



MAJOR SUBDIVISION PROCESS SKETCH PLAN APPLICATION

Community & Economic Development Department
1911 Boundary Street, Beaufort, South Carolina, 29902
p. (843) 525-7011 / f. (843) 986-5606
email: development@cityofbeaufort.org website: www.cityofbeaufort.org

Application Fee: \$0

OFFICE USE ONLY: **Date Filed:** _____ **Application #:** _____ **Zoning District:** _____
Site Area: _____ **Meeting Date:** _____

Schedule: The Metropolitan Planning Commission (MPC) typically meets the 3rd Monday of each month at 5:00 pm. The complete schedule can be found here - <http://www.cityofbeaufort.org/metropolitan-planning-commission.aspx>

Submittal Requirements: 7 hard copies and 1 digital copy of all forms and information are required.

Conceptual Request: Sketch Plan as described in Section 9.3.1.B, Conceptual Plat showing lots, roads and street sections, sidewalks, existing/proposed trees, open space.

Applicant Name: _____

Applicant Address: _____

Applicant E-mail: _____ **Applicant Phone Number:** _____

Applicant Title: Homeowner Tenant Architect Engineer Developer Contractor

Owner (if other than the Applicant): _____

Owner Address: _____

Project Name: _____

Property Address: _____

Property Identification Number (s):(Tax Map & Parcel Number): _____

Meeting Date Requested: _____

Pursuant to Section 6-29-1145 of the South Carolina Code of Laws, is this tract or parcel restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the activity described in this application? Yes No

Certification of Correctness: I/we certify that the information in this application is correct.

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



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Project Information

Project Name: _____

Site Area in Acres: _____ Zoning District: _____

Proposed Allocations (in acres and gross %):

Developed Area: _____ Civic/Open Space: _____

Provide a brief Project Narrative:

CONTACT INFORMATION – Application form & supplementary information may be submitted via email:

E-Mail: development@cityofbeaufort.org | Phone: (843) 525-7011 | Fax: (843) 986-5606

NOTE: See page 3 for Major Subdivision Process and Sketch Plan Checklist

