



# MOVEMENT OF THE URBAN GROWTH BOUNDARY APPLICATION

CITY OF CHARLESTON  
Department of Planning, Preservation & Sustainability  
Planning Division  
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Complete the information below and see page 2 for submittal requirements. Print application in color.

Planning Commission Meeting Date Requested:	
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## PROPERTY DESCRIPTION

Project Name:				
Property Address:				
TMS #:				
County:		Geographic Location (i.e. Johns Island):		
Acreage:	Total:	Highland:	Critical Area:	FW Wetlands:

<b>Property Owner(s):</b>				
Address: (street/city/state/zip)				
Phone:		<input type="checkbox"/> business	<input type="checkbox"/> home	<input type="checkbox"/> cell
E-Mail:				

*Include additional ownership information on a separate sheet of paper. If there are multiple owners and multiple parcels please identify parcel ownership.*

<b>Applicant's Name:</b>			
Firm's Name:			
Address: (street/city/state/zip)			
Phone:			
E-Mail:			

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)



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## REQUIRED SUBMITTAL INFORMATION:

- Map indicating the subject property(ies), tax map number(s), address(es) and acreage(s).
- MAP indicating location of EXISTING Urban Growth Boundary (relative to subject property) and desired location of new line. The location for the change must be contiguous to existing urban development or with property for which all approvals for urban development have been granted.
- Copy of study demonstrating that one or more of the following apply:
  - a. there is an inadequate supply of land in the urban area for housing needs or employment opportunity over the next 15 years; or
  - b. the proposed uses provide a substantial benefit to the public beyond the addition of housing or employment opportunity; or
- Information indicating that the change would not have a significant adverse impact on adjacent agricultural, historic, or cultural resources.
- A narrative that describes how this proposed change:
  - Extols the benefits of nature in proximity to human settlement
  - Promotes health needs and recreational uses, as well as the needs of watersheds and woodlands
  - Fits into an understanding of the regional context
  - Minimizes the presence of suburban sprawl within the urban boundary
  - Creates a better "geographic" boundary derived from topography, watersheds, coastlines, farmlands regional parks, and/or river basins.
  - Helps create new development with an "identifiable center and edge"
  - Helps create a better relationship of development to its agrarian hinterland and natural landscapes
  - Makes for a development pattern that does not blur or eradicate the edges of the urbanized area
  - Helps promote infill development within existing urban areas

## MOVEMENT OF THE URBAN GROWTH BOUNDARY PROCESS

The approval process usually takes three to four months to complete.

1. PRE-APPLICATION REVIEW - Meet with City staff to receive comments on the proposed growth boundary move.
2. PLANNING COMMISSION - Submit completed application, fee and other materials noted above to the Zoning Division by 12:00 pm on the deadline date to be placed on the Planning Commission agenda. Incomplete submittals will be NOT be placed on the Planning Commission agenda. The Planning Commission will hold a public hearing and make a recommendation to City Council for approval, approval with conditions, disapproval or deferral.
3. CITY COUNCIL - After the Planning Commission makes its recommendation, the application will be forwarded to City Council where another public hearing will be held approximately one month later. City Council will then give the application first reading and make a decision to approve or disapprove the requested growth boundary move. Approvals require a subsequent second and third reading, typically at the next scheduled Council meeting, before the growth boundary move is ratified.

## FOR OFFICE USE ONLY:

### Application Received

Date \_\_\_\_\_ Time \_\_\_\_\_ Fee \_\_\_\_\_ Receipt \_\_\_\_\_ Staff \_\_\_\_\_

### Planning Commission recommendation:

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

- Approval       Approval with Conditions       Disapproval       Deferral

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

Planning Commission Chair or Zoning Official