

GUIDE TO SUBDIVISION REVIEWS

DEPARTMENT OF PLANNING AND ZONING

WHAT IS A SUBDIVISION PLAN?

A subdivision plan is an illustrated representation of a proposed development project which includes location, roads, lot layouts, drainage and easements, etc.

Staff reviews subdivision plans according to the review process outlined below. In addition to this internal review process, the applicant is also subject to multiple external reviews by agencies including Berkeley County, the South Carolina Department of Transportation (SCDOT), and the Office of Ocean and Coastal Resource Management (OCRM), to name a few. These external approvals are required in order to complete the review process at the City. The white boxes indicate phases that require actions on behalf of the applicant. Although the applicant is involved throughout the review process, the green boxes represent internal processes only (See chart below).

A Subdivision Development Review Checklist can be obtained from the City's Department of Planning and Zoning.

The applicant The applicant has presubmits **REVIEW** application and submittal sets of commeeting with **PROCESS** plete civil/site the Departdrawings to ment of Plan-**BEGINS** DPZ via the Perning and Zonmits Specialist. ing (DPZ). DPZ distrib-The DPZ issues utes plans to the Departcomments on ment of Engi-neering/Public development to the applicant. Works and Building Inspections. The applicant The DPZ issues The City's Departments final site plan re-submits (3) sets of plans approve the approval letaddressing the plans ters for develcomments opment. from the City's Departments. The applicant records the copies of the final plat at the Berkeley Co. Registry of Deeds and provides the City with one recorded copy Applicant sub-mits (6) sets of final plats/ plans, plat ap-proval app., bond doc., and covenants and restrictions to Next phase is Bldg Permitting. Contact the Bldg In-

spector and

Permitting

Specialist at (843) 797-6220

The Department of Planning and Zoning for the City of Goose Creek oversees land use applications for sites, rezoning, variances, conditional use permits, and residential subdivision developments. All subdivision development plans are reviewed and approved by staff. The City is experiencing significant growth and the Department is working to ensure orderly land development, economic development, and housing production. Through collaborative efforts with public agencies and development professionals, the Department of Planning and Zoning seeks to facilitate well planned, sustainable long term growth and development for the City.

INSPECTIONS

Inspections are an integral element in the review process. The Department of Planning and Zoning will conduct multiple site visits throughout the review and approval process. The City's Code Enforcement Division and Building Inspections will also visit the site to verify compliance. The developer is required to make one (1) set of final civil plans available on the physical site at all times.

ZONING ORDINANCE

The Department of Planning and Zoning abides by the City's Zoning Ordinance adopted November 14, 1978 as amended. Section 151.060 of City Code outlines the Administration and Enforcement requirements for developments. Included in the section are permitting processes, construction processes, and code enforcement procedures. Section 151.080 of City Code establishes General Development Provisions including land use, flood zone management, landscaping requirements, buffer areas, parking and more.

To download a complete copy of the City's Zoning Ordinance: www.cityofgoosecreek.com

FOR MORE INFORMATION

City of Goose Creek ~ Department of Planning and Zoning 519 N. Goose Creek Boulevard, Goose Creek SC 29445

P. (843)-797-6220

restrictions to DPZ for signa-ture.

F. (843) 863-5208

Mark Brodeur, Planning and Zoning Director Brenda Moneer, Planning and Zoning Technician Fxt. 1118 Ext. 1116