



# Rezoning Application Packet

## **Application Checklist:**

An application is not considered complete until all applicable materials are submitted.

- Application
- Signed Authorization from the Property Owner (if the applicant is not the property owner)
- LLC/Partnership Signing Authorization (if the property is owned by a corporation)
- Copy of Recorded Deed
- Copy of Recorded Plat
- Impact Analysis Form (for residential rezonings over 25 acres of highland)

Once the application has been reviewed and is deemed complete, you will be sent an invoice to pay the required fees. The fees are outlined on the Fee Schedule in this packet. Additional fees may apply if the requested rezoning requires an Impact Analysis.

## Sign Up for Meeting Notifications

Rezoning requests are considered first by the Planning Commission but then must receive three separate readings at County Council. Scheduling of Council agenda items is dependent on many factors and is determined by the Clerk to Council. Staff advises applicants to sign up for County Council email notifications so they can be notified when their request is placed on a County Council Agenda.

To sign up for these notifications you can go to <https://www.dorchestercountysc.gov/government/county-council/agendas-minutes> and enter your email address.

The screenshot shows the website's navigation menu on the left with 'Agendas & Minutes' selected. The main content area is titled 'County Council Agendas & Minutes' and includes options for 'Print', 'Share & Bookmark', and 'Font Size'. Below this, there is a section for '2017 - Present' with a note about official action and information from committee meetings. A red box highlights a sign-up form titled 'Email Updates' with the text: 'To sign up for email updates or to access your subscriber preferences, please enter your contact information below.' The form contains a field for '\*Email Address' and a 'Submit' button. Below the form is an 'Upcoming Events' section with a table header for Name, Date, and Agenda.

When you click “Submit” you will be prompted to create an account with a password. From this account, you will be able to manage the notifications you receive. Once you create the account you will be directed to the Quick Subscribe page. If you already have an account associated with your email address, you will automatically be directed to this page and will not be prompted to make an account. Check the box for “County Council Meeting Agendas” and click “Submit.”



Welcome

( Sign Out )

### Quick Subscribe for

Dorchester County, South Carolina offers updates on the topics below. Subscribe by checking the boxes; unsubscribe by unchecking the boxes. Access your [subscriber preferences](#) to update your subscriptions or modify your password or email address without adding subscriptions.

### Subscription Topics

- County News
  - Emergency Updates
  - Monthly Newsletters
  - News Releases
  - County Council Meeting Agendas
- Parks and Recreation
  - Parks and Rec Updates

Submit Cancel

**DORCHESTER COUNTY  
REZONING REQUEST  
APPLICATION**

**Planning Commission Meeting Date Requested:** \_\_\_\_\_

**Instructions:** Applicants must complete and submit this form and fee with all the required information to the Department of Planning & Zoning at 500 N. Main St., Summerville. Prior to the Planning Commission meeting, signs will be posted on the subject property(ies). Once the Planning Commission has heard the request and made a recommendation, it will be forwarded to Dorchester County Council for Three Readings and a Public Hearing. After the Third Reading, the Applicant will receive official notice of the County Council's action.

**Office Use Only**

RR #: \_\_\_\_\_

TMS#: \_\_\_\_\_ Current Zoning: \_\_\_\_\_ Requested Zoning: \_\_\_\_\_

Property location/address: \_\_\_\_\_

TMS#: \_\_\_\_\_ Current Zoning: \_\_\_\_\_ Acreage: \_\_\_\_\_

Property Owner: \_\_\_\_\_ Applicant: \_\_\_\_\_

Applicants Relationship (if not owner):  Attorney  Engineer  Surveyor  Architect  Other: \_\_\_\_\_

Applicant Address: \_\_\_\_\_

Daytime Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Recorded Deed: Date \_\_\_\_\_ Book \_\_\_\_\_ Page \_\_\_\_\_

Recorded Plat: Date \_\_\_\_\_ Book \_\_\_\_\_ Page \_\_\_\_\_

Request Zoning Change from \_\_\_\_\_ to \_\_\_\_\_

Reason for Rezoning Request: \_\_\_\_\_  
\_\_\_\_\_

**Covenants and Restrictions Affidavit:**

Pursuant to Section 6-29-1145 of South Carolina Code of Laws, is this tract or parcel of land restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the activity described in the application?

YES  NO

Property Owner or Authorized Representative Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

**DORCHESTER COUNTY**  
REZONING REQUEST APPLICATION  
PAGE TWO

I hereby acknowledge by my signature that the forgoing application is complete and accurate and I am the owner of the subject property or the authorized representative of the owner (Must have written authorization from owner). I authorize the subject property to be posted, advertised and/or inspected. All fees are non-refundable.

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

**Office Use Only**

Date Received: \_\_\_\_\_ Fee: \_\_\_\_\_ Cash/Check#: \_\_\_\_\_ Rcpt#: \_\_\_\_\_ Staff: \_\_\_\_\_

**Planning Commission Use Only**

The Planning Commission has heard this application of the above referenced property. Its findings are as follows:

Recommended Approval     Recommended Denial     No Recommendation

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

**DORCHESTER COUNTY**

Planning & Zoning Department  
500 N. Main Street, Box 3  
Summerville, South Carolina 29483  
Phone (843) 832-0020 • (843) 563-0020

**DORCHESTER COUNTY  
IMPACT ANALYSIS  
REQUEST FORM**

**Instructions:** Applicants requesting a residential rezoning of 25 acres or more of highland must complete this form and submit it with their rezoning application. The Impact Analysis will be conducted by Dorchester County and the results will be presented to the Planning Commission and County Council for consideration in congruence with the rezoning request.

**Office Use Only**

**RR#** \_\_\_\_\_

TMS #: \_\_\_\_\_ Current Zoning: \_\_\_\_\_ Proposed Zoning: \_\_\_\_\_

Acres of Development: \_\_\_\_\_ Is the developer dedicating funds for capital projects?  YES  NO

Est. Construction Cost for Internal Roadways: \_\_\_\_\_

Est. Timeline/Number of Units per Year: \_\_\_\_\_

\_\_\_\_\_

**Proposed Development Type:**

Select the proposed unit/development type and provide the requested information.

<b>Residential</b>				
	<b>Unit Type</b>	<b># of Units</b>	<b>% Age restricted</b>	<b>Sale Price Per Unit</b>
	Single-Family Detached 1-3 Bdrm			
	Single-Family Detached 4+ Bdrm			
	Single-Family Attached (Townhouse)			
	Duplex, Triplex, Fourplex			
	Multi-Family (Apartments)			
<b>Commercial/Industrial</b>				
	<b>Type</b>	<b>Square Footage</b>		
	Commercial			
	Industrial			

Provide any other relevant information as determined by the Planning Director:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I hereby acknowledge by my signature that the information provided on this form is complete and accurate to the best of my knowledge and I authorize Dorchester County to use the provided information to conduct an Impact Analysis to accompany the requested rezoning.

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

Print Name: \_\_\_\_\_

**Office Use Only**

Date Received: \_\_\_\_\_ Fee: \_\_\_\_\_ Cash/Check#: \_\_\_\_\_ Rcpt#: \_\_\_\_\_ Staff: \_\_\_\_\_

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## DEVELOPMENT REVIEW FEES

### Subdivision Plan Review

Exempt Plats	\$20.00
Minor Subdivisions	\$35.00/lot
Major Subdivisions	\$500.00 + \$35/lot
Commercial Subdivisions	\$50.00/lot

### Site Plan Review (up to three reviews. After 3rd Review, a \$250 rereview fee applies for each submittal)

Commercial/Office/Industrial w/ building	\$250.00 + \$0.06/gross sf (+ \$500 if in a TOD)
Commercial/Office/Industrial w/o building	\$1,000.00
Institutional	\$250.00 + \$0.03/gross sf
Multi-Family	\$500.00 + \$35/unit
Zoning Permit for exempt accessory structures/decks	\$30.00
Cottage Industry	\$50.00
Outdoor Storage Yard	\$1,000.00
Outdoor Event Venue	\$500.00
Cluster Yield Plans	\$500.00
Mineral Resource Extraction	\$1,000.00

### Planned Development Districts

Concept Plan Review	\$250.00
Master Plan Review	
Residential	\$1,000 + \$1.00/unit
Commercial/Office/Industrial	\$1,000 + \$.10/gross sf
Amendment	\$100.00
Rezoning	\$1,000 + \$1.00/lot
Street Name Change	\$85.00
Land Development Waiver Requests	\$50.00

## ZONING REVIEW FEES

### Rezoning

Up to 2 Lots	\$250.00
Each additional lot	\$25.00
Raw Acreage	\$250.00 + \$10.00/acre
Zoning Text Amendment (Minor)	\$250.00
Zoning Text Amendment (Major)	\$500.00
Future Land Use Map Amendment	\$500.00

### Board of Zoning Appeals

Administrative Appeals	\$250.00
Special Exceptions	\$250.00
Variances	\$250.00

## PLANNING & ZONING DOCUMENTS

Basic Zoning/Daycare Letter	\$20
Advanced Zoning letter	\$50
Zoning Administrator Determination	\$100
Zoning & Land Development Standards Ordinance	\$50.00





**2024 DORCHESTER COUNTY**  
**PLANNING COMMISSION SCHEDULE**

**January 2024 – January 2025**

<b>Application Deadline (Friday)</b>	<b>Planning Meeting (Thursday)</b>
Dec 15 '23	Jan 11 '24
Jan 12 '24	Feb 8 '24
Feb 16 '24	Mar 14 '24
Mar 15 '24	Apr 11 '24
Apr 12 '24	May 9 '24
May 17 '24	June 13 '24
June 14 '24	July 11 '24
July 12 '24	Aug 8 '24
Aug 16 '24	Sept 12 '24
Sept 13 '24	Oct 10 '24
Oct 18 '24	Nov 14 '24
Nov 15 '24	Dec 12 '24
Dec 13 '24	Jan 9 '25

- Planning Commission meetings are held monthly, the 2<sup>nd</sup> Thursday at **4:00 pm**, in the Summerville County Council Chambers (500 N. Main Street) unless otherwise noted.
  - **Incomplete application and/or submittal will not be processed or placed on an agenda.**
- \*\* Planning Commission Meeting will be held the 3<sup>rd</sup> Thursday due to a Holiday