



Planning and Development Department

COMMERCIAL LAND DEVELOPMENT

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Planning & Development Department

COMMERCIAL LAND DEVELOPMENT Checklist:

This checklist must be completed, signed, and submitted with application. ALL ITEMS ON CHECKLIST MUST BE ADDRESSED. PLEASE PROVIDE SUPPORTING DOCUMENTS OR NOTATIONS JUSTIFYING ITEMS THAT ARE NOT APPLICABLE.

Project Name: _____ **Applicant:** _____

- Commercial Land Development Application
- \$100.00 site plan review fee
- Two (2) 24" x 36" copies of civil and landscape plans
- One (1) electronic copy of civil and landscape plans
- Restricted Covenants Form, signed and dated

MAKE CHECKS PAYABLE TO CITY OF CAYCE

Applicant: _____ **Date:** _____

Staff: _____ **Date:** _____



Planning and Development Department
1800 12th Street Ext
Cayce, SC 29033
(803)796-9020

Site Plan Submittal Checklist

| | |
|----------------------------|---|
| APPLICANT CHECKLIST | <ul style="list-style-type: none"><input type="checkbox"/> \$100 Plan Review Fee<input type="checkbox"/> Two (2) complete set of civil plans and landscape plans<input type="checkbox"/> One (1) electronic copy of civil and landscape plans<input type="checkbox"/> Copy of Encroachment Permit application submitted to SCDOT, if applicable |
| DESIGNER CHECKLIST | <ul style="list-style-type: none"><input type="checkbox"/> Title block with project name and designer information<input type="checkbox"/> Required map elements to include scale, north arrow, location map, and tax map Sheet(TMS) number<input type="checkbox"/> Property zoning<input type="checkbox"/> Property boundary lines<input type="checkbox"/> Adjacent roads with road name and right-of-way width<input type="checkbox"/> Adjacent owners and parcel numbers (TMS numbers)<input type="checkbox"/> Current flood statement identifying the Flood Insurance Rate Map (FIRM) panel. Flood zones and boundaries must be shown on the plan.<input type="checkbox"/> Parking calculations based on proposed use<input type="checkbox"/> Fire Hydrants/Utilities<input type="checkbox"/> Show remote FDC locations for buildings requiring fire sprinklers |

DISCLAIMER: This is not to be construed as containing all items, documents, or written information to be addressed or required by the City of Cayce Land Development Regulations and Zoning ordinance and/or other City of Cayce ordinances and laws. Project submittals that are mailed to City of Cayce are subject to the same review process and requirements as projects that are hand-delivered. City of Cayce does not assume responsibility for projects that are considered incomplete and not picked up as required.



Planning & Development Department
1800 12th Street Ext. • Cayce, SC 29033
Phone: 803-796-9020

LAND DEVELOPMENT APPLICATION

(Please type or write clearly – illegible applications will be returned)

Date Submitted: _____ Project #: _____

Property Owner Name: _____

Address: _____ Email: _____

Engineer Name: _____

Address: _____ Email: _____

Applicant Name: _____

Applicant Mailing Address: _____

City, State _____ Zip Code: _____

Email Address: _____ Phone Number: _____ Fax Number: _____

Tax Map Sheet (TMS) Number(s): _____ Total Number of Lots: _____

Site Location: _____

Current Zoning: _____ Size in Acres: _____

Source of Water Service: _____ Source of Sewer Service: _____

Variance #: _____ Special Exception #: _____ Map Amendment #: _____

If the applicant is someone other than the property owner of record in the Assessor’s Office, the applicant must include a copy of the “Owner Authorization Form” which authorizes the applicant to apply for review on his/her behalf.

Certification

I hereby certify that I have read this application and the information supplied herein is true and correct to the best of my knowledge. I agree to comply with all applicable City Ordinances and State Laws related to land development. I am the property owner, or have received the owner’s written authorization to act as his agent regarding this matter. I understand that falsifying any information herein may result in nullification of this request and/or appropriate legal remedies.

Signature _____ Date: _____



RESTRICTED COVENANTS AFFECTING PERMIT ACTIVITY

I, _____, am the Applicant for a _____ permit, and I hereby truthfully disclose that the tract or parcel of land subject to said permit:

_____ is restricted by a recorded covenant that is contrary to, conflicts with, or prohibits the activity for which this permit applies.

_____ is NOT restricted by a recorded covenant that is contrary to, conflicts with, or prohibits the activity for which this permit applies.

I further understand and agree that unless stated above, City of Cayce does not have actual notice of any recorded covenant that is contrary to, conflicts with, or prohibits the activity for which this permit applies. Applicant therefore agrees to indemnify and hold harmless City of Cayce from any Liabilities resulting from any Claims in the event that the permitted activity is found to be in violation of a recorded covenant.

As used herein:

- (1) 'actual notice' is not constructive notice of documents filed in local offices concerning the property, and does not require Richland County 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."

SIGNATURE OF APPLICANT/AGENT

PRINTED NAME OF APPLICANT/AGENT

ADDRESS

CITY/STATE/ZIP

DATE