



## CONSERVATION DEVELOPMENT PRE-APPLICATION SITE REVIEW REQUEST

City of Charleston  
Department of Planning, Preservation & Sustainability  
2 George Street, Charleston, SC 29401

843.724.3781

The applicant and/or landowner must complete the Pre-Application request below and submit all required documentation to the [TRC Coordinator](#) for a completeness check. **INCOMPLETE APPLICATIONS AND/OR SUBMITTALS WILL NOT BE ACCEPTED.** The submittal requirements may be accessed at <https://www.charleston-sc.gov/Zoning>.

Project Name:		Project Team:	
Address:		TMS #:	Zoning:
Total Acres:	Highland:	Critical Area:	Wetlands:
Property Owner:		Phone #:	
Applicant:		Phone #:	
Contact:		Email:	

Please reference Conservation Development:  
Article 2, [LAND USE REGULATIONS](#)  
Chapter 54  
Part 19, [CONSERVATION DEVELOPMENT](#)  
Section 54-120

**\*SEE CHECKLIST ON BACK OF THIS FORM\***

I hereby acknowledge by my signature below that this request and submittal are complete and accurate. My signature also confirms that I represent all legal owner(s) of the subject property. I understand that additional information or clarification may be requested during the review process prior to approval. I authorize the subject property to be inspected and this application to be heard by the assigned City of Charleston staff. I understand that incomplete submittals will not be accepted.

**SUBMITTAL REQUIREMENTS:**

- ☐ Application
- ☐ Exhibits and Documents

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**CITY USE ONLY**

Pre-Application Site Review Request Received:		Staff:	
Diagram Received:		Staff:	
Determination Date :	APPROVED TO PROCEED <input type="checkbox"/>	DENIED <input type="checkbox"/>	Staff:

## **A. PRE-APPLICATION SITE REVIEW REQUEST CHECKLIST TO DETERMINE COMPLETENESS**

Information may be presented in graphic exhibits. Note that exhibits should be at the same scale as the Existing Conditions Boundary Survey.

### **SITE SURVEY (SURVEY OF THE PROJECT AREA PREPARED BY A REGISTERED LAND SURVEYOR)**

Title Sheet

Existing Conditions Boundary Survey and ownership of tract(s)

Exact location, size, shape, gross acreage, highland acreage, freshwater wetland acreage, and OCRM

Critical Area coverage

Location of all conservation trees as defined in ordinance

Location and description of all existing easements

Location of all freshwater and saltwater wetlands/critical areas with a stamp of verification of accuracy from OCRM and/or US Army Corps of Engineers (natural water bodies or watercourses)

Location of existing manmade features to include water bodies, ditches, phosphate mines, logging, farm and forest roads, and structures

Topographic features; elevations, floodplain

Location and description of cultural resources as identified by local and state agencies to include archeological sites

Scenic views or vistas (into and out from the parcel)

Significant groves or plots of vegetation

Infrared photograph

Unique environmental characteristics

### **PRELIMINARY STORMWATER MANAGEMENT**

Summary detailing the pre-development and estimated post-development runoff volumes

Summary by area of planned stormwater management BMPs separated into detention pond versus GI practices

## **B. DIAGRAM (SECOND SITE REVIEW REQUEST)**

Bubble diagram showcasing the proposed land use plan

Water management plan (BMP and LID locations, etc.)