



BERKELEY COUNTY PLANNING AND ZONING

1003 Highway 52 • P.O. Box 6122
Moncks Corner, SC 29461-6120

APPLICATION FOR ORDINANCE TEXT AMENDMENT

BERKELEY COUNTY ZONING ORDINANCE NO. 01-8-35, AS AMENDED

Requests for text amendments to the Zoning and Development Standards Ordinance and the Land Development and Subdivision Regulations. Application fee is a non-refundable \$250.

PRINTED NAME OF APPLICANT: _____

SUMMARY OF REQUEST: _____

GENERAL INFORMATION

OWNER'S NAME(s):

MAILING ADDRESS:

PHONE	HOME:	MOBILE:
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EMAIL:

NAME OF APPLICANT (IF DIFFERENT FROM OWNER):

MAILING ADDRESS:

PHONE	HOME:	MOBILE:
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EMAIL:

PLEASE INDICATE THE PREFERRED METHOD OF CONTACT:

- EMAIL
 HOME PHONE
 MOBILE PHONE
 MAILING ADDRESS

PUBLIC MEETING ATTENDANCE AND EXPECTATIONS (*FORMAL DRAFT REQUIRED FOR CONSIDERATION)

Planning Commission Meeting Date Applied for:

Land Use Committee and County Council Tentative Meeting Dates:

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I understand that I may be asked to speak on behalf of my request and that I, or a representative will need to be in attendance at all scheduled public meetings. If, for some reason I or a representative will not be able to attend the scheduled meeting, I must submit a written request for deferral to another date in accordance with the adopted [Defeat/Deferral Policy](#) or withdraw my application.

Applicant's Initials Here:



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SECTION(S) OF THE ORDINANCE FOR WHICH THE REQUEST PERTAINS:

IS THIS REQUEST NECESSITATED BY A SPECIFIC PARCEL/DEVELOPMENT OBJECTIVE/USE? YES NO
IF SO, PLEASE DETAIL BELOW.

Affected TMS Number(s):

Intended Use/Objective:

Existing Zoning:

PLEASE PROVIDE A SUMMARY OF THE REQUEST BELOW AND INCLUDE SUPPLEMENTAL INFORMATION AS NECESSARY:

THE FOLLOWING INFORMATION, AS APPLICABLE, MUST BE SUBMITTED WITH THIS APPLICATION:

1. PROPOSED TEXT-AMENDMENTS IN A RED-LINED FORMAT AND A SUPPORTIVE NARRATIVE, DETAILING INTENT, PERFORMANCE MEASURES, AND OTHER CONSIDERATIONS.

2. CONCEPTUAL SITE PLAN - The Conceptual Site Plan, if available/applicable, should show **ALL** existing and proposed buildings, roads, lots, point(s) of ingress/egress, internal accesses/driveways, parking spaces, bufferyards, etc., in relation to the intended use.

3. NON-REFUNDABLE APPLICATION FEE (PLEASE CHECK METHOD OF PAYMENT)
 CASH; ONLINE CREDIT CARD PAYMENT; CHECK PAYABLE TO "**BERKELEY COUNTY**"



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DEFERRAL AND DEFEAT POLICY

- After an applicant submits a request **but before the item is published in a public meeting agenda**, he/she may request **a one-time deferral in writing for an undefined period of time**. The applicant's request will not be scheduled for consideration by the appropriate County body until he/she requests in writing that it be placed on the Agenda within the prescribed deadline for the respective public meeting. Public meeting agenda deadlines are available at the Department. Any request to place an item on an agenda that is received after the deadline will be placed on the next available meeting agenda.
- If the applicant seeks deferral after the item has been published in a public meeting agenda, **he/she shall request "deferral" in person or proxy at the scheduled public meeting**. The County body considering the request for deferral shall determine if the applicant possesses a compelling reason to defer the request. Otherwise, the item will be entertained and acted upon by the appropriate County body.
 - If the applicant is seeking deferral from the Planning Commission or BZA, **in order for the request to be considered at a subsequent meeting, full payment of the original application fee is required to cover the administrative expense of signage, materials, and staff time necessary to prepare for the meeting**.
- If a request is ultimately defeated (denied) by a County body, the applicant shall not submit the same request for consideration for a period of **12 months from the date that the item was previously-defeated**. If the applicant submits new information within the 12-month timeframe that the Zoning Administrator determines may affect the outcome of a previously-submitted request, the Zoning Administrator, at his/her discretion, may place the request on the next available meeting agenda upon submittal of an application and payment of applicable fees within established application deadlines.



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ACKNOWLEDGEMENT

I, the Applicant, hereby acknowledge by my signature that this application is **(1) complete and accurate;** **(2) I am the owner of the subject property or the authorized representative of the owner(s);** **(3) that the tract(s) or parcel(s) of land to which this request pertains is not restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the activity for which approval is sought, as provided in the South Carolina Code of Laws, Section 6-29-114;** **(4) I have read and understand the deferral and defeat policy AND the terms of this application;** **(5) that all fees are non-refundable;** and **(6) I authorize the subject property to be posted and/or inspected.**

Signature: _____ Date: _____

PROPERTY OWNER AUTHORIZATION (IF DIFFERENT FROM APPLICANT)

I (we) certify that I (we) are the owners of the property involved in this application and further that I (we) designate the person signing as applicant to represent me (us) in this special exception application (Please Use Additional Sheets, as necessary).

Property Owner(s) Printed Name:

Property Owner(s) Name:

Property Owner(s) Signature:

Property Owner(s) Signature:

Date:

Date: