

MINOR GROUP DEVELOPMENT ENGINEER DRAWINGS SUBMITTAL CHECKLIST



See Section 5:2.6-2 of the Zoning and Land Development Regulations for detailed submittal requirements.

PROJECT NAME: _____

APPLICANT CHECKLIST (check all that apply, leave item unchecked if not applicable)

- Minor Group Development Application.
- Applicable Review Fees.
- Digital (PDF) copy of the site plan.
- Digital (PDF) copy of the engineering plans.
- Recorded Plat of property
- Recorded Deed
- Project Parcel E-911 Address Verified
- Restricted Covenants Form, signed and dated.
- SCDHEC NOI and SCDHEC IL-NOI
- Digital (PDF) copy of all applicable Encroachment Permits and Approval Letters (i.e. utilities, driveways, etc).

N/A (Provide a short explanation for any items that are not applicable).

ENGINEER DRAWINGS CHECKLIST

GENERAL INFORMATION

- Tax Map Survey (TMS) number(s) for the subject parcel(s).
- Contact information for the responsible party.
- Site plan must be of sufficient scale to show the entire subject parcel, adjacent boundary lines of adjoining properties, and abutting roads.
- TMS number, owner information, and land use (commercial, residential, vacant, etc.) of adjoining properties.
- Rights-of-way of abutting road(s).
- Existing and proposed driveway permits.
- All existing and proposed structures, their size, height, elevation, and their setbacks from property lines.
- Flood zone and wetlands verification and base flood elevation as applicable.
- Total acreage in the tract proposed for group development and a statement of total contiguous acreage owned by the developer(s).
- The location and size of all proposed utilities and storm drainage easements.
- The location of topographical lines (closest available contour intervals -USGS contours acceptable)
- The intended use of each building and number of units (if multiple use) the building is designed to accommodate.
- Vicinity map.
- Date.

LANDSCAPING PLAN

Landscape plan including all required buffers (Section 3:5.1), screening (Section 3:5.2), landscaping (Section 3:5.3), open space (Section 3:5.4), and Tree Protection (Section 5:3.4) provisions of the ZLDR ordinance.

Designate areas to be reserved for landscaping. The specific design of landscaping shall be sensitive to the physical and design characteristics of the site.

Indicate the location and dimensions of landscaped areas (including required buffers, screening, interior parkings, and other landscaping), plant materials (planting schedule), decorative features, etc.

Identify all existing healthy pine tree of twenty (20) inches or greater diameter at breast height (DBH) and all other tree species of eight (8) inches or greater DBH.

PARKING PLAN (SECTION 3:6)

The required number of parking spaces per the zoning district regulations of the ZLDR.

The required number of handicapped parking spaces and their locations.

Parking slip and aisle dimensions.

Off-street loading.

Parking area landscaping per the landscaping provisions of the ZLDR.

Site parking, aisles, vehicular and pedestrian ingress and egress, loading zones, etc. shall be laid out to facilitate safe and efficient internal traffic circulation.

CONSTRUCTION PLANS

Staking Plan.

Profiles showing existing and proposed elevations along the center lines of all internal roads, including drives and lanes.

Plans and profiles showing the locations and typical cross section of street pavements including curbs and gutters, sidewalks, storm drainage easements, rights-of-ways, manholes, catch basins, and other storm drainage structures.

Location of street trees, street lighting and street signs.

Location, size, invert elevations and easements (as applicable) for sanitary sewers, potable water lines, gas lines, underground cables and electric lines, fire hydrants, and other utilities and structures.

Copies of all applicable driveway permits.

Location, size, elevation, easements, and other appropriate description of any existing facilities or utilities.

Erosion prevention, sediment control and stormwater drainage plans.

All details, notes, and references required by the construction standards and specifications of Kershaw County, any other local government or organization providing any utility, and the SCDES.

A construction sequence.

Title, name, address, telephone and signature of the SC Registered Engineer and Surveyor responsible for the plans with plan preparation date, including revision dates.

Kershaw County Stormwater Management and Sediment and Erosion Control Plan Review Checklist for Design Professionals (Completed and Signed).

Comprehensive Stormwater Pollution Prevention Plan and Manual.

Kershaw County Permanent Stormwater System Maintenance and Responsibility Agreement.

N/A (Provide a short explanation for any items that are not applicable).

Applicant's Name: _____ **Applicant's Signature:** _____ **Date:** _____

MINOR GROUP DEVELOPMENT DEFINITION



A group development is a development of a single tract of land or adjacent tracts of land under the same ownership or control. Group developments include commercial, retail, industrial, institutional, multi-family residential, and manufactured home parks.

Minor Group Developments are defined as:

1. Commercial, industrial, or institutional developments that consist of a multiple use or multiple occupant commercial, industrial, or institutional complex of a combined square footage of less than 25,000 square feet of gross floor area, or a single-use, single-occupant commercial or industrial building of less than 25,000 square feet of gross floor area.
2. Multi-family apartment buildings, duplexes, triplexes, quadruplexes, and townhouses on a single tract of land or adjacent tracts of land under the same ownership or control containing a combined total of more than two (2) or no more than ten (10) dwelling units.