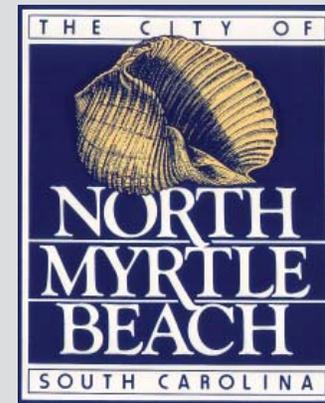


REZONING PROCESS:



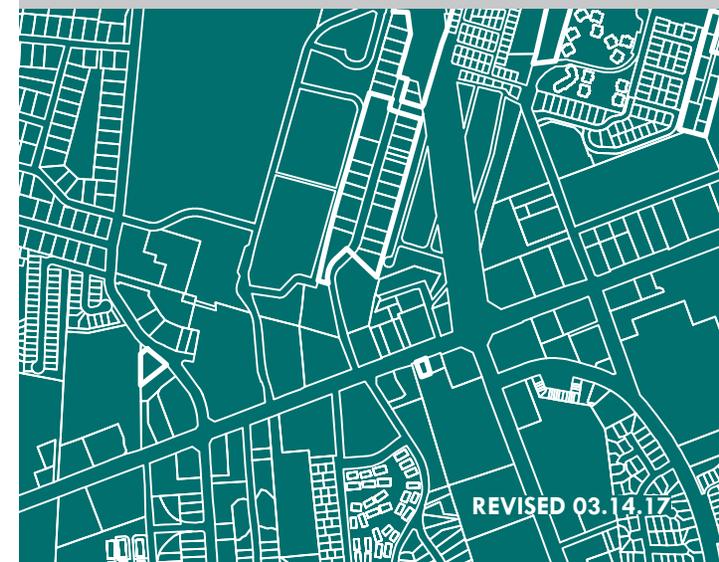
1018 Second Avenue South
North Myrtle Beach, SC 29582
(843) 280-5555

PLANNING & DEVELOPMENT
DEPARTMENT POLICY STATEMENT

REZONING PROCESS

PRIMARY PLANNING STAFF CONTACT:

Paul Blust
843.280.5563
peblust@nmb.us



WHEN IS A REZONING REQUEST APPROPRIATE? When a property owner wishes to change the permitted uses or development standards for a parcel(s) of land, the zoning map amendment process is initiated through a rezoning request.

WHAT FACTORS ARE CONSIDERED IN EVALUATING REZONING REQUESTS? The Planning Commission prepares a report and makes a non-binding recommendation to City Council on all proposed rezoning requests. Planning Commission considers the following factors in its report:

- Relationship of the rezoning request to the comprehensive plan
- Whether the rezoning request violates or supports the comprehensive plan
- Whether the uses permitted by the proposed rezoning request would be appropriate in the area of concern
- Whether adequate public school facilities, roads and other public services exist or can be provided to serve the needs of development likely to take place as a result of enacting the proposed rezoning request and the consequences of the proposed rezoning.
- Whether the proposed rezoning request is in accordance with plans for providing public water supply and sanitary sewer to the area

WHEN ARE REZONING REQUESTS APPROVED? As a matter of policy, no requests shall be acted upon favorably except under the following conditions:

- Where necessary to implement the comprehensive plan
- To correct an original mistake or manifest error in the zoning regulations or zoning map
- To recognize substantial change or changing conditions or circumstances in a particular locality
- To recognize changes in technology, the style of living or manner of doing business

HOW DO I START A REZONING REQUEST, AND WHAT MUST BE SUBMITTED? To initiate the rezoning request process, **you must submit all required information to the Planning & Development Department at least twenty-five (25) business days prior to a regularly scheduled Planning Commission meeting** according to the meetings and workshops schedule. To proceed with the review process, the following information may be included in order to be considered a complete submittal:

- | | |
|---|--|
| <input type="checkbox"/> Completed rezoning application | <input type="checkbox"/> Completed letter of agency, if applicable |
| <input type="checkbox"/> Completed Development Approval Application (Permit): Recorded Covenant Affidavit | <input type="checkbox"/> Exhibit accurately delineating the subject property via tax map number(s) or a recent survey plat |

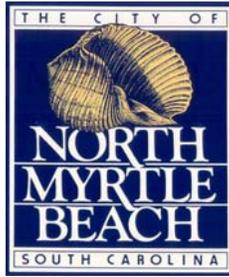
WHO REVIEWS A PROPOSED REZONING REQUEST?

Planning Division: Staff will review the proposal and schedule the item for Planning Commission to consider. Placement on the agenda may be subject to a minimum fifteen (15) day public notice period. Other divisions and departments involved in review are Zoning and Public Works.

Technical Review Committee (TRC): The TRC is composed of departmental representatives from Planning, Zoning, Building, Fire, Public Works and Parks & Recreation who meet regularly to discuss development proposals.

Planning Commission: The Planning Commission (PC) is composed of seven (7) members who live in the city and are appointed by City Council for four (4) year terms, not to exceed eight (8) consecutive years. PC typically meets every other Tuesday at 9:15 a.m. (workshop) and 5:00 p.m. (meeting). PC forwards a recommendation of approval or disapproval of petitions for annexation and zoning to City Council.

City Council: City Council is composed of seven (7) members who live in the city and were elected to their positions by city residents. City Council typically meets every other Monday at 7:00 p.m. City Council determines approval or disapproval of annexation and zoning requests.



FOR OFFICE USE ONLY	
Rezoning Finance Acct Code	3.51
Fee Due for Rezoning	\$500
FEE PAID (Payable to the "CITY OF NORTH MYRTLE BEACH"):	
Submittal Date:	
Notice Published:	
Property Posted:	
Planning Commission:	
First Reading:	
Second Reading:	

Revision Date 01.10.17

**CITY OF NORTH MYRTLE BEACH
REZONING APPLICATION FORM**

Today's Date: _____ (Please Print or Type)

APPLICANT INFORMATION

Applicant's Last Name:	First:	Middle:	<input type="checkbox"/> Mr.	<input type="checkbox"/> Miss	<input type="checkbox"/> Property Owner	<input type="checkbox"/> Authorized Agent
			<input type="checkbox"/> Mrs.	<input type="checkbox"/> Ms.	<input type="checkbox"/> Contract Purchaser	<input type="checkbox"/> Other: _____
Street Address:					Telephone Number(s):	Facsimile:
					()	()
Post Office Box:	City:	State:	ZIP:	E-mail Address:		
				()	()	

SUBJECT PROPERTY INFORMATION

Provide below the exact street address (name, number) and plat map reference for which you propose a zoning change
PLEASE ATTACH AN ACCURATE TAX MAP(S) AND/OR RECENT SURVEY PLAT DELINEATING THE SUBJECT PROPERTY

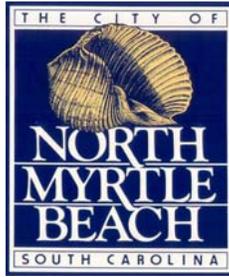
Street Address:	Beach Section:	Subdivision Name:	Tax Map Number(s):
Name:	<input type="checkbox"/> NA	Survey Date:	Block:
Number(s):		Lot #(s):	Section:
Total Area of Subject Property: _____ (check one) <input type="checkbox"/> Square Feet or <input type="checkbox"/> Acres			Current NMB Zoning Classification:
If subject property is proposed for annexation, what is the current Horry County Zoning?			Proposed NMB Zoning Classification:

CERTIFICATION & SIGNATURE OF APPLICANT(S) OR AUTHORIZED AGENT(S)

Does the applicant own all of the property proposed for rezoning?	<input type="checkbox"/> Yes <input type="checkbox"/> No	IF NO, SUBMIT THE FOLLOWING ITEMS:
A. Plat showing lot numbers of each parcel.	B. Written agreement of all property owners.	C. Mailing address of each property owner.

The undersigned hereby respectfully requests that the City of North Myrtle Beach Zoning Ordinance be amended by changing the Official Zoning Map. While it is understood by the undersigned that this application will be carefully reviewed and considered by public officials, the burden of proving the need and rational basis for the proposed Zoning Map amendment rests with the applicant.

Signature of Applicant or Authorized Agent	Date
_____	_____
Co-signature (if applicable)	Date
_____	_____



**CITY OF NORTH MYRTLE BEACH
DEVELOPMENT APPROVAL APPLICATION (PERMIT):
RECORDED COVENANT FORM**

Revision Date 06.28.17

This form complies with a state law that took effect on July 1, 2007 (S.C. Code § 6-29-1145) that requires all planning agencies to inquire in an application for a permit if the parcel of land is restricted by a recorded covenant that is contrary to, conflicts with, or prohibits the permitted activity. If such a covenant exists, the agency shall not issue the permit until written confirmation of its release is received. The release must be through the action of an appropriate legal authority. Please read § 6-29-1145, provided in its entirety below, and complete the following.

Nature of Approval Requested:

Parcel Identification Number:

Property Address:

I, _____, hereby certify that the tract(s) or parcel(s) of land to which this approval request pertains is **not restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the activity for which approval is sought**, as provided in South Carolina Code of Laws (§ 6-29-1145).

(Print Name)

(Signature)

(Date)

SECTION 6-29-1145. Determining existence of restrictive covenant; effect.

(A) In an application for a permit, the local planning agency must inquire in the application or by written instructions to an applicant whether the tract or parcel of land is restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the permitted activity.

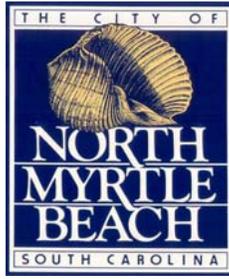
(B) If a local planning agency has actual notice of a restrictive covenant on a tract or parcel of land that is contrary to, conflicts with, or prohibits the permitted activity:

- (1) in the application for the permit;
- (2) from materials or information submitted by the person or persons requesting the permit; or
- (3) from any other source including, but not limited to, other property holders, the local planning agency must not issue the permit unless the local planning agency receives confirmation from the applicant that the restrictive covenant has been released for the tract or parcel of land by action of the appropriate authority or property holders or by court order.

(C) As used in this section:

- (1) "actual notice" is not constructive notice of documents filed in local offices concerning the property, and does not require the local planning agency to conduct searches in any records offices for filed restrictive covenants;
- (2) "permit" does not mean an authorization to build or place a structure on a tract or parcel of land; and
- (3) "restrictive covenant" does not mean a restriction concerning a type of structure that may be built or placed on a tract or parcel of land.

HISTORY: 2007 Act No. 45, Section 3, eff June 4, 2007, applicable to applications for permits filed on and after July 1, 2007; 2007 Act No. 113, Section 2, eff June 27, 2007.



CITY OF NORTH MYRTLE BEACH
LETTER OF AGENCY

Revision Date 12.20.16

Today's Date:

Nature of Approval Requested:

Property PIN and Tax Map Number, if applicable:

Property Location:

I, _____, hereby authorize _____
to act as agent for _____ for the purposes of the above referenced
approval.

Signature

Date

Title