

APPENDIX B – APPLICATION DOCUMENTS

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B.1 GENERALLY

B.1.1 Scope

This appendix lists the documents and supporting information required to be submitted with the applications for development approval specified in this Chapter. It also describes the content of specialized documents and reports required with some applications. The documents to be submitted are intended to provide the Department,

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the Planning Commission and the Board of Zoning Appeals as applicable, with adequate information and data to assure compliance with this Chapter and other city codes and requirements. The specification of documents to be submitted is based on the type of development and the particular stage of development for which the application is submitted. The details of individual applications or documents to be submitted that may not be included in this appendix are specified in the applicable section of this Chapter.

B.1.2 Modifications

The Director or the City Engineer, as applicable, may add to or modify the documents required for submission, may approve additional or alternative documents and information to be required with an application and may add or delete required documents and information from this appendix when appropriate and for valid reasons which shall be documented and forwarded to the Planning Commission as information. In specific cases and for documented reasons, the Director or City Engineer, as applicable, may waive the submission of a particular document. The reasons for the waiver shall be recorded in the project application file.

B.1.3 Application Forms and Review Checklists

The Director and City Engineer shall promulgate, and revise as needed from time to time, application forms for the various types of applications for development approval required by this Chapter. The Director, in consultation with the City Engineer and other department directors, will develop and periodically update checklists that summarize the documents to be submitted with each application and the criteria used in the review and evaluation of applications. Checklists so promulgated will be available to the public. The Director shall also publish fee schedules and other information, documents and forms for distribution to the public that describe the required application information necessary to facilitate the timely and complete review and evaluation of applications for development approval.

B.1.4 Applications

B.1.4.1 A complete application package is required for all applications for development approval required pursuant to this Chapter including:

- a. Certificate of Zoning Compliance
- b. Sketch Plan
- c. Minor Site Plan
- d. Minor Subdivision
- e. Land Disturbance - Stormwater Management Plan
- f. Major Site Plan
- g. Major Subdivision (Preliminary Plat)
- h. Planned Development General Development Plan
- i. Final Subdivision Plat
- j. Conditional Use Permit
- k. Sign Permit
- l. Encroachment Permit
- m. Communications Tower or Antenna
- n. Certificate of Occupancy
- o. Rezoning
- p. Conditional Rezoning
- q. Text Amendment
- r. Appeal from an Administrative Decision Generally

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- s. Variance
- t. Special Exception
- u. Annexation
- v. Street Abandonment

B.1.4.2 The minimum information required with an application for development approval will be specified on the Application for Development Approval form and will include:

- a. Applicant name, address, phone number, fax number, email address.
- b. Project engineer, surveyor, architect, planner and/or landscape architect involved in the preparation of the project, firm name, individual name, signature, license number, address, phone number, fax, email address.
- c. Project name.
- d. Tax parcel number.
- e. Property address, if applicable.
- f. Zoning designation(s) on the property.
- g. Total project acreage.
- h. Number of lots and average lot size if applicable.
- i. Date of application submittal.
- j. Signature of the applicant or his designated agent.

The following additional material shall be submitted before an application can be deemed complete:

- k. The required fee.
- l. A properly executed Designation of Agent form must be submitted if the applicant is someone other than the property owner, i.e., developer, consulting engineer, consulting planner, etc.
- m. All required supporting information and documents as specified in this Chapter.

B.1.4.3 The minimum information required with an appeal to the Board of Zoning Appeals will be specified on the Notice of Appeal form and will include:

- a. Applicant name, address, phone number, fax number, email address.
- b. If applicable, the project engineer, surveyor, architect, planner and/or landscape architect involved in the preparation of the project for which an appeal, special exception or adjustment is requested, firm name, individual name, signature, license number, address, phone number, fax, email address.
- c. Project name.
- d. Tax parcel number.
- e. Property address, if applicable.
- f. Zoning designation(s) on the property.
- g. Total project acreage.
- h. Number of lots and average lot size if applicable.
- i. Date of application submittal.
- j. Signature of the applicant or his designated agent.

The following additional material shall be submitted before an appeal can be deemed complete:

- k. The required fee.
- l. A recorded plat or an accurate legible plot plan or survey prepared by a land surveyor or civil engineer showing the property dimensions and locations and dimensions of any structures of the applicable property.

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- m. Any architectural plans and elevations of affected structures, if applicable.
- n. Pertinent and relevant documents in support of the appeal, if applicable and available.
- o. Pertinent and relevant photographs or additional written information in support of the appeal, if needed and applicable to the appeal.
- p. A properly executed Designation of Agent form must be submitted if the applicant is someone other than the property owner, i.e., developer, consulting engineer, consulting planner, etc.
- q. All required supporting information and documents as specified in this Chapter.

B.1.4.4 The supporting information and documents required to be submitted in conjunction with specific applications are described in the applicable sections and articles in this Chapter. The content of plans and analyses, evaluations and reports required to be submitted pursuant to this Chapter are described in §B.3 of this Appendix and include:

- a. Plan Sets.
- b. Final Plats.
- c. Citizen Participation Process Report, recommended (§5.1.7.4).
- d. Site Analysis and Development Recommendations Report (§6.1.1).
- e. Landscape Plan (§10.4.1).
- f. Information required for an Adequate Public Facilities Analysis (§8.3.3).
- g. Traffic Impact Analysis (§§8.7.1.1 and 14.5.1.1).

B.2 REQUIRED APPLICATION INFORMATION

B.2.1 Certificate of Zoning Compliance (§5.2.3)

A certificate of zoning compliance is generally required to be submitted with business license applications including home occupation licenses and may be required prior to the issuance of a building permit. A certificate of zoning compliance is often requested for verification of conformity of a property under consideration for mortgage financing. A fee for a certificate of zoning compliance may be charged if an on site inspection is required or if compliance with regulations other than permitted use is requested. The following information is required:

- a. Applicant name, address, phone number, fax number, email address.
- b. Tax parcel number.
- c. Property address.
- d. Zoning designation(s) on the property.
- e. Total project acreage.
- f. Business name, type and description of business, if applicable.
- g. Number of employees.
- h. Number of approved off street parking spaces.
- i. Date of application submittal.
- j. Signature of the applicant.

B.2.2 Sketch Plan (§5.1.2.2)

A sketch plan application shall include the following information:

- a. Application for development approval and as much additional required material as is available. (§B.1.4.2)
- b. Type of project anticipated.
- c. A location map showing the location of the property in reference to surrounding properties, streets, city boundaries.

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- d. Site Analysis and Development Recommendations Report (§6.1.1), if available.
- e. Current and/or requested zoning including typical lot area, width, depth, yard setbacks, building coverage, open space, parking etc.
- f. Anticipated uses.
- g. General location and size of existing or proposed structures. General location of streets.
- h. Copy of existing and proposed deed restrictions or covenants, if available.
- i. Any existing or proposed easements or land reserved for or dedicated to public use.
- j. General location of existing streets, water courses, flood plains, wetlands or other sensitive areas. General location of rights of way and/or easements on and within two hundred (200) feet of tract.

B.2.3 Minor Site Plan (§5.6.2.1)

A minor site plan application shall include the following information:

- a. Application for development approval and additional required material. (§B.1.4.2)
- b. Copy and/or delineation of any existing or proposed deed restriction(s) or covenants, if applicable.
- c. A dated survey of the site referenced to the state plane coordinate system based on the North American Datum of 1983 (NAD 83). (The reference to the state plane coordinate system may not be required in older, established areas of the city).
- d. Seven (7) complete sets of plans for the minor site plan project.
- e. Site Analysis and Development Recommendations Report, if applicable. (§6.1.1)
- f. Landscape plan.
- g. Adequate Public Facilities Analysis, if applicable.
- h. Traffic Impact Analysis, if applicable.
- i. Parking plan.
- j. Signage plan.
- k. Architectural elevations, if applicable.
- l. Required Corridor Overlay District information, if applicable. (§3.8)
- m. Stormwater management plan, if applicable.

B.2.4 Minor Subdivision (§5.8.2)

A minor subdivision application shall include the following information:

- a. Application for development approval and additional required material. (§B.1.4.2)
- b. Copy and/or delineation of any existing or proposed deed restriction(s) or covenants, if applicable.
- c. A dated survey of the site referenced to the state plane coordinate system based on the North American Datum of 1983 (NAD 83). (The reference to the state plane coordinate system may not be required in older, established areas of the City).
- d. Seven (7) complete sets of plans for the minor subdivision. Sheet size shall be no less than 8 1/2" x 11" and no more than 18" x 24".
- e. Site Analysis and Development Recommendations Report, if applicable.
- f. Landscape plan.
- g. Adequate Public Facilities Analysis, if applicable.
- h. Traffic Impact Analysis, if applicable.
- i. Water and Sewer Feasibility Study, if applicable. (§16.1.2)
- j. Parking plan.
- k. Landscape plan.
- l. Signage plan.
- m. Architectural elevations, if applicable.
- n. Required Corridor Overlay District information, if applicable. (§3.8)

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- o. Stormwater management plan, if applicable.

B.2.5 Land Disturbance (Grading) Permit

See Article 15, Stormwater Management, and Appendices D, E and F.

B.2.6 Major Site Plan (§5.6.6)

Approval of a major site plan is a two step process. A preliminary site plan design that shows the general layout of the major site plan excluding final engineering requires review and approval by the Planning Commission. After Planning Commission approval a final site plan design including fully engineered drawings and calculations may be submitted for administrative review and final approval.

B.2.6.1 Preliminary Major Site Plan (§5.6.6.2)

An initial submittal of a major site plan application shall include the following information:

- a. Completed application form
- b. Application Fee
- c. Six (6) complete sets (24" x 36" max.) and one (1) set reduced to 11" x 17".
- d. Required corridor overlay district information and evaluation, if applicable (§3.8)
- e. Three (3) full size sets of architectural elevations of proposed structure(s) and one (1) set reduced to 11" x 17".
- f. Three (3) copies of Site Analysis and Development Recommendations Report
- g. Three (3) copies of Citizen Participation Process Report, if applicable
- h. Three (3) copies of Adequate Public Facilities Analysis, if applicable
- i. Three (3) copies of Traffic Impact Analysis, if applicable
- j. Three (3) copies of Water and Sewer Feasibility Study, if applicable
- k. Required Plan Information
 - 1. Scaled Drawing – No larger than 1"= 100 feet
 - 2. Title Block – Development Name, Applicant, Designer (Engineer/Architect, etc.)
 - 3. Development Schedule
 - a. Number of Units/Total Square Feet
 - b. Proposed Use(s)
 - c. Zoning District
 - d. Overlay District
 - e. Required Parking/Proposed Parking
 - 4. North Arrow
 - 5. Location Map
 - 6. Buffers
 - 7. Landscape Areas
 - 8. Open Space
 - 9. General Parking Lot Layout
 - 10. Building(s) Located on site
 - 11. Internal and External Circulation (Vehicular and Pedestrian)
 - 12. Access Points
 - 13. Stormwater Detention Areas
 - 14. Retaining Walls

B.2.6.2 Final Major Site Plan (§5.6.6.3.)

A submittal for final approval of a major site plan application may be submitted after the review comments on the initial submittal have been incorporated (either before or after the Planning Commission review) and shall include the following:

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- a. A dated survey of the site referenced to the state plane coordinate system based on the North American Datum of 1983 (NAD 83). (The reference to the state plane coordinate system may not be required in older, established areas of the city).
- b. Six (6) complete sets of engineered plans and calculations for final approval including modifications or additional information identified in the initial review.
- c. Final detailed plans for all the items listed in B.2.6.1.k above including:
 1. Detailed landscape plan.
 2. Detailed traffic improvement plan, if applicable.
 3. Detailed parking plan.
 4. Signage plan, if applicable.
 5. Stormwater management plan.
 6. Complete DHEC Construction Permit Application Package, if required.

B.2.7 Major Subdivision (Preliminary Plat) (§5.8.3)

An initial submittal of a major subdivision application shall include the following information:

- a. Application for development approval and additional required material. (§B.1.4.2)
- b. A dated survey of the site referenced to the state plane coordinate system based on the North American Datum of 1983 (NAD 83). (The reference to the state plane coordinate system may not be required in older, established areas of the City).
- c. Copy and/or delineation of any existing or proposed deed restriction(s) or covenants.
- d. Three (3) complete sets of plans for preliminary review.
- e. Site Analysis and Development Recommendations Report, if applicable.
- f. Citizen Participation Process Report, if applicable (§5.1.7.4).
- g. Landscape plan.
- h. Adequate Public Facilities Analysis, if applicable.
- i. Traffic Impact Analysis, if applicable.
- j. Water and Sewer Feasibility Study, if applicable. (§16.1.2)
- k. Parking plan, if applicable.
- l. Landscape plan.
- m. Signage plan.
- n. Architectural elevations.
- o. Required Corridor Overlay District information, if applicable. (§3.8)
- p. The second plan submittal for a major subdivision application may be submitted after the review comments on the initial submittal have been incorporated and shall include the following:
 - q. Six (6) complete sets of plans for final approval including modifications or additional information identified in the initial review and including a complete set of all plans submitted reduced to 11" x 17".
 - r. Stormwater management plan.
 - s. Complete DHEC Construction Permit Application Package, if required.
 - t. A guaranty of performance agreement and letter of credit, if required.

B.2.8 Planned Development General Development Plan (§§3.6.1 and 5.7)

A PD general development plan application and an application for a major modification to an approved PD general development plan shall include the following information. A minor modification to a PD general development plan may require all or a portion of the following information as determined by the Director:

- a. Application for development approval and additional required material. (§B.1.4.2)

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- b. A dated survey of the site referenced to the state plane coordinate system based on the North American Datum of 1983 (NAD 83). (The reference to the state plane coordinate system may not be required in older, established areas of the City).
- c. Documentation identifying the applicant development organization and describing the unity of control and management of the planned development.
- d. Copy and/or delineation of any existing or proposed deed restriction(s) or covenants.
- e. Three (3) complete sets of plans for preliminary review.
- f. A written project description of the Planned Development which addresses the uses and type of development proposed, number of parcels, development schedule and staging of phasing plans, gross and net densities or intensities, etc. including:
 - 1. The overall development plan including phasing, proposed mix of land use categories, and the aggregate density or intensity for the entire site and each phase of the proposed planned development, i.e., multifamily residential, neighborhood commercial, industrial, regional commercial, single family residential, distribution, etc.
 - 2. Total acreage of the project and gross density and/or intensity proposed, i.e., total residential units per gross acre and/or total square footage per gross acre by use.
 - 3. The number of parcels or lots in the planned development and the specifics of each, i.e., number of acres, uses, net density/intensity, proposed setbacks, number and height of buildings, maximum building coverage, maximum impervious area as a percentage of the parcel, etc.
 - 4. Phasing of the project by parcel including development periods and completion dates for each phase.
 - 5. Ownership of the land and the development project at the time of the application.
 - 6. Major physical features including easements, streams, floodplains and significant stands of trees as indicated on the most recent City-maintained aerials.
 - 7. Specific target market for the development project and proposed disposition of parcels, phases or units in the development, i.e., sale of single family homes to first time buyers; sale of market rate rental apartment buildings to investors; retention of ownership and management of commercial lease space; etc.
 - 8. Identification of any common area, private roads, common parking lots, open space, recreation areas or community facilities to be retained by the project developer after build-out and disposition, i.e., transferred to a homeowner or condominium association, placed in a conservation easement, dedicated to the City, or otherwise deed restricted.
 - 9. Description of property management arrangements after build-out and disposition including provisions for the maintenance and funding of common elements, i.e., project developer retains ownership and management responsibility, special taxing district, homeowner or condominium association established through covenants responsible for property management, purchasers of individual parcels responsible for property management, etc.
 - 10. Relationship of the proposed development to the surrounding area and potential impact on existing uses and future development.
 - 11. A description of the projected traffic volumes within the planned development and the design capacity and roadway classification of roads (both public and private) proposed to be constructed in the development.
 - 12. Relationship of the proposed development to major roads, the anticipated increase in traffic volumes in the area, and the potential need for transportation system expansion or enhancements to serve the proposed development.

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13. Proximity of the proposed development to municipal utilities, i.e., water and sewer, the capacity of existing systems (treatment, distribution, collection), and the potential need for system expansion or enhancements to serve the proposed development.
 14. Location, boundaries and categories of existing and planned open space and parks and the relationship of the proposed development to existing and planned municipal park and recreation facilities, a description of any park or recreation facilities included in the proposed development program, and the potential need for additional facilities.
 15. Relationship of the proposed development to area schools and the estimated additional enrollment in the school system.
 16. Topography, natural drainage systems, and wetlands on the site and the impact of the proposed development including preservation of open space, natural landscaping, wetlands, natural buffers, etc.
 17. Description of design and “zoning bulk standards” applicable to the project, by parcel if appropriate, i.e., setbacks, height, buffers, landscaping, building materials, sidewalks, street trees, etc.
 18. Consistency with the Future Land Use Element of the Comprehensive Plan.
 19. Potentially required modifications to the Comprehensive Plan, variations from the provisions of the Development Code or modifications to previously adopted plans or ordinances necessary to approve the Planned Development General Development Plan.
 20. Any proposed waivers from the requirements of this Chapter pursuant to §5.9, including the proposed alternative standards and the justification for those standards.
- g. Site Analysis and Development Recommendations Report, if applicable. (§6.1.1)
 - h. Citizen Participation Process Report, if applicable. (§5.1.7.4)
 - i. Landscape plan.
 - j. Adequate Public Facilities Analysis, if applicable.
 - k. Traffic Impact Analysis, if applicable.
 - l. Water and Sewer Feasibility Study (§16.1.2) and preliminary master utility plans for vehicle and pedestrian circulation, water, sanitary sewer, and stormwater.
 - m. Signage plan, if applicable.
 - n. Architectural elevations.
 - o. Required Corridor Overlay District information, if applicable. (§3.8)
 - p. Plan document including:
 1. Title block, tax map sheet number for property, county, street location.
 2. Name of development. Name of former subdivision/development (if any).
 3. A location map showing the location of the tract with reference to surrounding properties, streets, city boundaries.
 4. North arrow and scale. The scale should be appropriate to a full understanding of the General Development Plan.
 5. Date of original and all revisions.
 6. Plan of the entire property consistent with the survey, with acreage of the site to the nearest tenth of an acre. Boundaries should be heavily lined with dimensions to the nearest 100th of a foot and bearings to the minute. Topography of the property shown with not less than five (5) foot contour intervals.
 7. Location and dimension of all proposed internal tract, lot, or parcel lines with dimensions to the nearest foot and bearings to the degree. The area of each tract, lot or sub parcel shall be provided in acres (to the nearest acre) or square

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- feet. Accurate location and description of existing monuments and markers shall be provided.
8. Identification of all tracts, lots or sub parcels. A letter or number, proposed use, density, intensity, height, setbacks and development phase should describe each tract.
 9. Location and dimensions of all existing or proposed streets and service lanes including proposed traffic volumes, road classification, right of way width, pavement width and street names. Show minimum building setback lines on both sides of each street.
 10. Identification and description of any common area, private roads, common parking lots, open space, buffers, recreation areas or community facilities to be retained by the project developer after build-out and disposition, i.e., transferred to a homeowner or condominium association, placed in a conservation easement, dedicated to the city or otherwise deed restricted.
 11. Location and dimensions of any existing or proposed buffers, easements or land reserved for or dedicated to public use.
 12. Existing width, right of way and names of all adjacent streets and railroads.
 13. General internal and external vehicular and pedestrian circulation patterns including Greenway corridors.
 14. Lines of all adjacent parcels, tax parcel numbers and names of property owners.
 15. Existing water courses, flood plains, wetlands or other environmentally sensitive areas on or within two hundred (200) feet of the site.
 16. Location of existing sanitary sewers, storm sewers, water mains, gas mains, power lines, etc. within the property and immediately adjacent to it.
 17. Delineation of the 100-year flood plain.

B.2.9 Final Subdivision Plat (§5.8.4)

A final plat application shall include the following information:

- a. Application for development approval and additional required material. (§B.1.4.2)
- b. Ten (10) copies (18" x 24" sheet) of the final plat and as-built plans consistent with the document specifications in §B.3.2 for approval and recording.
- c. Two (2) 18" x 24" Mylar copies of the final plat.
- d. Final detailed as-built plans on 18" x 24" sheets and in digital form in .dwg format and specifications for the system of sanitary sewage disposal, storm water management and water supply. Horizontal location and elevations (inverts and tops) for storm and sanitary sewer manholes, inlets and outlets. Horizontal location of all water and sewer services, referenced from property corners. Horizontal location of all water valves referenced to at least two (2) permanent structures.
- e. The final plat a digital form in .dwg format.
- f. One (1) final executed, recordable copy of the final subdivision covenants or deed restriction(s).
- g. Copies of the applicable requests to SCDHEC for water and sewer operating permits.
- h. A Maintenance Guarantee in an amount determined by the City Engineer for a term of twenty-six (26) months from the date of approval.
- i. An irrevocable letter of credit in an amount equal to the maintenance guarantee for a period of eighteen (18) months from the acceptance of the deed of dedication by the City Council. Such letter of credit need not be submitted until the deed of dedication has been accepted by the City Council.
- j. Payment for the installation of traffic control signage, pavement markings and street identification signage in an amount determined by the City Engineer.

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- k. Executed Warranty Deed of Dedication for all of the land, roads, easements and water, sewer and drainage system improvements, as applicable, in the subdivision to be owned and operated by the city.
- l. Title Certificate for the land, streets and utility systems in the subdivision.
- m. Release of Lien forms for all applicable liens and mortgages on the land and infrastructure systems in the subdivision.
- n. Subdivision Streetlighting Plan and letter from SCE&G specifying fixture type and streetlight installation schedule.

B.2.10 Conditional Use Permit (§5.5)

A conditional use permit application shall be processed in conjunction with a site plan approval or a certificate of zoning compliance. A conditional use permit application shall include the following information:

- a. Application for development approval and additional required material. (§B.1.4.2). The application for a conditional use permit may be included in the application for site plan approval or certificate of zoning compliance.
- b. A written request for the conditional use approval that provides facts, suggested findings and recommended conditions that the Director or Planning Commission may consider in reviewing the application for a conditional use permit. Information provided in the written request should address:
 - 1. The use or development is located, designed and proposed to be operated so as to maintain or promote the public health, safety and general welfare;
 - 2. The use or development complies with all required regulations and standards of this Chapter, including all applicable provisions of Article 3 and all other applicable regulations;
 - 3. The use or development is located, designed and proposed to be operated so as to maintain the value of contiguous property, or that the use or development is a public necessity; and
 - 4. The use or development conforms with the provisions and policies of the Comprehensive Plan.

B.2.11 Sign Permit (§13.2.3)

A sign permit application shall include the following information:

- a. Application for development approval. (§B.1.4.2)
- b. A drawing or photo clearly showing all of the dimensions of the proposed sign.
- c. A site plan or survey of the site showing the building footprint, property lines and location of the freestanding sign, accessory signs and flagpoles.
- d. A drawing or photo of the building elevation with dimensions showing the size and location of the proposed wall, canopy, marquee, projecting and window sign(s).

B.2.12 Encroachment Permit

[RESERVED]

B.2.13 Communications Tower or Antenna (§4.8)

Application for development approval and additional required material (§B.1.4.2) and the information specified in §4.8.

B.2.14 Certificate of Occupancy (§5.2.4)

A certificate of occupancy will be issued for a structure when all of the planned, approved and required improvements as shown on all approved applications for

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development approval and building permits have been completed and approved by the Director, City Engineer and Building Official.

B.2.15 Rezoning and Conditional Rezoning (§§5.3 and 5.4)

Rezoning and Conditional Rezoning applications shall include the following information:

- a. Application for development approval and additional required material (§B.1.4.2).
- b. A recent survey or recorded plat showing the accurate location and dimensions of the property that is the subject of the application.
- c. A map or survey indicating the location, dimensions and uses of existing and proposed structures, easements, water sources, fences, curb cuts, street and alley right of way lines on and within one (1) foot of the property proposed for rezoning.
- d. If more than one (1) district is applied for, the map or survey shall show the areas requested to be changed and the district to which they are requested to be changed.
- e. The total acreage proposed to be rezoned and the acreage of each area to be rezoned to a different district, if applicable.
- f. A map of all street, lots, and parcels of land within two hundred (200) feet of the property that is the subject of the application, based upon information provided by the Department.
- g. A statement of the reasons for seeking the rezoning or conditional rezoning and any proposed justifications therefore.
- h. A traffic impact analysis, if applicable.
- i. In the case of a conditional rezoning, the specific uses for which the conditional rezoning is requested and the specific differences between the base zoning district and the conditional district requested.
- j. In the case of a conditional rezoning, a list and explanation of any voluntary conditions on the project or use proposed to minimize any potentially adverse impacts.

B.2.16 Text Amendment (§5.3)

An application for a text amendment shall include the following information:

- a. Application for development approval and additional required material. (§B.1.4.2)
- b. Identification of the specific sections of this Chapter, the North Augusta Development Code, proposed to be amended.
- c. The specific text proposed to be added, deleted or changed.
- d. If applicable, a comparison of the existing text of the Development Code proposed to be changed and the proposed text.
- e. A statement of the reasons for seeking the text amendment.

B.2.17 Appeal from an Administrative Decision Generally

An appeal from an administrative decision shall include the following information:

- a. Notice of appeal form and additional required material. (§B.1.4.3)
- b. An explanation and description of the appeal including the situation and the section(s) of this Chapter (the Development Code) which may have been misinterpreted and which created the situation which led to the appeal.
- c. An explanation of the desired interpretation of the applicable section(s) of the Development Code and how the Director's interpretation is incorrect.
- d. A description of any unreasonable restrictions or prohibitions the administrative interpretation of the Development Code would have on the utilization of the property and how the appellant is aggrieved.

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B.2.18 Variance

An appeal for a variance shall include the following information:

- a. Notice of appeal form and additional required material. (§B.1.4.3)
- b. An explanation of the variance request including the situation and the section(s) of this Chapter (the North Augusta Development Code) which require(s) the appeal.
- c. A description of the unnecessary hardship created by the requirements of the Development Code.
- d. A description of any extraordinary or exceptional conditions unique to the property and how they relate to the appeal for a variance.
- e. An explanation of why the conditions do not generally apply to other property in the area.
- f. A description of the unreasonable restrictions or prohibitions the Development Code has on the utilization of the property.
- g. An explanation of why the granting of the variance will not be of substantial detriment to adjacent property or to the public good, or harmful to the character of the district.
- h. A list and explanation of any voluntary conditions on the variance to minimize any potentially adverse impacts.
- i. If the appeal is for a variance from the provisions of Article 13, Signs, regulating the size, height, appearance or location of a sign, an explanation of why no alternative signage solution that complies with the provisions of Article 13 is available and would provide adequate visibility, recognition and understanding.

B.2.19 Special Exception

An appeal for a special exception shall include the following information:

- a. Notice of appeal form and additional required material. (§B.1.4.3)
- b. Identification of the section of this Chapter, the North Augusta Development Code regulating the special exception use in the location proposed.
- c. A description, in detail, of the proposed project or use that requires the special exception including a site plan if applicable and available.
- d. A description and explanation of how the special exception complies with all applicable development standards contained elsewhere in this Chapter.
- e. A description and explanation of how the special exception will be in substantial harmony with the area in which it is to be located.
- f. An explanation of how the special exception will not discourage or negate the use of surrounding property for use(s) permitted by right.
- g. A list and explanation of any voluntary conditions on the project or use proposed to minimize any potentially adverse impacts.

B.2.20 Waiver of Setback Requirement (§19.4)

An appeal for a waiver for a major or minor setback error shall include the following information:

- a. Notice of appeal form and additional required material. (§B.1.4.3)
- b. An explanation of the waiver request including the situation and the section(s) of this Chapter (the Development Code) which require(s) the waiver.
- c. A description of the circumstances that led to the unintentional error in setback requirement.
- d. A description of any conditions unique to the property and how they relate to the appeal for waiver.
- e. An explanation of why the granting of the waiver will not be of substantial detriment to adjacent property or to the public good, or harmful to the character of the district.

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- f. A list and explanation of any voluntary conditions on the waiver to minimize any potentially adverse impacts.

B.2.21 Annexation

An annexation request shall include a letter requesting the annexation and supporting documentation that shall include:

- a. A general description of the property including the address(es), if any, and the tax parcel number(s).
- b. The specific zoning district designation requested for the property. If no district is specified the application will be processed as an R-14, Large Lot Single Family Residential District, designation.
- c. The most recent deed for the property that reflects the name of the current owner and the legal description of the property. If the property is owned by a corporation, trust or any other entity other than a natural person, adequate documentation identifying the individual authorized to sign for the owner shall be submitted.
- d. The most recent survey or recorded plat showing the accurate location and dimensions of the property.
- e. Any other information that may be identified as necessary in preliminary discussions of the annexation request.

The annexation request information will be rendered to an official annexation petition which must then be signed by the owner(s) for the process to continue. The annexation petition will be scheduled for consideration and recommendation by the Planning Commission. The Planning Commission recommendation will be forwarded to the City Council for final consideration and action by ordinance.

B.2.22 Street Abandonment

A street abandonment request shall include a letter requesting the abandonment and supporting documentation that shall include:

- a. The required fee.
- b. The location of the segment of the street for which abandonment is requested.
- c. A general description of the adjacent property or properties including the address(es), if any, and the tax parcel number(s).
- d. A recent survey or recorded plat showing the accurate location and dimensions of the property, applicable street right of way, easements of record on the adjacent properties and public utilities within the affected right of way.
- e. The reason the abandonment is requested.

B.3 SUPPORTING INFORMATION

B.3.1 Plan Sets

Plan sets required to be submitted with applications for development approval shall include the following items if applicable to the application:

B.3.1.1 Planning Information –

- a. Title block including the name of the subdivision, former subdivision (if any), street address or location, and name of owner and developer.
- b. Name, license number, address, seal and signature of the engineer, land surveyor, architect, planner and landscape architect involved in the preparation of the plan.
- c. Date of original and all revisions.

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- d. A location map (approximate scale 2,400':1") showing the location of the tract with reference to surrounding properties, streets, city boundaries, etc.
- e. A map (approximate scale 1,000':1") showing the relationship of the proposed subdivision to all previous adjacent or nearby subdivision phases approved for the same developer or as part of a general (master) development plan.
- f. Certification blocks for the Owner, Director, City Engineer, Project Engineer and Project Land Surveyor, as applicable.
- g. North arrow and scale. The scale should be no smaller than 100':1".
- h. Development staging or phases of the proposed development.
- i. Lines of all adjacent parcels, tax parcel numbers and names of property owners.
- j. Location and dimensions of all sub-parcel or sub-lot lines and area of sub-parcels in square feet.
- k. Schedule of lots showing number of lots, front, rear and side setbacks, average lot size in square feet, and minimum lot size in square feet.
- l. Boundaries of the entire tract, heavily lined, with bearings and distances and acreage, to the nearest tenth of an acre consistent with the survey submitted.
- m. Location and dimensions of all existing and any proposed streets, alleys and service lanes including all right of way widths, proposed roadway classifications, pavement widths and proposed street names.
- n. All blocks lettered and all lots numbered in consecutive order.
- o. Location and dimensions of all existing and proposed lot lines.
- p. Location and dimension of minimum front yard building setback lines in accordance with the applicable zoning district requirements and a schedule of side and rear yard building setback lines.
- q. Existing zoning designation and zoning district boundaries adjacent to the project property.
- r. Size, height, and location of all existing and proposed structures with location and dimension of all required and proposed setbacks.
- s. Location and proposed use of existing and proposed structures including the number of dwelling units (by bedroom type for multi family projects).
- t. Location, dimensions, and description of all existing and proposed easements and land reserved for or dedicated to public use.
- u. Location and dimensions of all required buffers, open space and deed restricted areas.
- v. Internal vehicular and pedestrian circulation patterns for the site.
- w. Existing width, right of way and names of all adjacent, off-site streets and railroads.

B.3.1.2 Engineering Information –

- a. Seal and signature of registered engineer on each page.
- b. The boundaries of the property involved, heavily lined, showing metes and bounds description, curve data, length of tangents, radii, arcs, chords and central angles for all centerlines and rights of way, centerline curves of street and distance to the nearest road intersection.
- c. Plan and profile of all streets, sanitary sewers and storm sewers on a vertical scale of no less than 1":10' (based on field run levels).
- d. Ground profiles extending two hundred (200) feet past end of pavement on stub streets and temporary cul-de-sacs.
- e. All existing water courses, floodplains, wetlands or other environmentally sensitive areas on or within two hundred (200) feet of the site.
- f. Topographic map, showing contour intervals equal to two (2) feet.

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- g. Location of existing sanitary sewers, storm sewers, water mains, gas mains, power lines, etc. within said tract and immediately adjacent to tract, with pipe sizes and grades indicated.
- h. Utility plans referenced to Appendix D, Construction Standards.
- i. Heavy outline of the 100-year flood plain.
- j. Street system design plans, details, calculations and specifications in accordance with Article 14, Streets, and Appendix D, Construction Standards.
- k. Stormwater design plans, details, calculations, and specifications in accordance with Article 15, Stormwater Management, Appendix E, Erosion and Sediment Control, and Appendix F, Stormwater Quality.
- l. Water system design plans, details, calculations, and specifications in accordance with Article 16, Water and Sewer, and Appendix D, Construction Standards.
- m. Sanitary sewer system including lift station design plans, details, calculations, and specifications in accordance with Article 16, Water and Sewer, and Appendix D, Construction Standards.

B.3.2 Final Plats

In addition to the applicable information required for plan sets specified in §§B.3.1, final plats shall include:

- a. Plats shall be drawn in ink on Mylar on sheets eighteen (18) inches wide and twenty-four (24) inches long, with a margin of two and one-half (2 ½) inches on the left side of the sheet, and appropriate margins on the other three (3) sides. Plats shall be drawn at a scale of one hundred (100) feet to one (1) inch unless the Director approves a smaller scale. Plats that include one-half (½) acre or less in area shall be drawn at a scale of fifty (50) feet to one (1) inch.
- b. Where more than one (1) sheet is necessary to accommodate the entire area to be subdivided, an index sheet showing the entire subdivision at an appropriate scale shall be attached to the plat.
- c. Plat sheets shall include the, purpose, location and dimensions of all easements and rights of way.
- d. Certification blocks for the Owner, Director, City Engineer, Project Engineer and Project Land Surveyor, as applicable.
- e. Municipal boundary line, if within or near the plat.
- f. One hundred (100) year flood elevation line.
- g. All lot, easement and right of way lines, both on and off the site, with dimensions to the nearest one-hundredth (0.01) of a foot, bearings to the minute and angles to the nearest second.
- h. Locations, dimensions and purposes of all easements or land reserved for or proposed to be deed restricted or dedicated to public use, land for purposes other than residential and land for future development.
- i. Accurate location and description of monuments and markers and area of lots in square feet.
- j. Minimum front, side and rear yard building setback lines in accordance with the applicable zoning district requirements.
- k. Existing rights of way and easements within two hundred (200) feet of the site. All names of roads within and immediately adjoining the site. Street centerline information.
- l. Lines of all adjacent parcels and property owners as identified on the most recent tax map sheet.
- m. All existing water courses, floodplains, wetlands or other environmentally sensitive areas on and within two hundred (200) feet of the site.

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- n. All off-site sanitary sewer/water/storm drainage easements.
- o. All utilities located outside rights of way.
- p. Names and locations of adjacent subdivisions and streets.
- q. Note: A five (5) foot drainage and utility easement is reserved on each side of all lot lines and a ten (10) foot drainage and utility easement is reserved on all rear lot lines.
- r. Note: A twenty (20) foot easement is reserved over all utility and storm drainage lines as shown or as built unless shown otherwise.
- s. Note: Finished floor elevation of all structures must be five (5) feet above sanitary sewer lateral invert at the right of way or property line.

B.3.3 Citizen Participation Process Report (§5.1.7.4).

The recommended requirements for a voluntary citizen participation process and report are specified in §5.1.7.

B.3.4 Site Analysis and Protection Recommendations Report (§6.1.1).

The Site Analysis and Development Recommendations Report shall be developed pursuant to the requirements and specification contained in §6.1.1. The summary and details of such analysis shall include recommendations for development design in accordance with Article 6, Site Analysis and Protection, and other provisions of this Chapter. The report may be rendered in the form of a graphic plan or a narrative or both. The analysis shall consider the natural and improved characteristics of the development site, including:

- a. Site location.
- b. Geology and soils.
- c. Topography.
- d. Wetlands and water features.
- e. Existing vegetation.
- f. Structures.
- g. Visual and view features.
- h. Other environmental characteristics.
- i. Road networks.
- j. Past, present and proposed uses of the site.

B.3.5 Landscape Plan (§10.4.1)

B.3.5.1 Format – A Landscape Plan shall delineate and specify the space, grade, existing vegetation and proposed landscape material, furniture and fixtures proposed for open space, parks, landscaped buffers and required landscape areas. A landscape plan shall be drawn to scale with sufficient clarity to indicate the location, nature and extent of the work proposed, and show in detail that it conforms to the requirements of this Chapter. The landscape plan shall be submitted on sheets of a size not to exceed thirty by thirty-six inches (30" x 36"). A plan which cannot be drawn in its entirety on a single sheet shall be drawn with appropriate match lines on two (2) or more sheets.

B.3.5.2 Contents –

The Landscaping Plan shall include the following information:

- b. Project name, street address, legal description, date, scale, north arrow and the names, addresses and telephone numbers of both the property owner and the person preparing the plan.

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- c. A vicinity map, location of lot lines and dimensions of the building site and the required landscape areas.
- d. The location of all required landscape areas, buffers (including riparian buffers), and open space.
- e. Approximate center lines of existing water courses, the location of the 100-year floodplain and the approximate location of significant drainage features.
- f. The location and width of existing and proposed streets and alleys, utility easements, driveways and sidewalks on or adjacent to the property.
- g. Identification, location, and dimensions of required plant materials for all required landscape areas, buffers and open space.
- h. Description of plant materials shown on the plan, including names (common and botanical), quantities, container or caliper sizes at installation, heights, spread and spacing. The plan shall reference species listed in Appendix C, Approved Plants, or designate alternative species. Alternative species designated shall include the submission of a written request for approval of the alternative species.
- i. Description of proposed irrigation systems, as set forth in §B.3.5.3.
- j. Tabulation of points earned by the plan for each type of required landscape area including buffers and open space.
- k. Woodland coverage areas, existing tree cover area and protected trees.
- l. Delineation of proposed limit of clearance which shall extend to just outside the root protection zone of trees and outside the understory of any area to be preserved.
- m. Tree and understory preservation specifications.
- n. The total number and size of trees to be planted.
- o. Specification of ground plane treatment as either turf or ground cover. If a combination of both is utilized, the limit of each shall be indicated.

B.3.5.3 Irrigation Installation Plan –

A Landscape Plan shall include a delineation of irrigation installations with the following information:

- a. Name of project and address.
- b. North compass indication.
- c. Prevailing wind direction.
- d. Scale, both graphic and written.
- e. Date of plan.
- f. System component legend with clear, consistent symbols.
- g. Backflow prevention and/or vacuum breaker unit location and installed pursuant to applicable plumbing code requirements.
- h. Sprinkler/emitter legend including symbols, operating pressure (Pounds per Square Inch, PSI), flow rate (Gallons per Minute, GPM), radius of coverage.
- i. Symbols of other major components.
- j. Installation details and specifications shall describe and/or illustrate all materials used and the installation thereof. These may be brief statements shown on the plan or included in a supplemental document and shall be site and project specific.
- k. The point of connection to the water system shall indicate the location and size of meter.
- l. Static pressure and design pressure shall be provided.
- m. Pressure loss calculations shall be available for review.

B.3.6 Adequate Public Facilities (§8.3.2)

In accordance with the adopted Level of Service (LOS) standards, the applicant shall submit the following prior to submitting one the following applications, if applicable:

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- a. Minor Site Plan
- b. Major Site Plan
- c. Major Subdivision (Preliminary Plat)
- d. Final Subdivision
- e. Planned Development General Development Plan
- f. Rezoning
- g. Development Agreement (See 8.3.5.1)

B.3.6.1 Generally –

- a. The application shall include:
 - 1. The number of Equivalent Residential Units (ERUs) proposed by the applicant, by type, for each public facility;
 - 2. The timing and phasing of the proposed development;
 - 3. The specific public facilities affected by the proposed development;
 - 4. The extent of the impact of the proposed development in the applicable impact areas;
 - 5. The capacity of existing public facilities in the impact areas which will be affected by the proposed development;
 - 6. The demand on existing public facilities in the impact areas from existing and approved development;
 - 7. The availability of existing capacity to accommodate the proposed development; and
 - 8. If existing capacity is not available, planned capacity and the year in which such planned capacity is projected to be available, consistent with Column E of Table 8-1.
- b. All plans and specifications for transportation, water, sewer and stormwater shall be stamped and signed by a licensed professional engineer.
- c. Any substantial revision to or deviation from such plans and specifications shall be presented to the Director for certification prior to its resubmittal to the service provider or regulatory agency. No plans or specifications reviewed by the service provider or regulatory agency shall be accepted by the Director unless such plans have been certified by the Director and the plan or specification has been approved in its entirety by the applicable service provider or regulatory agency.

B.3.6.2 Transportation – A traffic impact analysis (TIA) consistent with §B.3.7.

B.3.6.3 Fire Protection –
[RESERVED]

B.3.6.4 Police Protection –
[RESERVED]

B.3.6.5 Water – Project data pertaining to the proposed development application under consideration shall be provided by the applicant in the water feasibility analysis, subject to verification by the city utilities department or other utilities authority and which shall, at a minimum, contain the following:

- a. The specific location of the project, including the identification of the entity expected to provide service to the project;
- b. The proposed land uses and land use intensities;
- c. Total potable water demand and peak demand projected to be generated by the proposed development; and

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d. Project phasing information, if applicable.

B.3.6.6 Sewer – Project data pertaining to the development application under consideration shall be provided by the applicant in the sewer feasibility analysis, subject to verification by the city utilities department, other utilities authority or privately-owned wastewater treatment plant operator and which shall, at a minimum, contain the following:

- a. The specific location of the project, including the identification of the entity expected to provide service to the project;
- b. The proposed land uses and land use intensities;
- c. Total sewage treatment demand and peak demand projected to be generated by the proposed development; and
- d. Project phasing information, if applicable.

B.3.6.7 Community Parks – The number of residential units and/or equivalent residential units shall be provided with the application.

B.3.6.8 Greenways – The number of residential units and/or equivalent residential units shall be provided with the application.

B.3.6.9 Stormwater Management – See Article 15 and Appendices E and F.

B.3.7 Traffic Impact Analysis (§§8.7.1.1 and 14.5.1.1)

The TIA shall conform to the following, shall include the following information, and shall be provided in the following format:

B.3.7.1 Generally –

- a. The Traffic Impact Analysis (TIA) shall be signed and sealed by a professional engineer with previous traffic study experience, registered to practice in South Carolina. The engineer shall be a member of the Institute of Transportation Engineers (ITE).
- b. The preparer of the report must attend a preliminary meeting with the Director, City Engineer and any city traffic consultant prior to preparing the report to discuss the study objectives and assumptions to be used for the analysis.

B.3.7.2 Format – A TIA shall be provided in the following format:

- a. Executive Summary
 1. Purpose of report and study objectives.
 2. Site location and study area.
 3. Site access.
 4. Development description and build-out year.
 5. Principal findings.
 6. Conclusions.
 7. Recommendations.
- b. Introduction
 1. Purpose of report and study objectives.
 2. Proposed site location (include vicinity map).
 3. Site development description.
 4. Horizon year included in the traffic study.
- c. Area Conditions (include map).
 1. Study area.

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2. All signalized/unsignalized intersections within the study area.
 3. Laneage and speed limits on all existing streets within the study area.
 4. Any future roadway or transit projects within the study area.
 5. Street classifications/proposed rights of way for freeways, arterials and collectors.
 6. Diagram reflecting existing traffic volumes/turning on all movements streets/intersections within the identified study area.
- d. Historical Growth
1. Historical background traffic growth rate.
 2. Diagram indicating the increase in traffic growth for the identified study horizon year (Future Background Traffic).
- e. Approved Offsite Development
1. Approved but not yet constructed developments in the impact area, with any corresponding information regarding phasing and build out of these developments.
 2. Diagram reflecting AM and PM peak period trip assignments for any approved offsite development.
- f. Proposed Development
1. Existing and proposed zoning if applicable.
 2. Proposed land use(s) and intensity.
 3. Proposed development and phasing/anticipated build out.
 4. Site plan (reduced if necessary) showing all proposed access points.
- g. Trip Generation and Distribution
1. Trip generation table identifying potential development under existing zoning.
 2. Table identifying proposed site development and corresponding ITE land use code, land use description, land use size, and trip generation potential as per the latest edition of the ITE Trip Generation Manual at the time the traffic study is performed. This table should show any adjustments for passby or internal capture. Passby may be limited to a twenty percent (20%) maximum for twenty-four (24) hour volumes and thirty-five percent (35%) maximum for PM peak hour volumes. Internal Capture must follow ITE recommended practices and a worksheet must be included in the appendix of the report.
 3. Provide a diagram indicating the potential AM and PM peak period trip assignments within the study area for trips generated by development under existing zoning.
 4. If applicable, provide a diagram indicating the passby volumes (Passby Traffic) and total site generation traffic (Site Traffic) volumes distributed within the study area for AM and PM peak periods; site traffic assignments to proposed driveways must show any assumed passby traffic.
- h. Capacity Analysis
1. AM and PM capacity analyses and related turning movement diagrams for all signalized and unsignalized intersections (including all proposed site driveways) in the study area, to include the following scenarios:
 - a. Existing conditions;
 - b. Existing conditions plus approved development in the area (as identified by the Director);
 - c. Existing conditions plus approved development plus the proposed development;
 - d. Mitigation of existing conditions plus approved development plus proposed development;

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- e. Horizon year conditions including all approved development, the proposed development, and planned development (as identified by the Director); and
 - f. Mitigation based on the horizon year conditions.
- For the purposes of a rezoning the comparison would include:
- a. Existing conditions;
 - b. Existing conditions plus approved development (as identified by the Director) plus existing zoning;
 - c. Existing conditions plus approved development plus proposed zoning; and
 - d. Horizon year conditions with all approved development and proposed zoning.
3. All capacity analyses included in the traffic study must be performed utilizing software based on the methodology of the latest edition of the Highway Capacity Manual (identify the software and version utilized for the study). This capacity analysis must utilize actual lane widths, field signal timings, adjacent parking and bus blockage, where applicable. Any other modifications to default values for adjustment factors should be noted within the body of the report.
 4. If the signalized intersections analyzed function as part of a coordinated system, then the analysis must reflect the effects of coordination on system operation.
 5. Results of the capacity analysis must be presented in a summary table for each development scenario. These results should be provided in the form of level of service (LOS), average delay, and volume/capacity (v/c) ratio for each intersection and individual intersection movement. Lane improvements should be identified for any movements/intersections which exceed v/c ratios under existing conditions.
 6. Due to the limitations of unsignalized capacity analysis, it may be necessary to analyze some unsignalized intersections. Proper treatment of unsignalized locations within the study area will be discussed during the preliminary meeting.
 7. Capacity analyses must be provided in electronic as well as hardcopy.
- i. Other Traffic Analysis (if applicable).
 - a. Where existing turn lanes need to be lengthened or new ones are necessary, provide recommended storage lengths. Cite the methodology for the storage length evaluation and include any calculations where applicable. This analysis should include the feasibility of the turn lanes where possible conflicts may arise with overlapping transitions, competing storage or other restrictions such as right of way restrictions or utilities.
 - b. Analysis must be performed to address the safety and operational impacts of any new proposed median breaks or relocations.
 - j. Conclusions
 1. Identify traffic impacts of the proposed development and any lane improvements or operational modifications necessary to mitigate these impacts.
 2. Provide a diagram identifying all necessary lane improvements found as a result of the study.
 3. The Director will review any recommendations for traffic signals that may be included in the traffic study. However, the installation of a traffic signal(s) will not be approved by Director through this review process. The Director will consider the installation of a traffic signal following build-out of any appropriate land development project provided that MUTCD signal warrants are met using current traffic volumes; signal spacing/progression is not adversely affected as determined by the Director; necessary intersections/turn lane improvements are in place or are constructed; sufficient internal channelization is provided; and that it will not adversely affect traffic flow/public safety. Meeting traffic signal warrants will not be the sole criteria for the installation of a traffic signal. The Director may

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elect not to require installation of a traffic signal for reasons including, but not limited to, those described above and require that some vehicular movements be prohibited instead.

k. Appendix

1. Include any intersections counts performed or referenced as part of the study.
2. Include printouts of the capacity analysis for each scenario studied in the report – for each with intersection/analysis period listing/within page numbers.
3. Include any other calculations used as part of the traffic study with the exception of calculations for historical background traffic growth.

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FIGURE B-1 FINAL PLAT CERTIFICATION BLOCKS

OWNER'S CERTIFICATION	
I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED AND THAT I HEREBY ADOPT THIS PLAN OF SUBDIVISION AND CONVEY ALL STREETS, ALLEYS, WALKS, PARKS AND OTHER SITES AND EASEMENTS TO PUBLIC OR PRIVATE USE AND OWNERSHIP AS NOTED. FURTHERMORE, I DEDICATE ALL WATER, SEWER AND STORM SEWER LINES TO THE CITY OF NORTH AUGUSTA.	
_____	_____
OWNER	DATE

PLANNING COMMISSION APPROVAL	
I HEREBY CERTIFY THAT THIS PLAT CONFORMS TO THE MAJOR SUBDIVISION PLAN (PRELIMINARY PLAT) APPROVED BY THE NORTH AUGUSTA PLANNING COMMISSION PURSUANT TO THE NORTH AUGUSTA DEVELOPMENT CODE ON	
_____, 20__	
_____	_____
NORTH AUGUSTA DIRECTOR OF PLANNING AND DEVELOPMENT	DATE

CITY ENGINEER'S CERTIFICATION	
I HEREBY CERTIFY THAT THE WATER SUPPLY SYSTEM, SEWAGE DISPOSAL SYSTEM, DRAINAGE IMPROVEMENTS AND ROADS REQUIRED BY THE NORTH AUGUSTA DEVELOPMENT CODE HAVE BEEN PROPERLY INSTALLED AND CONSTRUCTED IN ACCORDANCE WITH THE APPLICABLE STANDARDS.	
_____	_____
NORTH AUGUSTA CITY ENGINEER	DATE

ENGINEER'S CERTIFICATION	
I HEREBY CERTIFY THAT ALL ENGINEERING AND CONSTRUCTION REQUIREMENTS OF THE NORTH AUGUSTA DEVELOPMENT CODE HAVE BEEN FULLY COMPLIED WITH IN THE DESIGN AND CONSTRUCTION OF THIS SUBDIVISION.	
_____	_____
BY:	S.C. P.E. NO.

SURVEYOR'S CERTIFICATION	
"I HEREBY STATE TO THE BEST OF MY KNOWLEDGE, AND BELIEF, THE SURVEY SHOWN HEREON WAS MADE IN ACCORDANCE WITH THE REQUIREMENTS OF THE MINIMUM STANDARDS MANUAL FOR THE PRACTICE OF LAND SURVEYING IN SOUTH CAROLINA, AND MEETS OR EXCEEDS THE REQUIREMENTS FOR A CLASS "A" SURVEY AS SPECIFIED THEREIN. ALSO, THERE ARE NO VISIBLE ENCROACHMENTS OF PROJECTIONS OTHER THAN SHOWN."	
_____	_____
BY:	S.C. R.L.S. NO.