

Application Submittal and Review

Rezoning

§18.11, North Augusta Development Code



Completeness Review

The approval process for a Rezoning application begins with a completeness review at initial submittal. Information required at initial submittal is listed on this checklist and in the North Augusta Development Code in §18.11. An application is determined to be complete if the application form, required fee(s) and all requested supporting documents listed herein have been submitted to and received by the City. A determination of completeness for a Rezoning application must be made within fifteen (15) days of submission of initial review materials. The applicant will be notified when an application is determined complete or if additional information is required. A compliance review by City staff will begin after all required information has been submitted. Rezoning applications are subject to consideration by the Planning Commission and action by the City Council.

Required for all Rezoning or Conditional Rezoning Applications:

a.	Planning and Development Application
b.	Required Fee.
c.	Executed Designation of Agent form, if the applicant is someone other than the property owner, i.e., developer, consulting engineer, consulting planner, etc.
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 statement of the reasons for seeking the rezoning and any proposed justifications therefore.
g.	Traffic Impact Analysis, if applicable. (§10.5)

Compliance Review

After a Rezoning application has been determined to be complete, the application is reviewed by City staff for compliance with applicable provisions of the North Augusta Development Code and other City regulations and policies. The application shall be scheduled for consideration by the Planning Commission at the next regular monthly meeting following receipt of a complete application, provided that the complete application is submitted at least thirty (30) calendar days prior to said meeting. If additional information or revised plan submittals are necessary, the applicant will be notified as soon as possible. An application is determined to be in compliance when it meets all applicable City policies, regulations and provisions of the Development Code.