



# GUIDE TO PLAN REVIEW

DEPARTMENT OF  
PLANNING AND ZONING

## FROM CONCEPT TO PERMIT

A plan is an illustrated representation of a proposed development project, which includes projected locations of principal and accessory structures, parking areas, roads, landscaping, and easements, etc. Site plans are required for all commercial land uses as well as multi-family developments. A Site Development Review Checklist can be obtained through the City's Department of Planning and Zoning.

Staff reviews plans for conformity to the standards of the zoning ordinance. All plan review process is 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).

The Department of Planning and Zoning for the City of Goose Creek oversees land use applications for sites, rezoning, variances, residential subdivisions, and conditional use permits. All site plans are jointly reviewed by staff and the Architectural Review Board (ARB), with the exception of multi-family developments which are not subject to ARB review. The City of Goose Creek is experiencing significant growth and the Department is working to ensure the City grows smartly by facilitating orderly land development, economic development and housing production. Through its collaborative effort with the development business community and public agencies, the Department seeks to facilitate well planned, sustainable long term growth and development.

## 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 have one (1) set of approved stamped permitted 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](http://www.cityofgoosecreek.com)

## FOR MORE INFORMATION

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[www.cityofgoosecreek.com](http://www.cityofgoosecreek.com) See: Code of Ordinance, Section 151.084

