



CITY OF HANAHAN
MAJOR LAND DEVELOPMENT PLAN
APPLICATION

Building and Codes Department
1255 Yeamans Hall Road
Hanahan, SC 29410
(843)885-5045
www.cityofhanahan.com
lee.lawson@cityofhanahan.com

Applicant		Property Owner	
Name:		Name:	
Phone:		Phone:	
Mailing Address:		Mailing Address:	
E-mail:		E-mail:	
City Business License # (if applicable):			
Project Information			
Project Name:	<input type="checkbox"/> Preliminary	<input type="checkbox"/> Final	
Project Location:	<input type="checkbox"/> New	<input type="checkbox"/> Amendment	
Zoning District:	Acreage:		
Tax Map Number(s):			
Project Description:			
Minimum Requirements for Submittal			
<input type="checkbox"/> 1. Two (2) full-sized copies and .pdf digital files of the Preliminary or Final Development Plans.			
<input type="checkbox"/> 2. An Application Review Fee. Checks made payable to the City of Hanahan.			
<input type="checkbox"/> 3. Pursuant to S.C. Code § 6-29-1145, is this tract or parcel restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the activity described in this application?			
Note:		A Pre-Application Meeting is recommended before application submittal.	
Disclaimer:		The City of Hanahan assumes no legal or financial liability to the applicant or any third party by approving the plans associated with this permit.	
I hereby acknowledge by my signature below that the foregoing application is complete and accurate and that I am the owner of the subject property. As applicable, I authorize the subject property to be posted and inspected.			
Property Owner Signature:		Date:	
Applicant Signature:		Date:	
For Office Use			
Received by:		Date Received:	
Approved By:		Date Approved:	

PRELIMINARY DEVELOPMENT PLAN APPLICATION

The following list is intended to provide Applicants with an understanding of the respective application process, procedures, and Land Development Ordinance requirements for obtaining application approval in the City of Hanahan. While intended to explain the process, it is not intended to repeal, eliminate or otherwise limit any requirements, regulations, or provisions of the City of Hanahan's Land Development Ordinance. Compliance with these procedures will minimize delays and assure expeditious application review.

Step 1. Pre-Application Meeting	Applicant & Staff
The applicant is strongly encouraged but not required to participate in a pre-application conference with the Hanahan City Planner before applying to the City of Hanahan for land development approval. The developer should contact the city planner to arrange an appointment to discuss a project proposal. The developer should bring a sketch plan of the proposed land development or PDD Master Plan to facilitate the discussion.	
Step 2. Sketch Plan Submission	Staff & Planning Commission
The city planner shall review any provided sketch plan with the developer. The city planner may suggest that the developer submit the sketch plan to the planning commission for comment and recommendation. The planning commission shall review the sketch plan for compatibility with the Comprehensive Plan.	
Step 3. Review by City Planner - Preliminary Development Plan Application	Staff
If the City Planner determines that the Preliminary Development Plan Application is complete, it shall be forwarded to the Planning Commission.	
Step 4. Planning Commission Meeting - Preliminary Development Plan Review	Applicant & Staff
A public meeting shall be held with the Applicant to review the Staff Report and discuss the plan. The Planning Commission shall review the Preliminary Development Plan for compliance with the criteria and provisions in the Zoning Ordinance and the Land Development Ordinance. The Applicant will be directed to address comments and conditions, if any, and resubmit the application materials. Upon resubmittal, the application materials will be reviewed for compliance with the Staff Report. The City Planner may approve, approve with conditions, or deny the application based on whether the application complies with the Zoning Ordinance, the Land Development Ordinance, and the Planning Commission's comments and requirements. Preliminary Development Plan Application approval or conditional approval of a preliminary plan authorizes the developer to begin engineering and construction drawings for community facilities needed for land development.	
Step 5. Review by City Planner - Land Disturbance Permit Application	Staff
The Applicant shall submit a completed Land Disturbance Permit Application with the required submittal materials listed in Section 3.4 of the City's Land Development Ordinance. The City Planner will review the submission for completeness. The applicant will be directed to address comments, if any, and resubmit the application materials. Upon resubmittal, the application materials will be reviewed for compliance with the words.	
Step 6. Review by City Planner – Final Development Plan Review and Zoning Permit Application	Staff
The Applicant shall submit a completed Zoning Permit Application with a final site-specific development plan. The City Planner will review the submission for completeness. The final site-specific development plan shall conform to the greatest extent possible with the design depicted on the approved preliminary plan. All conditions required for Planning Commission approval and the land disturbance permit shall be reflected. Application approval of a Zoning Permit authorizes the applicant to apply for a building permit.	