Awarded Meeting all award conditions (advertise for engineer)	\$1.5 Million/1.2 Million Total=\$2.7 Million	Housing Authority Drainage	City of Mullins Delegation
Transportation Alternative Program	2/14/2025 (2-3 month for approval)	1.5 Million/ 300,000 CTC Total= \$1.8 Million	Marion St. Sidewalk and culvert	Marion County School District and CTC
Community Development Block Grant	Begin	\$585,000/ \$65,000 Total= \$650,000	Demolition	City of Mullins
RIA Economic Infrastructure/ Jobs Grant	DUE 3/17/2025	Amount not established \$25,000.00 for COG and 25% match of Engineering Costs	Main Street Fire Hydrant	City of Mullins and MDDC
Total		\$4,850,000.00		

Old Brick Square Project:

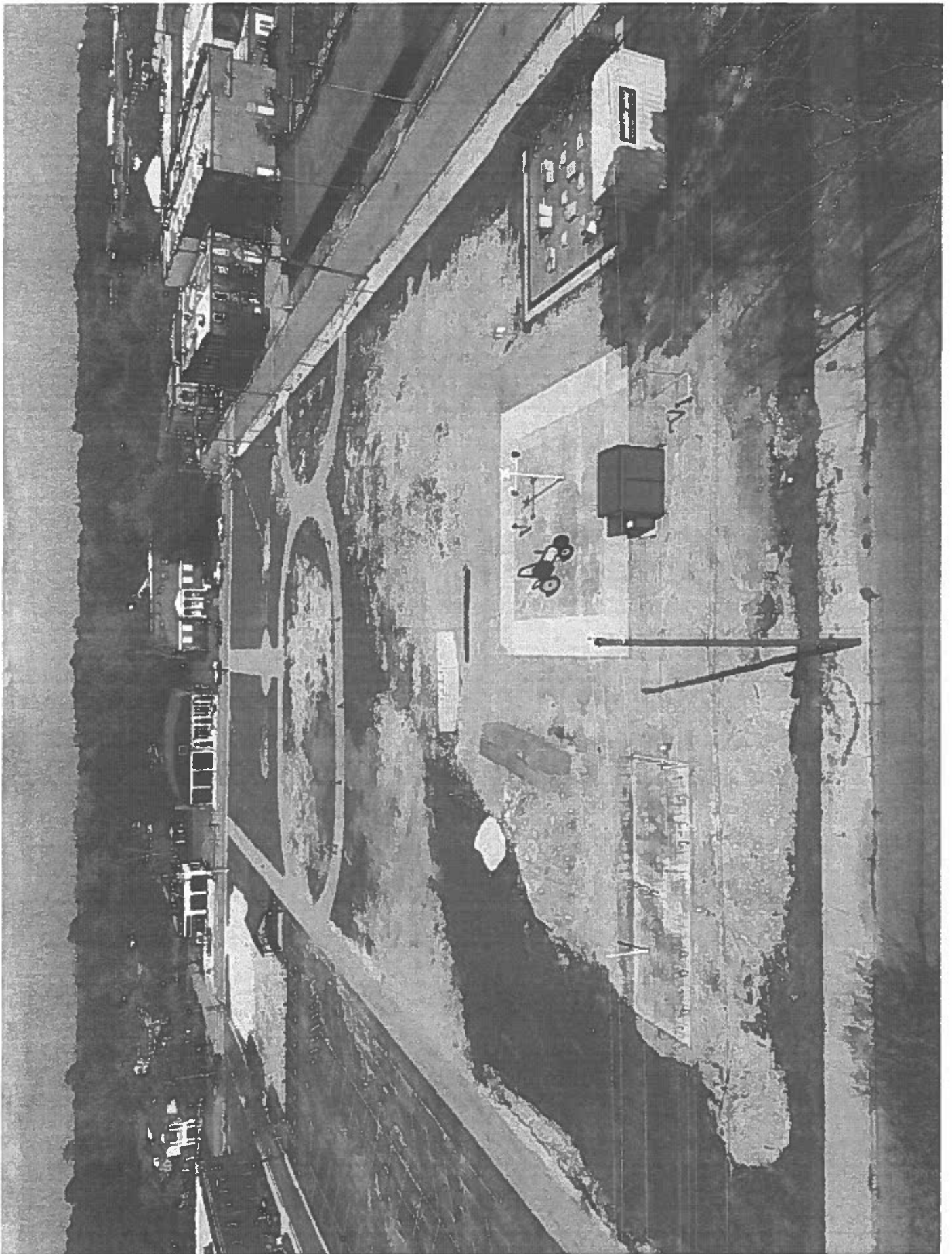
- 1) Splash Pad and Restroom- Awaiting connection with Grand Strand/Duke Energy. Duke Energy has mapped out and will return to complete Engineering. Grand Strand has been met with
- 2) Trail installation is putting in power sleeves.
- 3) Research underway for the History Marker
- 4) Sculpture for Daniel Simmons Memorial- Final Approval Needed for the Design
- 5) SC Discovery Grant \$200,000 match needed

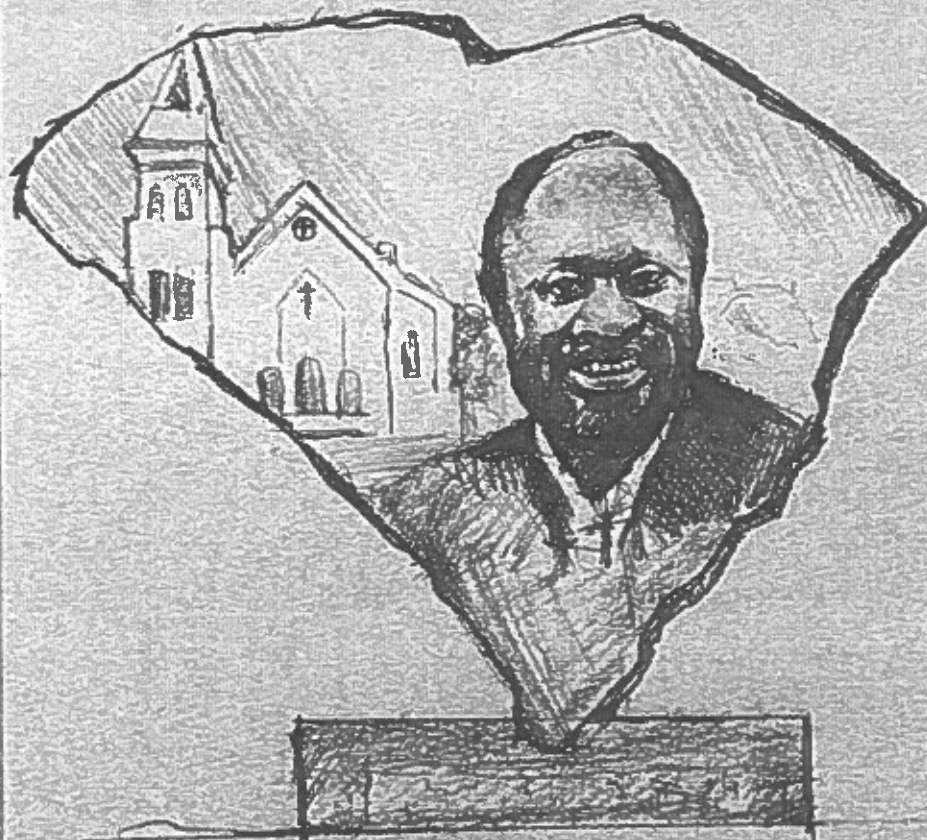
Special Projects Coordinator and Mullins Downtown Manager

- 1) Door to Door Surveys for Census Tract in preparation for CDBG Fall Grants (awaiting to hear providing restrooms at multiple areas. May have to do area around Smith-Haven as well.
 - a) OBS Marketplace Bathrooms (may place at Smith-Haven and Lions Park)
 - b) Will help with Demolition
 - c) Widening Sidewalks to Trail Width connecting all Public Building and OBS (James St)
- 2) Meeting with Grand Strand on City-Wide Projects on April 11, 2025 with Department Heads

Old Brick Square Park and Marketplace

Project Costs		Match	Date/Year	Status
National Fitness Center	\$170,000.00		2024	DONE State/City
Splash Pad	\$391,967.18		Aug-24	State funds
Main Pavilion Building	\$400,000.00			Funds Needed
Band Shelter	\$385,000.00		Aug-24	SCPRT
Park Restrooms	\$96,000.00		Aug-24	City Funds
Playground	\$55,000.00			Funds Needed
Memorial and Sign	\$40,000.00		Oct-24	City Funds Identified
Parking Lot/Landscaping/Drainage	\$192,350.00		Aug-24	City
Walk and Bike Trail	\$182,072.00		Aug-24	Grant/Match/City
1 Rear Pavilions	\$100,000.00			Not Funded
1 Front side, Pavilion	\$100,000.00		Feb-25	Funds Unidentified
Marketplace Restrooms	\$96,000.00		Jan-25	Not Funded
Yellow Highlighted Areas	\$781,000.00			
Items not highlighted				
Subtotal	\$2,208,389.18			
Grants and Revenue				
City of Mullins	-\$100,000.00		2023	Received
State Funds	-\$500,000.00		2023	Received
SC PRT	-\$100,000.00	20%	May-24	Approved
Undiscovered Grant- SCPRT	-\$200,000.00	50%	September	Approved
MCHF	-\$400,000.00		2024	Submitted- Contingent on installing Splash pad
Subtotal	-\$1,300,000.00			





SOUTH CAROLINA STATE MEMORIAL
RELIEF PLaque

REV. DANIEL LEE SINMONS, SR.

1 OCT. 7. 2024 - DRAFLA
CF - Dp11
[Signature]

INVOICE



Invoice # 0197
P.O. # 071724
Date Jul 18, 2024
Due Date Jul 18, 2024
Total USD \$26,000.00
Outstanding \$0.00

Athena Garden

139 SOUTH MAIN ST
MULLINS SC - 29574
United States
Phone: 724-468-0063
sculptures@cliffordfredericks.com
www.athena-garden.com

Invoice To:
Ogleretta White
Special Projects Coordinator CITY of MULLINS
owhite@mullinssc.us
Business No: 843-464-9583
Home No: 843-430-1403
151 E. Front St.
MULLINS SC - 29574
USA

Ship To:
151 E. Front St.
MULLINS SC - 29574
USA
Shipping Method:
Standard Ground

South Carolina Wall Relief Dr. Simmons

Tasks	Quantity	Rate	Amount
1. Custom Sculpture & Pedestal of Pastor Daniel Simmons Creation of the late Pastor Daniel Simmons in Honorary Bust from clay to stone with a memorial plaque created for the City "Green Space" park. Additional seating (two benches) included.	1	\$0.00	\$0.00

Products	Quantity	Unit Price	Amount
1. Bust of Daniel Simmons - SC Wall Silhouette	1	\$19,500.00	\$19,500.00

Charleston church massacre, occurred on June 17, 2015, in Charleston, South Carolina. The sculpture is to represent that of Daniel Simmons in a life size high relief sculpture from clay with rendering of texture surface fading into the South Carolina State silhouette base where a ghost image of the church will be carved in the background. An honorary plaque will be mounted text TBD. The wall will be constructed separately by Mullins GC with structural rebar and reinforcement to mount the cast stone bust into place on site.. South Carolina State silhouette Relief - Height disclosed of 4' x 6' Wide. The design will be constructed of an armature welded rebar, wood & wire. Clay sculpting will be done in 3 main phases. Each phase will be shown of the progress to the client to inform of progress. Final phase will be approved with any changes prior to fabrication. Total scope of work with estimated timeline of 12-16 weeks for completion. The sculpture will be molded and fabricated after design approval. Finishing is TBD with revisions welcome for final appearance.

2. CUSTOM CASTING - FINISH TBD 1 \$6,500.00 \$6,500.00

Custom Casting and Pigment TBD and includes finish, antique and diamond shield acrylic sealer. All casting GFRC reinforced. Installation Included (Note that we would assist in the installation of both base and sculpture with requested labor/ equipment from GC and / or City.

Terms and Conditions

Your invoice is attached.

Please remit your payment per agreed upon terms.

Thank you for your business.

The Athena Garden

Sub Total:	\$26,000.00
Total USD:	\$26,000.00
Amount Paid USD:	\$0.00
Amount Due USD:	\$26,000.00

Notes

Total scope and payment plan as follows. Payment in three parts for a total . One half down puts the project on the schedule for the sculpting phase to begin. Upon Clay approval, fabrication will begin with a required payment of split payments of the balance. Second payment to fabricate and mold, final payment prior to shipping or install. Revisions subject to additional charges, design modifications to composition requiring additional design time. Payments by CC are subject to a 3% surcharge.

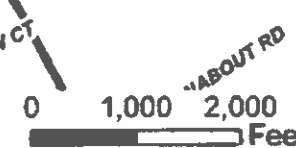
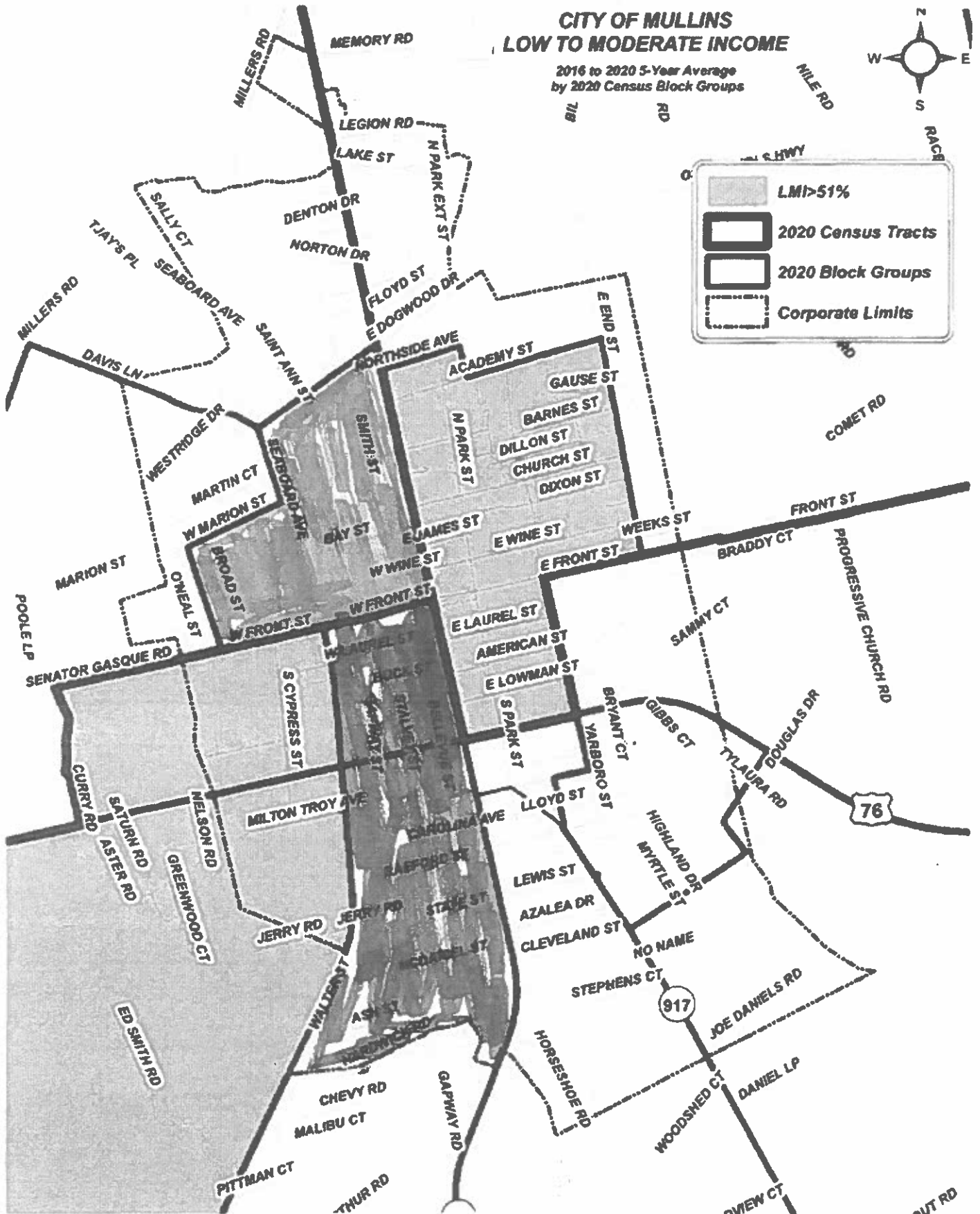
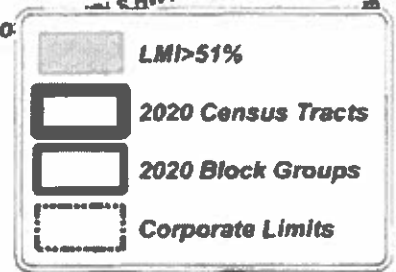
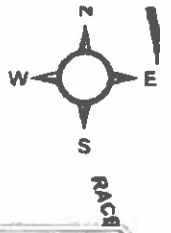
Athena Garden

Sculptor/Owner
Athena Garden
724-468-0063

<http://www.athena-garden.com/>
<http://www.cliffordfredericks.com/>
<https://www.facebook.com/athenagardeninc>
<https://www.pinterest.com/athenagardeninc/>

CITY OF MULLINS LOW TO MODERATE INCOME

2016 to 2020 5-Year Average
by 2020 Census Block Groups



Reasonable efforts have been made to ensure the accuracy of these maps.
The Pee Dee Regional Council of Governments expressly disclaims responsibility
for damages or liability that may arise from the use of these maps. March 2025

FY 2024 National Non-Metro Very Low-Income (50%) Limit (VLIL)

Median	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
\$77,400	\$27,100	\$31,000	\$34,850	\$38,700	\$41,800	\$44,900	\$48,000	\$51,100

Limits may not equal 50% of Median because of the limits on annual increases and decreases

Mullins Downtown Development Corporation- Status and Updates:

3) MDDC- Projects and Investments 2024-2025

Project	MDDC Funds	Sponsorship Funds/ Inkind	Tourism/Attendees
End of the Year-April 2025	\$1500.00		City of Mullins Council, Delegation, Partners Anticipate 40 attendees and presenters
Strategic Plan	\$1800.00	0.00	Waiting on Draft
Business Improvement Forum	\$0.00	150.00 Inkind	5 Businesses Participated/ 1 Business interested in relocating from Florence to Downtown Mullins
AESC	\$1150.00	\$2150.00/ Sponsors \$5900.00/ Inkind	375 attendees/ 30+ volunteers
Subtotal	\$4450.00	\$8200.00	\$12,650.00 Investments
August-December 2024			
Hometown Holiday	\$376.00		
Zombie Chase Race	\$2375.00	\$1850.00	7 participants from outside of Marion County
Shuck and Sip	\$1708.00	\$4955.00	75 attendees
Main Street SC	\$125.00		7 Businesses Participated
Level Up	\$200.00		10 Businesses Participated
MDDC	\$118.00		Meeting with Florence Downtown
Total	\$4902.00	\$6805.00	11,707.00
July 1, 2024 to date	\$9352.00	\$8955.00/ Sponsors \$5900.00/ Inkind	

4) SC Walkability Plan- presentation completed on April 8, 2025.

5) Mullins Downtown Business Strategic Planning Meeting Completed awaiting Draft from Randy Wilson Consultant



MONTHLY SUMMARY

A total of 12 permit applications were processed in March.

\$585,977.51 Projects Value submitted and approved in the month of March.

\$2,185.00 Total Building Fees collected for the month of March.

Commercial Applications

Building Permits 0

Residential Applications

Building Permits 12

Residential Demo 0

Commercial Demo 0

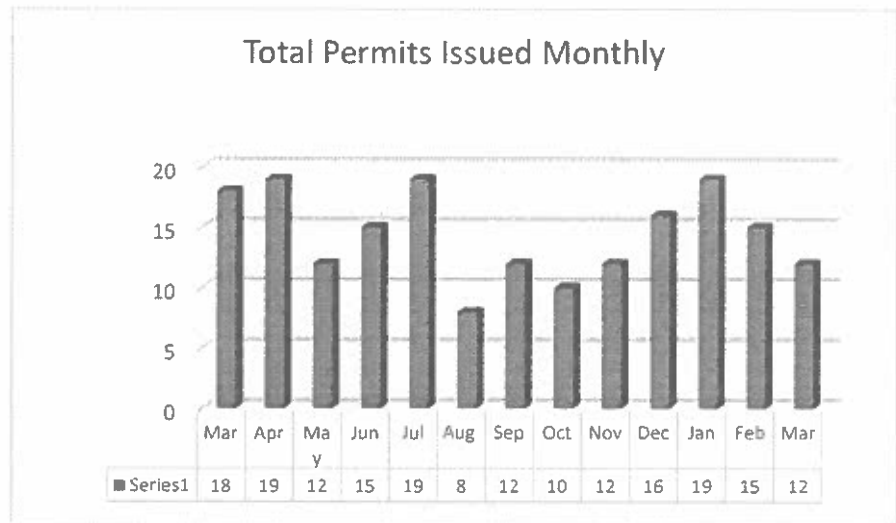
Mobile Home Park

Setup 0

Building Permits 0

MEP Permits 0

Pools 0



Projects or Programs

1. One New homes under construction.
2. One Multi-Family under construction.
3. One church in planning stage.
4. One commercial renovation (Continuation)
5. Several residential renovation, additions or repairs
6. Vacant Property notification (Ongoing)
7. 25 Properties identified for Demolition Grant. Grant approved. Deed Search Process Stage
8. 95 Homes identified and processing. (Unfit)
9. Asbestos Abatement program – DHEC requiring additional certifications to perform demolition activities. Awaiting school availability.

Code Violations

1. Seven Code Violations Cited – Pending corrections or further sanctions.
2. Zero (0) "Stop Work" orders – Pending corrections.