



# BERKELEY COUNTY SC

**BERKELEY COUNTY**  
**Planning and Zoning**  
Planning and Zoning Department  
1003 Highway 52, Moncks Corner, Sc 29461

## APPLICATION FOR SPECIAL EXCEPTION PERMIT

Per Berkeley County Zoning Ordinance No. 01-8-35, Article 11.2  
(SC Code of Law 6-29-800)

Applications are due by COB of the previous month's meeting date. Application Fee is **\$150.00 (Non-Refundable)**. Cash, Card, and Check Accepted. Checks may be made out to **BERKELEY COUNTY**

### APPLICANT INFORMATION

PRINTED Name of Applicant:

Relation to Property Owner (Check One):

I am the Owner     I am the Authorized Agent

Phone #:

Email Address:

Mailing Address:

### PROPERTY OWNER'S CONTACT INFORMATION (IF NOT STATED ABOVE)

Phone #:

Email Address:

### PROPERTY AND SUBMITTAL INFORMATION

TMS#:

Zoning:

Physical Address of Subject Property:

What is the intent of this Request?

Present Use of the Property:

(1) The Applicant hereby Appeals to the Board of Zoning Appeals for a Special Exception for use of the property as \_\_\_\_\_ and more fully described in this application, which is a permitted Special Exception under Section \_\_\_\_\_ of the Zoning Ordinance.

(2) The Applicant will meet the standards in Section \_\_\_\_\_ of the Zoning Ordinance which are applicable to the proposed Special Exception in the following manner (use additional sheets if necessary):

(3) List any concession or additional requirements that you agree to for the Board of Appeals to include if the request is approved (use additional sheets if necessary):

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**The following information MUST BE submitted with this application:**

**1. SITE PLAN**

This should be on a copy of the recorded plat (8"x11"), if available. Sketch showing ALL existing and proposed buildings, bufferyards, roads, driveways, parking spaces, fencing, and other physical improvements in relation to the request.

**2. OPERATIONS PLAN**

This will detail how the intended use will be operated and maintained in compliance with the stated conditions applicable to the request.

**3. PROJECT NARRATIVE**

The project narrative addresses how each of the stated conditions are satisfied in the site and operations plans submittal.

**SUBMITTAL ENCLOSURES (PLEASE CHECK ALL THAT APPLY)**

- Existing Plat of Record
- Site and/or Operations Plan
- Project Narrative, addressing every stated condition required for intended use
- Traffic Impact Analysis (When Required)
- Other (please specify):

**Acknowledgments:**

I, the applicant, hereby acknowledge by my signature that this application is complete and accurate to the best of my knowledge, information, and benefit, **I have read and understand the requirements applicable for review and approval, and I am the owner of the subject property or the authorized representative of the owner.** I authorize the subject property to be posted and/or inspected.

I also hereby certify that the tract(s) or parcel(s) of land to which this approval 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 6-29-1145, and are exempt per Section 59.35 of the Berkeley County Code of Ordinances.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Property Owner Authorization:**

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.

Property Owner(s) Printed Name: \_\_\_\_\_

Property Owner(s) Signature: \_\_\_\_\_ Date: \_\_\_\_\_