



**COUNTY OF LEXINGTON, SOUTH CAROLINA**  
**Department of Community Development**  
 County Administration Building (803) 785-8121  
 212 South Lake Drive, Suite 401 Lexington, South Carolina 29072

**PLANNING COMMISSION AGENDA APPLICATION**

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**APPLICANT NAME:** \_\_\_\_\_  
**DAY TIME PHONE:**( ) \_\_\_\_\_ **FAX NUMBER:**( ) \_\_\_\_\_ **EMAIL:** \_\_\_\_\_  
**CURRENT MAILING ADDRESS:** \_\_\_\_\_  
**CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_ **ZIPCODE:** \_\_\_\_\_

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***The Planning Commission meets the third Thursday of each month at 8:00 am, in the 2nd floor Council Chambers of the Lexington County Administration Building. In order to be placed on the Planning Commission Agenda, you must submit the required documents to our office no later than 12:00 pm on the 4<sup>th</sup> Friday preceding the requested Planning Commission meeting. The Development staff will review all documents submitted and will notify you when sufficient information has been received for your request to be presented to the Planning Commission.***

**PROPERTY LOCATION:** \_\_\_\_\_ **TMS#:** \_\_\_\_\_

\_\_\_ I would like to appear before the Planning Commission Agenda when it meets, \_\_\_\_\_ 20\_\_.  
 \_\_\_ I and or my personal representative will attend the meeting. Name of representative: \_\_\_\_\_

**New Private Road**

\_\_\_ I want to develop a new Private Road Subdivision and have submitted the following required documents:

1. \_\_\_ Engineering Drawings (sufficient for the Engineering staff to evaluate the proposed road and storm drainage systems (if applicable)).
2. \_\_\_ A Subdivision Plat (8½" x 11" sketch).
3. \_\_\_ A Road Maintenance Agreement (unsigned draft).

**Existing Private Road**

\_\_\_ I want to subdivide my property, which is accessed by an existing Private Road. Name of Private Road or owner(s) of Road property:  
 The following documents are required:

1. \_\_\_ Plat showing proposed subdivision (8½" x 11" sketch)
2. \_\_\_ Recorded plats and deeds of all property involved
3. \_\_\_ Draft Road Maintenance Agreement or amendment to existing Road Maintenance Agreement.

**Access Policy Variance**

\_\_\_ I want to request an Access Policy Variance due to the following deficiency:

1. \_\_\_ Easement over more than one parcel.
2. \_\_\_ Ingress/egress less than 20' wide (< 2 acre lot) or less than 50' wide (> or = 2 acre lot).
3. \_\_\_ Ingress/egress (> or = 2 acre lot) less than 150' from intersection.
4. \_\_\_ Flag lots improperly paired (multiple parcels).
5. \_\_\_ Flag lots separated by less than 100 feet.
6. \_\_\_ Driveway more than 1500 feet long.
7. \_\_\_ Other

The required document for a variance request is one 8½" x 11" sketch of proposal.

**Other Variances:** Circle One: Floodplain Elevation, Floodway Encroachment, Public Road  
 The required documents are: an 8½" x 11" sketch plus any additional engineering information necessary to support the request.

**THIS APPLICATION SHOULD BE ACCOMPANIED BY A LETTER TO THE PLANNING COMMISSION EXPLAINING THE REQUEST.**