County of Lexington
Community Development Department

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Development Services Division

ZONING & LANDSCAPE APPLICATION FOR PROJECT/SITE PLAN REVIEW

A Zoning Permit review requires:

- **Four (4) copies of a site plan drawn to scale (normally 1 inch on paper equals 20, 30, 40, 50, or 60 actual feet on the ground or to architectural scale)**.
- The site plan should be submitted at least **15 working days prior to the anticipated issuance of a Zoning Permit** in order for the Zoning Staff to have adequate time for review.
- We recommend that you review the Zoning and Landscape requirements for your activity prior to preparing your site plan. Complete sections A – F below and include sections G – N on the site plan; reference section O for landscape submittals.
- If a landscape plan has not been prepared, you may submit an extra copy of the site plan for landscape comments to assist with the landscape design for formal submittal and approval at a later date.
- Please attach this application with your site plan when submitting for review.

Check List – (Please PRINT)

_____ A. _____
Name of Activity

_____ B. _____ _____ _____
Address of property City Zip Code

_____
TMS#(s) (Tax Map Sheet Number)

_____ C. _____ _____ _____
Applicant's Name Phone Email

_____ _____ _____
Applicant's Address City Zip Code

_____ D. _____ _____ _____
Property Owner's Name Phone Email

_____ _____ _____
Property Owner's Address City Zip Code

_____ E. Provide a written description of the use (activity) for each existing or proposed building. If a "Group Assembly" activity (church, theaters, bowling alleys, etc.) or restaurant is planned, then indicate the number of seats and/or participants.

_____

_____

_____

_____ F. **Is the tract or parcel of land restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the proposed activity?** ☐ **Yes** ☐ **No**

_____ _____
Applicant's Signature Date

(See the Additional Information Section on the back of this form.)

OVER →

____ G. *The shape and dimensions of the property [entire parcel(s)] for the proposed activity.*
The total development acreage should be stated, either in square footage or in a fraction of an acre; i.e., 0.25 acres. (1 acre = 43,560 ft^2)

____ H. *The width of adjoining road rights-of-way, and/or utility easements, and the location of the lot with respect to these rights-of-way.*

____ I. *The location of driveways and parking spaces, and the total number of spaces in parking areas.* **
The standard space is 9' x 18'. Identify **existing** and/or **proposed** driveways and parking areas, and the **type of surface** of all. Identify existing and/or proposed handicap parking spaces as per Building Code requirements.

____ J. *Indicate the sight distance from the intersection of the proposed or existing driveways with the roadway(s).*
Indicate the posted speed limit of the roads.

____ K. *The shape, dimensions, and location of all **existing** and **proposed** buildings on the subject lot.*
Identify buildings as **existing** or **proposed**. Show **overall square footage** and **height** (from finished grade) of each building. Elevation (above mean sea level) of finished grade for building sites may be required for airport districts and exceptionally tall structures. Show nature of, or intended use of, land where no buildings are planned (such as boat and RV sales, vehicle sales, sports events, outside storage areas, parking, etc).

____ L. *The location of residences (houses or mobile homes) on adjoining properties and the nearest distance to **their own** property line.*
The residence may be shown as a simple rectangle, with the distance or distances shown from the nearest side or corner of the rectangle to it's own property boundary. Any residence located on adjacent property in an Intensive Development zoning district will be afforded buffering restrictions as if it is a grandfathered residence unless the Zoning Office is supplied with evidence that the residence was established on the property after zoning was adopted for that specific planning area.

____ M. *The location of all existing and proposed signs (freestanding, wall, etc.).*
For freestanding signs, show their height and display area, and the distance (in feet) to adjoining properties and road rights-of-way. Freestanding signs are required to maintain a separation distance of ten feet from overhead electrical conductors. Also, vision clearance rules and sight triangles must be observed. **Signs are permitted separately.**

____ N. *If a "Group Assembly" activity is located on or near water, the distance to the property lines across the water must be shown.*

____ O. *Three copies of the landscape plan for the proposed activity/development are required.*
The landscape plans should contain planting locations and specifications; corridor/buffer protection areas; location and identification of trophy trees; tree protection areas; acreage of the property and development area; proposed/existing structures; parking areas; all walls, fences, and/or berms; proposed service and utility areas (garbage collection stations, etc.); site disturbance areas; and proposed detention/retention ponds.

Additional Information:

- All proposed activities shall comply with the Performance Standards contained in Chapter 4 of the Zoning Ordinance. For activities particularly associated with higher degrees of noise and light, the zoning application and site plan submittal shall address the proposed method(s) of compliance with the Performance Standards of the Zoning Ordinance.

- When screening is required, plans showing the type of materials to be used for the screening and construction details must be submitted to the Zoning Office for review and approval prior to installation of the screening.

- **Development project driveways accessing publicly maintained roads *must also obtain the proper encroachment permits* from the South Carolina Department of Transportation (SCDOT) or Lexington County Public Works Department, as appropriate.**

** SCDOT may require existing access points to be revised to meet current SCDOT requirements. It is the applicant's responsibility to contact SCDOT to determine if such a revision is necessary. The approval and issue of a zoning permit does not release the applicant from meeting SCDOT requirements. If a SCDOT revision is necessary, another zoning site plan review, including any fees associated with that review, may be required.