

OFFICIAL ROAD PLAN EXEMPTION APPLICATION

CITY OF CHARLESTON
Department of Planning, Preservation & Sustainability
Zoning Division
75 Calhoun Street, Third Floor
Charleston, SC 29401

phone: 843.724.3781
fax: 843.724.3772
www.charleston-sc.gov

Completed application, fee and copies of the survey/recorded plat and proposed development plan must be submitted to the Department of Planning, Preservation and Economic Innovation (Zoning Division) per the published schedule of deadlines and meeting dates. All requirements on the attached checklist must also be satisfied. Application must be printed in **COLOR** and must have original signature(s).

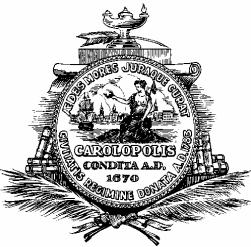
Requested Planning Commission Meeting Date: (see published schedule of mtg dates) _____

Subdivision/Project Name: _____
TMS #: _____
Address: _____
Geographic Location (i.e. Johns Island): _____ County: _____
Proposed Use: _____
Zoning: _____
Acreage: Total: _____ Highland: _____ Critical Area: _____ FW Wetlands: _____
Proposed use including a description of proposed improvements within the lines of proposed streets or public ways designated in the Official Road Plan : _____ _____ _____
Reasons/justification for requesting exemption from the Official Road Plan : _____ _____ _____

CONTACT INFORMATION

NOTE: You must identify all legal property owners. Provide information for additional owners and additional contacts on a separate sheet.

Property Owner's Name: _____
Address (street/city/state/zip): _____
Phone: _____ <input type="checkbox"/> business <input type="checkbox"/> home <input type="checkbox"/> cell Fax: _____
E-Mail: _____
Applicant's Name & Title: _____
Company's Name: _____
Address (street/city/state/zip): _____
Phone: _____ <input type="checkbox"/> business <input type="checkbox"/> home <input type="checkbox"/> cell Fax: _____
E-Mail: _____



OFFICIAL ROAD PLAN EXEMPTION APPLICATION

CITY OF CHARLESTON
Department of Planning, Preservation & Sustainability
Zoning Division
75 Calhoun Street, Third Floor
Charleston, SC 29401

phone: 843.724.3781
fax: 843.724.3772
www.charleston-sc.gov

SUBMITTAL REQUIREMENTS:

- Completed Official Road Plan Exemption application
- Official Road Plan Exemption fee = \$200 + \$20/highland acre (check made to the City of Charleston)
- Map/Survey indicating the subject parcel(s), tax map number(s), address(es) and acreage(s)
- Proposed development plan (concept plan, plat, site plan, etc)

I hereby acknowledge by my signature below that the foregoing application is complete and accurate and that I am the owner of the subject property. I authorize the subject property to be posted and inspected and this application to be heard by the Planning Commission of the City of Charleston on the meeting date requested.

Owner _____ Date _____
(ORIGINAL SIGNATURE OF THE PROPERTY OWNER(S) IS REQUIRED)

OFFICIAL ROAD PLAN EXEMPTION APPROVAL PROCESS

The Official Road Plan Exemption approval process usually takes three to four months to complete.

1. PLANNING COMMISSION - Submit completed **color** application, fee, map/survey and copy of the development plan to the Zoning Division by 12:00 pm on the deadline date to be placed on the Planning Commission agenda. Application must have original signature of the owner; faxed and/or copied applications will not be accepted. Staff will review the application. The Planning Commission shall evaluate the application and make a report within thirty (30) days to City Council, and to any such other public agency as may be appropriate. If no report is made within thirty (30) days of receipt of the application, the Planning Commission shall be deemed to have recommended that the application for exemption be granted. The Planning Commission's report shall recommend: (1) that City Council take official action to exempt the affected property from the restrictions of the Master Road Plan Map; or (2) that City Council initiate action to acquire the property.
2. CITY COUNCIL - Upon receipt of the report of the Planning Commission, the governing authority shall, within seventy-five (75) days: (1) take official action to exempt the affected property from the restrictions of the Official Road Plan Map; provided, that such exemption shall have no effect on any applicable zoning restrictions pertaining to permitted uses; or (2) either enter into an agreement to acquire or institute condemnation proceedings to acquire the property affected. Any action to acquire such property may be instituted by City Council or such other public agency as may be appropriate. Failure of City Council to act within seventy-five (75) days of the receipt of the report of the Planning Commission shall be deemed to constitute the granting of the application.

FOR OFFICE USE ONLY:**Application Received**

Date _____ Time _____ Fee _____ Receipt _____
Staff _____ Application Complete? Yes No

Planning Commission recommendation:

The Planning Commission heard this application and its recommendation to City Council is as follows:

- That City Council take official action to exempt the affected property from the restrictions of the Master Road Plan Map
- That City Council initiate action to acquire the property.
- Deferred

Comments: _____

Date _____

Chairman or Zoning Official