

**STAFF REPORT  
TO THE  
FLORENCE COUNTY PLANNING COMMISSION  
Tuesday, July 22, 2025  
PC#2025-26**

**SUBJECT:** Map Amendment Requested By David W. Elliott To Change The Zoning Designation For Property Located Off East Palmetto Street, Florence, SC, As Shown On Florence County Tax Maps As 00276-01-021 From CMU and 00307-01-001 From Unzoned (UZ) To Planned Development District (PD).

**LOCATION:** East Palmetto Street, Florence, SC

**TAX MAP NUMBERS:** 00276-01-021 & 00307-01-001

**COUNCIL DISTRICT(S):** 6; County Council

**OWNER OF RECORD:** Stoney C Moore

**APPLICANT:** David W. Elliot

**ZONING/LAND AREA:** CMU approx. 34.72 acres / Unzoned approx. 342.78 acres

**WATER/SEWER AVAILABILITY:** 00276-01-021: City of Florence  
00307-01-001: Water/ No Sewer

**ADJACENT WATERWAYS/  
BODIES OF WATER:** None

**FLOOD ZONE:** Zone X

**PARCEL ZONING DESIGNATIONS:** CMU/ Unzoned

**STAFF ANALYSIS:**

1. Existing Land Use and Zoning:  
The subject properties are currently vacant and the current zoning designation is CMU and unzoned.
2. Proposed Land Use and Zoning:  
The proposal is to rezone the subject properties to Planned Development.
3. Surrounding Land Use and Zoning:  
North: Florence County/ Vacant, Residential/ R-4, MR, Unzoned  
South: Florence County/ Vacant / Unzoned  
West: Florence County/Recreational / CMU  
East: Florence County/ Vacant, Residential / Unzoned, MR

4. Transportation Access and Circulation:

Present access to these properties is by the way of East Palmetto Street and South Firetower Road in Florence, SC.

5. Traffic Review:

The rezoning of these properties from unzoned and CMU to a Planned Development use may have an impact on traffic flow.

6. Florence County Comprehensive Plan:

The future land use designation for each property is currently Variable Development District 1. The requested rezoning of the properties are compatible with the designated future land use.

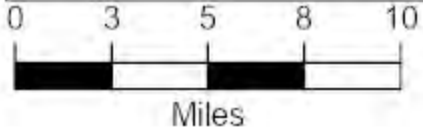
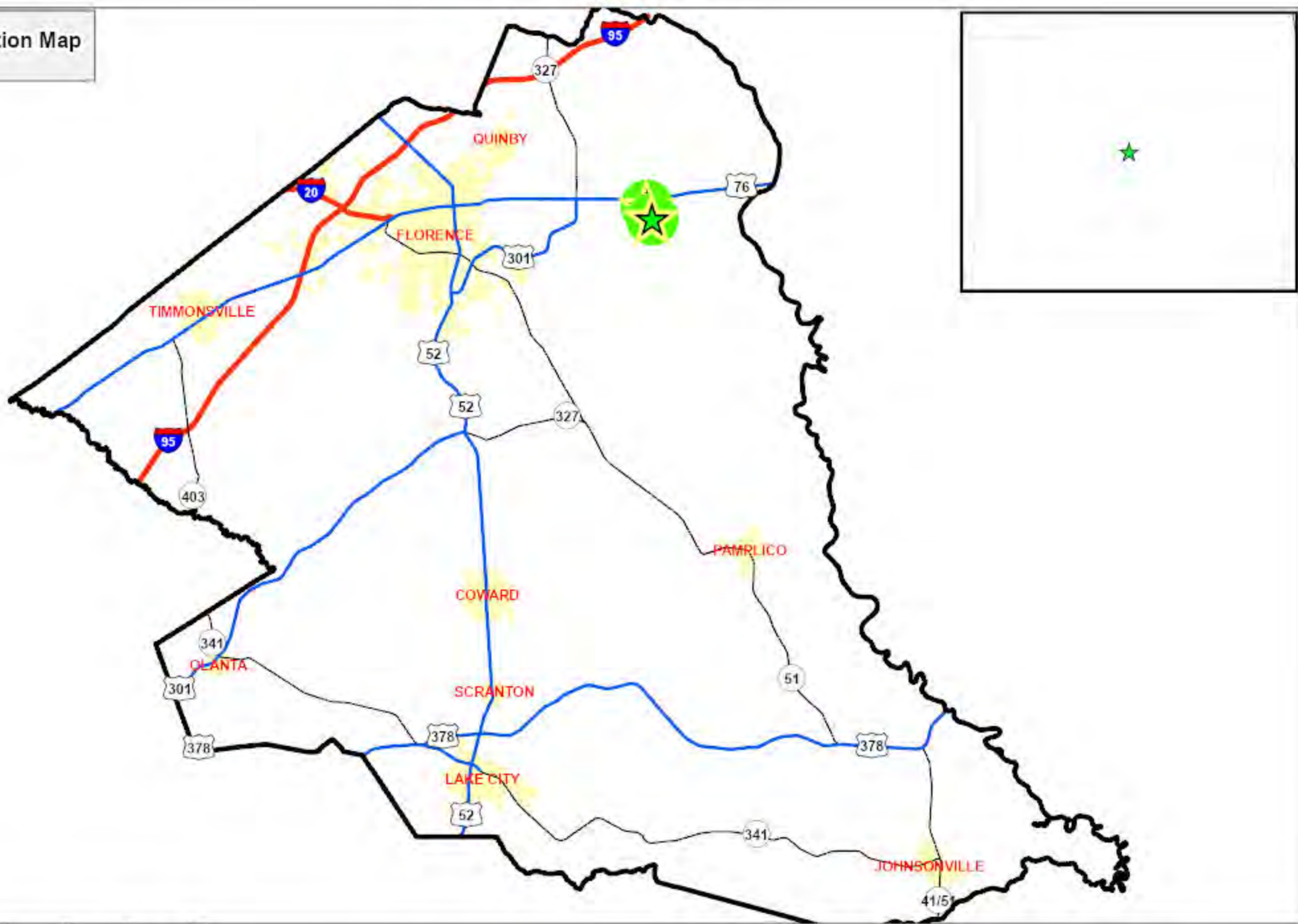
**FLORENCE COUNTY COUNCIL MEETING:**

This item is tentatively scheduled to appear on the County Council agenda for Thursday, August 21, 2025 @ 9:00 a.m. in room 803 of the County Complex, 180 North Irby Street, Florence, SC 29501.

**ATTACHMENTS:**

- Location Map
- Zoning Map
- Aerial Map
- Sketch Plan
- Detailed written narrative

Location Map

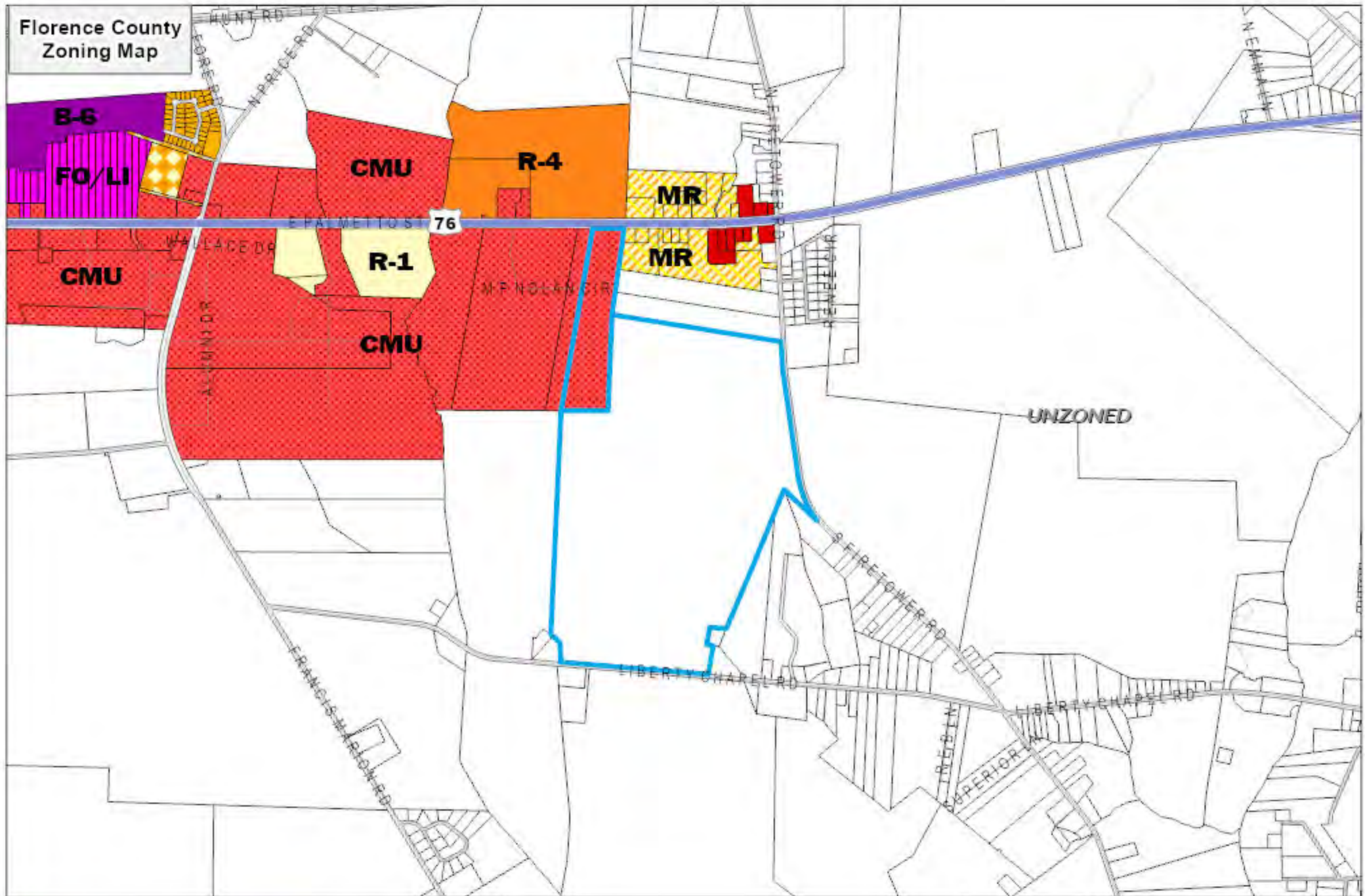


Florence County  
Planning Department  
Meeting Date:  
07/22/2025



**Council District 6**  
**PC#2025-26**

# Florence County Zoning Map



## Current County Zoning

- |  |  |
|--|--|
| <span style="color: red;">■</span> B-3 GENERAL                             | <span style="color: yellow;">■</span> R-1, SINGLE-FAMILY, LARGE LOTS |
| <span style="color: purple;">■</span> B-6, INDUSTRIAL                      | <span style="color: orange;">■</span> R-3, SINGLE-FAMILY, SMALL LOTS |
| <span style="color: red;">■</span> CMU, COMMERCIAL MIXED-USE               | <span style="color: orange;">■</span> R-4, MULTI-FAMILY, LIMITED     |
| <span style="color: magenta;">■</span> FO/LI, FLEX OFFICE/LIGHT INDUSTRIAL | <span style="color: yellow;">■</span> TH, TOWNHOME                   |
| <span style="color: yellow;">■</span> MR, MIXED RESIDENTIAL, LOW DENSITY   | <span style="color: white;">■</span> UNZONED                         |

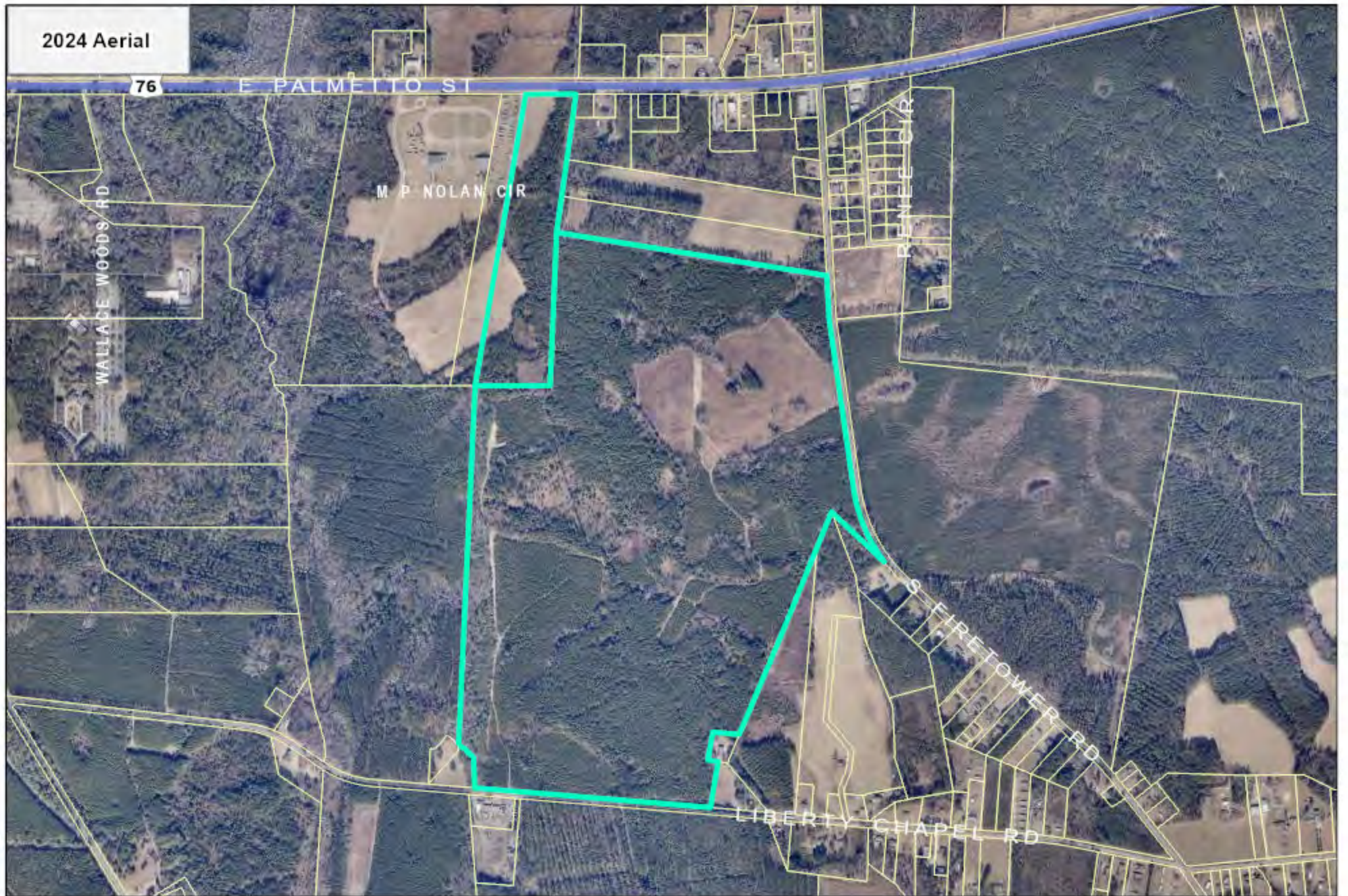
Florence County  
Planning Department  
Meeting Date:  
07/22/2025

**Council District 6**  
**PC#2025-26**





2024 Aerial



0 1,375 2,750  
Feet

Florence County  
Planning Department  
Meeting Date:  
07/22/2025



Council District 6  
PC#2025-26

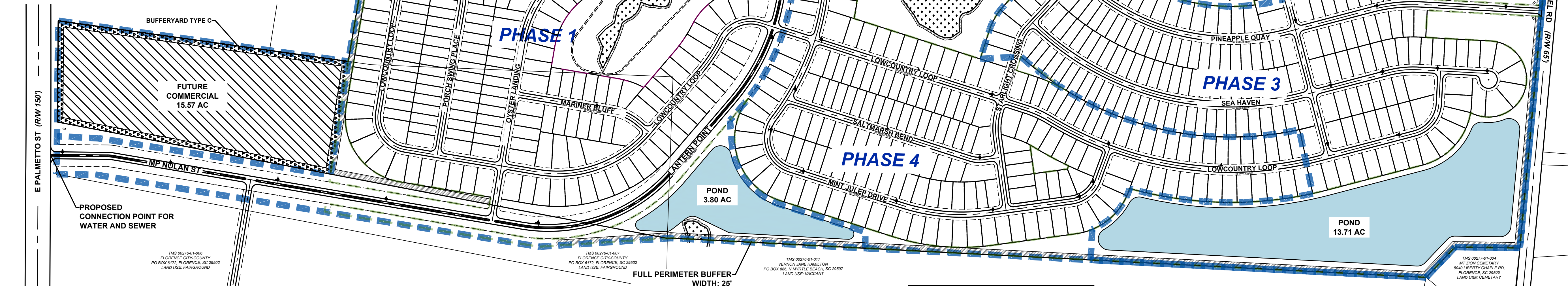


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- SITE DATA**
1. TAX MAP NUMBER (PARTIAL) = 00307-01-001 AND 00216-01-021
  2. TOTAL SITE = 377.5 AC
  3. TOTAL LOTS = 1,261 UNITS
  4. PROJECT AREA IS NOT LOCATED WITHIN 100 YEAR FLOOD PLAIN
  5. CURRENT ZONING = CMU, UNZONED
  6. PROPOSED ZONING = PLANNED DEVELOPMENT (PD)
  7. CURRENT USE = VACANT
  8. PROPOSED USE = SINGLE FAMILY RESIDENTIAL, COMMERCIAL, & RECREATIONAL
- THIS SITE DOES NOT HAVE ANY EXISTING STRUCTURES

- PROJECT DATA**
1. TYPICAL LOT SIZE
    - 1.1. 45 FT WIDE LOT: 45' X 125'
    - 1.2. 55 FT WIDE LOT: 55' X 125'
    - 1.3. 65 FT WIDE LOT: 65' X 125'
  2. NUMBER OF LOTS (1,261 UNITS)
    - 2.1. 45 FT WIDE LOT = 450 UNITS (35.6%)
    - 2.2. 55 FT WIDE LOT = 422 (33.5%)
    - 2.3. 65 FT WIDE LOT = 389 UNITS (30.8%)
  3. DENSITY (UNITS)
    - 3.1. GROSS DENSITY = 3.34 UNITS/AC
    - 3.2. NET DENSITY = 5.20 UNITS/AC
  4. SIGNAGE WILL COMPLY WITH SECTION 5.3 OF THE FLORENCE COUNTY ZONING ORDINANCE
  5. STREET TREES TO BE PLANTED IN ACCORDANCE WITH FLORENCE COUNTY ZONING ORDINANCE AT A RATE OF 1 PER UNIT
  6. BUILDING FINISHED FLOOR SHALL BE A MIN. OF 1' ABOVE STREET BACK OF CURB ELEVATION
  7. FLORENCE COUNTY APPROVAL REQUIRED ON ROAD DESIGN, STORM DRAINAGE, FIRE PROTECTION, AND EMERGENCY ACCESS
  8. CITY OF FLORENCE APPROVAL REQUIRED ON SEWER AND WATER SYSTEMS
  9. PD OPEN SPACE
    - 9.1. TOTAL OPEN SPACE
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    - 9.1.2. PROVIDED TOTAL OPEN SPACE = 121.82 AC
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  11. STREETS
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    - 11.2. STREET SIGNAGE (PUBLIC) WILL BE DESIGNED AND INSTALLED TO SCDOT STANDARDS FOR PUBLIC STREETS
  - 11.3. IMPROVEMENTS AND EXTENSION OF MP NOLAN CIRCLE SHALL BE A 100' WIDE PUBLIC RIGHT OF WAY WITH 8' WIDE CENTER ISLAND, TWO 12' WIDE PAVED ROADS (24' WIDE PAVING), AND 34' WIDE NATURALIZED STRIP
  - 11.4. ALL PROPOSED ROADS TO BE TYPICAL 50' WIDE PUBLIC RIGHT OF WAY WITH 24' WIDE PAVING AND 13' WIDE NATURALIZED STRIP. ANY SIDEWALKS TO BE LOCATED WITHIN THE 13' WIDE STRIP
  - 11.5. STREET LIGHTS TO BE IN ACCORDANCE WITH SEC 28.6-79
12. SUBDIVISION IDENTIFICATION SIGNAGE
  - 12.1. UNDECIDED AT THE MOMENT, BUT WILL BE DESIGNED AND INSTALLED TO FLORENCE COUNTY ZONING AND SIGNAGE ORDINANCE
13. ALL ROADS SHALL BE PUBLICLY OWNED AND MAINTAINED WITH PUBLIC RIGHT OF WAY
  - 13.1. MP NOLAN: 100' RIGHT OF WAY
  - 13.2. ALL OTHERS: 50' RIGHT OF WAY
14. PONDS AND DRAINAGE SYSTEM WILL BE PRIVATELY OWNED AND MAINTAINED
15. MIN. BUILDING SEPERATION = 15'
16. BUILDING SETBACKS
  - 16.1. FRONT, SECONDARY FRONT, & REAR = 25' FROM EDGE OF ROAD
  - 16.2. SIDE = 7.5'
17. COMMERCIAL SETBACKS
  - 17.1. FRONT & REAR = 15'
  - 17.2. SIDE = 9'
  - 17.3. SECONDARY FRONT = 12.5'

- PROJECT NOTES**
1. FULL PERIMETER BUFFER
    - 1.1. ENTIRE DEVELOPMENT TO BE BUFFERED BY A 25' WIDE TYPE C UNDISTURBED NATURAL BUFFER
    - 1.2. BUFFER TO REMAIN NATURAL AND UNDISTURBED THROUGH CONSTRUCTION. NO GRADING TO OCCUR IN BUFFERYARD
    - 1.3. ANY SPANSE OF 25' BUFFERYARD TYPE C THAT DOES NOT MEET OPACITY STANDARDS WILL BE PLANTED WITH "REQUIRED PLANT UNITS PER 100"
  2. ALL WETLANDS TO BE PROTECTED BY A 10' WETLAND BUFFER PER FLORENCE COUNTY CODE OF ORDINANCE ARTICLE IV
  3. NO OFFSITE IMPROVEMENTS IDENTIFIED AT THIS TIME. OFFSITE IMPROVEMENTS SHALL BE DETERMINED POST SCODOT APPROVED TIA AND TECHNICAL REVIEW BY CITY OF FLORENCE WATER AND SEWER.

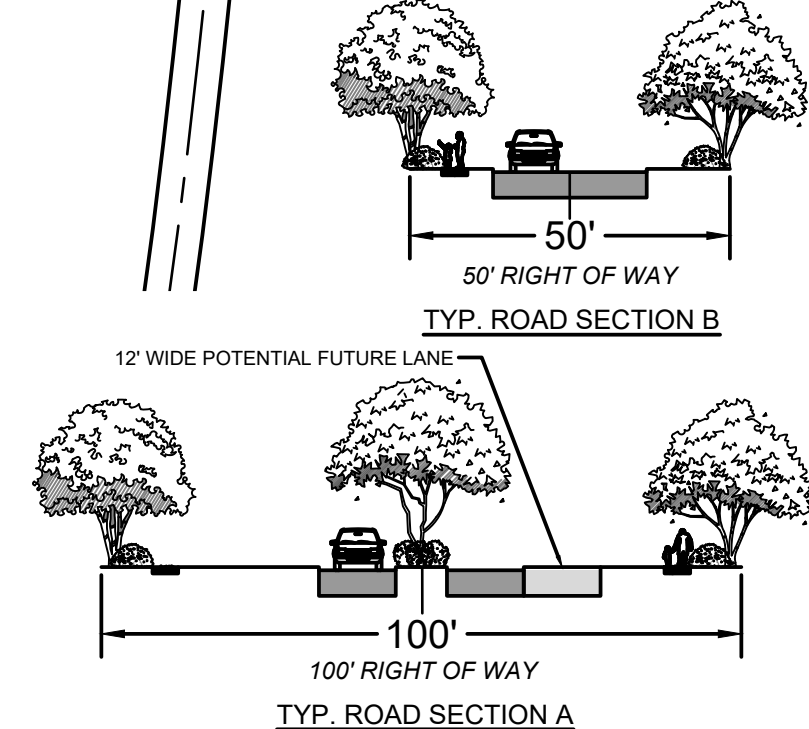
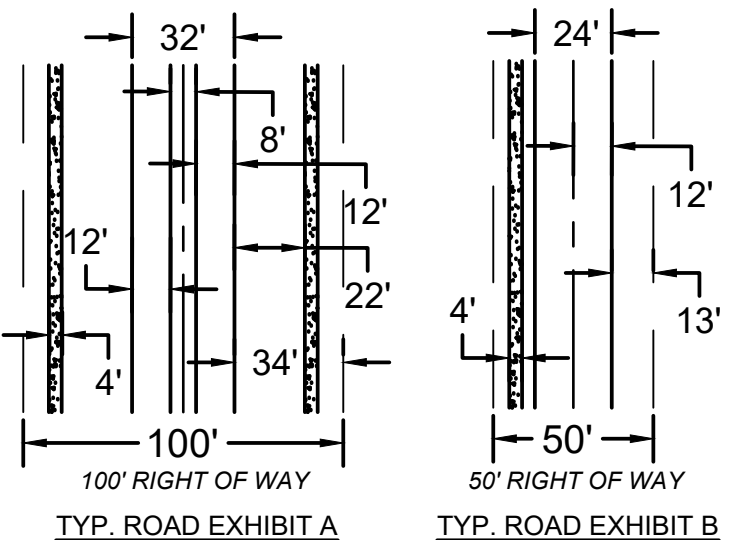
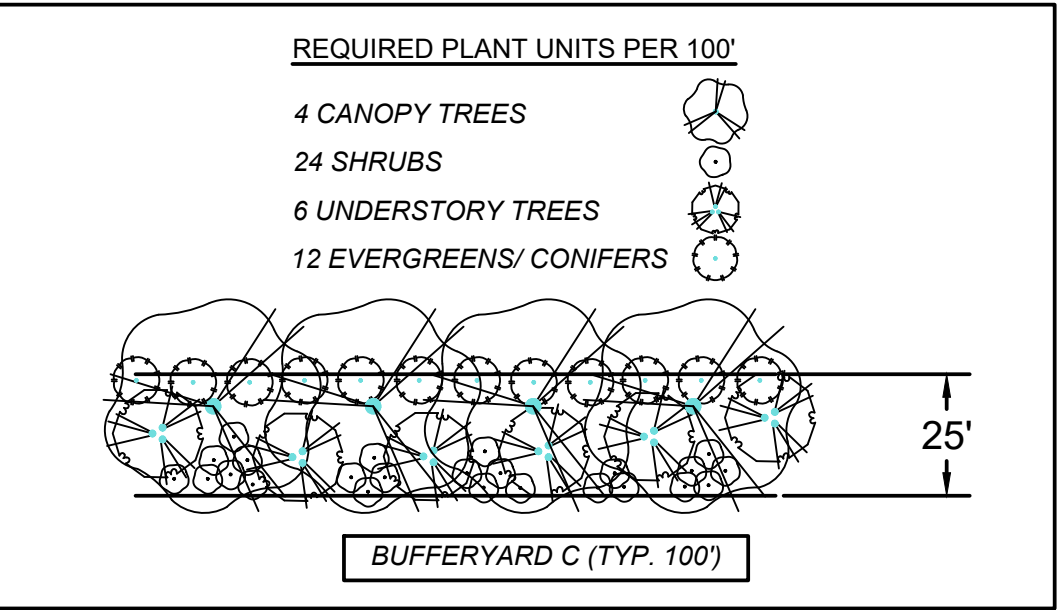
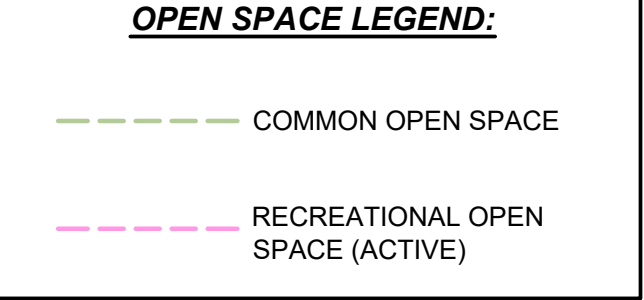
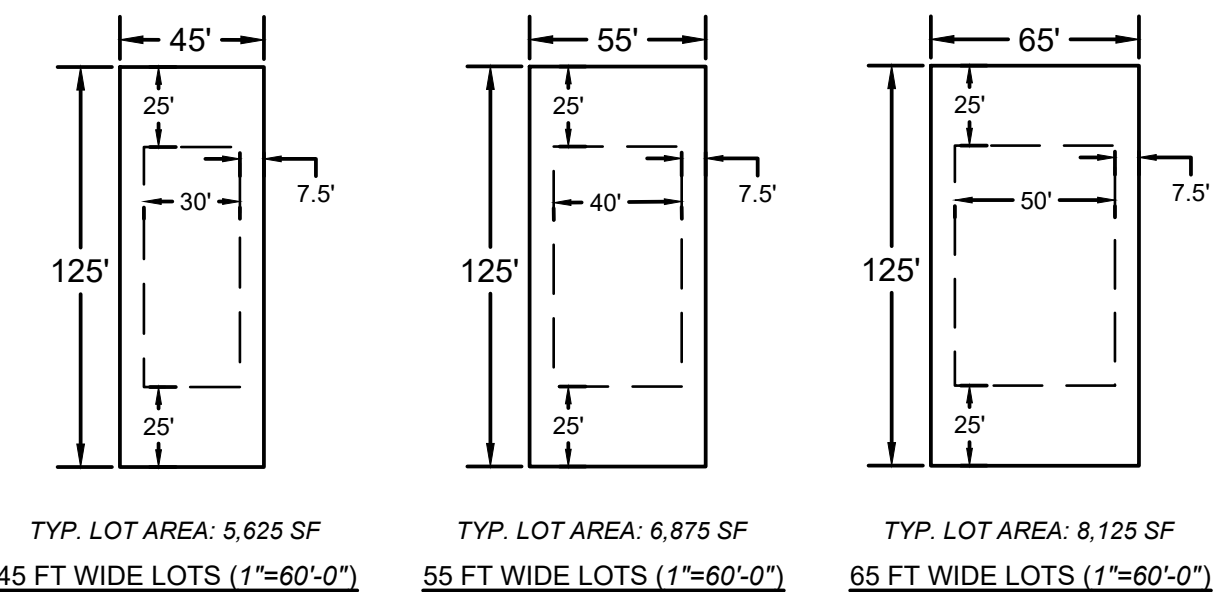
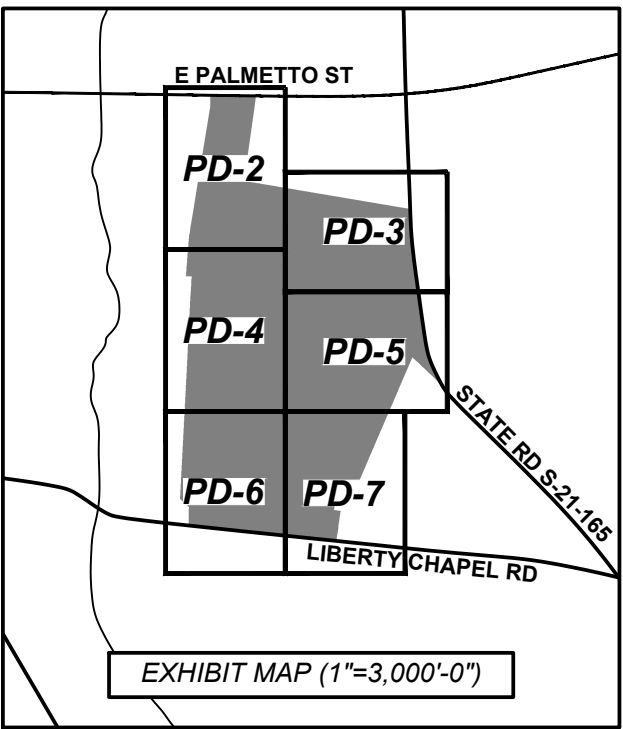


PHASE 1: INFORMATION	
TOTAL AC	APPROX. 136 AC
TMS (partial)	00307-01-001, 00276-01-007
TOTAL NUMBER OF PROPOSED LOTS	333 UNITS

PHASE 2: INFORMATION	
TOTAL AC	APPROX. 110 AC
TMS (partial)	00307-01-001
TOTAL NUMBER OF PROPOSED LOTS	374 UNITS

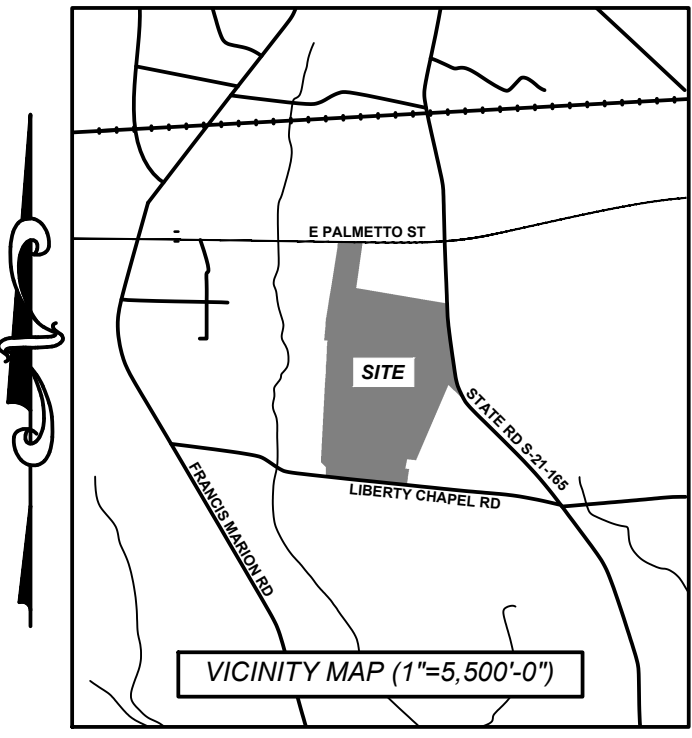
PHASE 3: INFORMATION	
TOTAL AC	APPROX. 154 AC
TMS (partial)	00307-01-001
TOTAL NUMBER OF PROPOSED LOTS	563 UNITS

FUTURE COMMERCIAL: INFORMATION	
TOTAL AC	APPROX. 15.57 AC
TMS (partial)	00276-01-021

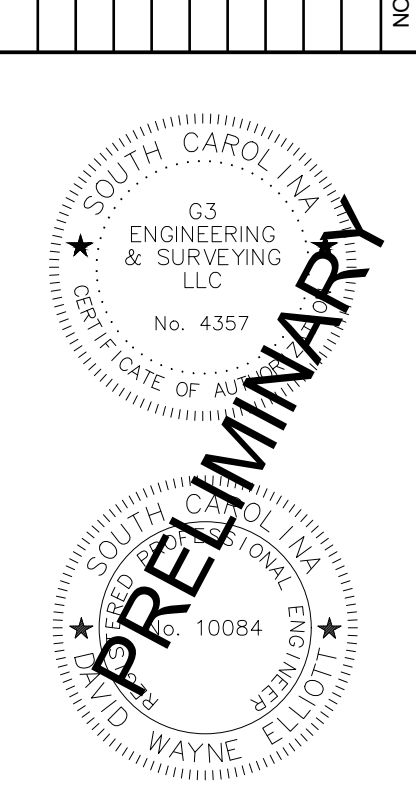


**DEVELOPER**  
COMPANY: INTEGRAL COMMUNITIES  
ADDRESS: CHARLOTTE, NC 28269  
PHONE: 843-999-5904  
CONTACT: JEREMY BUNNER  
EMAIL: JBUNNER@INTEGRALCOMMUNITIES.COM

**CIVIL ENGINEER**  
COMPANY: G3 ENGINEERING & SURVEYING  
ADDRESS: 900 EAST NORTH STREET, GREENVILLE, SC 29601  
PHONE: 864-770-5996  
CONTACT: DAVID ELLIOTT  
EMAIL: DELLIOTT@G3ENGINEERING.COM



- PROPOSED ROAD NAMES**
1. SANDHILL CRANE COURT
  2. LONGLEAF PINE PATH
  3. LOWCOUNTRY LOOP
  4. PORCH SWING PLACE
  5. MINT JULEP DRIVE
  6. STARLIGHT CROSSING
  7. TRANQUIL WATER LANE
  8. OYSTER LANDING
  9. MARINER BLUFF
  10. LANTERN POINT
  11. SALT MARSH BEND
  12. PINEAPPLE QUAY
  13. SEA HAVEN
  14. CAPTAIN'S WALK
  15. TIDE HAVEN
  16. SAILOR'S REST
  17. GALLEON LANE
  18. BANYAN HOLLOW
  19. SEAGRASS BLUFF



**GB**  
ENGINEERING  
& SURVEYING  
900 E NORTH ST SUITE 210  
GREENVILLE, SC 29601  
PHONE: 843.237.1001  
www.G3Engineering.org

VALORA  
FLORENCE COUNTY, SOUTH CAROLINA  
PREPARED FOR  
INTEGRAL COMMUNITIES  
PD MASTER PLAN

SCALE: 1"= 250'

DESIGNED: AJL  
DRAWN: AJL  
APPROVED: DWE  
PROJ. NO. 25027  
DATE: 7/11/2025

**PD-1**  
SHEET







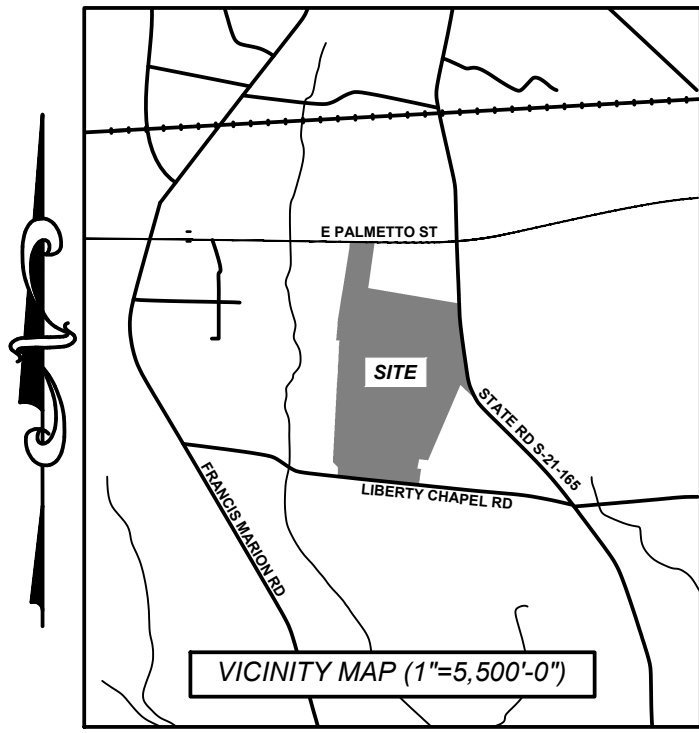






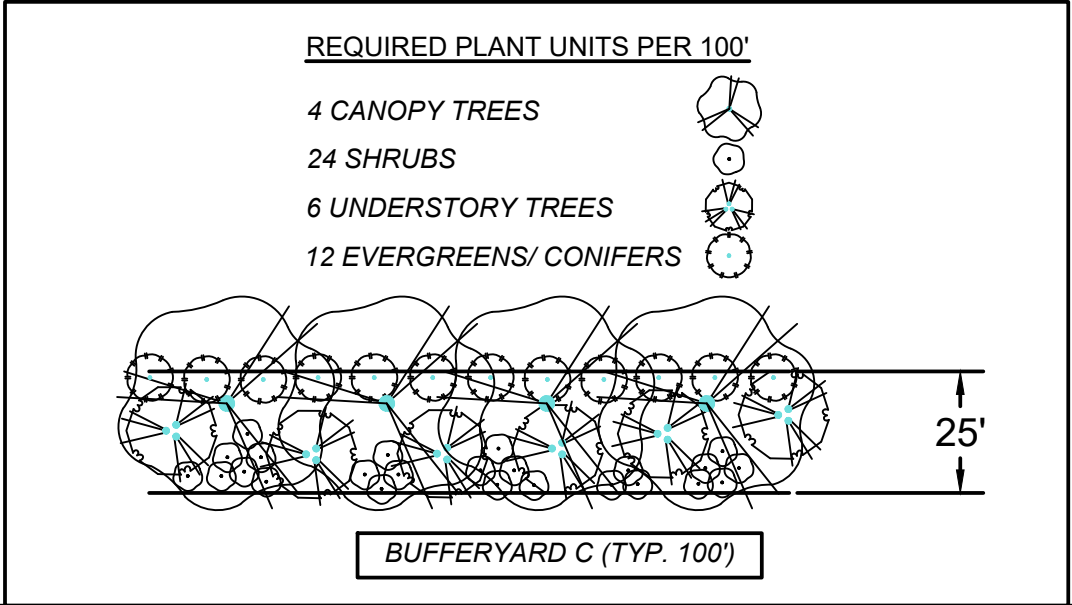
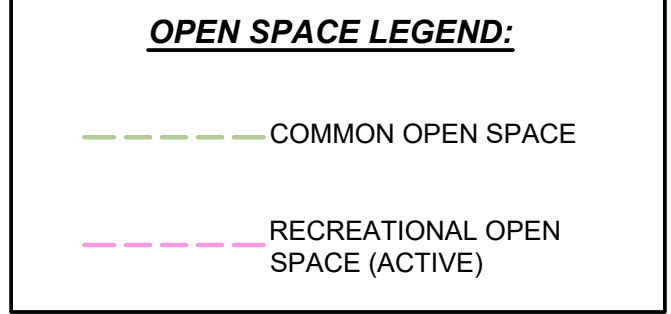
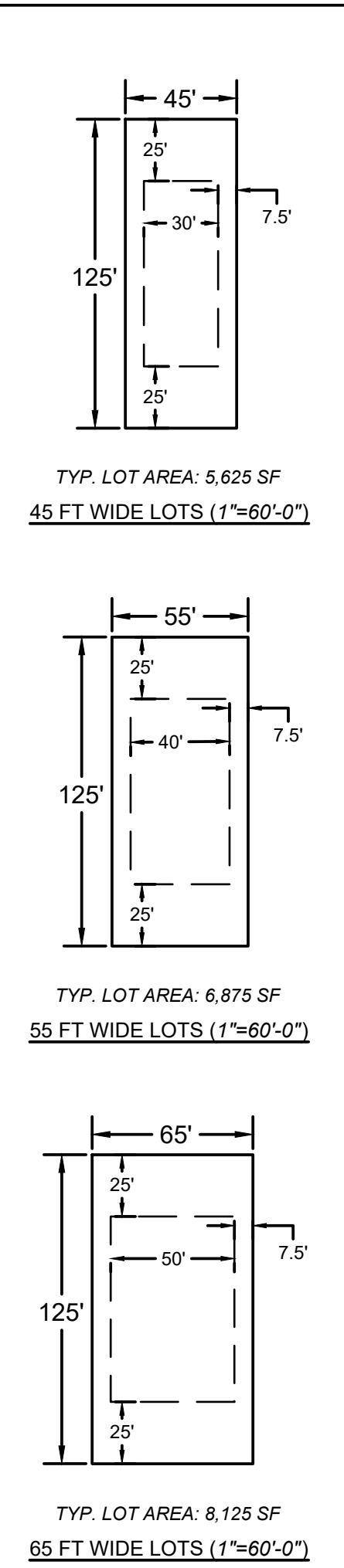
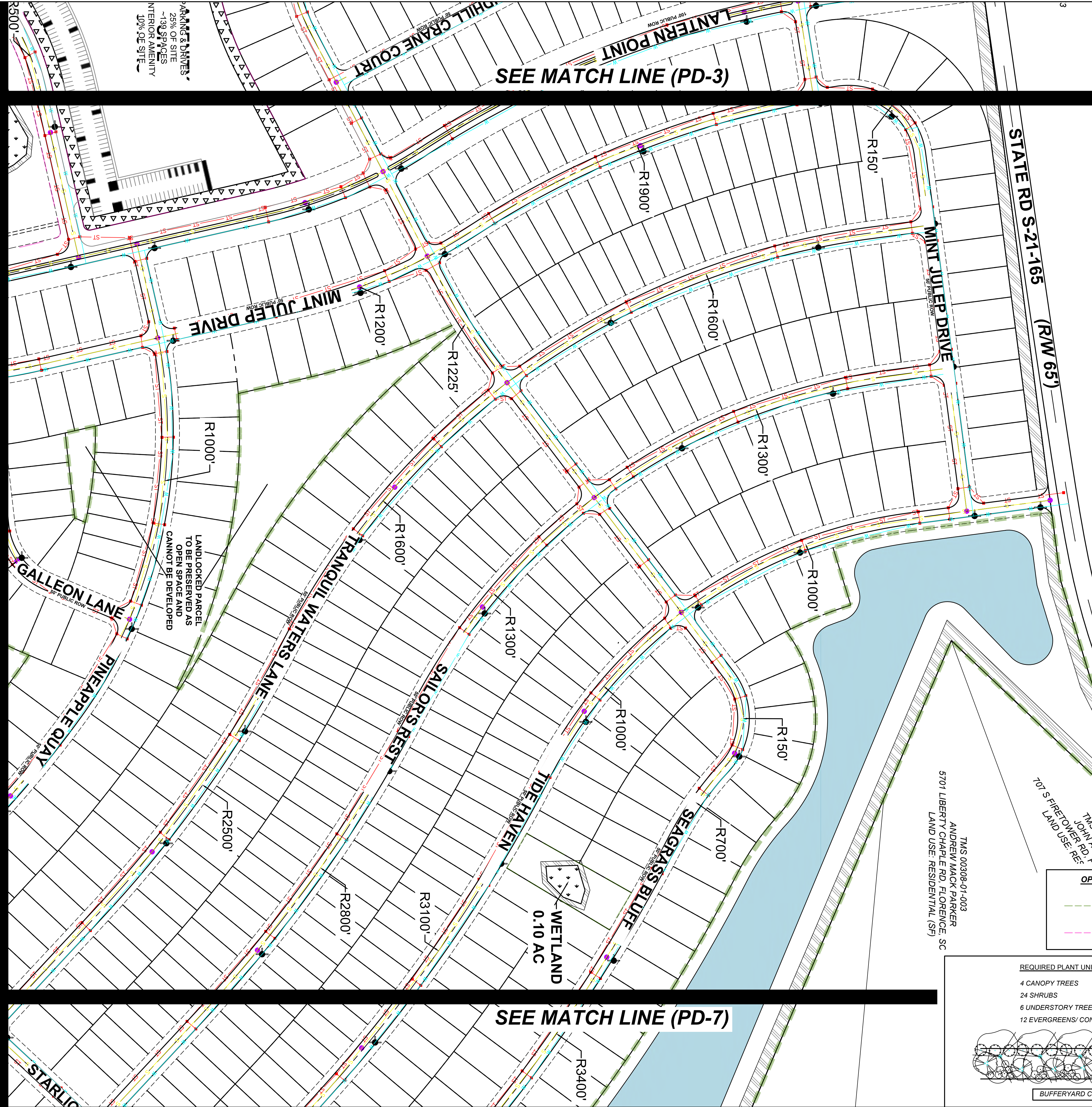
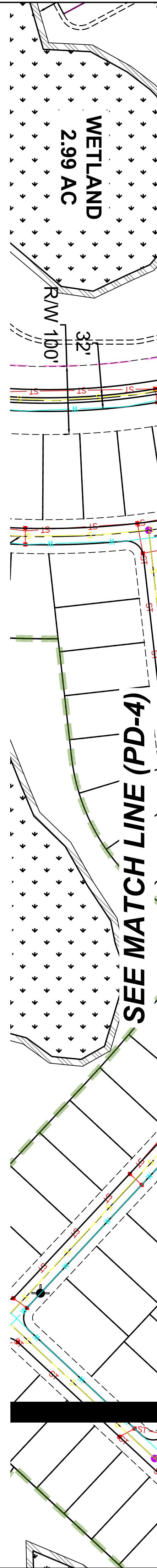
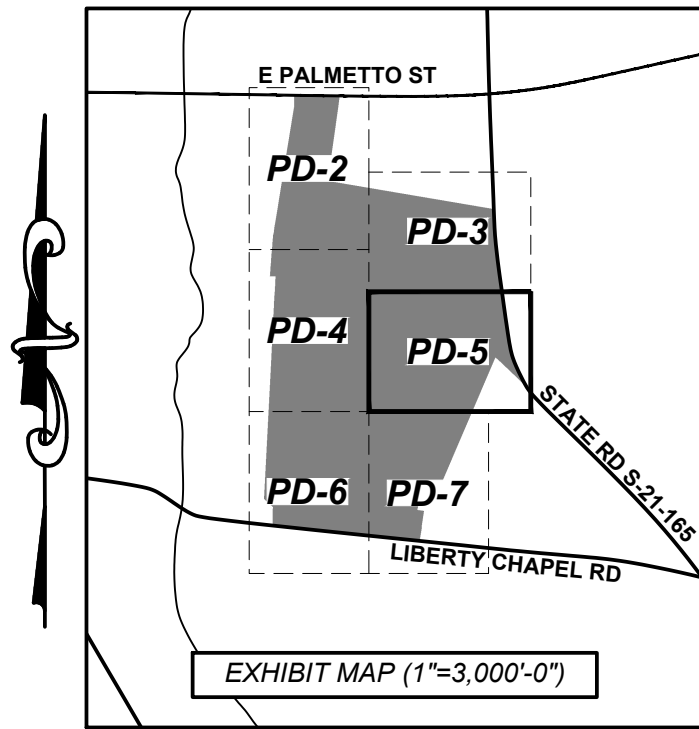


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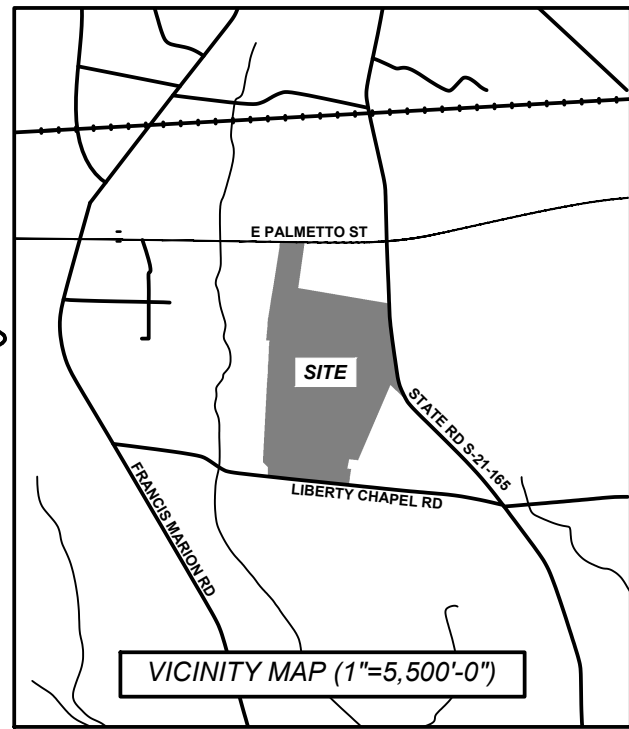
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DATE	
BY	
REVISIONS	
NO.	
NOT FOR CONSTRUCTION	
<b>PRELIMINARY</b>	
<b>GB ENGINEERING &amp; SURVEYING</b> 900 E NORTH ST SUITE 210 GREENVILLE, SC 29601 PHONE: 843.237.1001 www.G3Engineering.org	
VALORA FLORENCE COUNTY, SOUTH CAROLINA PREPARED FOR INTEGRAL COMMUNITIES	
PD PLAN (EXHIBIT 4 OF 6)	
SCALE: 1"= 100' 0 50' 100' 200'	
DESIGNED: AJL DRAWN: AJL APPROVED: DWE PROJ. NO. 25027 DATE: 7/11/2025	
<b>PD-5</b> SHEET	



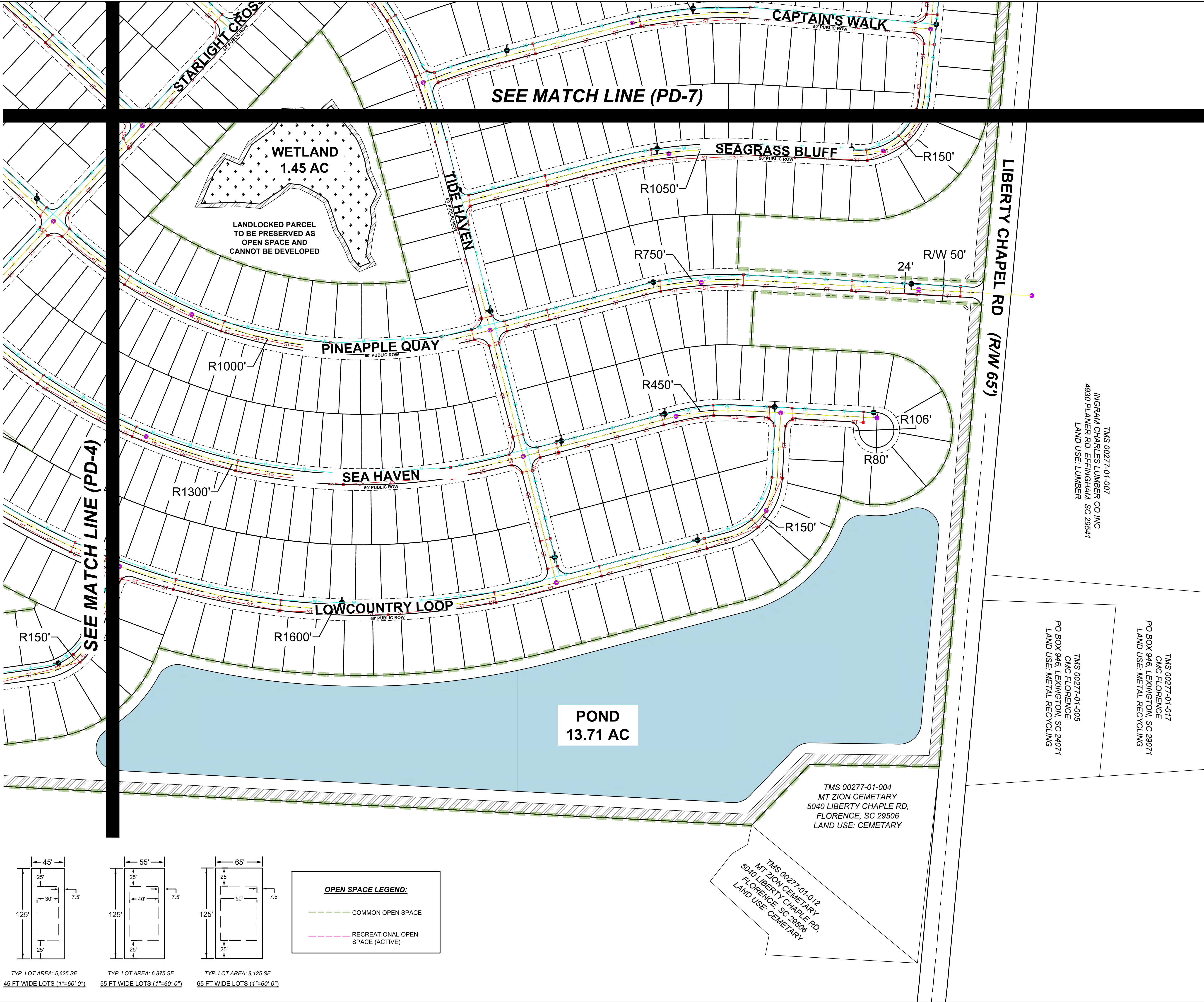
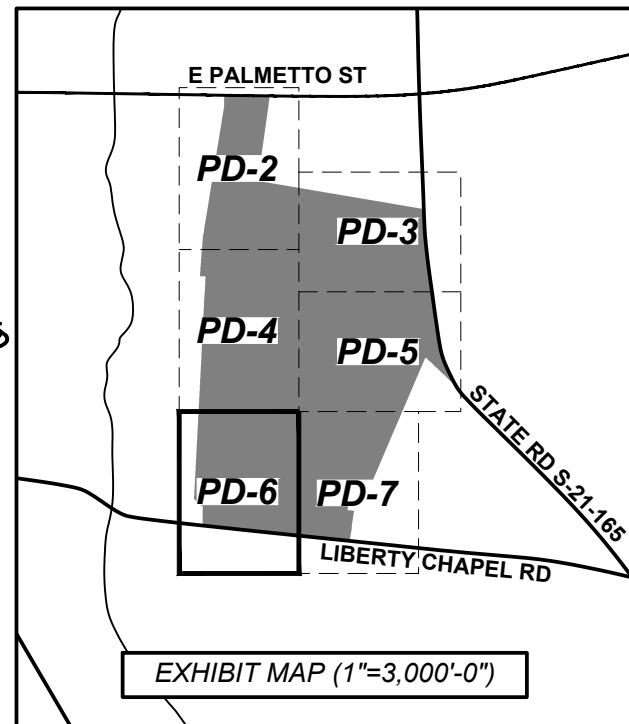
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  12. SUBDIVISION IDENTIFICATION SIGNAGE
    - 12.1. UNDESIGNED AT THE MOMENT, BUT WILL BE DESIGNED AND INSTALLED TO FLORENCE COUNTY ZONING AND SIGNAGE ORDINANCE
  13. ALL ROADS SHALL BE PUBLICLY OWNED AND MAINTAINED WITH PUBLIC RIGHT OF WAY
    - 13.1. MP NOLAN: 100' RIGHT OF WAY
    - 13.2. ALL OTHERS: 50' RIGHT OF WAY
  14. PONDS AND DRAINAGE SYSTEM WILL BE PRIVATELY OWNED AND MAINTAINED
  15. MIN. BUILDING SEPERATION = 15'
  16. BUILDING SETBACKS
    - 16.1. FRONT = 25' FROM EDGE OF ROAD
    - 16.2. SIDE = 7.5'
    - 16.3. REAR & SECONDARY FRONT = 12.5'

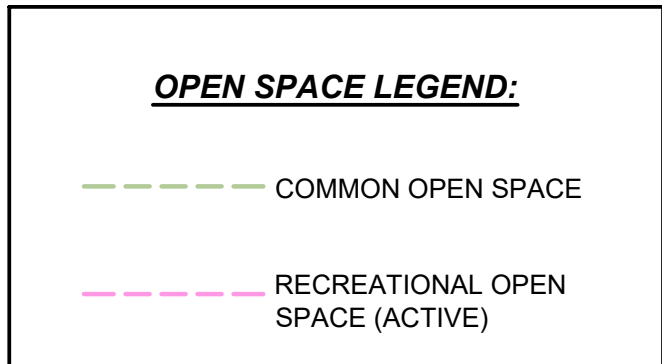
- PROJECT NOTES**
1. FULL PERIMETER BUFFER
    - 1.1. ENTIRE DEVELOPMENT TO BE BUFFERED BY A 25' WIDE TYPE C UNDISTURBED NATURAL BUFFER
  2. BUFFER TO REMAIN NATURAL AND UNDISTURBED THROUGH CONSTRUCTION. NO GRADING TO OCCUR IN BUFFERYARD
  3. ANY SPANSE OF 25' BUFFERYARD TYPE C THAT DOES NOT MEET OPACITY STANDARDS WILL BE PLANTED WITH \*REQUIRED PLANT UNITS PER 100"
  4. ALL WETLANDS TO BE PROTECTED BY A 10' WETLAND BUFFER PER FLORENCE COUNTY CODE OF ORDINANCE ARTICLE IV
  5. NO OFFSITE IMPROVEMENTS IDENTIFIED AT THIS TIME. OFFSITE IMPROVEMENTS SHALL BE DETERMINED POST SCDOT APPROVED TIA AND TECHNICAL REVIEW BY CITY OF FLORENCE WATER AND SEWER.



TYP. LOT AREA: 5,625 SF  
45 FT WIDE LOTS (1"=60'-0")

TYP. LOT AREA: 6,875 SF  
55 FT WIDE LOTS (1"=60'-0")

TYP. LOT AREA: 8,125 SF  
65 FT WIDE LOTS (1"=60'-0")



TMS 00277-01-007  
INGRAM CHARLES LUMBER CO INC  
4930 FLAMER RD, EFFINGHAM, SC 29641  
LAND USE: LUMBER

TMS 00277-01-005  
CMC FLORENCE  
PO BOX 946, LEXINGTON, SC 24071  
LAND USE: METAL RECYCLING

TMS 00277-01-017  
CMC FLORENCE  
PO BOX 946, LEXINGTON, SC 29071  
LAND USE: METAL RECYCLING

TMS 00277-01-004  
MT ZION CEMETARY  
5040 LIBERTY CHAPLE RD,  
FLORENCE, SC 29506  
LAND USE: CEMETARY

TMS 00277-01-012  
MT ZION CEMETARY  
5040 LIBERTY CHAPLE RD,  
FLORENCE, SC 29506  
LAND USE: CEMETARY

DATE	
BY	
REVISIONS	
NO.	
SOUTH CAROLINA G3 ENGINEERING & SURVEYING LLC No. 4357 CERTIFICATE OF AGENCY	
SOUTH CAROLINA PRELIMINARY 10084 WAYNE ELLIOTT	
GB ENGINEERING & SURVEYING 900 E NORTH ST SUITE 210 GREENVILLE, SC 29601 PHONE: 843.237.1001 www.G3Engineering.org	
VALORA FLORENCE COUNTY, SOUTH CAROLINA PREPARED FOR INTEGRAL COMMUNITIES	
PD PLAN (EXHIBIT 5 OF 6)	
SCALE: 1"= 100' 0 50' 100' 200'	
DESIGNED: AJL DRAWN: AJL APPROVED: DWE PROJ. NO. 25027 DATE: 7/11/2025	
SHEET PD-6	

NOT FOR CONSTRUCTION

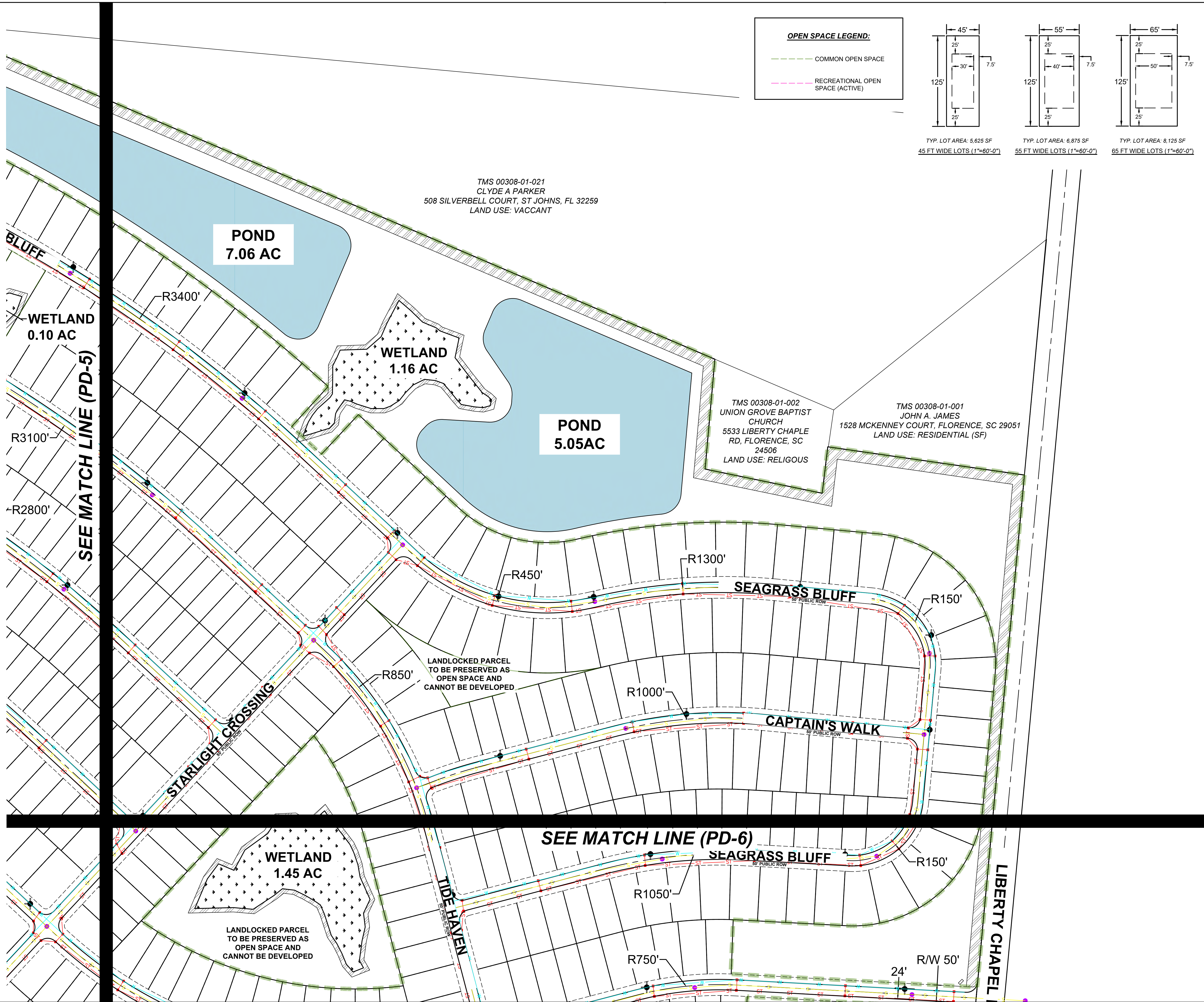
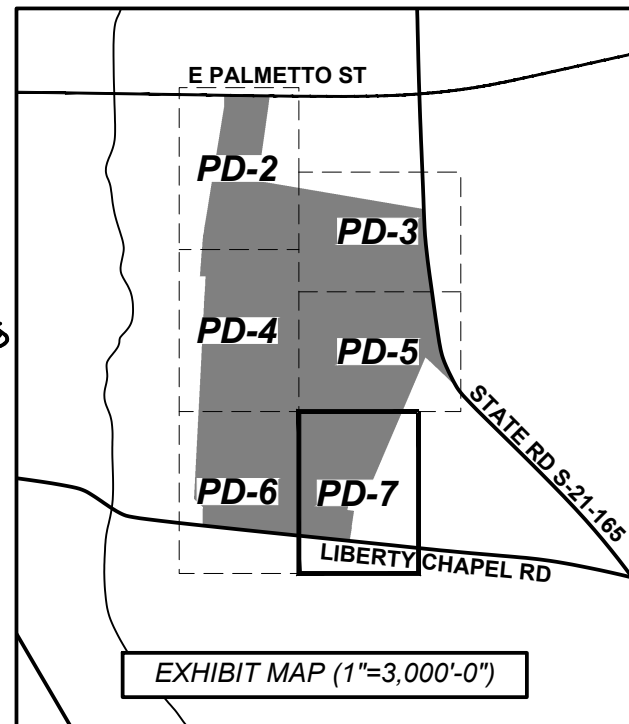
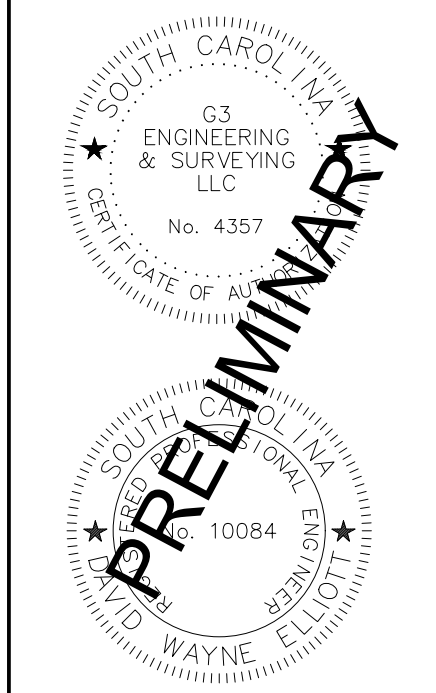


1. TAX MAP NUMBER (PARTIAL) = 00307-01-001 AND 00216-01-021
2. TOTAL SITE = 377.5 AC
3. TOTAL LOTS = 1,261 UNITS
4. PROJECT AREA IS NOT LOCATED WITHIN 100 YEAR FLOOD PLAIN
5. CURRENT ZONING = CMU, UNZONED
6. PROPOSED ZONING = PLANNED DEVELOPMENT (PD)
7. CURRENT USE = VACANT
8. PROPOSED USE = SINGLE FAMILY RESIDENTIAL, COMMERCIAL, & RECREATIONAL

THIS SITE DOES NOT HAVE ANY EXISTING STRUCTURES

1. **TYPICAL LOT SIZE**
  - 1.1. 45' FEET WIDE LOT = 45' X 125'
  - 1.2. 55' FEET WIDE LOT = 55' X 125'
  - 1.3. 65' FEET WIDE LOT = 65' X 125'
2. **NUMBER OF LOTS (1,261 UNITS)**
  - 2.1. 45' FEET WIDE LOT = 450 UNITS (35.6%)
  - 2.2. 55' FEET WIDE LOT = 422 (33.5%)
  - 2.3. 65' FEET WIDE LOT = 389 UNITS (30.8%)
3. **DENSITY (UNITS)**
  - 3.1. GROSS DENSITY = 3.34 UNITS/AC
  - 3.2. NET DENSITY = 5.20 UNITS/AC
4. **SIGNAGE WILL COMPLY WITH SECTION 5.3 OF THE FLORENCE COUNTY ZONING ORDINANCE**
5. **STREET TREES TO BE PLANTED IN ACCORDANCE WITH FLORENCE COUNTY ZONING ORDINANCE AT A RATE OF 1 PER UNIT**
6. **BUILDING FINISHED FLOOR SHALL BE A MIN. OF 1' ABOVE STREET BACK OF CURB ELEVATION**
7. **FLORENCE COUNTY APPROVAL REQUIRED ON ROAD DESIGN, STORM DRAINAGE, FIRE PROTECTION, AND LANDSCAPE ARCHITECTURE**
8. **CITY OF FLORENCE APPROVAL REQUIRED ON SEWER AND WATER SYSTEMS**
9. **PD OPEN SPACE**
  - 9.1. **TOTAL OPEN SPACE**
  - 9.1.1. **REQUIRED TOTAL OPEN SPACE = 43.57 AC**
  - 9.1.2. **PROVIDED TOTAL OPEN SPACE = 121.82 AC**
  - 9.2. **COMMON OPEN SPACE**
  - 9.2.1. **REQUIRED COMMON OPEN SPACE = 14.52 AC**
  - 9.2.2. **PROVIDED COMMON OPEN SPACE = 99.42 AC**
  - 9.3. **RECREATIONAL OPEN SPACE**
  - 9.3.1. **REQUIRED RECREATIONAL OPEN SPACE = 29.05 AC**
  - 9.3.2. **PROVIDED RECREATIONAL OPEN SPACE = 16.00 AC**
  - 9.3.2.1. **REQUIRED ACTIVE OPEN SPACE = 7.26 AC**
  - 9.3.2.2. **PROVIDED ACTIVE OPEN SPACE = 16.50 AC**
10. **PARKING**
  - 10.1. **EACH UNIT WILL BE PROVIDED WITH SPACE FOR 2 PARKING SPACES**
11. **STREETS**
  - 11.1. **TOTAL LINEAR FEET OF ROAD: APPROX. 5778 LF**
  - 11.2. **STREET SIGNAGE (PUBLIC) WILL BE DESIGNED AND INSTALLED TO SCOOT STANDARDS FOR PUBLIC STREETS**
  - 11.3. **IMPROVEMENTS AND EXTENSION OF MP NOLAN CIRCLE SHALL BE A 100' WIDE PUBLIC RIGHT OF WAY WITH 24' WIDE CROWN AND 16' WIDE SIDEWALKS. TWO 12' WIDE PAVED ROADS (24' WIDE PAVING), AND 34' WIDE NATURALIZED STRIP**
  - 11.4. **PROPOSED ROADS TO BE TYPICAL 50' WIDE PUBLIC RIGHT OF WAY WITH 24' WIDE PAVING AND 13' WIDE NATURALIZED STRIP. ANY SIDEWALKS TO BE LOCATED WITHIN THE 13' WIDE STRIP**
  - 11.5. **STREET LIGHTS TO BE IN ACCORDANCE WITH SEC 28-6-79**
12. **SUBDIVISION IDENTIFICATION SIGNAGE**
  - 12.1. **UNDIVIDED AT THE MOMENT, THERE WILL BE DESIGNED AND INSTALLED FLORENCE COUNTY ZONING AND SIGNAGE ORDINANCE**
13. **ALL ROADS SHALL BE PUBLICLY OWNED AND MAINTAINED WITH THE FOLLOWING RIGHT OF WAY**
  - 13.1. **MP NOLAN: 100' RIGHT OF WAY**
  - 13.2. **ALL OTHERS: 50' RIGHT OF WAY**
14. **PONDS AND DRAINAGE SYSTEM WILL BE PRIVATELY OWNED AND MAINTAINED**
15. **MIN. BUILDING SEPERATION = 15'**
16. **BUILDING SETBACKS**
  - 16.1. **FRONT = 25' FROM EDGE OF ROAD**
  - 16.2. **SIDE = 7.5'**
  - 16.3. **REAR & SECONDARY FRONT= 12.5'**

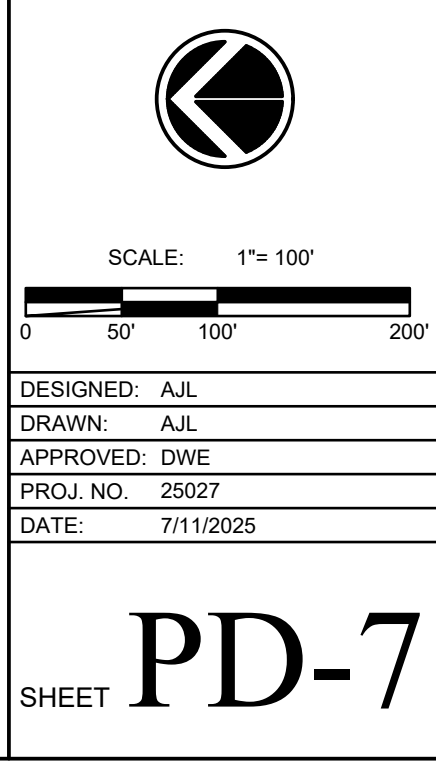
1. FULL PERIMETER BUFFER
- 1.1. ENTIRE DEVELOPMENT TO BE BUFFERED BY A 25' WIDE TYPE C UNDISTURBED NATURAL BUFFER
- 1.2. BUFFER TO REMAIN NATURAL, AND UNDISTURBED THROUGH CONSTRUCTION, NO GRADING TO OCCUR IN BUFFERARY
- 1.3. ANY SPANSE OF 25' BUFFERARY TYPE C THAT DOES NOT MEET OPACITY STANDARDS WILL BE PLANTED WITH "REQUIRED PLANT UNITS PER 100"
2. ALL WETLANDS TO BE PROTECTED BY A 10' WETLAND BUFFER PER FLORENCE COUNTY CODE OF ORDINANCE ARTICLE IV
3. ALL OFFSITE IMPROVEMENTS IDENTIFIED AT THIS TIME, OFFSITE IMPROVEMENTS SHALL BE DETERMINED POST SCDOT APPROVED TIA AND TECHNICAL REVIEW BY CITY OF FLORENCE WATER AND SEWER.

[illegible]

**G3**  
ENGINEERING  
& SURVEYING

1000 E NORTH ST, SUITE  
GREENVILLE, SC 29601  
PHONE: 843.237.1000  
[www.G3Engineering.org](http://www.G3Engineering.org)

VALORA  
FLORENCE COUNTY, SOUTH CAROLINA  
PREPARED FOR  
INTEGRAL COMMUNITIES  
PD PLAN (EXHIBIT 6 OF 6)





**SITE DATA**

1. TAX MAP NUMBER (PARTIAL) = 00307-01-001 AND 00216-01-021
2. TOTAL SITE = 377.5 AC
3. TOTAL LOTS = 1,261 UNITS
4. PROJECT AREA IS NOT LOCATED WITHIN 100 YEAR FLOOD PLAIN
5. CURRENT ZONING = CMU, UNZONED
6. PROPOSED ZONING = PLANNED DEVELOPMENT (PD)
7. CURRENT USE = VACANT
8. PROPOSED USE = SINGLE FAMILY RESIDENTIAL, COMMERCIAL, & RECREATIONAL

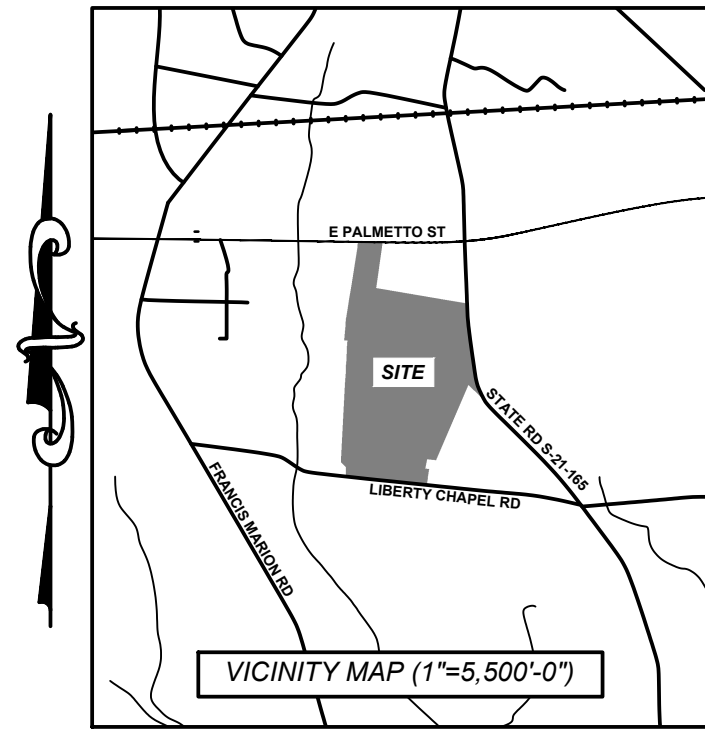
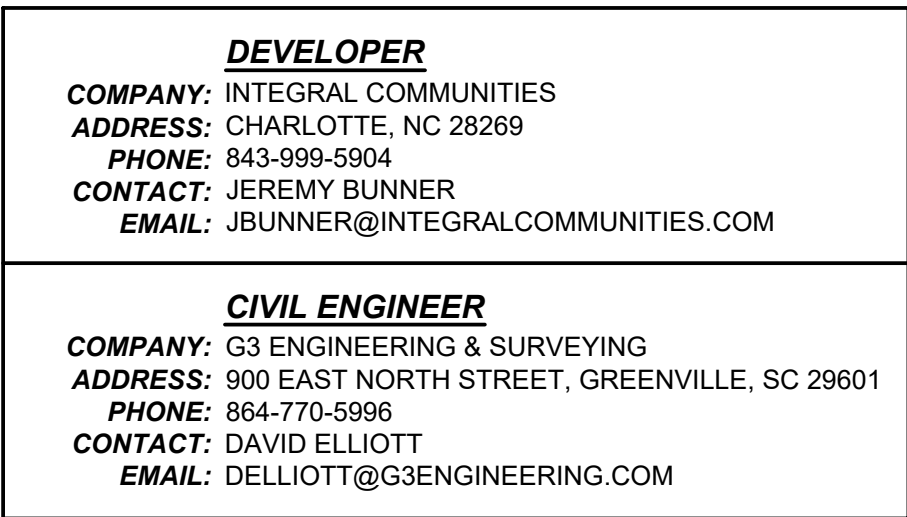
THIS SITE DOES NOT HAVE ANY EXISTING STRUCTURES

**PROJECT NOTES**

1. FULL PERIMETER BUFFER
- 1.1. ENTIRE DEVELOPMENT TO BE BUFFERED BY A 25' WIDE TYPE C UNDISTURBED NATURAL BUFFER
2. BUFFER TO REMAIN NATURAL AND UNDISTURBED THROUGH CONSTRUCTION. NO GRADING TO OCCUR IN BUFFERARY
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**PROJECT NOTES**

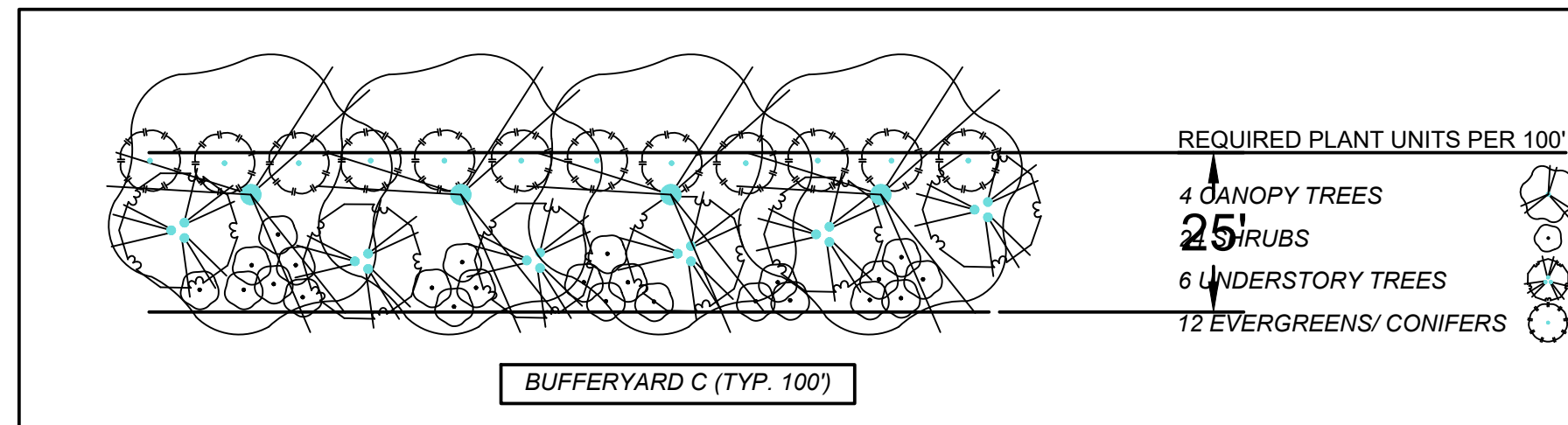
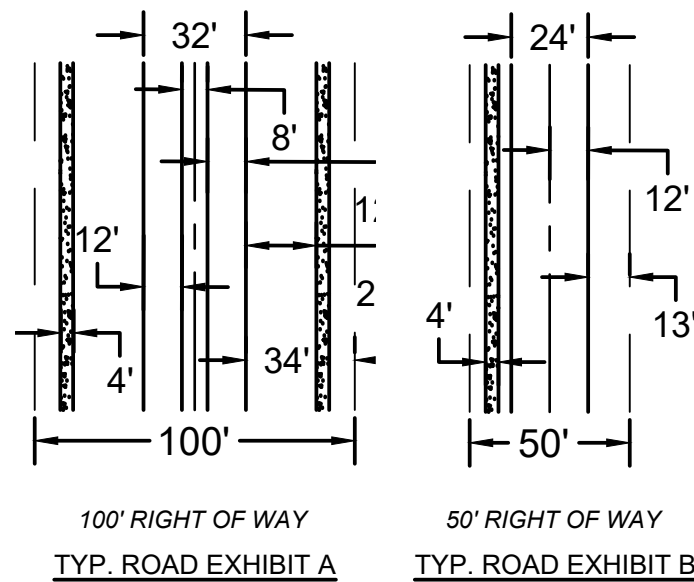
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5. NO OFFSITE IMPROVEMENTS IDENTIFIED AT THIS TIME. OFFSITE IMPROVEMENTS SHALL BE DESIGNED AND POST-CONSTRUCTION TIA AND TECHNICAL REVIEW BY CITY OF FLORENCE WATER AND SEWER.



FUTURE COMMERCIAL: INFORMATION	
TOTAL AC	APPROX. 15.57 AC
TMS (partial)	00276-01-021

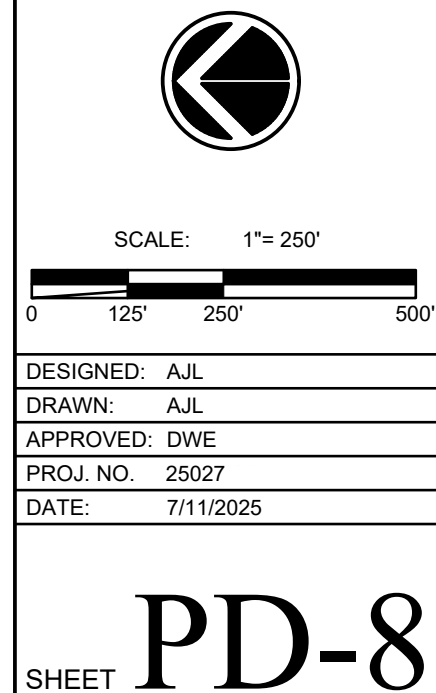
COMMON OPEN SPACE

RECREATIONAL OPEN SPACE (ACTIVE)

[illegible]

**G3**  
**ENGINEERING  
& SURVEYING**  
100 E NORTH ST, SUITE  
GREENVILLE, SC 29606  
PHONE: 843.237.1007  
[www.G3Engineering.org](http://www.G3Engineering.org)

<p><b>VALORA</b></p> <p>FLORENCE COUNTY, SOUTH CAROLINA</p> <p>PREPARED FOR</p> <p><b>INTEGRAL COMMUNITIES</b></p>	<p><b>OPEN SPACE MASTER PLAN</b></p>
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NOT FOR CONSTRUCTION



The image contains two architectural drawings of a sign for the Ambridge residence.







**1 SIGN ELEVATION**  
 SCALE: 1" = 1'-0"

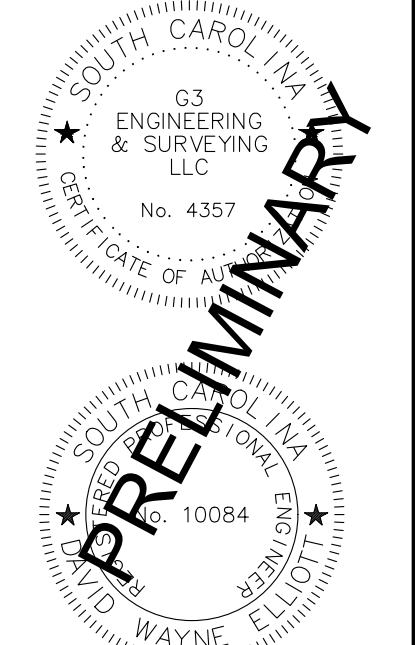
This drawing shows the front view of the sign. It features a stone wall background. A dark brown horizontal band across the middle contains the word "AMBRIDGE" in raised, light-colored letters. To the right of the text is a circular logo with a stylized green leaf design. A vertical green panel is positioned to the right of the logo. Dimensions are indicated: 16' total width, 15' width to the left of the green panel, 2' width of the green panel, 3" height of the top brown band, 1' height of the text band, and 6' height of the stone wall section.

**2 SIDE ELEVATION**  
 SCALE: 1" = 1'-0"

This drawing shows the side view of the sign. It shows the stone wall and the vertical green panel. Dimensions are indicated: 3' height of the top brown band, 2' width of the green panel, and 6' height of the stone wall section.

**2 ENTRY SIGN ELEVATION - SIDE**  
SCALE: 1/2" = 1'-0"

REGULATORY							
TYPE III REFLECTIVE SHEETING				TYPE II REFLECTIVE SHEETING			
SIGN	NUMBER	SIZE	DESCRIPTION				
	R1-1-30 R1-1-48	30" X 30" 48" X 48"	BACKGROUND: RED REFL. LEG. & BORDER: WHITE-REFL.		0 W2-1-30 W2-1-36	0 30" x 30" 36" x 36"	0 BACKGROUND: YELLOW-REFL. LEGEND & BORDER: BLACK
	R1-2-36 R1-2-48 R1-2-60	36"x36"x36" 48"x48"x48" 60"x60"x60"	BACKGROUND: WHITE-REFL. LEGEND & BORDER: RED-REFL.		0 W3-1-36 W3-1-48	0 36" x 36" 48" x 48"	0 BACKGROUND: YELLOW-REFL. ARROW AND BORDER: BLACK SYMBOL: WHITE BORDER ON RED BACKGROUND-REFL.
TYPE II REFLECTIVE SHEETING							
	R2-1-24-55* R2-1-36-55* R2-1-48-55*	24" x 30" 36" x 48" 48" x 60"	BACKGROUND: WHITE REFL. LEG. & BORDER: BLACK		0 W3-2-36 W3-2-48	0 36" x 36" 48" x 48"	0 BACKGROUND: YELLOW-REFL. ARROW AND BORDER: BLACK SYMBOL: WHITE MARGIN, RED BORDER ON WHITE BACKGROUND-REFL.


[illegible]

**G3**  
**ENGINEERING  
& SURVEYING**

900 E NORTH ST, SUITE 202  
GREENVILLE, SC 29601  
PHONE: 843.237.1001  
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VALORA  
FLORENCE COUNTY, SOUTH CAROLINA  
PREPARED FOR  
INTEGRAL COMMUNITIES  
SIGNAGE EXHIBITIONS

SCALE: 1"= VARIES



DESIGNED: A.JL  
DRAWN: A.JL  
APPROVED: DWE  
PROJ. NO. 25027  
DATE: 7/11/2025

SHEET PD-9



## Detailed Written Narrative for Valora PD Application

Covering all requirements for development according to Chapter 30, Division 2

### To the Planning Staff of Florence County, South Carolina,

The following pages give a written description of the plans for development of TMS: 00307-01-001 and 00216-01-021 into a residential Planned Development and Commercial zone. Per the PD Application, part 2 point 4, this written narrative will cover how our plans meet the requirements of Chapter 30 Division 2 Section 30-44 and Part 4 of the PD Application "Written Narrative".

The proposed Planned Development will follow and adhere to all definitions (Section 30-40) and processes of establishing of this PD (Section 30-41).

Within this proposed development, proposed uses will include single family detached residences, commercial retail, information tech commercial, financial institutions, real estate commercial, commercial entertainment, professional commercial services, accessory residential sheds, utilities and easements for onsite use, and amenities that include recreational swimming facilities, playgrounds, sports courts, and open space. To complement the potential vagueness of the proposed uses, a list of prohibited uses has also been decided. The prohibited uses include agricultural and livestock, mining operations, sexual entertainment, manufacturing, warehousing, cemeteries and public parking garages (Section 30-42).

All development standards specified in Chapter 28.6 of Florence County Code of Ordinances shall be followed where applicable. The current land use of the site is vacant, where the site currently has dirt access paths for off road vehicles and was previously used for casual outdoor recreation. The proposed uses of the land include residential single family detached, with amenity sites, stormwater detention, commercial use, and all required infrastructure. The minimum area requirements of 5 acres has been met by this site, which stands at 515.2 acres total. The gross density is 2.45 units/acre, with a net density of 3.58 units/acre.

#### **Gross Density = Total Number of Dwellings / Totally Project Acreage**

$$2.45 \text{ units/acre} = 1,261 \text{ units} / 515.2 \text{ acres}$$

#### **Net Density = Total Number of Dwellings / Net Buildable Acreage**

$$\text{Net Buildable Acreage} = 352.3 \text{ acres}$$

$$\text{Non-Buildable Acreage} = 103.4 \text{ acres (20\% saved for infrastructure)} + 41 \text{ acres (stormwater ponds)} + 15.04 \text{ acres (wetlands)} + 3.5 \text{ (buffer)}$$

$$3.58 \text{ units/acre} = 1,261 \text{ units} / 352.3 \text{ acres}$$

The overall site design is separated into multiple sub-divisions with smaller nodes of residences separated by access roads. Among the residences there are three different floorplans that dictate three different lot dimensions. The current development plan utilizes a 45', 55', and 65' wide lot for different home sizes. The lot ratio proposed is 35% of homes being on 45' wide lots, 34% of homes being on 55' wide lots, and 31% of homes being on 65' wide lots. All homes will provide space for off street parking in

the form of both garage parking and driveway parking. All streets will be public roadways, with a typical 50' ROW that includes 12' wide lanes, and 13' naturalized strips on each side of the centerline. The roadway extension of MP Nolan Circle will include a 100' ROW, with an 8' center median, 12' wide line, and 34' wide naturalized strips. Development signage will be designed to fit with the characteristics of housing and structures within the site.

Buffer yards around the site shall comply with section 30-121. All buffer yards will be 25' wide naturalized and undisturbed buffer. Any section of buffer yard that does not meet opacity standard will be designed as 25' wide type C buffer yard. All buffer yards will be held in common area, and no section will be held within individual lots. No buildings will encroach within these buffers, but all development right of ways will cross these buffers at approved locations. No recreational or common open space will be located within these buffer yards, nor will any stormwater features outside of site discharge features. Interior buffers will be designed in accordance with section 30-121. The buffer between commercial and residential areas will be separated by a 25' wide naturalized and undisturbed buffer, which will be filled in with a 25' wide type C buffer yard in areas that do not meet minimum requirements.

The proposed development will dedicate open space acreage in accordance with the formulas provided in subsection (a). Open spaces are devised to support the entire development through active and passive components. Open space features along the exterior do not comprise more than 20% of the required open space acreage. Open spaces that will not be developed due to the impact on wetlands do not comprise more than 33% of the required common open space acreage.

**Required Recreational PD Open Space = Number of Residences \* 2.3 persons \* 0.01 acres/person**

$$29.05 \text{ acres} = 1,261 \text{ Residences} * 2.3 \text{ persons} * 0.01 \text{ acres/person}$$

**Required Common PD Open Space = (Number of Residences \* 2.3 persons \* 0.01 acres/person) / 2**

$$14.52 \text{ acres} = (1,261 \text{ Residences} * 2.3 \text{ persons} * 0.01 \text{ acres/person}) / 2$$

**Total Required PD Open Space = Recreational PD Open Space + Common PD Open Space**

$$43.57 \text{ acres} = 29.05 \text{ acres} + 14.52 \text{ acres}$$

Of the 29.05 acres of required recreational open space, 16.50 acres will be classified as active. Including an amenity site that will include but not limited to a clubhouse, children's playground, pool, dog park, pavilions and included parking and infrastructure. Additionally, a 6' wide trail will be developed around the adjacent wetland to the amenity center as a nature trail that is in close proximity, but secluded enough to be separated from traffic. The amenity center and trail are located at the intersection of the two main roads, that connect the site to the exterior collector roads, central to the entire development.



**STAFF REPORT  
TO THE  
FLORENCE COUNTY PLANNING COMMISSION  
Tuesday, July 22, 2025  
PC#2025-22**

**SUBJECT:**

Map Amendment Requested By Florence County To Change The Zoning Designation From Unzoned For The Following Properties As They Are Reflected On The Tax Maps As: 00238-01-010, 00238-01-024, 00238-01-032, 00238-01-039, 00238-01-042, 00238-01-061, 00238-01-064, 00238-01-069, 00238-01-071, 02371-01-024, 02371-01-025, 02371-01-026, 02371-01-027, 02371-01-029, 02371-01-030, 02371-01-031, 02371-01-032, 02371-01-033, 02371-01-034, 02371-01-036, 02371-01-037, 02371-01-039, 02371-01-040, 02371-01-041, 02371-01-042, 02371-02-001, 02371-02-002, 02371-02-003, 02371-02-005, 02371-02-006, 02371-02-008, 02371-02-009, 02371-02-012, 02371-02-013, 02381-01-005, 02381-01-006, 02381-01-007, 02381-01-009, 02381-01-010, 02381-01-011, 02381-01-012, 02381-01-013, 02381-01-014, 02381-01-015, 02381-01-016, 02381-01-017, 02381-01-018, 02381-01-019, 02381-01-020, 02381-01-021, 02381-01-022, 02381-02-002, 02381-02-003, 02381-02-004, 02381-02-005, 02381-02-006, 02381-02-007, 02381-02-008, 02381-02-009, 02381-02-010, 02381-02-011, 02381-02-012, 02381-02-013, 02381-02-014, 02381-02-015, 02381-02-016, 02381-03-001, 02381-03-002, 02381-03-003, 02381-03-004, 02381-03-005, 02381-03-006, 02381-03-007, 02381-03-008, 02381-03-009, 02381-03-010, 02381-03-011, 02381-03-012, 02381-03-013, 02381-03-014, 02381-03-015, 02381-03-017, 02381-03-020, 02381-03-021, 02381-03-022, 02381-03-023, 02381-03-024, 02381-03-025, 02381-03-026, 02381-03-029, 02381-03-030, 02382-01-001, 02382-01-002, 02382-01-003, 02382-01-004, 02382-01-005, 02382-01-006, 02382-01-007, 02382-01-008, 02382-01-009, 02382-01-010, 02382-01-011.

**LOCATION:**

Country Club of South Carolina, Florence SC

**TAX MAP NUMBERS:**

00238-01-010, 00238-01-024, 00238-01-032, 00238-01-039, 00238-01-042, 00238-01-061, 00238-01-064, 00238-01-069, 00238-01-071, 02371-01-024, 02371-01-025, 02371-01-026, 02371-01-027, 02371-01-029, 02371-01-030, 02371-01-031, 02371-01-032, 02371-01-033, 02371-01-034, 02371-01-036, 02371-01-037, 02371-01-039, 02371-01-040, 02371-01-041, 02371-01-042, 02371-02-001, 02371-02-002, 02371-02-003,

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02382-01-010, 02382-01-011

**COUNCIL DISTRICT(S):** 6, 7; County Council

**APPLICANT:** County of Florence

**ZONING/LAND AREA:** Unzoned

**STAFF ANALYSIS:**

1. Existing Land Use and Zoning:  
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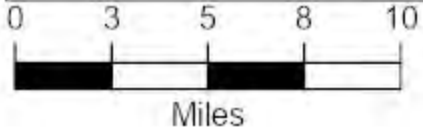
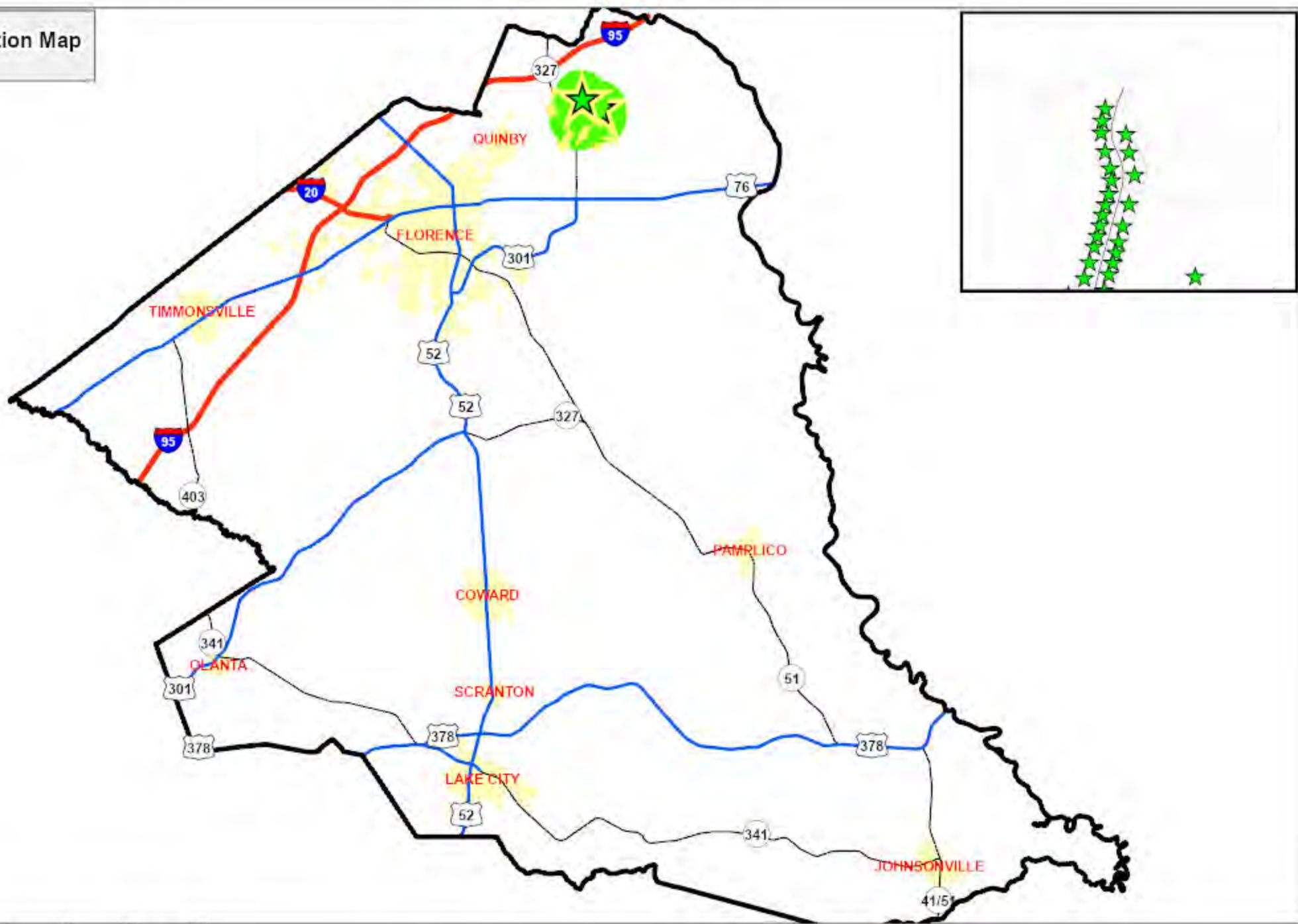
**FLORENCE COUNTY COUNCIL MEETING:**

This item is tentatively scheduled to appear on the County Council agenda for Thursday, August 21, 2025 @ 9:00 a.m. in Room 803 of the County Complex, 180 North Irby Street, Florence, SC 29501.

**ATTACHMENTS:**

- Location Map
- Zoning Map
- Aerial map

Location Map

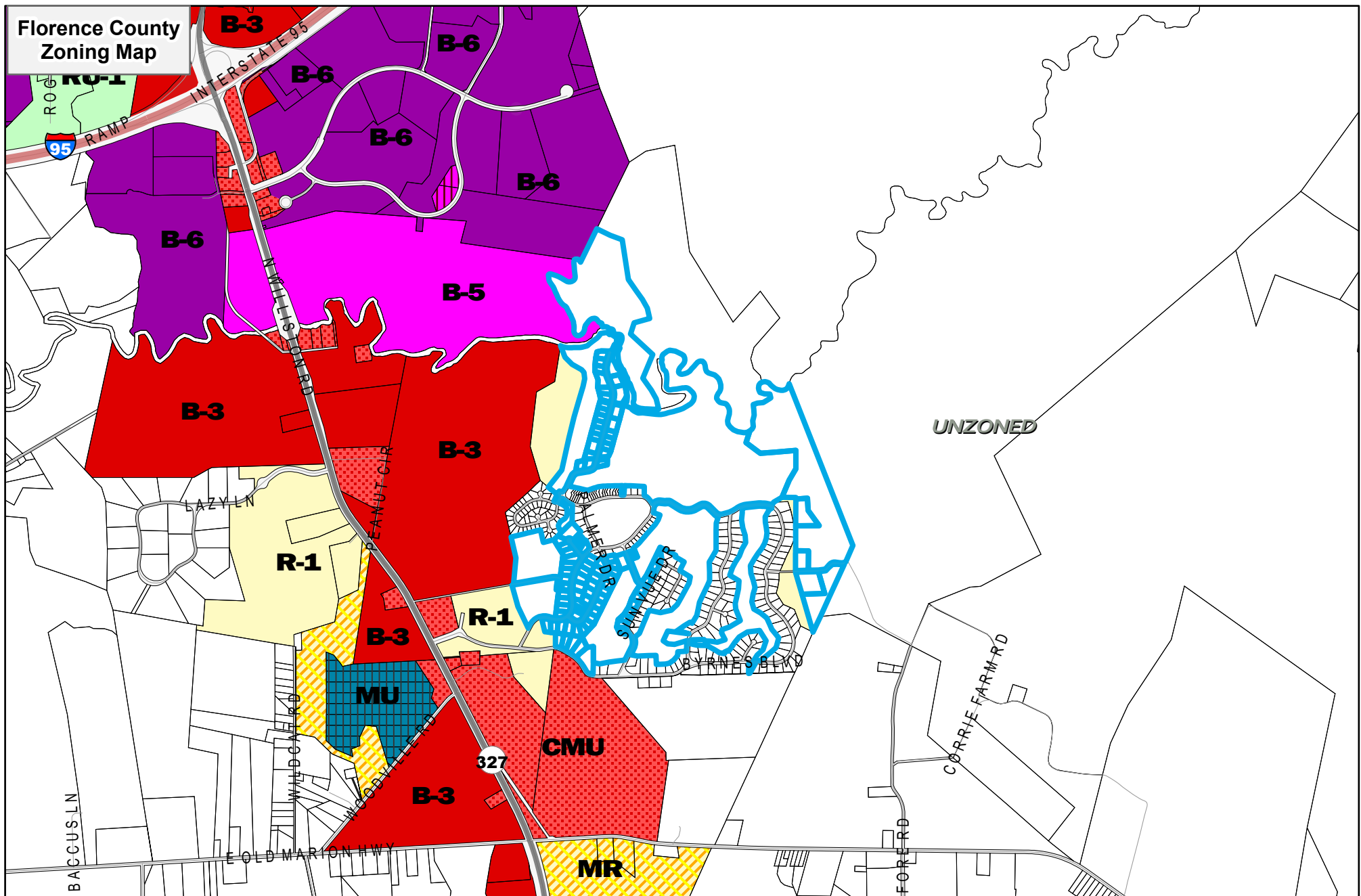


Florence County  
Planning Department  
Meeting Date:  
07/22/2025



Council District 6,7  
PC#2025-22

# Florence County Zoning Map



## Current County Zoning

- B-3 GENERAL
- B-5, OFFICE-LIGHT INDUSTRIAL
- B-6, INDUSTRIAL
- CMU, COMMERCIAL MIXED-USE
- FO/LI, FLEX OFFICE/LIGHT INDUSTRIAL

- MR, MIXED RESIDENTIAL, LOW DENSITY
- MU, MIXED USE
- R-1, SINGLE-FAMILY, LARGE LOTS
- RU-1, COMMUNITY
- UNZONED

Florence County  
Planning Department  
Meeting Date:  
07/22/2025

**Council District 6,7**  
**PC#2025-22**



2024 Aerial



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Feet

Florence County  
Planning Department  
Meeting Date:  
07/22/2025



Council District 6,7  
PC#2025-22



**STAFF REPORT  
TO THE  
FLORENCE COUNTY PLANNING COMMISSION  
Tuesday, July 22, 2025  
PC#2025-23**

**SUBJECT:**

Map Amendment Requested By Florence County To Change The Zoning Designation From Unzoned For The Following Properties As They Are Reflected On The Tax Maps As: 02382-01-012, 02382-01-014, 02382-01-015, 02382-01-016, 02382-01-017, 02382-01-018, 02382-01-019, 02382-01-020, 02382-01-021, 02382-01-022, 02382-01-023, 02382-01-024, 02382-01-025, 02382-01-026, 02382-01-027, 02382-01-028, 02382-01-029, 02382-01-030, 02382-01-031, 02382-01-032, 02382-01-033, 02382-01-034, 02382-01-035, 02382-01-036, 02382-01-037, 02382-01-038, 02382-02-002, 02382-02-003, 02382-02-004, 02382-03-001, 02382-03-002, 02382-03-003, 02382-03-004, 02382-03-005, 02382-03-006, 02382-03-007, 02382-03-009, 02382-03-010, 02382-03-011, 02382-03-012, 02382-03-013, 02383-01-001, 02383-01-002, 02383-01-003, 02383-01-004, 02383-01-005, 02383-01-006, 02383-01-007, 02383-01-008, 02383-01-009, 02383-01-010, 02383-01-011, 02383-01-012, 02383-01-013, 02383-01-014, 02383-01-015, 02383-01-016, 02383-02-001, 02383-02-002, 02383-02-003, 02383-02-004, 02383-02-005, 02383-02-006, 02383-02-007, 02383-02-008, 02383-02-009, 02383-02-010, 02383-02-011, 02383-02-012, 02383-02-013, 02383-02-014, 02383-02-015, 02383-02-016, 02383-03-001, 02383-03-002, 02383-03-003, 02383-03-004, 02383-03-005, 02383-03-006, 02383-03-007, 02383-03-008, 02383-03-009, 02383-03-010, 02383-03-011, 02383-03-012, 02383-03-013, 02383-03-014, 02383-03-015, 02383-03-016, 02383-03-017, 02383-03-018, 02383-03-019, 02383-03-020, 02383-03-021, 02383-03-022, 02383-03-023, 02383-03-024, 02383-03-025, 02383-03-026, 02383-03-027, 02383-03-028, 02383-03-029.

**LOCATION:**

Country Club of South Carolina, Florence SC

**TAX MAP NUMBERS:**

02382-01-012, 02382-01-014, 02382-01-015, 02382-01-016, 02382-01-017, 02382-01-018, 02382-01-019, 02382-01-020, 02382-01-021, 02382-01-022, 02382-01-023, 02382-01-024, 02382-01-025, 02382-01-026, 02382-01-027, 02382-01-028, 02382-01-029, 02382-01-030, 02382-01-031, 02382-01-032, 02382-01-033, 02382-01-034, 02382-01-035, 02382-01-036, 02382-01-037, 02382-01-038, 02382-02-002, 02382-02-003,

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**COUNCIL DISTRICT(S):** 6, 7; County Council

**APPLICANT:** County of Florence

**ZONING/LAND AREA:** Unzoned

**STAFF ANALYSIS:**

1. Existing Land Use and Zoning:  
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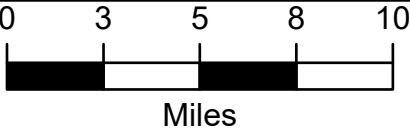
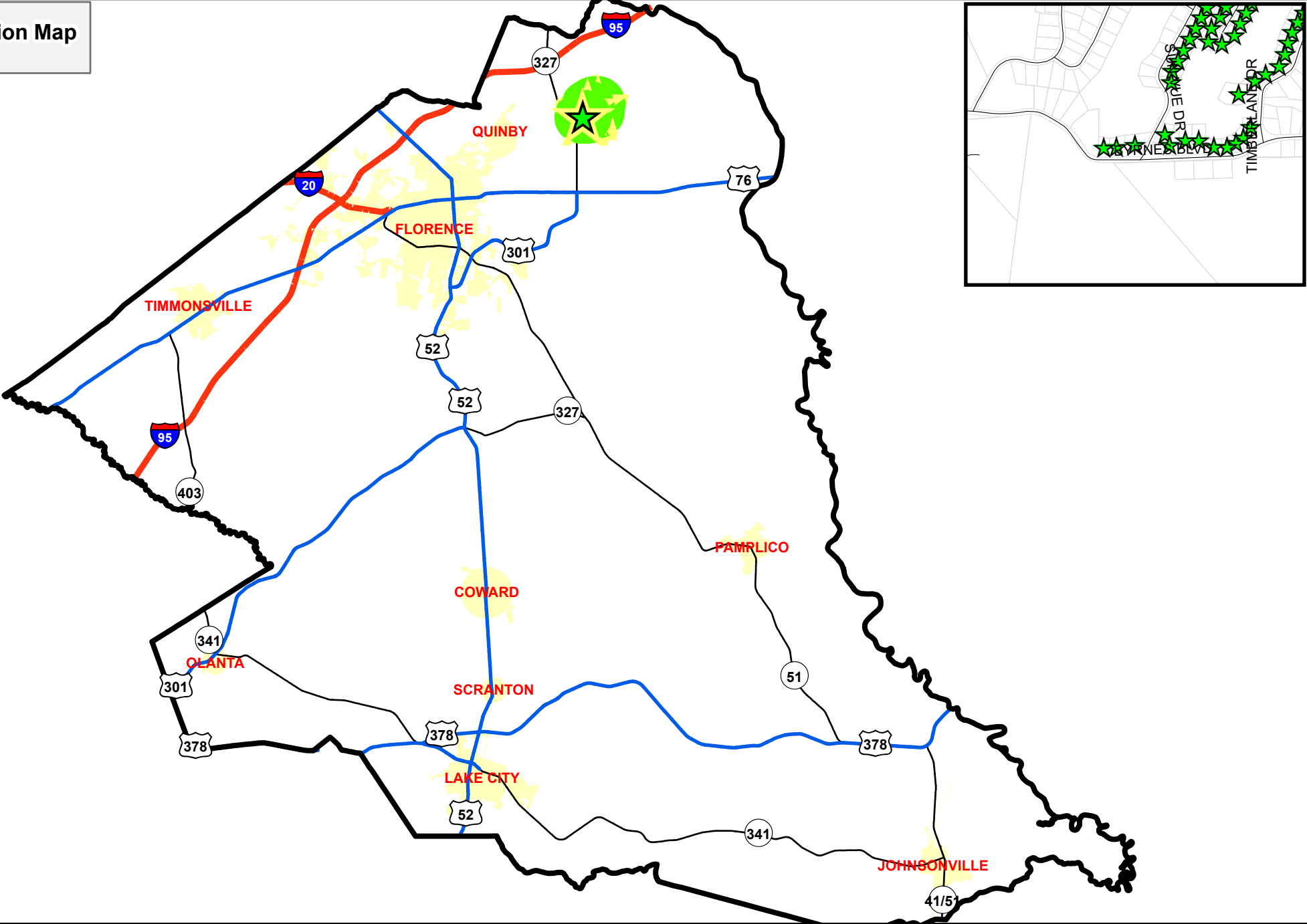
**FLORENCE COUNTY COUNCIL MEETING:**

This item is tentatively scheduled to appear on the County Council agenda for Thursday, August 21, 2025 @ 9:00 a.m. in Room 803 of the County Complex, 180 North Irby Street, Florence, SC 29501.

**ATTACHMENTS:**

- Location Map
- Zoning Map
- Aerial map

Location Map



Florence County  
Planning Department  
Meeting Date:  
07/22/2025



Council District 6  
PC#2025-23

39

**Florence County  
Zoning Map**

**R-1**

**B-3**

MIDDLECOFF LN

SARAZEN CT  
PALMER DR  
ARLON WAY

TIMBERLANE DR

SUNHILL DR  
ZACHARYS CT

**R-1**

**R-1**

**R-1**

BYRNES BLVD

**R-1**

**CMU**

HEYWARD CT

UNZONED

DUNAWAY DR

FORE RD

**B-3**

327

**Current County Zoning**

 B-3 GENERAL

 CMU, COMMERCIAL MIXED-USE

 R-1, SINGLE-FAMILY, LARGE LOTS

 UNZONED

Florence County  
Planning Department  
Meeting Date:  
07/22/2025

**Council District 6  
PC#2025-23**

40

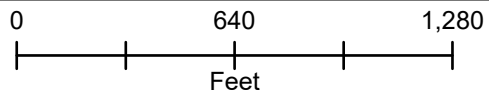
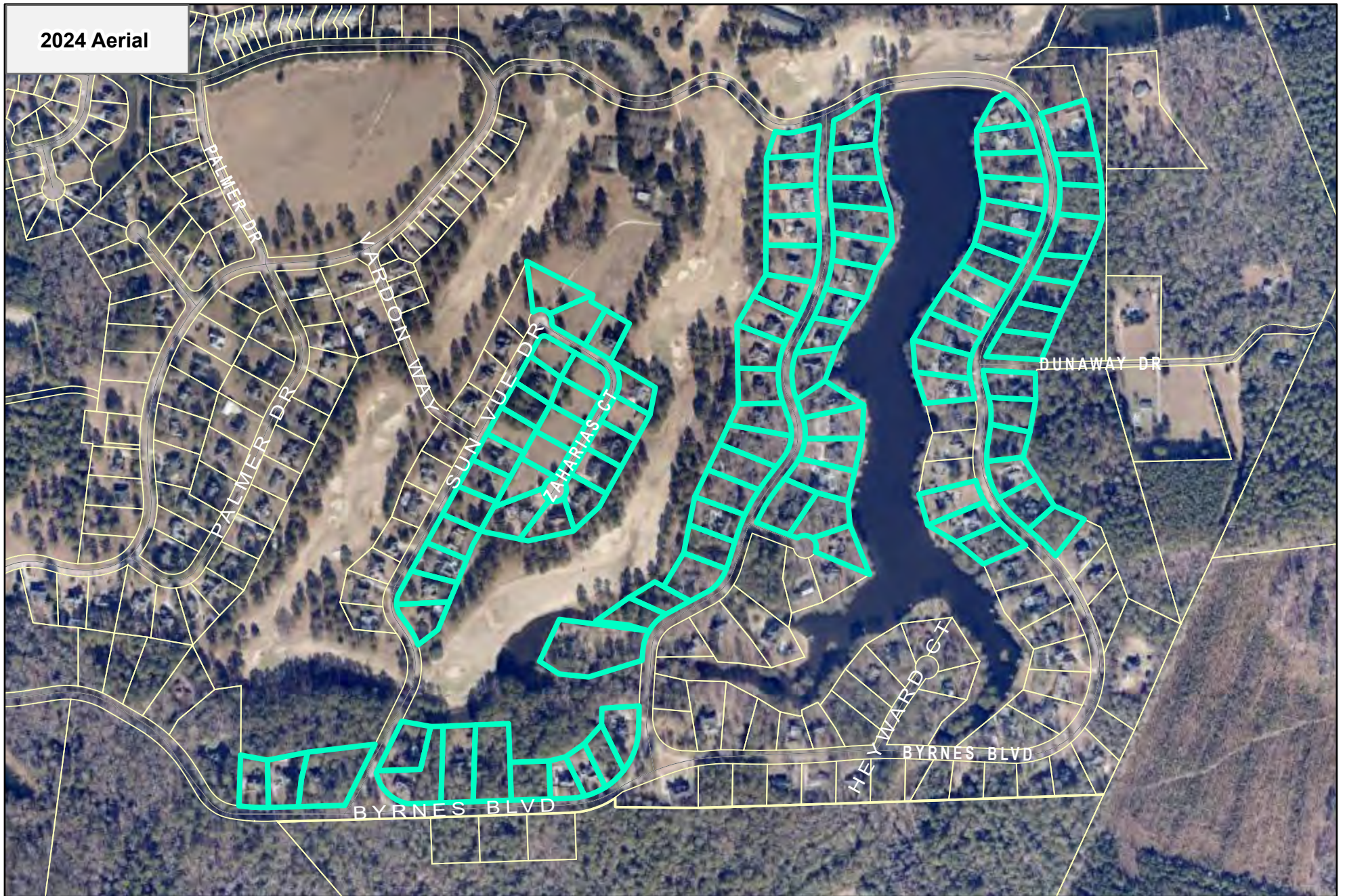
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2024 Aerial



Florence County  
Planning Department  
Meeting Date:  
07/22/2025



Council District 6  
PC#2025-23



**STAFF REPORT  
TO THE  
FLORENCE COUNTY PLANNING COMMISSION  
Tuesday, July 22, 2025  
PC#2025-24**

**SUBJECT:**

Map Amendment Requested By Florence County To Change The Zoning Designation From Unzoned For The Following Properties As They Are Reflected On The Tax Maps As: 02383-03-030, 02383-03-031, 02383-03-032 02383-03-033, 02384-01-001, 02384-01-002, 02384-01-003, 02384-01-004, 02384-01-005, 02384-01-006 02384-01-007, 02384-01-008, 02384-01-009, 02384-01-010, 02384-01-011, 02384-01-012, 02384-01-013, 02384-01-014, 02384-01-015, 02384-01-017, 02384-01-018, 02384-01-021, 02384-01-022, 02384-01-023, 02384-01-024, 02384-02-002, 02384-02-003, 02384-02-004, 02384-02-005, 02384-02-006 02384-02-007, 02384-02-008, 02384-03-001, 02384-03-002, 02384-03-003, 02384-03-004, 02384-04-002, 02384-04-003, 02384-04-004, 02384-04-005, 02384-04-006, 02384-04-007, 02384-04-008, 02384-04-009, 02384-04-010, 02384-04-011, 02384-04-012, 02384-04-013, 02384-04-014, 02384-04-015, 23806-01-007, 23806-01-008, 23806-01-009, 23806-01-010, 23806-01-011, 23806-01-013, 23806-01-014, 23806-01-015, 23806-01-016, 23806-01-017, 23806-01-018, 23806-01-019, 23806-01-020, 23806-01-021, 23806-01-022, 23806-01-023, 23806-01-024, 23806-01-025, 23806-01-026, 23806-01-027, 23806-01-028, 23806-01-029, 23806-01-030, 23806-01-031, 23806-01-032, 23806-01-034, 23806-01-035, 23806-01-036, 23806-01-037, 23806-01-038, 23806-01-041, 23806-01-042, 23806-01-043, 23806-01-044, 23806-01-045, 23806-01-046, 23806-01-047, 23806-01-048, 23806-01-049, 23806-01-050, 23806-01-051, 23806-01-053, 23806-01-054, 23806-01-055, 23806-01-056, 23806-01-057, 23806-01-058, 23806-01-059, 23806-01-060, 23806-01-061, 23806-01-062.

**LOCATION:**

Country Club of South Carolina, Florence SC

**TAX MAP NUMBERS:**

02383-03-030, 02383-03-031, 02383-03-032 02383-03-033, 02384-01-001, 02384-01-002, 02384-01-003, 02384-01-004, 02384-01-005, 02384-01-006 02384-01-007, 02384-01-008, 02384-01-009, 02384-01-010, 02384-01-011, 02384-01-012, 02384-01-013, 02384-01-014, 02384-01-015, 02384-01-017, 02384-01-018, 02384-01-021, 02384-01-022, 02384-01-023, 02384-01-024, 02384-02-002, 02384-02-003, 02384-02-004,

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23806-01-062

**COUNCIL DISTRICT(S):** 6, 7; County Council

**APPLICANT:** County of Florence

**ZONING/LAND AREA:** Unzoned

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**FLORENCE COUNTY COUNCIL MEETING:**

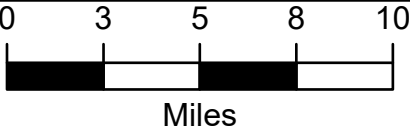
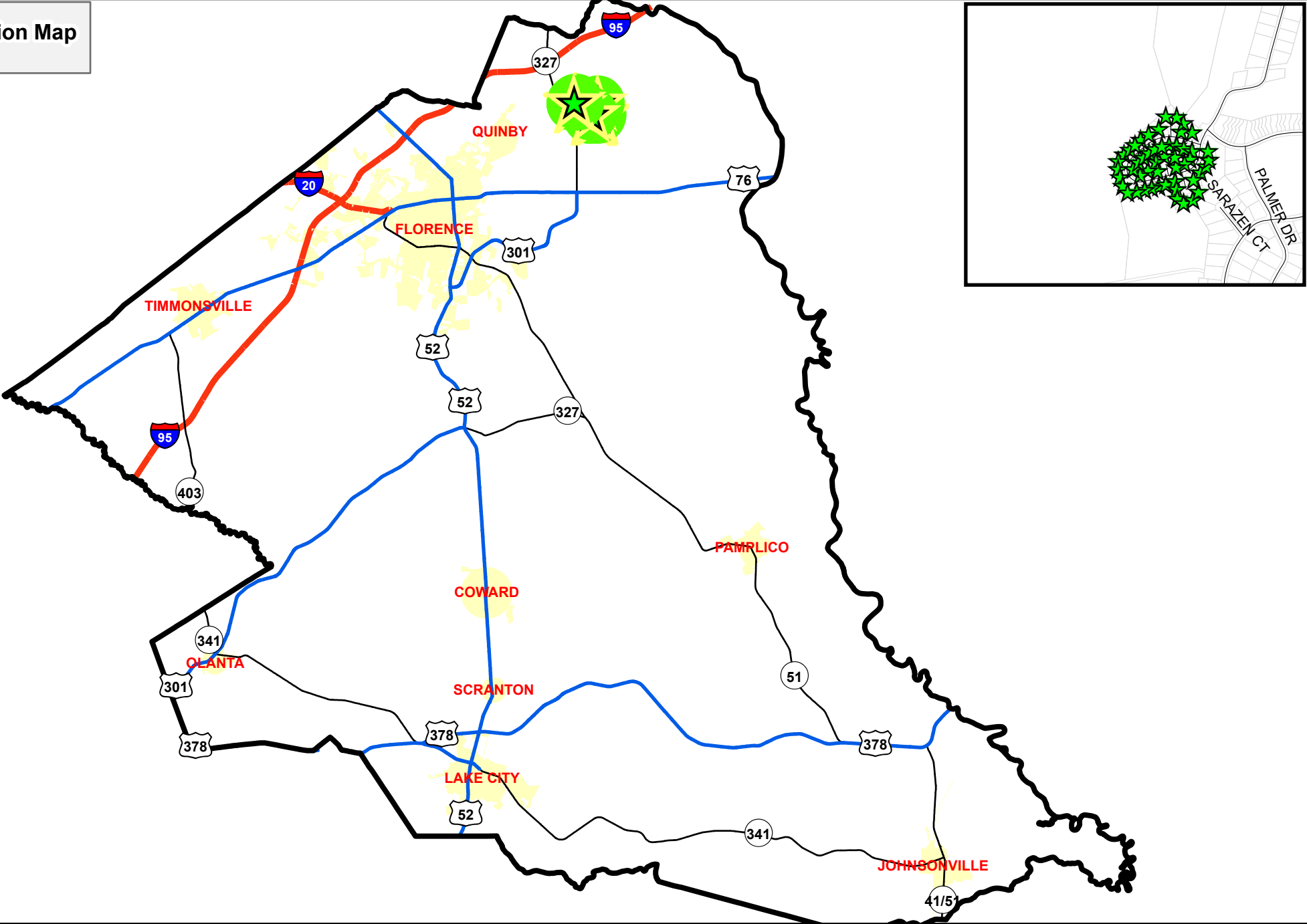
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**ATTACHMENTS:**

- Location Map
- Zoning Map
- Aerial map



Location Map

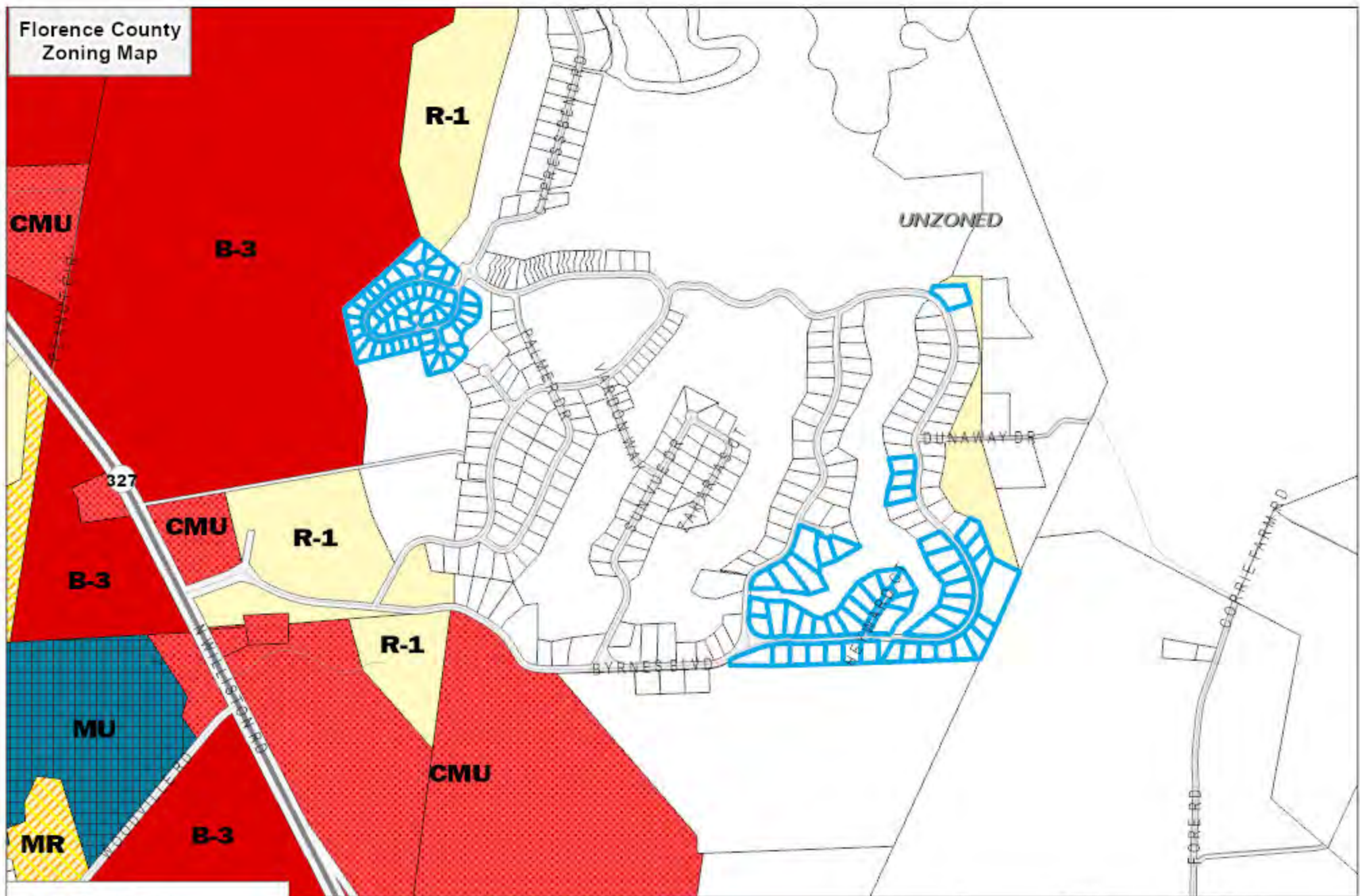


Florence County  
Planning Department  
Meeting Date:  
07/22/2025



Council District 6  
PC#2025-24

Florence County  
Zoning Map



Current County Zoning

- B-3 GENERAL
- CMU, COMMERCIAL MIXED-USE
- MR, MIXED RESIDENTIAL, LOW DENSITY
- MU, MIXED USE
- R-1, SINGLE-FAMILY, LARGE LOTS
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Florence County  
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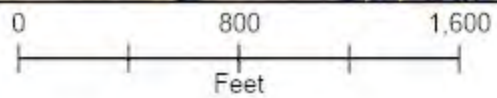
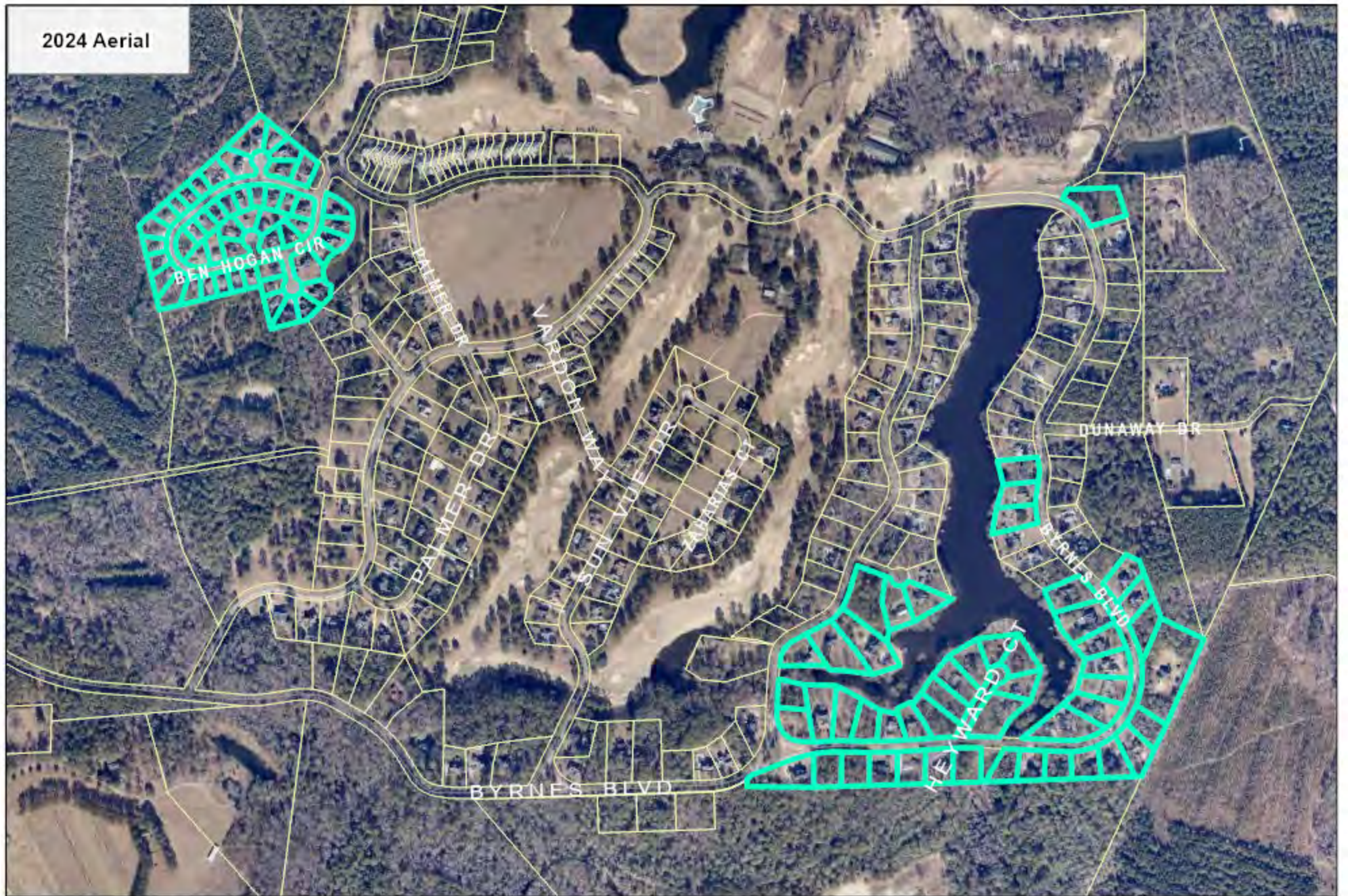
Council District 6  
PC#2025-24

45





2024 Aerial



Florence County  
Planning Department  
Meeting Date:  
07/22/2025



Council District 6  
PC#2025-24



**STAFF REPORT  
TO THE  
FLORENCE COUNTY PLANNING COMMISSION  
July 12, 2025  
PC#2025-25**

**SUBJECT:** Request For Text Amendments To The Florence County Code Of Ordinances, CHAPTER 30, ZONING ORDINANCE, ARTICLE III. – DEVELOPMENT STANDARDS FOR UNZONED AREAS, Sec. 30-111, (10) And (11).

**APPLICANT:** Florence County

**Staff Analysis:**

The intent of this text amendment is to update the Florence County Code of Ordinances to allow for the development of townhomes in unzoned areas and to also provide standards for the development of multifamily housing in unzoned areas.

The Florence County Code Of Ordinances, CHAPTER 30, ZONING ORDINANCE, ARTICLE III. – DEVELOPMENT STANDARDS FOR UNZONED AREAS, Sec. 30-111, (10) And (11); Shall Be Amended And Will Read As Follows:

(10) Townhome Development in an Unzoned District.

a. Approval process. All townhome developments must comply with this code and all applicable standards. Any townhome developments that include new roads shall be subject to the sketch plan approval process.

b. Buffer Yards shall be installed in accordance with Sec. 30-121. – Bufferyards Table VI: Bufferyard Requirements

c. Development size. A minimum of 1.0 acres

d. Minimum lot width per dwelling unit shall be 18 feet.

e. Access: All units must be established on single lots and so arranged to ensure public access. However, townhouse units may be initially established on separate parcels or must be designed to accommodate future subdivision of property as determined by the Florence County Planning Department.

f. Development standards:

1. Maximum Floor Ara Ratio: 0.30

2. Maximum Density (du/ac): 15

3. Sketch Plan Required



4. Development Standards

5. Maximum Height: 38'

6. Maximum Stories: 2

7. Maximum Height of Second Story Finished Floor: 12.5' above adjacent grade

8. Number of Units per Building: not less than 2 but not more than 8.

g. Setbacks. All projects shall meet the following minimum setbacks:

1. Front yard: 25'

2. Side Yards:

i. Adjacent to residential development or residential lot: End units shall be 12.5' for one story and 15' for two story.

ii. Adjacent to Commercial developed or commercial zoned properties: 12.5'

iii. Adjacent to Industrial developed or industrial zoned properties: 20'

iv. Adjacent to Vacant property: 10'

v. Separation between buildings within the development: 15'

3. Rear: 25'

(h) Location. Such developments may only be allowed in a Variable Development District 1 or an Urban District as identified by the Comprehensive Plan.

(i) Sidewalks. Sidewalks not less than three feet in width shall be provided throughout the development that provides access from each unit to a sidewalk along common parking areas, amenities and roads or the driveway that provides access to the public access road.

(j) Fences and accessory buildings. Rear yards shall be enclosed by a six-foot wall or fence, unless used for parking, and may include one accessory building no greater than 500 square feet in GFA (gross floor area).

(k) Parking. Not less than 1.5 parking spaces shall be provided for each unit. Parking may be permitted within a common area. Ownership and perpetual maintenance of all common parking areas, open spaces, and driveways shall be held by the developer/owner or the HOA. The parking area and its driveways must conform to the applicable standards as for forth in Sec. 27.57, 28.6-65. Parking areas shall be located at least 40 feet from the point of intersection of the nearest street right-of-way lines. Parking stall dimensions shall adhere to the requirements set forth in Sec. 30-223. - Design standards.

(l) Driveways. All private driveways, even those that provide ingress and egress through parking areas, shall be designed and installed to meet SCDOT standards for a minor street and will be subject to applicable inspections and approval of the Florence County Engineering Dept.



(m) Roads. Any proposed road shall be public roads and designed as such to be easily discernable from common parking areas and drives. Roads shall be designed, constructed and inspected in accordance with applicable SCDOT standards and applicable development standards of Sec 28.6-75, and in accordance with Sec. 30-111 (10)(a).

(n) Screening. Screening shall be required to conceal all open storage areas including garbage containers and dumpsters. Screening shall be accomplished by an opaque fence enclosure not less than six feet high or the height of the object to be screened, whichever is greater. Sight obscuring plant materials (generally evergreen shrubbery) shall be planted on the sides of such screened areas that are visible from public roads and adjacent properties.

(o) Landscaping. The development shall conform to the requirements for Multi-family Projects set forth in Sec. 30-123.

(p) Common Open Space. The development shall conform to the requirements of Sec. 30-124.

#### (11) Multi-Family Developments

a. Bufferyards: Bufferyards shall be installed in accordance with Sec. 30-121.

1. When the proposed development is adjacent to a single-family residential development, residential zoned district or a single-family residential lot, bufferyards shall be provided in accordance with Table VI, and adhere to Bufferyard B at 20',

b. Development size. A minimum of 3.0 acres

c. Access: All buildings must be served by private drives/roads and parking areas. Drives/roads shall be designed, constructed and inspected in accordance with applicable SCDOT standards and applicable development standards for minor streets in accordance with Sec 28.6-75.

d. Maximum Floor Area Ratio (gross floor/lot area): 0.30

e. Maximum Height: 38'

f. Maximum Stories: 3

1. Maximum Height of Third Story Finished Floor: 24' above adjacent grade

g. Setbacks. All projects shall meet the following minimum setbacks:

1. Front yard: 25'

2. Side and Rear Yards:



- i. Adjacent to residential development, or a residential lot, or residential zoned properties: 40'
  - ii. Adjacent to Commercial developed or commercial zoned properties: 35'
  - iii. Adjacent to Industrial developed properties or industrial zoned properties: 50'
  - iv. Adjacent to Vacant property: 25'
  - v. Separation between buildings within the development: 30'
- h. Where Allowed: Such developments may only be allowed in a Variable Development 1 District or an Urban District as identified by the Comprehensive Plan.
- i. Sidewalks. Sidewalks not less than three feet in width, shall be provided throughout the development. Sidewalks shall provide access from each unit to common parking areas, amenities and driveways/roads and continue to the public access road.
- j. Fences: Sides and Rear yards shall be enclosed by a six-foot opaque wall or stockade fence.
- k. Parking: Not less than 1.5 parking spaces shall be provided for each unit.
  - 1. Ownership and perpetual maintenance of all common parking areas, open spaces, and driveways/roads shall be held by the developer/owner or the HOA.
  - 2. The parking area and its driveways must conform to the applicable standards as for forth in Sec. 27.57 and 28.6-65.
  - 3. Parking areas shall be located at least 40 feet from the point of intersection of the nearest street right-of-way lines.
  - 4. Parking shall adhere to the requirements set forth in Sec. 30-223 and 30-225.
  - 5. Pavement widths shall adhere to the requirements as set forth in section 28.6-75.
- l. Driveway/Roads: All private driveways, to include those that provide ingress and egress through parking areas, shall be designed and installed to meet Florence Code of Ordinances and SCDOT standards for a minor street and will be subject to review, and approval of the Florence County Engineering Division.
- m. Roads: Any proposed road shall be public roads and designed as such to be easily discernable from common parking areas and drives. Roads shall be designed, constructed and inspected in accordance with applicable SCDOT standards and applicable development standards of Sec 28.6-75. Any new roads shall cause the development plan to be consider for approval through the sketch plan approval process.



- n. Screening: Screening shall be required to conceal all open storage areas including garbage containers and dumpsters. Screening shall be accomplished by an opaque fence enclosure not less than six feet high or the height of the object to be screened, whichever is greater. Sight obscuring plant materials (generally evergreen shrubbery) shall be planted on the sides of such screened areas that are visible from public roads and adjacent properties.
- o. Landscaping: The development shall conform to the requirements for Multi-family Projects set forth in Sec. 30-123.
- p. Common Open Space: The development shall conform to the requirements of Sec. 30-124.
- q. Accessory Buildings and Uses. Not less than two accessory use buildings are required and shall serve as amenities to the residents of the development. A business/rental office shall not be considered as one of the required amenities.
1. An improved playground area shall be allowed to serve as an accessory-use building when accompanied by improved walking trails throughout the development. Sidewalks which are required by this code may serve as a portion of the walking trail, yet alone, shall not be construed to serve as walking trails.
2. Detached automotive garage buildings or storage units shall be allowed to serve as one of the required amenities when the dwelling unit/garage or storage unit is not less than 0.2.
3. Not more than two additional accessory buildings shall be permitted, which serve as utilitarian maintenance of the development and shall not exceed a combined gross of 1,200ft<sup>2</sup>. In no case shall any accessory use be allowed which serves a use or persons outside of the development.
- r. Signs. Ten-foot setback from any property line. This is in addition to the regulations in article V of the Zoning Ordinance.

#### FLORENCE COUNTY COUNCIL

This item is tentatively scheduled to appear for introduction, Thursday, August 21, 2025 @ 9:00 a.m. at the Florence County Complex, 180 N. Irby Street, Florence, SC 29501



**STAFF REPORT  
TO THE  
FLORENCE COUNTY PLANNING COMMISSION  
July 12, 2025  
PC#2025-25**

**SUBJECT:** Request For Text Amendments To The Florence County Code Of Ordinances, CHAPTER 30, ZONING ORDINANCE, ARTICLE III. – DEVELOPMENT STANDARDS FOR UNZONED AREAS, Sec. 30-111, (10) And (11).

**APPLICANT:** Florence County

**Staff Analysis:**

The intent of this text amendment is to update the Florence County Code of Ordinances to allow for the development of townhomes in unzoned areas and to also provide standards for the development of multifamily housing in unzoned areas.

The Florence County Code Of Ordinances, CHAPTER 30, ZONING ORDINANCE, ARTICLE III. – DEVELOPMENT STANDARDS FOR UNZONED AREAS, Sec. 30-111, (10) And (11); Shall Be Amended And Will Read As Follows:

*(10) Townhome Development in an Unzoned District.*

- a. *Approval process.* All townhome developments must comply with this code and all applicable standards. Any townhome developments that include new roads shall be subject to the sketch plan approval process.
- b. *Buffer Yards* shall be installed in accordance with Sec. 30-121. – Bufferyards Table VI: Bufferyard Requirements
- c. *Development size.* A minimum of 1.0 acres
- d. *Minimum lot width* per dwelling unit shall be 18 feet.
- e. *Access:* All units must be established on single lots and so arranged to ensure public access. However, townhouse units may be initially established on separate parcels or must be designed to accommodate future subdivision of property as determined by the Florence County Planning Department.
- f. *Development standards:*
  1. Maximum Floor Ara Ratio: 0.30
  2. Maximum Density (du/ac): 15
  3. Sketch Plan Required



4. Development Standards
5. Maximum Height: 38'
6. Maximum Stories: 2
7. Maximum Height of Second Story Finished Floor: 12.5' above adjacent grade
8. Number of Units per Building: not less than 2 but not more than 8.

g. *Setbacks.* All projects shall meet the following minimum setbacks:

1. Front yard: 25'
2. Side Yards:
  - i. Adjacent to residential development or residential lot: End units shall be 12.5' for one story and 15' for two story.
  - ii. Adjacent to Commercial developed or commercial zoned properties: 12.5'
  - iii. Adjacent to Industrial developed or industrial zoned properties: 20'
  - iv. Adjacent to Vacant property: 10'
  - v. Separation between buildings within the development: 15'
3. Rear: 25'

(h) *Location.* Such developments may only be allowed in a Variable Development District 1 or an Urban District as identified by the Comprehensive Plan.

(i) *Sidewalks.* Sidewalks not less than three feet in width shall be provided throughout the development that provides access from each unit to a sidewalk along common parking areas, amenities and roads or the driveway that provides access to the public access road.

(j) *Fences and accessory buildings.* Rear yards shall be enclosed by a six-foot wall or fence, unless used for parking, and may include one accessory building no greater than 500 square feet in GFA (gross floor area).

(k) *Parking.* Not less than 1.5 parking spaces shall be provided for each unit. Parking may be permitted within a common area. Ownership and perpetual maintenance of all common parking areas, open spaces, and driveways shall be held by the developer/owner or the HOA. The parking area and its driveways must conform to the applicable standards as set forth in Sec. 27.57, 28.6-65. Parking areas shall be located at least 40 feet from the point of intersection of the nearest street right-of-way lines. Parking stall dimensions shall adhere to the requirements set forth in Sec. 30-223. - Design standards.

(l) *Driveways.* All private driveways, even those that provide ingress and egress through parking areas, shall be designed and installed to meet SCDOT standards for a minor street and will be subject to applicable inspections and approval of the Florence County Engineering Dept.



- (m) *Roads*. Any proposed road shall be public roads and designed as such to be easily discernable from common parking areas and drives. Roads shall be designed, constructed and inspected in accordance with applicable SCDOT standards and applicable development standards of Sec 28.6-75, and in accordance with Sec. 30-111 (10)(a).
- (n) *Screening*. Screening shall be required to conceal all open storage areas including garbage containers and dumpsters. Screening shall be accomplished by an opaque fence enclosure not less than six feet high or the height of the object to be screened, whichever is greater. Sight obscuring plant materials (generally evergreen shrubbery) shall be planted on the sides of such screened areas that are visible from public roads and adjacent properties.
- (o) *Landscaping*. The development shall conform to the requirements for Multi-family Projects set forth in Sec. 30-123.
- (p) *Common Open Space*. The development shall conform to the requirements of Sec. 30-124.

(11) *Multi-Family Developments*

- a. *Bufferyards*: Bufferyards shall be installed in accordance with Sec. 30-121.
  - 1. When the proposed development is adjacent to a single-family residential development, residential zoned district or a single-family residential lot, bufferyards shall be provided in accordance with Table VI, and adhere to Bufferyard B at 20',
- b. *Development size*. A minimum of 3.0 acres
- c. *Access*: All buildings must be served by private drives/roads and parking areas. Drives/roads shall be designed, constructed and inspected in accordance with applicable SCDOT standards and applicable development standards for minor streets in accordance with Sec 28.6-75.
- d. *Maximum Floor Area Ratio (gross floor/lot area)*: 0.30
- e. *Maximum Height*: 38'
- f. *Maximum Stories*: 3
  - 1. Maximum Height of Third Story Finished Floor: 24' above adjacent grade
- g. *Setbacks*. All projects shall meet the following minimum setbacks:
  - 1. Front yard: 25'
  - 2. Side and Rear Yards:



- i. Adjacent to residential development, or a residential lot, or residential zoned properties: 40'
  - ii. Adjacent to Commercial developed or commercial zoned properties: 35'
  - iii. Adjacent to Industrial developed properties or industrial zoned properties: 50'
  - iv. Adjacent to Vacant property: 25'
  - v. Separation between buildings within the development: 30'
- h. *Where Allowed:* Such developments may only be allowed in a Variable Development 1 District or an Urban District as identified by the Comprehensive Plan.
- i. *Sidewalks.* Sidewalks not less than three feet in width, shall be provided throughout the development. Sidewalks shall provide access from each unit to common parking areas, amenities and driveways/roads and continue to the public access road.
- j. *Fences:* Sides and Rear yards shall be enclosed by a six-foot opaque wall or stockade fence.
- k. *Parking:* Not less than 1.5 parking spaces shall be provided for each unit.
  - 1. Ownership and perpetual maintenance of all common parking areas, open spaces, and driveways/roads shall be held by the developer/owner or the HOA.
  - 2. The parking area and its driveways must conform to the applicable standards as for forth in Sec. 27.57 and 28.6-65.
  - 3. Parking areas shall be located at least 40 feet from the point of intersection of the nearest street right-of-way lines.
  - 4. Parking shall adhere to the requirements set forth in Sec. 30-223 and 30-225.
  - 5. Pavement widths shall adhere to the requirements as set forth in section 28.6-75.
- l. *Driveway/Roads:* All private driveways, to include those that provide ingress and egress through parking areas, shall be designed and installed to meet Florence Code of Ordinances and SCDOT standards for a minor street and will be subject to review, and approval of the Florence County Engineering Division.
- m. *Roads:* Any proposed road shall be public roads and designed as such to be easily discernable from common parking areas and drives. Roads shall be designed, constructed and inspected in accordance with applicable SCDOT standards and applicable development standards of Sec 28.6-75. Any new roads shall cause the development plan to be consider for approval through the sketch plan approval process.



- n. *Screening*: Screening shall be required to conceal all open storage areas including garbage containers and dumpsters. Screening shall be accomplished by an opaque fence enclosure not less than six feet high or the height of the object to be screened, whichever is greater. Sight obscuring plant materials (generally evergreen shrubbery) shall be planted on the sides of such screened areas that are visible from public roads and adjacent properties.
- o. *Landscaping*: The development shall conform to the requirements for Multi-family Projects set forth in Sec. 30-123.
- p. *Common Open Space*: The development shall conform to the requirements of Sec. 30-124.
- q. *Accessory Buildings and Uses*. Not less than two accessory use buildings are required and shall serve as amenities to the residents of the development. A business/rental office shall not be considered as one of the required amenities.
  - 1. An improved playground area shall be allowed to serve as an accessory-use building when accompanied by improved walking trails throughout the development. Sidewalks which are required by this code may serve as a portion of the walking trail, yet alone, shall not be construed to serve as walking trails.
  - 2. Detached automotive garage buildings or storage units shall be allowed to serve as one of the required amenities when the dwelling unit/garage or storage unit is not less than 0.2.
  - 3. Not more than two additional accessory buildings shall be permitted, which serve as utilitarian maintenance of the development and shall not exceed a combined gross of 1,200ft<sup>2</sup>. In no case shall any accessory use be allowed which serves a use or persons outside of the development.
- r. *Signs*. Ten-foot setback from any property line. This is in addition to the regulations in article V of the Zoning Ordinance.

#### FLORENCE COUNTY COUNCIL

This item is tentatively scheduled to appear for introduction, Thursday, August 21, 2025 @ 9:00 a.m. at the Florence County Complex, 180 N. Irby Street, Florence, SC 29501



**STAFF REPORT  
TO THE  
FLORENCE COUNTY PLANNING COMMISSION  
July 22, 2025  
PC#2025-21**

**SUBJECT:** Request For Text Amendments To The Florence County Code of Ordinances, Chapter 28.6 – LAND DEVELOPMENT AND SUBDIVISION ORDINANCE.

**APPLICANT:** Florence County

**Staff Analysis:**

The intent of this text amendment is to update the Florence County Ordinance

**Chapter 28.6 LAND DEVELOPMENT AND SUBDIVISION ORDINANCE<sup>1</sup>**

***ARTICLE I. IN GENERAL***

**Sec. 28.6-1. Title.**

This chapter shall be known as the "Land Development and Subdivision Ordinance" of Florence County.

(Ord. No. 38-2006/07, § 1.1, 8-16-07)

**Sec. 28.6-2. Authority.**

This chapter is adopted pursuant to the authority granted under the General Statutes of South Carolina, The South Carolina Local Government Comprehensive Planning Enabling Act of 1994, Sections 6-29-310 through 6-29-~~1200~~ 1640 and the requirements of said Acts supplement this chapter.

(Ord. No. 38-2006/07, § 1.2, 8-16-07)

**Sec. 28.6-3. Purpose.**

The purpose of this chapter is to encourage the promotion, protection, and improvement of the overall public health, safety, economy, good order, appearance, convenience, and general welfare by providing for the orderly development of land within the territorial jurisdiction of Florence County. In furtherance of the general intent, the regulation of land subdivision is authorized for the following purposes, among others;

- (1) To encourage the economically sound, and the stable development of Florence County.



- (2) To assure the timely provisions of required streets, utilities, and other facilities and services to new land developments.
- (3) To assure the adequate provision of safe traffic access and circulation, both vehicular and pedestrian, in and through new land developments.
- (4) To assure the provision of public open spaces and building sites in new land developments through the dedication or reservation of land for recreational (including the development of a trail system), educational, and other public purposes.
- (5) To provide for the wise and timely development of new areas, ~~generally~~ consistent with the ~~Comprehensive Plan for Florence County~~. Florence County Comprehensive Plan and Zoning Ordinance.
- (6) To promote best management practices with respect to stormwater management and the protection of surface water bodies.

(Ord. No. 38-2006/07, § 1.3, 8-16-07)

#### **Sec. 28.6-4. Jurisdiction.**

From the date of adoption, this chapter shall govern all land development projects and new subdivisions of land lying within the territorial jurisdiction of Florence County. At the time of redevelopment, existing developments, where required, will have to comply with certain provisions of this document (e.g., sidewalk requirements, etc.).

(Ord. No. 38-2006/07, § 1.4, 8-16-07)

#### **Sec. 28.6-5. Application of ordinance.**

No plat or the subdivision of any land within the territorial jurisdiction of Florence County shall be filed with or recorded by the Florence County ~~Register of Deeds Office Clerk of Courts~~ until such plat has been submitted to and approved by the ~~P~~lanning ~~C~~ommission, ~~or its staff~~, in accordance with the procedures set forth in the ordinance. Exceptions to this are as follows:

- (1) The combination or recombination of portions of previously platted lots where the total number of lots is not increased and the resultant lots are equal to the standards or the governing authority.
- (2) The division of land into parcels of five acres or more where no new street is involved.
- (3) The combination or recombination of entire lots of records where no new street or change in existing streets is involved.
- (4) A plat where the sole purpose is to identify and show existing parcel boundaries and no new street or change is proposed.
- (5) Any other exceptions as required by state law.

Plats that are that are exempt from the application of this ordinance shall be presented to Pplanning Ceommission Sstaff as information and will be stamped stating they are exempt prior to being filed with the Register of Deeds office. A plat where the sole purpose is to identify and show existing parcel boundaries and no new street or change is proposed, is not required to be



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presented to Planning Commission staff or stamped prior to filing with the Register of Deeds office.

(Ord. No. 38-2006/07, § 1.5, 8-16-07)

## **Sec. 28.6-6. Definitions.**

When used in articles II through VIII of this chapter, certain words and terms shall have the meaning as herein defined. Words and terms not herein defined shall have their customary dictionary definitions. The term "shall" ~~means~~mean mandatory. When not inconsistent with the context, words used in the singular number include the plural and those used in the plural number include the singular. Words used in the present tense include the future.

*Agent.* An authorized person, firm, or corporation acting for or on behalf of a ~~subdivider~~developer, ~~developer~~, or owner.

*Alley.* A private service road that provides secondary means of access to lots. Parking is not permitted in alleys and through traffic is discouraged. An alley may also be described as a minor way used for service access to the back or side of properties otherwise abutting on a street. An alley shall not serve as the principle means of ingress or egress to a lot or parcel.

*Arterial street.* See definition for "street."

*Block.* A parcel of land entirely surrounded by streets, highways, parks, other publicly owned areas, or railroad rights-of-way, and as further defined in this chapter.

*Comprehensive plan.* The official plan or any part thereof for Florence County and the ~~P~~lanning ~~C~~ommission, adopted in accordance with the provisions of the 1994 Planning Enabling Act.

*Collector street.* See definitions for "street."

*Conformity/conforming.* Meeting all applicable codes and requirements for a proposed development. A proposed development that does not meet applicable codes and requirements shall be determined to be non-conforming.

*Cul-de-sac.* See definitions for "street."

*Developer.* The owner and/or ~~subdivider~~developer of property, or his agent, engaged in the subdivision, development, re-development, or improvement of land or the construction of structures upon the land within the territorial jurisdiction of Florence County.

*Development.* Any physical improvement of real estate under the guidelines and requirements of the codes and ordinances of Florence County; any man-made change to improved or unimproved real estate, including, but not limited to, buildings or other structures, roads, mining, dredging, filling, grading, paving, excavating, other site work, utilities, drilling operations, or permanent storage of materials.

*Easement.* An interest in real property granted by the property owner to the general public, a corporation, or a certain person or persons of a strip or a parcel of land for use for a specific purpose.



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*Engineer.* A registered engineer in good standing with the South Carolina Board of Engineers and Land Surveyors and the South Carolina Department of Labor, Licensing, and Regulation.

*Expressway.* See definition for "streets."

*Freeway.* See definition for "streets."

*Governing body (governing authority).* The County Council of Florence County.

*Local street (sub-collector street).* See definition for "streets."

*Looped drive.* See definition for "streets."

*Lot.* A piece, parcel, tract, or plot of land intended as a unit for transfer of ownership or for development. Sizes and categories of lots are further defined in the zoning ordinance.

*Major street.* See definition for "streets."

*Marginal access street.* See definition for "streets."

*Minor street.* See definition for "streets."

*Official map.* A map or maps showing the location of existing or proposed public street, highway, and public utility rights-of-way, public building sites and public open spaces, maintained by Florence County.

*Planning ~~e~~Commission (commission).* Shall mean the ~~P~~lanning ~~C~~ommission designated by county council.

*Planning ~~C~~ommission, secretary.* The term "secretary" of the ~~P~~lanning ~~C~~ommission refers to that person employed to serve the Florence Planning Commission in a staff capacity.

*Plat (plan).* A map or drawing upon which the ~~subdivider~~~~developer~~'s plan for a subdivision is presented.

- (1) *Sketch plan:* A conceptual plan drawn in accordance with section 28.6-46 of this chapter.
- (2) *Development plan:* Drawings based on an approved sketch plan and prepared in accordance with section 28.6-47 of this chapter, which if approved, shall be used as construction drawings for the subdivision and any related improvements.
- (3) *Final plat:* A plat, drawn in accordance with section 28.6-48 of this chapter, depicting the final subdivision boundaries and lot lines which the ~~subdivider~~~~developer~~ desires to have approved by the ~~P~~lanning ~~C~~ommission and recorded with the Florence County ~~Register of Deeds Office~~~~Clerk of Court~~.

*Reserved strip.* A strip of land adjacent to a public street or similar right-of-way which has been reserved for the purpose of controlling access to the public right-of-way.

*Re-subdivision.* Any combination of previously recorded lots or tracts of contiguous land for the purpose of creating additional lots or revising lot lines, including eliminating lot lines. Re-subdivided lots shall conform to minimum standards of this chapter and the zoning ordinance.

*Redevelopment.* A modification to an existing developed lot/parcel that will require a building permit.



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*Regulation(s).* The particular requirements contained within an ordinance.

*Riparian buffer.* An area of trees, shrubs, or other vegetation that borders a watercourse, wetland, or other water body (including open stormwater conveyances) for the purpose of reducing contamination from surface water runoff.

*Setback (line).* A line parallel to the property line in front of which no part of the structure shall be erected, with the exception of the subsurface projection of footings. Setbacks for each zoning district, and their associated requirements, are established in the zoning ordinance.

*Staff.*

- (1) When used in this chapter, the capitalized term "staff" shall mean both the employees of the Planning Commission and those County of Florence employees designated to assist the Planning Commission Staff in the technical review of subdivision plans. This shall include, but not be limited to, employees of Florence County Public Works and county fire departments.
- (2) Where the terms county staff, public works, and fire department staff are used, such terms shall mean staff of Florence County only.
- (3) Where the terms ~~planning commission staff~~, Planning Commission Staff, staff of the Planning Commission, or Commission staff are used, such terms shall mean staff of the Planning Commission only.
- (4) Where the terms Planning Commission or Commission are used in this chapter, such terms shall mean those commissioners who together comprise the Planning Commission.

*Street(s).* A public right-of-way affording primary access to abutting property. For the purposes of this chapter, the term "street" shall also mean boulevard, road, lane and other public ways. Streets are divided into the following categories:

- (a) *Major streets:* Those streets designated by the Florence Area Transportation Study and those streets designated as major at the time of development as determined by the public works and utilities department and approved by the Planning Commission. Such streets are designed primarily for the movement of large volumes of traffic from one area to another. Major street includes the terms limited-access highway, freeway, thoroughfare, expressway, arterial street and commercial collector street.
  - (1) *Arterial streets:* Arterials are the highest order inter-regional streets. They are designed to carry relatively high traffic volumes. The function of arterials is to promote the free flow of traffic. Therefore, parking and direct residential access are usually not available. Collector streets feed arterials, and arterials feed regional roads such as expressways and freeways. Average daily traffic (ADT) for arterials is approximately 3,000—5,000+ vehicles per day (vpd).
  - (2) *Collector streets (commercial):* The highest order of commercial streets. Distributes traffic between lower-order commercial streets and higher-order streets such as arterials. Average daily traffic (ADT) for commercial collector streets is approximately 3,000—5,000 vehicles per day (vpd).



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- (3) *Expressways*: Divided highways usually having two or more lanes in each direction, with partial control of access. Preference is given to through traffic, but there may be access connections with selected public roads at the same grade and some driveways.
  - (4) *Freeways*: Divided highways usually having two or more lanes in each direction, with full control of access. Preference is given to through traffic and access connections with public roads on the same grade is prohibited. Connected driveways are also prohibited.
  - (5) *Thoroughfares*: Any major street.
- (b) *Minor streets*: A street used primarily for providing direct access to and from abutting property (individual lots) that are internal to a subdivision. Minor street includes the terms residential collector street, minor local street, cul-de-sac, marginal access street, alley and looped drive.
- (1) *Collector streets (residential)*: The highest order of residential streets. Collects and distributes traffic from local residential roadways, such as minor streets or cul-de-sacs, to streets that are designed to carry higher volumes of traffic, such as arterials and other major streets. Carries large traffic volume at fairly high speeds. The function of residential collectors is to promote free traffic flow. Therefore, direct access to homes from this level street should be avoided. Average daily traffic (ADT) for residential collector streets is approximately 2,000—5,000 vehicles per day (vpd).
  - (2) *Culs-de-sac*: Minor local streets having only one open end and being terminated by a vehicle turnaround. Design of turnaround may vary. Average daily traffic (ADT) is approximately 250 vehicles per day (vpd).
  - (3) *Local streets (sub-collector streets)*: These middle-order facilities are located in subdivisions and neighborhoods and primarily serve abutting land uses. Traffic volumes are typically moderate, with motorists having origin or destination within the immediate neighborhood. These streets feed into collector streets, which then feed into arterials. Average daily traffic (ADT) is approximately 1,000—2,000 vehicles per day (vpd).
  - (4) *Looped drive*: A street that terminates on the same road at two different points, or a street that terminates on itself.
  - (5) *Marginal access streets*: Minor streets which are parallel to and located on the side of an arterial, expressway, freeway, or other major street for service to abutting land uses. Average daily traffic (ADT) is approximately 500—1,000 vehicles per day (vpd).

***Subdivider/Developer***. Any person, firm, or corporation who divides or develops any land deemed to be a subdivision as herein defined.

***Subdivision***. All divisions of a tract or parcel of land into two or more lots for any purpose. This includes all division of land involving a new street or a change in existing streets, re-subdivision and, where appropriate, relates to the process of subdividing, or to the land or area subdivided.

~~The following exception is included within this definition only for the purpose of requiring that the planning commission or its staff be informed, and have record of such subdivision:~~

~~The division of land into parcels of five acres or more where no new streets and/or new utility line extensions are involved, and each individual lot/parcel fronts on a public road.~~

~~Plats of such exceptions shall be received as information by the planning commission, which shall indicate such facts on the plats.~~

*Surveyor.* A registered land surveyor in good standing with the South Carolina Board of Engineers and Land Surveyors and the South Carolina Department of Labor, Licensing and Regulation.

*Thoroughfare (major street).* See definition for "streets."

*Thoroughfare plan.* The official transportation plan (also known as Florence Area Transportation Study), a part of the Comprehensive Plan for Florence County and the Planning Commission.

*Zoning ordinance.* The officially adopted zoning ordinance.  
(Ord. No. 38-2006/07, §§ 2.1—2.39, 8-16-07)

**Secs. 28.6-7—28.6-15. Reserved.**

## ***ARTICLE II. GENERAL PROVISIONS FOR LAND SUBDIVISION***

### **Sec. 28.6-16. General requirements for recording of the final plat of a subdivision.**

No plat of the subdivision of any land within Florence County shall be filed with the Florence County ~~Clerk of Courts~~Register of Deeds Office until:

- (a) A sketch plan and development plan have been prepared by the developer and approved by the Planning Commission or its staff, as specified herein.
- (b) The required improvements shall have been satisfactorily installed and completed by the ~~subdivider~~developer, or a financial guarantee in lieu of the completed improvements has been posted to secure the same, as provided for in article VI of this chapter.
- (c) ~~Acceptance by Florence County and/or the South Carolina State Department of Transportation of the dedication of all public ways or lands or a statement included on the final plat that the appropriate financial guarantees in lieu of the completion of all improvements has been accepted by the governing body or state department of transportation as provided for in article VI of this chapter.~~ Conveyance of all public infrastructure has been accepted by the applicable governing body.
- (d) Statement by ~~the P~~lanning Commission Staff as having received as information, plats identified as exceptions by state law under the definition of a subdivision.
- (e) A final plat shall have been approved by the Planning Commission or its director, as specified herein.



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- (f) For applicable situations, the ~~P~~lanning ~~e~~Commission ~~S~~taff has granted summary approval of a final plat as outlined in section 28.6-37 of this chapter.

(g) In order for the above steps to occur all applicable fees shall be paid and all applicable documents must be submitted to staff prior to acceptance and review.

(Ord. No. 38-2006/07, § 3.1, 8-16-07)

#### **Sec. 28.6-17. Conformity to zoning ordinance and consistency with comprehensive plan.**

All proposed subdivision of land shall conform to the applicable portions of the zoning ordinance and be consistent with the Comprehensive Plan for Florence County.

(Ord. No. 38-2006/07, § 3.2, 8-16-07)

#### **Sec. 28.6-18. Coordination with other laws and codes.**

Whenever regulations contained in this chapter are different from regulations contained in other county ordinances, the most restrictive requirements shall prevail.

(Ord. No. 38-2006/07, § 3.3, 8-16-07)

#### **Sec. 28.6-19. Provisions of public lands.**

Where the area being subdivided is of sufficient size or includes lands necessary for the provision of critical public services (e.g., fire stations, potable water facilities, stormwater management facilities), the ~~subdivider~~developer shall indicate the location of such areas on the subdivision plat and shall dedicate said area as provided in section 28.6-67 of this chapter.

(Ord. No. 38-2006/07, § 3.4, 8-16-07)

#### **Secs. 28.6-20—28.6-30. Reserved.**

### ***ARTICLE III. PROCEDURES FOR SUBDIVISION PLAT APPROVAL***

The following is an outline of procedures for obtaining approval of a subdivision of land within the territorial jurisdiction of Florence County.

#### **Sec. 28.6-31. General summary of procedural steps.**

(a) In general, the following procedural steps must be completed:

- (1) Submittal, review, and approval of a sketch plan.
- (2) Submittal, review, and approval of a development plan.
- (3) Installation of required improvements by ~~subdivider~~developer.
- (4) Dedication to and acceptance of improvements by the county.
- (5) Review and approval of final plat by the ~~P~~lanning ~~C~~ommission or the planning director.

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- (6) Recording of the final plat by the ~~subdivider~~developer or his agent.  
(Ord. No. 38-2006/07, § 4.1, 8-16-07)

#### **Sec. 28.6-32. Filing fees.**

The ~~subdivider~~developer shall pay fees listed on the Florence County Fee Schedule, as approved by county council.

(Ord. No. 38-2006/07, § 4.2, 8-16-07; Ord. No. 14-2015/16, § 1, 12-10-15)

#### **Sec. 28.6-33. Sketch plan submittal and review process.**

(a) *General procedures.*

(1) Preliminary meeting to discuss sketch plan.

- a. The staff shall be available to meet with the ~~subdivider~~developer or ~~their~~his ~~agent~~their agent for up to one hour to discuss the project that is to be submitted. This meeting is strongly recommended, but not required.
- b. If the ~~subdivider~~developer desires such a meeting, it must be scheduled with the Staff at least one week in advance and it must occur prior to, or concurrent with, the sketch plan submittal.

(2) Submittal of sketch plan package.

- a. The ~~developer subdivided~~ or ~~their~~his agent shall submit one hard copy and one digital copy~~three copies of copy of~~ a sketch plan submittal package to the staff of the ~~P~~lanning ~~C~~eommission for review and approval.
- b. The sketch plan submittal package shall include a sketch plan application, any applicable fees, any variance requests (if applicable), and the sketch plan itself prepared in accordance with article IV of this chapter.
- c. The third Tuesday of the previous month is the deadline for an item to be placed on the Planning Commission's agenda. To meet this deadline a sketch plan must first be considered "Agenda Approved." This approval is contingent on the completion of a Technical Review Committee Meeting and the resolution of all outstanding issues. Once these conditions are met, the item is considered "agenda approved," and a date is set for it to appear before the Planning Commission. Staff will then notify the applicant of the meeting date.

~~(3)~~ Sketch plan review by staff.

- a. Upon receipt of the sketch plan submittal, the ~~P~~lanning ~~C~~eommission ~~S~~staff will notify the applicable agencies ~~appropriate utilities department and fire department~~ so that they are afforded the opportunity to review the sketch plan.
- b. The staff(s) shall review the sketch plan and evaluate its conformity with all applicable code requirements.
- c. ~~If the county departments have any pertinent review comments, such comments must be submitted to the planning commission staff in written form within 25~~



~~calendar days of when the subdivider/developer submitted the sketch plan. Applicable agencies shall submit written comments to Pplanning Ceommission Sstaff within ten (10) calendar days.~~

- d. ~~Upon receipt of any written review comments from the reviewing agencies listed above, the planning commission staff shall either: 1) determine that the sketch plan conforms with all applicable codes and ordinances, 2) determine that the sketch plan, with minor changes, will conform with applicable codes and ordinances, or 3) determine that the sketch plan does not conform with applicable codes and ordinances. Upon review by Pplanning Ceommission Sstaff and all applicable agencies, staff shall determine if the plan conforms with all applicable codes and ordinances or if revisions are needed.~~
  - e. ~~The Pplanning Ceommission Sstaff shall notify the subdivider of any such ruling in writing within 30 calendar days of when the subdivider submitted the sketch plan. provide the subdivider/developer with written feedback within thirty (30) calendar days~~
- (4b) ~~Process for sketch plan approval. Technical Review Committee Meeting~~

~~(1) Technical Review Committee Meeting:~~

- a. ~~The staff shall schedule a meeting with the developer and all the applicable agencies to discuss the project prior to being placed on the Pplanning Ceommission meeting agenda.~~
- b. ~~The purpose of this meeting is to resolve any outstanding comments between Pplanning Ceommission Sstaff, the subdivider/developer, and any other applicable agencies.~~
- c. ~~Technical review committee meetings are not considered to be public meetings. While Pplanning Ceommission members shall have the option to attend the meeting, a quorum shall not be present.~~

~~(152)~~ Placement on planning commission meeting agenda.

- a. If the staff determines that the sketch plan conforms with all applicable codes and ordinances, or if the staff determines that the sketch plan will conform pending required minor changes or approvable variances, the ~~subdivider/developer~~ will be notified and the Pplanning Ceommission Sstaff shall place the sketch plan on the agenda of an upcoming Pplanning Ceommission meeting so that official action can be taken. As the item is placed on the Pplanning Ceommission agenda, the parcel(s) included on the sketch plan will be posted with a public notice.

~~(2) Pre-meeting conference:~~

- a. ~~The staff shall be available to meet with the subdivider and his agent to discuss the project prior to the planning commission meeting for which it is scheduled.~~
- b. ~~It shall be the responsibility of the subdivider to schedule the pre-meeting conference.~~

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63. Public statement of sketch plan conformity.

- a. If the sketch plan conforms with all applicable codes and ordinances, the planning director shall make a statement of conformity at the Planning Commission meeting during which the sketch plan is presented for official action.
- (c) *Process for non-approval of sketch plan and optional appeals.*
- (1) If the Planning Commission Staff notifies the subdividerdeveloper that the sketch plan does not conform with applicable codes and ordinances, or if the Planning Commission Staff notifies the subdividerdeveloper that the sketch plan will conform pending required changes with which the subdividerdeveloper does not concur, then the subdividerdeveloper can either accept the ruling or appeal the ruling to the Planning Commission.
    - a. The subdividerdeveloper may also appeal to the Planning Commission if the staff does not provide notification of conformity or non-conformity within 30 calendar days.
  - (2) If the subdividerdeveloper defers the right of appeal and elects to ~~modify-withdraw~~ a non-conforming sketch plan and re-submit, he or she must re-start the procedural steps by submitting a revised sketch plan package, including payment of additional filing fees.
  - (3) If the subdividerdeveloper elects to appeal the staff's decision or appeal because of failure of the Planning Commission Staff to provide ~~notification-written comments~~ within 30 calendar days, he must submit a letter to the chair of the Planning Commission requesting placement on the Planning Commission's agenda.
    - a. To place the sketch plan appeal on the Planning Commission's meeting agenda, the referenced project must have met all project submittal requirements.
    - b. The chair of the Planning Commission must receive the appeal letter at least ~~45~~30 days prior to the Planning Commission meeting during which the subdividerdeveloper would like his sketch plan to be presented for official action.
    - c. The appeal letter must outline and document the reasons and facts as to why the subdividerdeveloper feels that the sketch plan conforms to all applicable codes and ordinances.
    - d. A pre-meeting conference attended by the subdividerdeveloper, at least one member of the Planning Commission, and any applicable staff must be held prior to the meeting during which the Planning Commission is scheduled to take action regarding the appeal. It shall be the responsibility of the chair of the Planning Commission to schedule this pre-meeting appeal conference. Failure of the subdividerdeveloper to attend the pre-meeting conference shall result in removal of the appeal from the Planning Commission agenda.
- (d) *Official action by the Planning Commission.*
- (1) The Planning Commission shall take official action regarding the sketch plan (approval, approval with required changes, or disapproval) during the meeting at which it is presented, or within seven calendar days of such planning commission meeting,



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unless the subdivider/developer consents in writing to an extension of this time limit. The decision of the Planning Commission shall be final.

- a. If the Planning Commission issues final disapproval of a sketch plan, the project will be closed and the developer will be required to re-start the procedural steps for any re-submittals, including payment of additional filing fees, in order to proceed with the project. However, final disapproval by the Planning Commission does not supersede the subdivider/developer's right to appeal as defined in the 1994 Planning Enabling Act.
  - b. If the Planning Commission approves the sketch plan, approves the sketch plan with required changes, or fails to take action within the specified or agreed upon time limit, the subdivider/developer has full authorization to proceed with preparation of a development plan that is in conformity with the approved sketch plan and any attached conditions.
  - c. All pertinent discussions shall be recorded in the Planning Commission's meeting minutes. The subdivider/developer shall be provided with a copy of the meeting minutes for his records upon request.
- (2) It is expressly understood that the Planning Commission shall not act to override the requirements of other agencies. However, the Planning Commission may seek to bring agreement in cases of conflicts between one or more reviewing agencies and the subdivider/developer.

(Ord. No. 38-2006/07, § 4.3, 8-16-07; Ord. No. 22-2019/20, § 1, 5-21-20)

#### **Sec. 28.6-34. Development plan submittal and review process.**

(a) *General procedures.*

- (1) Submittal of development plan package.
  - a. Once the subdivider/developer has an approved sketch plan, their he or his agent may submit ~~seven copies~~ one digital copy and a hard copy upon request of a development plan submittal package to the Planning Commission staff for distribution and review.
  - b. The development plan submittal package shall include a copy of the development plan application and the development plan itself, prepared in accordance with article IV of this chapter.
- (2) Development plan review and comment process.
  - a. Upon receipt of a development plan submittal package, the Planning Commission staff shall determine if the development plan is in conformity with the approved sketch plan.
  - b. If the Planning Commission staff determines that the development plan is not in conformity with a previously approved sketch plan, the subdivider/developer must 1) revise the development plan so that it conforms with the approved sketch plan and then re-submit, or 2) return to the sketch plan submittal and review process to get an approved sketch plan that incorporates the desired changes.

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- c. If the ~~P~~lanning ~~C~~ommission ~~S~~taff determines that the development plan is in conformity with an approved sketch plan, it shall forward a copy of the development plan to the appropriate agencies or departments for review.
1. The following entities are responsible for reviewing the development plan, determining if it is in conformity with applicable codes and ordinances, and submitting written statements of conformity or non-conformity to the ~~P~~lanning ~~C~~ommission staff within 20 calendar days of when the ~~subdivider~~developer submitted the development plan:
    - County Engineering Division
    - Appropriate utility departments
    - County of Florence Fire Departments
    - ~~Appropriate public works utility department.~~
    - ~~County of Florence Fire Departments.~~
  2. ~~The following entities are provided with a copy of the development plan for review only. However, they have the opportunity to comment with 20 calendar days of when the development plan was submitted, if necessary:~~
    - ~~Cablevision company.~~
    - ~~Gas company.~~
    - ~~Power and light company.~~
    - ~~Telephone company.~~
- d. Upon receipt of signed written statements of conformity or non-conformity from the reviewing agencies listed above, the ~~P~~lanning ~~C~~ommission ~~S~~taff will either: 1) approve the development plan, 2) disapprove the development plan and advise the developer of the required changes, or 3) ~~approve the development plan pending required changes.~~
- e. The ~~P~~lanning ~~C~~ommission ~~S~~taff shall notify the ~~subdivider~~developer of such action in writing within 30 calendar days of the development plan submittal.

(b) *Procedures following development plan approval.*

- (1) Upon approval of the development plan or approval with required changes, and subsequent written notification to the ~~subdivider~~developer by the ~~P~~lanning ~~C~~ommission ~~S~~taff, the ~~subdivider~~developer is authorized to proceed with construction of the required improvements under supervision of the engineer of record.
  - a. The ~~P~~lanning ~~C~~ommission ~~S~~taff shall maintain the official digital stamped and approved development plan set.
  - b. Any All-approved requested approved construction plans shall be stapled together and must be reproducible.
  - c. The phasing of development shall be agreed-upon-approved by the reviewing agencies ~~and the developer~~. The development plan shall indicate such phasing.



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- (2) Official action by the Planning Commission during one of its meetings is not required if the development plan is approved by the Planning Commission Staff.
- (c) *Process for non-approval of development plan and optional appeals.*
- (1) Based on statements from the reviewing agencies, the Planning Commission Staff may ~~disapprove the development plan, or~~ disapprove, or approve the development plan ~~pending required changes~~. The subdividerdeveloper can accept the ruling or appeal the ruling to the Planning Commission.
- a. The subdividerdeveloper may also appeal to the Planning Commission if the staff does not approve or disapprove the development plan within 30 calendar days.
- (2) If the subdividerdeveloper defers the right of appeal and elects to modify a non-conforming development plan and re-submit, he or she must re-start the development plan submittal and review process by submitting a revised development plan package.
- (3) If the subdividerdeveloper elects to appeal the staff's decision, or appeal because of failure of the staff to approve or disapprove the development plan within 30 calendar days, he must submit a letter to the chair of the Planning Commission requesting placement on the Planning Commission's agenda.
- a. To place the development plan appeal on the Planning Commission's meeting agenda, the referenced project must have met all project submittal requirements.
- b. The appeal letter must be received by the chair of the Planning Commission at least ~~30~~15 days prior to the Planning Commission meeting during which the subdividerdeveloper would like his development plan to be presented for official action.
- c. The appeal letter must outline and document the reasons and facts as to why the subdividerdeveloper feels that the development plan conforms to all applicable codes and ordinances.
- d. A pre-meeting conference attended by the subdividerdeveloper, at least one member of the Planning Commission, and any applicable staff must be held prior to the meeting during which the Planning Commission is scheduled to take action regarding the appeal. It shall be the responsibility of the chair of the Planning Commission to schedule this pre-meeting appeal conference. Failure of the subdividerdeveloper to attend the pre-meeting conference shall result in removal of the appeal from the Planning Commission agenda.
- (d) *Official action by the Planning Commission.*
- (1) Official action by the Planning Commission regarding the development plan is required only in the event of an appeal.
- (2) If official action by the Planning Commission is required as the result of an appeal, then the Planning Commission shall either approve the development plan, approve the development plan with required changes, or issue final disapproval of the development plan during the meeting at which it is presented, or within seven calendar days of such planning commission meeting unless the subdividerdeveloper consents in

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writing to an extension of this time limit. The decision of the Planning Commission shall be final.

- a. If the Planning Commission issues final disapproval of a development plan following an appeal, the developer will be required to re-start the development plan submittal and review process if he or she intends to proceed with the project. However, final disapproval by the Planning Commission does not supersede the subdivider/developer's right to appeal as defined in the 1994 Planning Enabling Act.
  - b. If the Planning Commission approves the development plan following an appeal, or if the Planning Commission fails to take action within the specified or agreed upon time limit, the subdivider/developer is authorized to proceed with construction of the required improvements under supervision of the engineer of record.
    1. The Planning Commission ~~s~~Staff shall maintain the official digital stamped and approved development plan set.
    2. Any All-approved/requested approved construction plans shall be stapled together and must be reproducible.
    3. The phasing of development shall be agreed-upon/approved by the reviewing agencies ~~and the developer~~. The development plan shall indicate such phasing as identified on the approved sketch plan.
  - c. Pertinent comments and recommendations shall be noted in the minutes of the Planning Commission meeting. The subdivider/developer shall be provided with a copy of the meeting minutes for his or her records upon request.
- (3) It is expressly understood that the Planning Commission shall not act to override the requirements of other agencies having jurisdiction. However, the Planning Commission may seek to bring agreement in cases of conflicts between one or more reviewing agencies and the subdivider/developer.

(Ord. No. 38-2006/07, § 4.4, 8-16-07)

#### **Sec. 28.6-35. Installation of improvements.**

- (a) After development plan approval, ~~the subdivider may install all required improvements, or use any of the alternate techniques specified in article VI of this chapter in lieu of completion of all improvements in the area covered by the approved development plan or any portion thereof which he proposes to record and develop at the time.~~
- ~~(b) Prior to the granting of final plat approval by the planning commission, Florence County and the subdivider shall agree upon a deadline for the completion of all required improvements as provided in section 28.6-97 of this chapter.~~
- ~~(c) Prior to final plat approval by the planning commission, the subdivider shall complete, in a manner satisfactory to Florence County, all improvements required in this chapter and specified in the approved development plan. Where applicable, such improvements shall be dedicated to Florence County. and prior to final plat approval, all required improvements~~



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must be completed whether public or private. Improvements shall be considered required if they are shown on either the sketch plan or development plan. Prior to final plat approval, the Planning Director has the authority to require any other improvements, as needed to enforce the intent of this code, or intent of the plan approved by Planning Commission.

- (b) All improvements shall meet the applicable standards required by this code. If no standard is provided by this code the Planning Director shall have authority to determine the necessary standard.
- (c) Acceptance techniques in lieu of required improvements shall be governed by Sec. 28.6-98 of this code.
- (d) Florence County shall not accept any improvements outside of its jurisdiction and shall also not accept any improvements that fall within the state's right of way or within a municipality's boundaries. Accepting improvements that fall within a utility companies' easement or any private easements shall be at the discretion of the County Administrator.
- (e) Sketch plan and development plan approval does not constitute acceptance of required or nonrequired improvements. The County Administrator shall have final authority on acceptance and conveyance of any improvements.

(Ord. No. 38-2006/07, § 4.5, 8-16-07)

#### **Sec. 28.6-36. Final plat review and approval process.**

*(a) General procedures.*

(1) Submittal of final plat package.

- a. After completion of the physical development of all or any completed phase of the area shown on the approved development plan, the ~~subdivider~~developer or ~~their~~his agent shall submit four copies of a final plat submittal package to the staff of the ~~P~~lanning ~~C~~eommission for review and approval.
- b. Each final plat submittal package shall include a copy of the final plat application, copies of all certificates that may be required, and the final plat itself, prepared in accordance with article IV of this chapter.
- c. The final plat will not be accepted or reviewed until all closeout supporting documents have been presented to staff.

(2) Preliminary review of final plat.

- a. Upon receipt of a final plat submittal package, the ~~P~~lanning ~~C~~eommission ~~S~~taff shall determine if it is in conformity with the approved development plan.
- b. If the ~~P~~lanning ~~C~~eommission ~~S~~taff determines that the final plat is not in conformity with a previously approved development plan, it shall reject the submittal and return it to the applicant. The ~~subdivider~~developer must then either 1) make the necessary physical changes so that it is in conformity with the approved development plan and then re-submit, or 2) ~~return to the development plan submittal and review process in an attempt to obtain approval of a modified development plan that incorporates the changes.~~ return to Planning Commission

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to obtain approval of a modified sketch plan and development plan that matches the onsite improvements and matches the proposed final plat.

- c. If the ~~P~~lanning ~~C~~ommission ~~S~~taff determines that the final plat is in conformity with the approved development plan and all other applicable ordinances via inspections, then it shall forward a copy of the final plat submittal package to ~~the City of Florence Public Works and Utilities Department and County Engineering Division county engineer~~ so that they can determine (via inspections, review of certifications, etc.) if the improvements shown on the development plan have been properly installed, and where applicable, have been approved and accepted.
- (b) *Process for acceptance of required improvements and approval of final plat.*
- (1) If the appropriate ~~public works and~~ utilities department and County Engineering Division county engineer determines that all of the improvements have been properly installed, they shall submit a signed and approved closeout document ~~package~~ to the ~~P~~lanning ~~C~~ommission ~~S~~taff stating that the improvements have been properly installed, inspected, and approved, and accepted for acceptance by the County Administrator.
  - (2) Upon receipt of the approved closeout package, but no more than 14 calendar days after the date that the final plat was submitted by the ~~subdivider developer and approved by the County Administrator~~, the planning ~~staff director~~ shall sign, date, and stamp the final plat as "approved for recording." The approved final plat will then be made available to the ~~subdivider developer~~. It is the responsibility of the developer to obtain approval from the Tax Assessor's Office and record the final plat with the Register of Deeds Office. for recording in the office of the Florence County Clerk of Court.
    - a. Official action by the ~~P~~lanning ~~C~~ommission during one of its meetings is not required if the final plat has been approved by the planning director.
- (c) *Process for non-acceptance of required improvements, plat rejection, and optional appeal.*
- (1) If the appropriate ~~public works and/or~~ utilities department(s) and ~~county~~ County Engineering Division determines that all of the required improvements have not been properly installed, inspected, approved, and accepted, then they shall provide such written or verbal notification to the ~~P~~lanning ~~C~~ommission ~~S~~taff.
  - (2) Upon receipt of the notification, but no more than 14 calendar days after the date that the final plat was submitted by the ~~subdivider developer~~, the ~~P~~lanning ~~C~~ommission ~~S~~taff shall reject the final plat submittal package and return it to the applicant, along with a cover letter stating the reasons for the rejection.
  - (3) Upon rejection of the final plat, the ~~subdivider developer~~ can either accept the ruling or appeal the ruling to the ~~P~~lanning ~~C~~ommission.
    - a. The ~~subdivider developer~~ may also appeal to the ~~P~~lanning ~~C~~ommission if the staff does not approve or reject the final plat within 14 calendar days.
  - (4) If the ~~subdivider developer~~ accepts the ruling, he or she must complete the required improvements and then re-start the final plat submittal and review process.



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- (5) If the subdividerdeveloper elects to appeal the staff's decision, or appeal because of failure of the staff to approve or reject the final plat within 14 calendar days, he or she must submit a letter to the chair of the Pplanning Commission requesting placement on the Pplanning Commission's agenda.
- To place the final plat appeal on the Pplanning Commission's meeting agenda, the referenced project must have met all project submittal requirements.
  - The appeal letter must be received by the chair of the Pplanning Commission at least 15 days prior to the Pplanning Commission meeting during which the subdividerdeveloper would like theirhis final plat to be presented for official action.
  - The appeal letter must outline and document the reasons and facts as to why the subdividerdeveloper feels that the final plat should be approved.
  - A pre-meeting conference attended by the subdividerdeveloper, at least one member of the Pplanning Commission, and any applicable staff must be held prior to the meeting during which the Pplanning Commission is scheduled to take action regarding the appeal. It shall be the responsibility of the chair of the Pplanning Commission to schedule the pre-meeting conference. Failure of the subdividerdeveloper to attend the pre-meeting shall result in removal of the appeal from the Pplanning Commission agenda.
- (d) *Official action by the Pplanning Commission in the event of a final plat appeal.*
- Official action by the Pplanning Commission regarding the final plat is required only in the event of an appeal.
  - If official action by the Pplanning Commission is required as the result of an appeal, then the Pplanning Commission shall approve or reject the final plat during the meeting at which it is presented, or within seven calendar days of such Pplanning Commission meeting unless the subdividerdeveloper consents in writing to an extension of this time limit. The decision of the Pplanning Commission shall be final.
    - If the Pplanning Commission issues final rejection of a final plat following an appeal, the developer must complete the required improvements and then re-start the final plat submittal and review process. However, final disapproval by the Pplanning Commission does not supersede the subdividerdeveloper's right to appeal as defined in the 1994 Planning Enabling Act.
    - If the Pplanning Commission approves the final plat as the result of an appeal, or if the Pplanning Commission fails to take action within the specified or agreed upon time limit, the Pplanning Director shall sign, date, and stamp the final plat as "approved for recording." The approved final plat will then be made available to the subdividerdeveloper for recording in the office of the Florence County Clerk of CourtRegister of Deeds Office.
    - Pertinent comments and recommendations regarding the appeal decision shall be noted in the minutes of the Pplanning Commission meeting. The subdividerdeveloper shall be provided with a copy of the meeting minutes for theirhis records upon request.

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- (3) It is expressly understood that the ~~P~~Planning ~~C~~ommission shall not act to override the requirements of other agencies. However, the ~~P~~Planning ~~C~~ommission may seek to bring agreement in cases of conflicts between one or more reviewing agencies and the ~~subdivider~~developer.

(Ord. No. 38-2006/07, § 4.6, 8-16-07)

**Sec. 28.6-37. Summary approval of final plat (Summary Plat).**

- (a) Subdivisions which do not involve the platting, construction, or opening of new streets, water, sewer, or stormwater facilities, or improvements to existing streets, because all necessary public facilities are adequate and existing, shall be accepted by the ~~P~~Planning ~~C~~ommission in the form of a final plat. Sketch plans and development plans are not required in such cases.
- (b) In cases where such subdivisions involve six or fewer lots, and where those lots and buildings (if any exist) conform to the requirements of its zoning district, ~~and all lots are served by all public infrastructure~~, the ~~P~~Planning ~~C~~ommission authorizes its ~~P~~Planning ~~D~~irector, at his or her discretion, to accept the final plats. Sketch plans and ~~D~~evelopment plans are not required in such cases. However, such summary plats shall be in accordance with Section 28.6-85.
- (c) Prior to summary approval of any final plat, the ~~P~~Planning ~~D~~irector may, at his discretion or upon recommendation of the staff, require improvements or studies (e.g., traffic studies, environmental impact studies, drainage analysis).
- (d) Summary plats shall be prepared in accordance with Section 28.6-49 (d)(1-11).
- (e) Summary plats shall not be accepted if it does not comply to current building codes and zoning standards.

(Ord. No. 38-2006/07, § 4.7, 8-16-07)

**Secs. 28.6-38—28.6-46. Reserved.**

***ARTICLE IV. SUBDIVISION PLAN/PLAT REQUIREMENTS***

Plans/plats shall be prepared in accordance with the following requirements:

**Sec. 28.6-47. Sketch plan submittal requirements.**

- (a) The sketch plan submittal, review, and approval process ~~is~~are intended to benefit the developer of a proposed project, and/or ~~their~~his agent, by providing an overview of the proposed development confirming that it meets the basic intent of these regulations prior to the preparation of a more formal and involved development plan submittal.
- (b) Developers and their agents are encouraged to provide all pertinent information during the preliminary design phase of a project so that it may be determined if the general layout of the project meets the intent of this and any other applicable ordinances. The



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~~subdivider~~ developer shall submit a sketch plan of the entire tract, even if ~~their~~ his present plans call for the development of only a part of the property.

- (c) The sketch plan shall be drawn at a scale not smaller than 100 feet to one inch. On large subdivisions, match lines shall be used, if necessary, on sheets no larger than 30" x 42". Sheets measuring 24" x 36" are preferred in order to conform with the final plat submittal requirements. Sketch plans shall include one page of the overall site plan and include a match line legend when applicable. Additionally, a street section shall be included that illustrates all improvements within the right-of-way.
- (d) The sketch plan shall include a vicinity map at a scale not smaller than one mile to one inch showing the relationship of the proposed subdivision to surrounding areas and development.
- (e) Sketch plans shall be submitted in electronic format.
- (f) At a minimum, the sketch plan shall show:
  - (1) The total acreage in the tract to be subdivided.
  - (2) Proposed street arrangements, including any dimensional information such as rights-of-way widths, cul-de-sac lengths, curve radii, etc., that may be necessary to ensure that the geometric design of the street layout meets the intent of applicable codes and regulations.
  - (3) Lot arrangements, including typical lot area and approximate number of lots.
  - (4) Sufficient additional information (e.g., setbacks) to ensure conformance with the zoning ordinance.
  - (5) City or county boundary lines (if applicable).
  - (6) Existing and proposed uses of land throughout the subdivision.
  - (7) Existing parcel boundaries and uses of land surrounding the proposed subdivision.
  - (8) The approximate location of existing and proposed utilities, including stormwater management facilities.
  - (9) Contour lines at vertical intervals of not more than one foot. These contour lines should extend beyond the boundaries of the parcel by a minimum of 100 feet on all sides, or as necessary to show adjacent topography.
  - (10) Proposed name of subdivision with name and address of contact person.
  - (11) Deed record names of adjoining property owners of subdivision.
  - (12) In case of re-subdivision, a copy of existing plat with proposed re-subdivision superimposed thereon.
  - (13) Location of all streams, lakes, swamps, as well as land subject to a one percent annual chance flood.
  - (14) Location of existing adjoining property lines and buildings on the property to be subdivided.

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- (15) Location and rights-of-way of streets, roads, railroads and utility lines either on or adjacent to the property to be subdivided. Specify whether utility lines are in easements or rights-of-way and show location of poles or towers.
- (g) Projects requiring traffic studies. Early contact with the County of Florence is recommended. A traffic impact study may be required for any large development, such as a shopping center, a planned development, an industrial complex or a significant residential project. Generally, a traffic study is required when a specified threshold within the development is met or if it is determined by the County of Florence that the level of service (LOS) of the existing or proposed road network is unacceptable. The proposed thresholds are as follows and, if met, would typically require a traffic study:
- (1) If 500 or more lots in a residential subdivision or are proposed, and/or
  - (2) If the commercial development proposed is 350,000 square feet or more of retail space, and/or
  - (3) When sufficient data is known that suggest the possibility that the development may have a negative impact to the level of service on nearby roads, such as that which may be provided in SCDOT documents pertaining to traffic patterns and traffic analyses, SCDPS documents related to vehicular accident data, Florence County Comprehensive Plan, or in analytical studies relative to how development projects could impact traffic patterns on nearby roads, and/or
  - (4) The public works director is authorized to require traffic studies when it is determined that a proposed development is likely to have a significant impact on transportation capacity, transportation levels of service, or traffic safety in the vicinity of the proposed development.
- (h) General standards and initial study requirements. If a traffic study is required for a project, it shall at least contain the following elements:
- (1) A list of roads in the project area showing the function class and traffic counts for each.
  - (2) An investigation of project impact on the transportation network, including LOS calculations for all affected roads.
- (i) Level of service (LOS) and road function class descriptions. The LOS, based on the current traffic on the road (volume) and the ability of the road to handle traffic (capacity), that will be considered acceptable is dependent on the function class of the road and is described by the South Carolina Department of Transportation (SCDOT) as follows:

Levels of Service

LOS A:	This level of service describes completely free-flow conditions. Desired speed and movements are virtually unaffected by the presence of other vehicles and constrained only by the geometric features of the roadway and driver preferences
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LOS B:	Traffic flow is stable. The presence of other vehicles only slightly restricts freedom to maneuver.
LOS C:	Traffic flow is stable, but the number of bumper-to-bumper groups of vehicles increases due to slow moving vehicles and turning maneuvers.
LOS D:	Unstable traffic flow conditions are approached under LOS D. The desire to pass becomes very high but safe passing opportunities decrease significantly.
LOS E:	Passing is virtually impossible. The slowest moving vehicle controls the travel speed.
LOS F:	Passing is impossible. The slowest moving vehicle controls the travel speed. Very unstable traffic flow conditions exist.

(j) Acceptable level of service based on road function class. The following are considered as minimum acceptable levels of service based on the function class of the road:

1. Local - LOS C
2. Collector - LOS C
3. Arterial - LOS C
4. Expressway - LOS C

The function class of a road is as determined by the SCDOT. If the road is not state maintained, it shall be considered local.

(k) Certification and other requirements of the study. Traffic studies shall be completed and certified by a registered engineer at the expense of the developer, owner, or applicant (owner). Florence County reserves the right to develop a list of pre-approved transportation engineering firms and require that the owner select from the pre-approved list for any required traffic impact study.

Traffic studies shall meet the criteria of the Institute of Transportation Engineers and shall analyze traffic conditions per the initial study phase. If the initial study shows a LOS of less than C, then the owner shall be required to complete an additional traffic impact study of the full development of the site under the most critical traffic situation expected. This phase of the work must be extended to include a traffic remediation plan that corrects the deficiencies and demonstrates an acceptable LOS on the public roadway(s) for the proposed project. The traffic remediation plan shall include roadway improvements and any traffic control devices necessary to reduce the impacts of the new development.

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If the LOS of the existing road network is C or less, then the proposed development may not lower the existing level of service. New roadways within the proposed development must provide (at full development of the site) a LOS not less than C. However, it is recommended for any proposed project that all existing or proposed public roadway systems are improved to a minimum of a LOS C.

For phased projects, the proposed public rights-of-ways shall conform to the traffic remediation plan as detailed in the traffic study.

- (l) Review of study. Staff may grant the approval if the traffic generated maintains the accepted LOS for the road where the development is proposed.

However, if the LOS falls below an acceptable level, the applicant shall propose on-site or off-site mitigation, which the staff can also approve. In these cases, if an applicant would like to appeal the decision of staff or develop without mitigation efforts, review by the ~~P~~planning ~~C~~ommission would be required. The planning commission may then approve the request, approve with contingencies, or recommend denial of the request unless mitigation efforts are made. Final decision for denying a request based on traffic study must be made by Florence County Council.

In the event that an applicant would like to appeal the decision of the ~~P~~planning ~~C~~ommission, the procedures found in the Florence County Zoning Ordinance or appropriate section of the Florence County Code of Laws, as amended, outline the steps for appeal to the circuit court or to request pre-litigation mediation.

During the review process, staff and/or ~~P~~planning ~~C~~ommission may consult the South Carolina Department of Transportation and/or other transportation professionals.

- (m) Additional review and oversight. This section is not designed to replace any oversight and/or permitting power from the South Carolina Department of Transportation.
- (n) Additional information may be required if it is deemed necessary by the reviewer(s) in order to make a determination of general conformance with the regulations (e.g., environmental impact studies, drainage analysis).

(Ord. No. 38-2006/07, § 5.1, 8-16-07; Ord. No. 21-2019/20, § 1, 5-21-20)

#### **Sec. 28.6-48. Development plan submittal requirements.**

- (a) The development plan shall be drawn at a scale not smaller than 100 feet to one inch and submitted in digital format. On large subdivisions, match lines shall be used. ~~If necessary, hard copies are requested; the submittal shall be~~ on sheets no larger than 30" x 42". Sheets measuring 24" x 36" are preferred in order to conform with the final plat submittal requirements.
- (b) The development plan ~~shall meet the minimum standards of subdivision design set forth in this ordinance, the applicable fire code, and the zoning ordinance. shall~~ adhere to all standards and requirements set forth at the time of sketch plan approval.
- (c) At a minimum, the development plan shall include the following information:
  - (1) *General.*



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- a. Proposed name of subdivision, and name and address of contact person, and the person or firm preparing the plan.
  - b. Title, graphic scale, north arrow and date.
  - c. Vicinity map at a scale not smaller than one mile to one inch showing the relationship of the subdivision to the surrounding area.
  - d. Acreage and boundaries of the parcel to be subdivided.
  - e. Development plans shall be signed, dated, and stamped by a registered professional engineer. Original signatures are preferred.
  - f. ~~All drawing elements shall be submitted referencing South Carolina State Plane (SCSP) Coordinates. Elements referencing SCSP will utilize the North American Datum of 1983-1986 Adjustment (NAD83 [1986]) for horizontal control and be measured in International Feet (not US Survey Foot). Vertical control will reference the North American Vertical Datum of 1988 (NAVD88) and shall include measures using US Survey Foot. Datum information shall be noted on all plan sheets submitted for review purposes.~~ All drawing elements shall reference the South Carolina State Plane Coordinate System (SPCS), single zone Lambert Polyconic Projection designated by the National Geodetic Survey as Zone 3900. The horizontal and vertical datums shall be North American Datum 1983 (NAD83) and North American Vertical Datum 1988 (NAVD88) respectively, or a later datum if applicable. For the purposes of the South Carolina SPCS, the foot is the International Foot with one inch being exactly equal to 2.54 centimeters. Applicable datum information shall be noted on all plan sheets submitted for review purposes.

Control of plan features may be tied to the SCSP system using traditional surveying or GPS (Global Positioning System) methods.

2. *Existing conditions.*

- a. Contour lines at vertical intervals of not more than ~~one-two~~ feet. These contour lines should extend beyond the boundaries of the parcel by 100 feet on all sides, as necessary to show adjacent topography.
- b. The staff reserves the right to require intermediate spot elevations in areas suspected of ~~extremely~~ poor drainage.
- c. Deed record names of adjoining property owners of subdivision.
- d. In case of re-subdivision, a copy of existing plat with proposed re-subdivision superimposed thereon.
- e. Location of all streams, lakes, swamps, as well as land subject to a one percent annual chance flood.
- f. Location of existing adjoining property lines and buildings on the property to be subdivided.

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- g. Location and rights-of-way of streets, roads, railroads and utility lines either on or adjacent to the property to be subdivided. Specify whether utility lines are in easements or rights-of-way and show location of poles or towers.
  - h. Size and location of existing sanitary and storm sewers, water mains, drains, culverts of other underground facilities within the street or within the right-of-way of streets or roads adjoining the tract. Grades, inverts and ground level elevations of existing sanitary and storm sewers shall be shown.
  - i. The acreage of each drainage area affecting the proposed subdivision.
  - j. All elevations shall refer to NAVD 88 (North American Vertical Datum of 1988) where public water and/or public sanitary or storm sewers are to be installed. Datum information shall be noted on plans submitted for review purposes.
  - k. Location of city limit lines and county lines, if applicable, and indication of existing zoning classification applying to, and proposed use of all land within the subdivision.

3. *Proposed conditions.*

- a. Proposed layout of streets, roads, and alleys, with widths, road names, or designations.
- b. Construction plans for streets, showing natural and finished grades as well as typical cross-sections. Additional cross-sections may be required due to unusual topography or conditions.
- c. Proposed layout of all lots; dimensions of lots; lot numbers, all easements with widths, and proposed use of all lots or tracts of land.
- d. All setbacks and all easements.
- e. Construction plans for sanitary sewers with grade, pipe size, pipe material, location of manholes, and points of discharge.
- f. Construction plans for storm drainage system, in accordance with the requirements of Florence County Drainage and Stormwater Management Ordinance.
- g. Construction plans for water supply system with pipe sizes, pipe materials, fittings, and location of hydrants and valves.
- h. A grading plan to show proposed contour changes in areas where cut or fill is to be done.
- i. Proposed street lighting plan and electrical, telephone, and cable vision wire location plan showing pole locations and underground installations.
- j. Proposed sign location plan for all street name and traffic regulatory signs to be installed, plus proposed traffic control lights.
- k. Delineation of all riparian buffers, open spaces, and designated natural areas.
- l. Proposed street tree arrangement.

(Ord. No. 38-2006/07, § 5.2, 8-16-07)



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**Sec. 28.6-49. Final plat submittal requirements.**

- (a) The final plat shall substantially conform to the approved development plan and it shall meet all requirements set forth in this chapter.
- (b) The final plat shall be drawn to scale not smaller than 100 feet to one inch and/or with match sheets no larger than 24" x 36."
- (c) Final plats shall be submitted in electronic format.
- (d) At a minimum, the final plat shall include the following:
  - (1) Name of subdivision and ~~subdivider~~developer, and name and address of contact person.
  - (2) Title, graphic scale, north arrow and date.
  - (3) Street names, identifying lot numbers, and street addresses for residential subdivisions.
  - (4) Sufficient data to determine readily and reproduce on the ground the location, bearing and length of every road centerline, subdivision boundary line, block line, and easements whether curved or straight.
  - (5) All lot lines, lot dimensions, and building setback lines.
  - (6) Location and description of all monuments and markers.
  - (7) Locations of all power lines or power company easements.
  - (8) All rights-of-way, easements, or other areas that will support required infrastructure or be designed for public use. ~~and areas to be dedicated to public use with the purpose of each stated. It will be the responsibility of the developer to provide all necessary proof of acceptance by the applicable party.~~ The final plat shall also state who the responsible party is for maintenance on all land that is preserved for required infrastructure or land that is preserved for public use. When land that is preserved for public use but not conveyed to a government agency is identified on the final plat, the plat shall state who will retain ownership of the land (i.e. the Developer or the Homeowner's Association.)
  - (9) Approved driveway zones for corner lots.
  - (10) ~~All natural~~All-natural features to be preserved, including historical sites/buildings/markers, scenic spots, water bodies, and significant stands of trees.
  - (11) All riparian buffers, either pre-existing or newly planted.
  - (12) The following signed certificates shall appear with the final plat, which is submitted to the ~~P~~lanning ~~C~~eommission ~~S~~staff by the sub-divider (see appendix B for examples).
    - a. Certificate of ownership, dedication, and taxes paid.
    - b. Owner's guarantee and warranty in affidavit form.
    - c. Conveyance of utilities to the appropriate utility provider.
    - d. Verification of street acceptance by county, or letter of acceptance from SCDOT if an encroachment permit was involved.

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- e. Other SC DOT certifications (if applicable).
  - f. Recorded copies of any easements and deeds (if the county needs interest in real property).
  - g. Certificate of acceptance of physical improvements.
  - h. Guarantee of repaving.
  - i. Accuracy of land survey.
  - j. Engineer's letter/certificate of completion to Florence County.
  - k. Approved escrow agreement.
  - l. SC DHEC certifications/approvals to place into operation.
  - m. Certificate of approval for recording.
  - n. Five copies of complete record drawings of all utilities stamped, dated, and signed by the project engineer for accuracy shall be submitted along with an electronic copy (compact disk) in digital format in a form usable (CAD) by Florence County Engineering Division ~~Office~~.

The completed CAD drawing file shall contain text in standard fonts that can be read without third-party software. No polylines or annotations shall be stored in blocks. All blocks shall be exploded. All components of the drawing must appear on separate layers or levels (i.e. "valves" on a separate layer from "waterlines").

The numbering and/or naming of layers, colors, and line types will be in accordance with the individual engineer's standards, but components of the drawing must be separate and consistent in order for successful translation in order to store, manage, and maintain spatially-related (geographic) data.

All drawing elements shall be submitted referencing South Carolina State Plane (SCSP) Coordinates. Elements referencing SCSP will utilize the North American Datum of 1983-1986 Adjustment (NAD83 [1986]) for horizontal control and be measured in International Feet (not US Survey Foot). Vertical control will reference the North American Vertical Datum of 1988 (NAVD88) and shall include measures using US Survey Foot. Datum information shall be noted on all plan sheets submitted for review purposes. Control of plan features may be tied to the SCSP system using traditional surveying or GPS (Global Positioning System) methods.

- o. The name, seal, signature and registration number of the surveyor shall appear on the final plat.

(Ord. No. 38-2006/07, § 5.3, 8-16-07)

#### **Sec. 28.6-50. Final plat revisions.**

If it should be necessary to revise a final plat due to dimensional error, the ~~subdivider~~ developer's surveyor, upon acceptance and authorization of the ~~P~~ planning ~~C~~ commission ~~S~~ staff, shall make the necessary changes and resubmit the final plat to the designated ~~P~~ planning ~~C~~ commission ~~S~~ staff member. The designated ~~P~~ planning ~~C~~ commission



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~~S~~staff member will then sign, date, and stamp as "approved for recording." The approved plat will then be made available to the developer for recording in the office of the County Register of Deeds~~county clerk of court~~.

(Ord. No. 38-2006/07, § 5.4, 8-16-07)

**Secs. 28.6-51—28.6-60. Reserved.**

**ARTICLE V. MINIMUM LAND PLANNING STANDARDS AND REQUIRED  
IMPROVEMENTS FOR SUBDIVISIONS AND OTHER LAND DEVELOPMENTS**

**Sec. 28.6-61. Naming and numbering.**

- (a) *Subdivision and apartment project names.* Subdivision names and apartment project names shall not be duplicated or be confused with existing names. Names are subject to approval by the ~~P~~lanning ~~C~~ommission ~~S~~taff to eliminate duplicate names.
- (b) *Street names.* Proposed streets which are obviously in alignment with other existing and named streets, shall bear the assigned name of the existing streets. In no case shall the name of proposed streets duplicate or be phonetically similar to existing street name, irrespective of the use of suffix and/or prefix. The Uniform Street Naming and Property Numbering System Ordinance of Florence County and the municipality concerned shall govern the assignment of names and property numbers.
- (c) *Property numbering.* The staff shall provide appropriate "house numbers" for all lots as specified in the uniform street naming and property numbering system ordinance.

(Ord. No. 38-2006/07, § 6.1, 8-16-07)

**Sec. 28.6-62. Blocks.**

- (a) *Residential blocks.* Block dimensions and configurations shall be as follows:
  - (1) *Standard blocks:*
    - a. Lengths of standard blocks shall not exceed 1,600 feet nor be less than 400 feet on any side.
    - b. Standard blocks shall consist of at least two lots on all sides.
  - (2) *Non-standard blocks:*
    - a. In special situations, where it is necessary to separate residential developments from vehicular traffic or non-residential uses, non-standard blocks may be used. However, the ~~P~~lanning ~~C~~ommission must approve such configurations and the associated lot depths must be in accordance with the minimum lot dimensions required in the zoning ordinance for the land use area in which it lies.
    - b. Non-standard blocks may consist of a single lot on one or more sides (single-tier block). The preferred minimum lot depth for single-tier blocks is 150 feet.

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- c. Where single-tier blocks are approved by the county, driveways will not be allowed on the side of the block with the shortest dimension.
  - (b) *Commercial and industrial blocks.* The block layout in commercial and industrial areas may vary from the planning criteria detailed in this ordinance if required by the nature of the use. In all cases, however, the criteria and provisions of the zoning ordinance shall be followed in land planning and to provide adequate off-street parking and loading spaces and to insure space for future expansion.
- (Ord. No. 38-2006/07, § 6.2, 8-16-07)

**Sec. 28.6-63. Lots.**

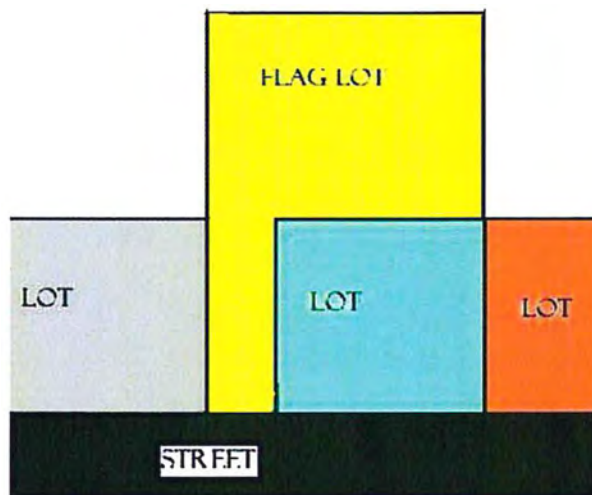
All lots established hereafter in connection with the development of a subdivision shall comply with the following planning standards:

- (a) *Authority of state department of health and environmental control.* Nothing contained in these regulations shall be construed as preventing the state department of health and environmental control, after study of the conditions existing in a proposed subdivision, from requiring that all or any portion of the area of such subdivision shall not be built upon or that the minimum lot sizes set forth in these regulations are inadequate and must be increased to insure the protection of the public health.
- (b) *Lot lines and city/county boundary lines.* Lots, insofar as practical, should not be divided by city limit or county boundary lines. Insofar as practical, lot lines shall be at right angles to straight street right-of-way lines and radial to curved street lines.
- (c) *Minimum lot dimensions and area.* Minimum lot dimensions and area are governed by the zoning ordinance and applicable health regulations, whichever is most restrictive.
- (d) *Corner lots.* Corner lots shall be so designed that a structure built thereon may be oriented to either street and still maintain minimum yard requirements specified by the zoning ordinance. Equal setbacks shall be provided for both the front and side streets based on the front yard setback distance.
- (e) *Double frontage.* Double frontage or reverse frontage lots (i.e. lots having street frontage both in front and rear) shall be avoided except where essential to provide separation of residential development from railroad or major street rights-of-way or from non-residential uses. Whenever reverse frontage lots are used, a non-access buffer strip of not less than 20 feet, planted with a vegetation screen shall be provided to separate and protect said lots from the major street.
- (f) *Street access.*
  - 1. Every lot hereafter established shall front or abut on a public street which conforms to the requirements of these regulations.
  - 2. Exceptions to this rule are listed in section 28.6-75(c) of this chapter (private streets).
  - 3. Another exception to this rule is in the case of development of a large commercial or industrial parcel, one parcel at a time.



- a. In this case, with the approval of the Planning Commission, subdivision shall be permitted if the owner ties an adequate permanent easement to a driveway that provides free ingress and egress from the newly subdivided parcel to a public street.
  - b. The easement and the driveway must have sufficient width in the view of the Planning Commission.
  - c. Each lot shall satisfy setback requirements as specified in the zoning ordinance.
- (g) *Lot remnants*: Lot remnants are prohibited on any plat. Lot remnants are those portions of a subdivision of property that typically result in non-conforming parcels for current zoning.
- (h) *Flag lots*: Flag lots as a means to develop residential property are permitted if the following conditions are met:
1. Lots must be at least two acres or more.
  2. Driveways subject to section 28.6-65.- Private lot driveways.
  3. Minimum of 50 feet in width along a public right-of-way (street frontage) and 40 feet from an existing driveway.
- (i) The planning director may approve landlocked parcels or access to property that is considered to be in the best interest of the public welfare. These may include the public utilities, water, towers, etc. The planning director may choose to have the development reviewed by the Florence County Planning Commission. The planning director may approve commercial projects that serve as gateways and are paved. Said approvals will be contingent upon conditions regarding location, character and other features of flag lots configured as may be deemed necessary in the best interest of the public welfare.

**Figure 1**



(Ord. No. 38-2006/07, § 6.3, 8-16-07; Ord. No. 15-2015/16, § 1, 12-10-15)

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**Sec. 28.6-64. Markers.**

- (a) *Permanent markers.* Markers shall be installed in accordance with the requirements of the Minimum Standards Manual for the Practice of Land Surveying in South Carolina. Permanent markers shall be a part of the physical improvements covered by financial guarantees.
- (b) *Temporary markers.* Temporary markers may be installed by the ~~subdivider~~developer for inspection purposes while the subdivision is under construction. Temporary markers shall be installed with the same accuracy and precision as for permanent markers. The ~~subdivider~~developer is responsible for replacing any markers damaged or disturbed during construction.

(Ord. No. 38-2006/07, § 6.4, 8-16-07)

**Sec. 28.6-65. Private lot driveways.**

- (a) *General.*
  - (1) Each proposed lot shall be designated so as to allow the development of a private driveway serving said lot.
  - (2) Driveways shall be located, designed and constructed so as to provide a relatively level stopping space no less than 20 feet outside the street right-of-way.
  - (3) Driveways of corner lots shall be located at least 40 feet from the point of intersection of the nearest street right-of-way lines. Approved driveway zones for corner lots shall be shown on the final plat.
  - (4) Adequate vision clearance at the intersection of driveways with street right-of-way lines shall be provided as required in section 28.6-75(l)(7) of this chapter.
  - (5) Where difficult problems of driveway curvature or excessive grades are likely to be present, the property owner or ~~their~~his agent shall submit for the Florence County Engineering Division staff's ~~planning commission staff engineer's~~ approval the details of driveway location and grades before a building permit is issued.
- (b) *Responsibilities of owner and/or developer.* The property owner is responsible for the original installation and permanent maintenance of the connecting segment of pavement located on the right-of-way, between the street pavement and the private driveway on said private lot. This shall be accomplished prior to the final building inspection in those instances when a driveway is paved. It is not a requirement of this chapter that private residential driveways be paved. The owner shall also be responsible for any necessary curb-cut and/or repairs.

(Ord. No. 38-2006/07, § 6.5, 8-16-07)



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**Sec. 28.6-66. Building setback lines.**

- (a) *Minimum setback.* The minimum building setback from the street right-of-way (property line) shall be established by the zoning ordinance for the district in which the lots are located.
- (b) *Power lines.*
  - (1) In no case shall the Planning Commission approve any plat whereby the power company's easement is used to meet the minimum yard requirements established in the zoning ordinance.
  - (2) The developer must contact the appropriate power company ~~to insure that~~ to ensure that any proposed use of a right-of-way meets all of the requirements of said power company.
  - (3) Standard setbacks established in the zoning ordinance apply to power line rights-of-way.
  - (4) An alternate design solution is to utilize the area adjacent to the power line easement (not within the easement) for a street right-of-way.

(Ord. No. 38-2006/07, § 6.6, 8-16-07)

**Sec. 28.6-67. Public sites and open space dedication.**

- (a) *Official map ordinance and subdivision development.*
  - (1) The ~~subdivider~~developer is required to make land available for the development of all types of public services that will be required to serve future residents and/or businesses within the proposed subdivision. A site for public facility may also serve an area larger than the proposed subdivision.
  - (2) The ~~subdivider~~developer or landowner is not required to donate land to the public agency for public facilities; however, the ~~subdivider~~developer or landowner shall make land available as deemed appropriate by Florence County and the Planning Commission.
  - (3) The official map may include, but is not limited to, future public streets, easements, rights-of-way, public utilities, public building site, parks, playgrounds, schools, and other open space areas.
- (b) *Homeowner's association.* The public site may be owned and maintained by homeowner's association for use by the general public rather than dedicating said site to the county. The homeowner's association declaration shall be submitted with proposed legal covenants to the Planning Commission for review prior to approval of the final plat.
- (c) *Location.* Such open spaces shall be located adjacent to other such areas in adjacent subdivisions wherever possible in order to provide for the maximum use of the area, and shall be shown on the sketch plan. The Planning Commission shall not approve a site which is undesirable for the proposed use.

(Ord. No. 38-2006/07, § 6.7, 8-16-07)

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**Sec. 28.6-68. Natural features and historical landmarks.**

- (1) The ~~P~~lanning ~~C~~ommission reserves the right to require the preservation of outstanding natural features, historical landmarks/sites/buildings, scenic spots, water bodies, and significant stands of trees.
- (2) Existing riparian buffers must be maintained in accordance with the requirements of the zoning ordinance. Where not pre-existing, riparian buffers shall be provided during development or re-development to protect water bodies, in accordance with the requirements of the zoning ordinance.

(Ord. No. 38-2006/07, § 6.8, 8-16-07)

**Sec. 28.6-69. Grading of land and transitions to adjoining property.**

Existing and final grading plans shall be approved by the ~~planning commission staff engineer~~Florence County Engineering Division. All changes in the natural grade of the land shall be appropriately sloped to make a gradual ten percent or less slope transition to adjoining property.

(Ord. No. 38-2006/07, § 6.9, 8-16-07)

**Sec. 28.6-70. Street trees.**

- (a) Street trees shall be provided in proposed subdivisions in order to enhance the appearance of the community.
  - (1) General standards for newly planted street trees are as follows:
    - a. Street trees shall be provided at a minimum of one per lot in the public right-of-way and shall be reasonably spaced, with a maximum spacing of 60 feet.
    - b. Approved large species street trees must be installed. A list of approved large species canopy trees will be maintained by Florence County. Minimum tree size shall be two and one-half inches in diameter upon installation.
    - c. Trees for entire block should be planted at one time.
    - d. Newly planted street trees shall be located in such a manner to minimize damage to streets, sidewalks, drainage installations, and utility installations.
    - e. Trees must be planted in accordance with recognized horticultural guidelines. Planting details will be maintained by Florence County.
    - f. Newly planted street trees shall be watered and maintained in a healthy manner by the developer through the first growing season.
    - g. After planting, the developer shall sign a contract for guarantee of replanting street trees. The contract shall legally bind the developer to replant any street tree that is not maintained in a healthy manner through the first growing season.
    - h. Street trees are required to be installed at the same time as other improvements, and may not be escrowed as an individual item.



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- (b) In lieu of newly planted street trees, one of the following three alternatives may be used to comply with the street tree requirements.
- (1) Acceptable pre-existing trees fronting proposed streets may be maintained in lieu of planting new street trees. While such pre-existing trees do not have to meet all of the requirements of newly planted street trees, the following minimum criteria apply:
    - a. Spacing and species of trees must be determined to be acceptable by the county staff.
    - b. In all cases, the number of street trees shall equal or exceed the required number of trees listed above in section 28.6-70(a).
    - c. Trees must exhibit good health and must be adequately protected during construction in accordance with recognized horticultural guidelines.
  - (2) At a minimum, acceptable pre-existing stands of trees (>2.5" in diameter) must be maintained on 75 percent of the lots. These trees must be maintained within the rear setback, and the side setbacks up to the front setback, for the required number of lots.
    - a. These trees must be determined to be acceptable by the county staff.
  - (3) Landscaping shall be provided as part of site plan and subdivision design. It shall be conceived in total pattern throughout the site, integrating the various elements of site design, preserving and enhancing the particular identity of the site, and creating a pleasing site character.
    - a. At a minimum, the landscape plan shall contain a 30-foot depth of sod from edge of street.
    - b. At a minimum, each lot shall contain one large species tree of at least two and one-half inches in trunk diameter, located within 30 feet of the edge of street. Alternatively, the developer may submit groupings of newly planted trees throughout the subdivision for consideration by the Florence County. In no case may the developer submit less than one tree per lot.
- (c) The developer shall cause street trees to be provided as shown on approved plans.
- (1) If the required street trees are not present at the time of final plat approval, the developer must provide financial guarantees to ensure installation as required as outlined in article VI of this chapter.
  - (2) For any new development or re-development, all required street trees must be completed within two years of the final plat recording.

(Ord. No. 38-2006/07, § 6.10, 8-16-07)

### **Sec. 28.6-71. Soil suitability.**

Where questions exist regarding the suitability of soils for a proposed development, the Planning Commission reserves the right to require the developer to provide a report and certification of soil suitability from a qualified soils engineer.

(Ord. No. 38-2006/07, § 6.11, 8-16-07)

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**Sec. 28.6-72. Storm drainage.**

- (a) An adequate drainage system shall be provided for the proper drainage of all surface water according to chapter 9.5, drainage and stormwater management. All subdivision proposals shall be consistent with the need to minimize flood damage and the impact that runoff has on adjacent water bodies.
- (b) Base flood elevation data shall be provided by the developer's engineer for subdivision proposals and other proposed developments in any instance when the flood insurance rate maps do not provide an identified floodway or contain water surface elevation data on the county's flood insurance rate map or floodway boundary and floodway map. No portion of a subdivision shall be approved which is subject to inundation by a flood of 100-year frequency or less except as otherwise permitted by chapter 9.5, drainage and stormwater management and/or the zoning ordinance.
- (c) All subdivision proposals shall have public utilities and facilities including, but not limited to sewer, stormwater, gas, electrical and water systems located and constructed to minimize flood damage.
- (d) No subdivision of land shall be approved or variance to this chapter granted by the county or the ~~P~~planning ~~C~~ommission unless it meets all of the requirements for flood hazard protection as specified in zoning ordinance.
- (e) Detention and/or retention ponds shall be used to detain and retain the increased and accumulated runoff, which the developed subdivision generates. Water shall be released into watercourses or wetlands at a rate and in a manner that approximates natural predevelopment flow.
- (f) Wet ponds shall have irregular shorelines and should ~~compliment~~complement the development's landscape plan.

(Ord. No. 38-2006/07, § 6.12, 8-16-07)

**Sec. 28.6-73. Easements.**

All easements shall be designated on all subdivision and individual plats. It is the applicant's responsibility to correctly show any easements. All easements shall be dedicated to the appropriate governing authority at the same time as the other required improvements.

(a) *Drainage easements.*

- (1) Where a proposed subdivision is traversed by a new or existing drainage facility, easements shall be provided to Florence County.
- (2) All drainage easements must meet the specifications and requirements of the drainage and stormwater management ordinance.
- (3) Lake, ponds, creek, swamps, boat ramps, and other similar areas will be accepted only if sufficient land is dedicated as a public site or open space. These areas must constitute a necessary part of the drainage control system. These areas must be approved by Florence County prior to approval of the plat by the ~~P~~planning ~~C~~ommission.



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(b) *Utility easements.*

- (1) When it is deemed necessary to locate public and/or private utility lines outside of the street right-of-way, adequate areas of suitable size and location shall be allocated for utility easements.
- (2) Easements shall be at least 20 feet in width and shall be located along rear and side lot lines. Easements shall be cleared and graded to provide vehicular access. No structures or trees shall be placed within such easements. Fences may be placed with the easement, provided that the county, public or private utility company is not liable to pay the cost of replacing fences which they remove in order to maintain utility lines. Easements shall be maintained by the property owner and may be used to satisfy yard requirements under the zoning ordinance.

(c) *Maintenance of easements.*

- (1) The covenant restrictions placed in the deed of a lot which contains an easement shall stipulate that Florence County or utility companies which have lines in such easement shall have full right of access to such easement.
- (2) Florence County shall maintain only those easements specifically accepted for public maintenance.

(Ord. No. 38-2006/07, § 6.13, 8-16-07)

**Sec. 28.6-74. Underground wiring.**

- (a) All wiring including electric, telephone, telegraph, cablevision and all other such lines carrying electrical current shall be placed underground in residential and commercial subdivisions. The street light layout shall be designed to avoid subsequent interference with other utilities and/or street paving. The Planning Commission may approve above ground wiring in an industrial park or for some unusual commercial or industrial situation.
- (b) The developer shall submit a plan to Florence County indicating the proposed location of all wiring, together with any design, drawings and specifications as may be required by the county staff.
- (c) The developer shall be required to submit three prints of the proposed subdivision plan to the electric utility, for the purpose of determining street light location. The electric utility and Florence County staff shall be responsible for final determination of the number, type, placement and location of all street lights within the subdivision.
- (d) Final construction plans shall be submitted to Florence County showing the location of all underground wiring as constructed, with permanent reference points shown, as a condition of acceptance by Florence County.

(Ord. No. 38-2006/07, § 6.14, 8-16-07)

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**Sec. 28.6-75. Streets.**

- (a) *Conformity to existing maps and plans.* The location and width of all proposed streets shall be in conformity with the official plans and maps of Florence County and the Planning Commission.
- (b) *Continuation of adjoining street system.*
  - (1) The proposed street layout shall be coordinated with the street system of the surrounding area. Where possible, existing streets shall be extended and the same name continued.
  - (2) A traffic study may be required by staff in order to insure the project design promotes public safety and adequate traffic flow.
- (c) *Private streets.*
  - (1) Private streets are allowed only in special projects as provided in the zoning ordinance (townhouses, planned developments, etc.).
  - (2) In cases where private streets are allowed, there must be a viable homeowner's association (HOA) supported through the adoption of deed restrictions and responsibilities contained within legal restricted covenants to assume ownership and maintenance responsibility of the private street.
  - (3) Private streets must be designed and constructed in accordance with the development standards established in this ordinance. Utility access and easement requirements also apply.
  - (4) Private streets must be identified by appropriate signage.
- (d) *Reserved strips.* Reserved strips adjacent to street rights-of-way shall be prohibited. Cul-de-sac are required at the terminus of a new street.
- (e) *Half streets.* Half streets are prohibited. Whenever a street is planned adjacent to the proposed subdivision tract boundary, the entire street right-of-way shall be platted within the proposed subdivision.
- (f) *Looped drives.* The maximum length of a looped drive shall be 800 feet, except where fire truck turnarounds are provided. In such cases where fire truck turnarounds are provided, the maximum length shall be 1,600 feet.
- (g) *Culs-de-sac.* Permanent dead-end streets shall not exceed 400 feet in length as measured from the centerline of the perpendicular street to the center of the cul-de-sac, and shall be provided with a turnaround having an outside pavement diameter of at least 80 feet and a right-of-way diameter of at least 100 feet. The design must also comply with other applicable codes and regulations.
  - (1) Pavement width shall be at least 20 feet in the turnaround, but shall be 22 feet in the straight portion.
  - (2) On-street parking is not allowed in a cul-de-sac and "No Parking" areas shall be marked.



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- (3) Temporary dead-end streets shall not exceed 400 feet in length and shall be provided with an International Fire Code (IFC) approved turnaround.
- (h) *Service alleys.* Service alleys may be permitted in residential, commercial, or industrial developments at the discretion of the ~~P~~lanning ~~C~~ommission and as recommended by county staff. Where allowed, the following requirements apply:
- (1) Service alleys shall be private and privately maintained.
  - (2) Service alleys shall be located to the rear or side property boundary, but may not be located in a required buffer yard.
  - (3) Service alleys shall have a minimum 12-foot wide paved surface and a minimum (non-public) right-of-way width of 20 feet.
  - (4) Any service alley approved by the ~~P~~lanning ~~C~~ommission shall be open at both ends or be provided with a standard vehicular turnaround (cul-de-sac).
  - (5) Service alleys may not be used to meet the street access requirements outlined in section 28.6-63(f) of this chapter.
  - (6) Exceptions to the requirements of subsection (n) may be allowed for service alleys where required by site conditions and where approved by the county staff.
- (i) *Minor streets.* Minor streets shall be designed so as to discourage through traffic. However, the provision for the extension and continuation of major streets into and from adjoining areas is required.
- (j) *Buffer between the subdivision and major streets.*
- (1) When a proposed subdivision abuts upon or contains an existing or proposed major street, the ~~P~~lanning ~~C~~ommission shall insure that the street layout provides an appropriate buffer zone in order to protect dwelling units, reduce the number of intersections with the major street, separate local and through traffic, or between developments. Any one of, or combination of the following techniques may be used:
    - a. A marginal access street running parallel with the major street supplying frontage to lots facing the major street may be used if it is separated from the major street by a vehicular non-access easement of at least 20 feet containing a planting screen buffer strip. This vehicular non-access easement shall be granted to Florence County. It shall not be used to meet setback requirements, but may be used to meet buffer yard requirements.
    - b. Reverse frontage lots which back onto the major street and face a minor street in the subdivision may be used if they are separated from the major street by a vehicular non-access easement of at least 20 feet containing a planting screen buffer strip. This vehicular non-access easement shall be granted to Florence County. It shall not be used to meet setback requirements, but may be used to meet buffer yard requirements.
    - c. Buffer strips with a width of at least 20 feet are allowed between developments.
- (k) *Access to adjacent properties—Temporary turnarounds.* It is normally desirable to provide for street access to adjoining property. Proposed streets shall be extended by dedication to

the boundary of such property and a temporary turnaround with paved radius of 25 feet shall be provided. No street arrangement shall be approved that prevents future access to adjoining undeveloped property.

(l) *Street intersections.*

- (1) Not more than two streets shall intersect at any one point.
- (2) All streets shall intersect as nearly at right angles as possible. No street shall intersect at less than 85 degrees.
- (3) Street jogs shall have a minimum center-line offset of 150 feet.
- (4) Intersections of arterial streets shall be a minimum of 800 feet from one another.
- (5) Street intersections shall be located at least 150 feet from the right-of-way of any railroad, measured from the center point of the intersection to the railroad right-of-way line nearest the intersection.
- (6) Street curb intersections shall be rounded by a tangential arc with a minimum radius as follows:

Intersection Type	Minimum Radius (feet)
Involving major streets	35 feet
Involving minor collector streets	25 feet
Involving only minor streets	20 feet

- (7) Adequate vision clearance shall be maintained at all intersections, as required in article VI of the zoning ordinance.

(m) *Street classification and pavement widths.*

(1) *Major streets.*

Classification	Minimum Right-of-Way (feet)	Minimum Pavement Widths
Limited access highway-expressway	SC DOT specifications	SC DOT specifications
Expressway	SC DOT specifications	SC DOT specifications
Arterial streets (residential & commercial) and commercial collector streets	66 feet for first 2 lanes plus 10 feet for each additional lane	36 feet for first 2 lanes plus 12 feet for each additional lane

(2) *Minor streets.*

Classification	Minimum Right-of-Way (feet)	Minimum Pavement Widths
Residential collector streets	50 feet	24 feet <sup>(1)</sup>
Local streets:		
Industrial/comm. area	60 feet	28 feet
Multi-family area	60 feet	24 feet



Single/duplex family area	50 feet	24 feet
Cul-de-sac	50 feet	22 feet
Marginal access street(2)	40 feet	24 feet(1)
Alley(3)	—	—
(1) Where sidewalks are provided, the pavement width may be reduced to 22 feet. (2) For marginal access streets, the <u>P</u> lanning <u>C</u> ommission may accept alternate right-of-way widths upon review and recommendation of the staff. (3) See section 28.6-75(h).		

- (3) Upon the recommendation of the staff, the Planning Commission may require additional improvement widths for the purpose of promoting public safety and better traffic flow or to provide parking in industrial, commercial, or high-density residential areas.
- (4) Subdivisions developed along existing streets with inadequate right-of-way, shall provide additional right-of-way to meet the minimum specifications contained herein.
- (5) When the subdivision abuts a major street, any land needed for widening the major street, including marginal streets and buffer strips, shall be dedicated to the governing body.
- (6) Subdivisions with unusual topographic conditions shall provide greater street rights-of-way than herein required and/or provide slope easements for the sloping of banks or fill materials. A slope easement shall be from the toe (bottom) of the slope to the crown (top) of the slope. Setbacks shall be adjusted to reflect the increased easement width.

(n) *Curves and grades.*

- (1) Where horizontal street alignment deflects at an angle greater than ten degrees, a curve with the following minimum radii shall be provided.

Classification	Minimum Radii (feet)
Major streets	500 feet
Collector streets	300 feet
Minor collector, minor street, and culs-de-sac	150 feet

- (2) Reverse curves in streets shall be connected by tangents not less than the following:

Classification	Minimum Radii (feet)
Major streets	As required by SC DOT
Minor residential streets	100 feet
All other streets	200 feet

- (3) The minimum length of any vertical curve connecting two different street grades shall be equivalent in feet to the following factor times the algebraic difference in the rates of grade change on the two slopes involved:

Classification	Crest	Sag
Major street	30	35
Collector streets	20	25
Minor collector, minor street, and culs-de-sac	10	15

- (4) The longitudinal grade on any proposed street shall be subject to the approval of the ~~planning commission staff engineer~~ Florence County Engineering Division. However, the minimum grade on any proposed street shall not be less than one-half percent and the maximum street grade shall be as follows:

Classification	Maximum Street Grade (%)
Major streets	4%
Collector streets	8%
Minor collector, minor street, and culs-de-sac	10%

- (5) Where horizontal curves are used, the minimum lineal sight distance shall be as follows:

Classification	Lineal Sight Distance (feet)
Major street	275 feet for two lanes, plus 100 feet for each additional lane not to exceed 500 feet
Minor street	100 feet

(o) *Construction specifications.*

- (1) At a minimum, all streets, shoulders, and side slopes shall be constructed in accordance with the South Carolina Department of Transportation's Standard Specifications of current adoption and shall include, as a minimum, six inches of stabilized aggregate base course and two inches of type 1 asphalt cement pavement for all road construction within the municipal limits of Florence County.
  - a. Commercial collector streets and streets with higher classifications shall be constructed in accordance with the South Carolina Department of Transportation's Standard Specifications of current adoption and shall include, as a minimum, eight inches of stabilized aggregate base course, two inches of type 1 binder course, and an inch and one half (1.5 inches) of type 1 asphalt cement pavement for all road construction within the municipal limits of Florence County.
- (2) The ~~planning commission staff engineer~~ Florence County Engineering Division may require higher standards than those shown on the typical drawings or in the South Carolina Department of Transportation Standard Specifications in order to provide



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adequately for unusual soil conditions, extraordinary traffic volumes, unusual drainage problems, or other abnormal conditions.

- (3) All shoulders and side slopes shall be protected from erosion by either sodding or seeding as set forth in the South Carolina Department of Transportation's Standard Specifications. Plans for erosion control shall be a part of the required improvement plans to be submitted by the ~~subdivider~~developer to the ~~planning commission staff engineer~~Florence County Engineering Division for final approval.
- (4) At the time of street acceptance by the county, the developer shall sign a contract for guarantee of re-paving.
- a. The contract shall legally bind the developer to re-pave any street which fails to withstand the traffic of heavy construction vehicles during the construction of houses within the subdivision.
- b. Unless the ~~county engineer~~County Engineering Division determines that the street pavement has failed and officially notifies the developer, the contract shall automatically be fulfilled and terminated when 90 percent of all houses are completed or four years after street acceptance.

(Ord. No. 38-2006/07, § 6.15, 8-16-07; Ord. No. 11-2021/22, § 1, 1-20-22)

#### **Sec. 28.6-76. Curbs and gutters.**

When used, curbs and gutters shall be installed along both sides of all streets. They shall be designed and constructed in accordance with the South Carolina Department of Transportation Standard Specifications, and shall be of the types listed below:

Classification	Type
Major streets	Barrier curb & gutter
Minor collector and local street	Mountable curb & gutter
Minor local-rural (1 acre lots or more)	Mountable curb & gutter
Culs-de-sac, marginals, and alleys <sup>(1)</sup>	Mountable curb & gutter

(1) See section 28.6-75(h) for exceptions to specifications for alleys.

The transition from one type curb to the other shall be made only at a street intersection, and adequate provision shall be made for driveway entrances.

(Ord. No. 38-2006/07, § 6.16, 8-16-07)

#### **Sec. 28.6-77. Sidewalks.**

- (a) In accordance with this regulation, sidewalks shall be installed for all subdivisions that involve the construction of new streets. Such sidewalks shall be installed in the following locations and widths, and shall be constructed in accordance with the criteria of the South

Carolina Department of Transportation Standard Specifications. If physical condition(s) exist, or alternate means of pedestrian access and movement are provided, which render sidewalks impractical or unnecessary, an exception may be specifically granted by the Planning Commission upon recommendation of Florence County Planning Staff. Where it is deemed necessary by the Planning Commission, additional sidewalks or wider sidewalks than those listed below may be required. The Planning Commission is required to specify in the minutes of the meeting the reason(s) for any exception/change to the sidewalk requirement.

Street Classification <sup>(1)</sup>	Sidewalk Width and Location
Expressways/arterial streets/commercial collectors	5 feet on both sides
Residential collector streets <sup>*</sup>	<u>4 feet one side</u>
Minor streets along commercial frontage	4 feet on both sides
Minor streets along school frontage	4 feet on both sides
Minor streets along duplex residential frontage <sup>*</sup>	<u>4 feet on one side</u>
Minor streets along multi-family residential frontage <sup>*</sup>	<u>4 feet on both sides</u>
Minor streets along single-family residential frontage <sup>*</sup>	<u>4 feet on one side</u>

(1) Note: The various street types are defined in section 28.6-6 of this chapter (definitions).

~~<sup>\*</sup> Sidewalks are optional for these street classifications.~~

- (b) All utilities such as poles, fire hydrants, transformers, telephone, and data boxes, etc. shall be located outside the required width.
- (c) Where sidewalks are required on only one side of a street, and the development is located on each side of the street, the single sidewalk shall generally be located on the northern and/or western sides of the street. If it is determined that locating the sidewalk on the northern or western side presents connectivity issues with adjacent sidewalks, then the sidewalk shall be placed on the side of the street that provides the greatest degree of continuity and connectivity.
- (d) Where sidewalks are required on only one side of the street, and the development is located on only one side of the street, the sidewalk shall be located on the same side as the development, regardless of whether it is the northern/western side of the street.
- (e) If a development encompasses an entire county block, or if the development encompasses a portion of a county block that is entirely owned by the developer, then sidewalks may be provided on all block frontage.
- (f) Grass strips, a minimum of two feet in width, should be located between curb and sidewalk.
- (g) Trails or pedestrian paths that are not on road frontage and that meet the requirements of section 28.6-78 may be considered by the county, in lieu of the sidewalk requirements presented herein.

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- (h) The developer shall construct, or cause to be constructed, all required sidewalks as shown on the approved plans.
- (1) If the required sidewalks are not completed at the time of final plat approval, the developer must provide financial guarantees to ensure completion of the sidewalks as outlined in article VI of this chapter.
  - (2) For any new development or re-development, all required sidewalks must be completed within two years of the final plat recording.
  - (3) For any new development or re-development, required sidewalks must be completed on an individual lot prior to the issuance of a certificate of occupancy of a building on the subject lot. Sidewalks shall be permitted to terminate at the lot line but shall be located and constructed to allow the readily extension of the sidewalk onto the adjoining lots.

(Ord. No. 38-2006/07, § 6.17, 8-16-07)

#### **Sec. 28.6-78. Pedestrian paths.**

Pedestrian paths may be used in lieu of sidewalks, or as indicated in section 28.6-77(h) of this chapter. Where provided, pedestrian paths must meet the following minimum specifications/requirements:

- (1) The walking surface must be at least six feet wide and it must be constructed with asphalt, concrete, hard-packed gravel, or approved alternate material.
- (2) The path must meet the specific design criteria illustrated by the detail shown in the appendix.
- (3) Where the path is behind or between lots, there must be at least seven feet of vegetated buffering space on each side of the path, measured perpendicularly from the edge of the path. Where the path runs adjacent to and parallel to a street, there must be at least four feet of vegetated buffering space between the edge of the path and the hard surface of the street.
- (4) As with sidewalks, completed pedestrian paths must be transferred to and accepted by Florence County for maintenance and ownership.

(Ord. No. 38-2006/07, § 6.18, 8-16-07)

#### **Sec. 28.6-79. Street lights.**

Appropriate street lights are required in all subdivisions. The placement of such lights shall meet the specifications of Florence County (reference section 28.6-74(c)).

(Ord. No. 38-2006/07, § 6.19, 8-16-07)

#### **Sec. 28.6-80. Water and sewer systems for new subdivisions.**

- (a) *Connection to public water and sewer systems.* The subdivision shall be served by public water and sewer systems whenever they are available, in accordance with South Carolina



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Department of Health and Environmental Control (DHEC) Regulations. The subdivision development plan shall be accompanied by satisfactory plans for water and sewer construction. The plans for construction shall be prepared by a registered engineer and approved in writing by the public water and sewer provider and/or DHEC.

- (b) *Privately-owned community systems.* A privately-owned community water and/or sewer system may be used only if services are not available from the public system within a reasonable period of time. Proposed plans of the system shall be prepared by a registered engineer and subsequently reviewed by Florence County to evaluate future compatibility with the public system. approved plans shall then be submitted to and approved in writing by the state department of health and environmental control and the public service commission prior to **P**lanning **C**ommission approval of the development plan.
  - (c) *Individual wells and septic systems.*
    - (1) In those areas of Florence County where it is not feasible to provide water and/or sewer service to subdivisions, individual wells and/or septic tanks may be permitted. The developer through the local service provider shall indicate, in writing, to the **P**lanning **C**ommission when such a situation exists. The developer shall obtain from the state department of health and environmental control approval, in writing, for all individual wells and septic systems prior to the **P**lanning **C**ommission's approval of the development plan.
    - (2) The requirement for a percolation test prior to the approval of subdivisions of land shall not be applicable for plat approval, however if no percolation test is provided the plat will be stamped with the following: "NO PERK TEST HAS BEEN PERFORMED ON THIS PROPERTY."

The plat may be resubmitted for removal of the stamp if and when a successful percolation test has been completed.

The exemption does not apply for permits for the construction of buildings requiring a sewer system or the placement of mobile/manufactured homes on the property.
- (Ord. No. 38-2006/07, § 6.20, 8-16-07; Ord. No. 02-2008/09, § 1, 9-18-08)

#### **Sec. 28.6-81. Non-electrical traffic control signs and devices.**

Permanent traffic control signs and devices, including street name signs, shall be provided and installed by the developer. Such signs and devices shall conform to County of Florence specifications and the South Carolina Manual on Uniform Traffic Control Devices for Streets and Highways.

(Ord. No. 38-2006/07, § 6.21, 8-16-07)

#### **Sec. 28.6-82. Parking.**

Parking requirements for each individual lot must be met when existing lots are subdivided. Parking requirements are specified in the zoning ordinance.

(Ord. No. 38-2006/07, § 6.22, 8-16-07)

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**Sec. 28.6-83. Signs, mailboxes, driveways, etc. in public right-of-way.**

- (a) *Privately owned signs are not allowed in public right-of-way.*
- (b) *Mailboxes.*
  - (1) The county reserves the right to remove, or require the removal of, privately owned brick, masonry, or concrete mailboxes or newspaper boxes, or fixtures that have been constructed in a county-owned public right-of-way. For the purposes of this section, right-of-way includes any easement right-of-way, right of ingress/egress, or other property interest owned by the county.
  - (2) At the time of repair to, or replacement of, mailboxes located in the right-of-way, the county is required to re-establish only a serviceable mailbox in accordance with United States Postal Service guidelines.
- (b) *Driveways.*
  - (1) The county reserves the right to remove, or require the removal of, these driveways for purposes of right-of-way maintenance or for utility installation/maintenance.
  - (2) At the time of repair to, or replacement of, driveways located in the right-of-way, the county is required to re-establish only a hard surface driveway (i.e., concrete for concrete, asphalt for asphalt, or hard-packed gravel for hard packed gravel). Decorative driveways will not be replaced with like material unless specifically approved as a part of the county's encroachment permit process.

(Ord. No. 38-2006/07, § 6.23, 8-16-07)

**Sec. 28.6-84. Entrances and exits.**

- (a) *Number of entrances and exits.* All newly constructed residential subdivisions shall have at least one main entrance/exit and, where determined practical by staff, at least one additional entrance/exit. Additional entrance/exits may be required by the ~~P~~lanning ~~C~~ommission.
- (b) *Connecting to existing/adjacent subdivisions.* All newly constructed residential subdivisions are encouraged to make provisions for future connection to directly adjacent subdivisions (if any) by a pedestrian path. Connecting streets are encouraged, but not required by this ordinance in every case. However, connecting streets and pedestrian paths may be required by the ~~P~~lanning ~~C~~ommission.

(Ord. No. 38-2006/07, § 6.24, 8-16-07)

**Sec. 28.6-85. Summary plats with six lots or less. ~~Small family and private developments (six lots or less).~~**

- (a) *Roadways.* ~~All~~ Unless served by an existing public road, all roads shall be privately maintained and shall be the property of the homeowner's association or sole responsibility of the affected property owners. If the developer proposes a new public road which will be conveyed to the County, the developer must adhere to article IV of this chapter. Private ~~The~~ roadways shall be held in common and an easement assessment must be established for the

perpetual maintenance of the roadway and improvements. Property lines for lots that adjoin the easement must connect within the center of the easement, to avoid the easement being separate from any adjoining property. The easement cannot be made of a standalone parcel. The easement must be at least 50 feet wide and the roadway must be at least 18 feet wide and have a three-inch slag or stone base. The This surface layer provision is waived for family developments and for subdivisions of land that will not result in the roadway serving more than two lots. All roadways shall originate at a public road at one end only, to eliminate through traffic. If the roadway ties to a county-maintained road a 50-foot-wide access easement is required. In unzoned areas, a 30-foot-wide easement may be accepted by Planning Commission Staff where such roads serve only a single-family lot not to exceed one acre. In any case, every parcel shall have a minimum width of 50 feet on the side that fronts the easement/roadway. If it ties to a state road it must comply with the standards of the state department of transportation. For private roads, prior to issuing addresses, the Florence County Engineering Division will inspect the road to ensure it is in compliance with this code.

- (b) *Recordable plats.* The plat must conform with Section 28.6-49 (d)(1-11). Recordable plats shall be required showing the development lot layout, tax parcel being derived from wetlands and/or natural drainage ways. The plat shall contain the following statement:

"The road or driveway providing access to the lots in the development is private and not maintained by the County. Property owners must maintain access suitable for emergency vehicles."

- (1) Plats which are developed for single lots, whereas only one lot is allowed to be served by a 30-foot-wide easement, the plat shall contain the following statement:

"The road or driveway providing access to the single lot is private and not maintained by Florence County. The property owners must maintain access suitable for emergency vehicles. This road/easement shall serve only one single parcel, not more than one acre in size and no further subdivision or addition to such parcel will be permitted."

- (c) *Setbacks.* Setbacks outline designated open spaces on the lot. These spaces are to be linear distances measured from property lines inward. Building or other principle structures comprising the activity of the lot may not intrude on this area. Two types of setbacks exist for this lot; either a road right-of-way at the front lot line, or at the side lot property line. A setback may accept an accessory activity such as parking unless otherwise provided in the chapter. Lot road frontage lengths are to be a minimum of 50 feet measured from the front line. Except as may be permitted in accordance with section 28.6-85. Setbacks shall meet the applicable prescriptive requirements as prescribed for the applicable zoning district as defined in section 30-30 for zoned districts and section 30-111 for all properties in unzoned districts. All setbacks requirements shall comply with Chapter 30 of the Florence County Code of Ordinances. On the portion of the lot which is burdened by the easement, the setback line shall be established by measuring from the easement inward.

- (d) *Lots.* Each lot may contain only one single-family residence. Lots that have access to public utilities (water and/or sewer) are required to have a written statement from the appropriate utility. If lots will utilize a septic tank and drinking water well, permits must be secured from the state department of health and environmental control, however if no percolation test is provided the plat will be stamped with the following:



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"NO PERK TEST HAS BEEN PERFORMED ON THIS PROPERTY."

The plat may be resubmitted for removal of the stamp if and when a successful percolation test has been completed.

The exemption does not apply for permits for the construction of buildings requiring a sewer system or the placement of mobile/manufactured homes on the property.

(e) *Signage.* On private roads, ~~T~~ the ~~owner~~owners shall conspicuously place a sign on the driveway near the entrance stating the E-911 street ~~name~~address. Prior to addresses being issued, the sign must be in place and in accordance with the County's street sign standards.

(f) *Small family developments.* Small family developments are those where a subdivision occurs for the dispersion of land amongst family members and the potential development thereof. Florence County makes no guarantee nor bears any responsibility for any improvements or the lack thereof. Each plat seeking the small family development exemption shall be legibly marked by the surveyor of record with the following statement:

"SMALL DEVELOPMENT ONLY."

(g) *Private Developments.* Private developments are subdivisions whose lots are intended for sale, trade or transfer whether public or private. The owner, agent or developer seeking approval of a private development subdivision shall provide an analysis from a South Carolina Licensed Engineer (SCLE). The SCLE shall determine whether the development of said land with the allowed uses will not cause storm drainage concerns for the properties being developed or the surrounding properties. Such concerns are, but not limited to, improper drainage that would impact building construction, sewage disposal, site flooding, or off-site run-off that exceeds pre-development rates.

(1) If the SCLE finds that improvements are necessary, the improvements must be completed prior to the approval of the subdivision's plat.

(2) In lieu of the completion of all improvements, the SCLE may provide a plan that includes the phasing of improvements that coincide with the progression of the site's development and home construction. Such plans must be approved by ~~P~~planning ~~C~~ommission ~~S~~taff. Planning ~~C~~ommission ~~s~~taff shall have the right to require additional information from the SCLE when the land's topography, flood hazards, or other drainage concerns warrant such additional information.

a. If the subdivision's plat is approved with these given conditions, building permits and other development-related permits shall be withheld until such improvements are made in accordance with the approved phased plan.

b. The scope and details of such SCLE analysis and/or plan will be determined by the specifics of each site.

(3) Subdivision plats that are approved with phased improvement requirements shall be legibly marked by the surveyor of record with the following statement:

"THIS SUBDIVISION IS APPROVED WITH CONDITIONS ON THE ISSUANCE OF BUILDING PERMITS AND OTHER DEVELOPMENT RELATED PERMITS. RECORD OF SUCH CONDITIONS MAY BE INCLUDED IN THE TITLE/DEED

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OF SAID PROPERTY AND SHALL BE RETAINED ON FILE WITH THE  
FLORENCE COUNTY PLANNING COMMISSION OFFICE."

(Ord. No. 38-2006/07, § 6.25, 8-16-07; Ord. No. 27-2007/08, § 1, 5-1-08; Ord. No. 02-2008/09, § 2, 9-18-08; Ord. No. 14-2021/22, § 1, 12-9-21; Ord. No. 10-2023/24, § 1, 10-19-23)

**Sec. 28.6-86. Restrictive covenants.**

- (a) Restrictive covenants shall provide that its provisions shall not be amended or modified except by written consent of the ~~P~~planning ~~C~~ommission and all property owners in the subdivision.
- (b) Restrictive covenants shall require that any deed conveying interest in a lot in the subdivision shall conspicuously contain the following language with an appropriate space for a signature by the guarantee(s) acknowledge name.

"The real property described in this deed is subject to restrictive covenants recorded in Deed Book \_\_\_\_\_ at page \_\_\_\_\_. These restrictions covenants provide, among other things, a financial commitment to maintain a community driveway. These restrictive covenants are specifically acknowledged by the guarantee(s)." Grantee(s)

(Ord. No. 38-2006/07, § 6.26, 8-16-07)

**Secs. 28.6-87—28.6-95. Reserved.**

***ARTICLE VI. SUBDIVISION IMPROVEMENTS AND GUARANTEES***

**Sec. 28.6-96. General.**

One of the following techniques may be selected by the county administrator as an appropriate method of ensuring that the required subdivision improvements set forth in this chapter shall be constructed.

(Ord. No. 38-2006/07, § 7.1, 8-16-07)

**Sec. 28.6-97. Completion of improvements.**

Prior to final plat approval, the ~~subdivider~~developer shall complete, in a manner satisfactory to the ~~planning commission staff engineer~~Florence County Engineering Division and the ~~C~~ounty ~~A~~administrator, all improvements required in this ordinance specified in the approved subdivision development plan, and as otherwise approved by the ~~P~~planning ~~C~~ommission, and shall dedicate same to the county. Final plat approval shall not be granted by the ~~P~~planning ~~C~~ommission until the dedication of said improvements has been accepted by the county administrator.

(Ord. No. 38-2006/07, § 7.2, 8-16-07)

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**Sec. 28.6-98. Acceptance techniques in lieu of completion of all improvements.**

- (a) Financial guarantees may be posted in lieu of completing improvements required by these regulations to allow for the recording of a final plat or to obtain building permits for properties for which ownership will be transferred. Acceptance of financial guarantees is discretionary and the county administrator reserves the right to refuse a financial guarantee for any remaining improvements and require that such improvements be completed before the recording of a final plat or issuance of building permits. Acceptance of a financial guarantee by the county administrator shall not be construed as an obligation to any other agency, utility or property owner within affected developments.
- (b) An engineer's cost estimate for financial guarantees shall be submitted to the Florence County Engineering Division and follow the procedures enumerated below. Failure to follow these procedures may delay the approval of such guarantee and recording of a final plat or issuance of building permits.
  - (1) An itemized cost estimate shall be submitted for the improvements that the financial guarantee will cover. Such estimate shall bear the original signature and seal of a licensed professional engineer, be on company letterhead, and be in a form acceptable to the Florence County Engineering Division. Cost estimates may include, but are not limited to, the following:
    - a. Storm drainage systems and erosion control measures.
    - b. Street improvements, including curbs, gutters, temporary culs-de-sac and required grassing or landscaping within rights-of-way or easements.
    - c. Street monuments.
    - d. Street intersection lighting.
  - (2) The Florence County Engineering Division will determine if the proposed cost estimate is consistent with the prevailing costs for construction materials. Upon such determination, the ~~E~~ngineering ~~D~~ivision will inform the planning department that the cost estimate is acceptable and a financial guarantee for the proposed amount may be submitted.
- (c) The county administrator may accept letters of credit and/or a cash escrow as financial guarantees to ensure the completion of public improvements in accordance with the requirement enumerated below.
  - (1) Approved guarantees shall be independent of the development project's construction loan. The county administrator will not accept any guarantee that requires drawdowns for monthly expenditures. Payment of monthly expenditures is the sole responsibility of the developer and does not affect the amount of money held by Florence County. Approved letters of credit shall adhere to the following standards:
    - a. Be equal to 125 percent of the approved cost estimate.
    - b. Be issued for an initial coverage period not less than 12 months from the date that the final plat is submitted for recording.



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- c. Be irrevocable, unconditional and subject to presentation for drawing within the State of South Carolina. Upon consent of the issuing institution and Florence County, facsimile drawing may be permitted. In no instance shall a letter of credit only include a facsimile number for the purpose of potential drawing.
  - d. Be payable to Florence County.
  - e. Be for no less than \$10,000.00 of construction.
  - f. Substantially conform to the format shown in appendix B.
- (d) A developer may extend a letter of credit before the expiration date of its initial coverage period. To qualify for an extension a revised construction cost estimate shall be supplied to the ~~E~~ngineering ~~D~~ivision showing the improvements that the extended letter of credit will guarantee. The revised construction cost estimate shall meet the standards enumerated in subsection (b) of this section. The extension request must be received 30 days prior to the expiration of the initial coverage period. Upon approval of the revised construction cost estimate, the extended letter of credit shall be provided to the county administrator no fewer than ten days prior to the expiration date of the letter of credit. The extension may be in the form of an amendment or new letter of credit. Extensions shall be no longer than one year and may occur in two six-month extensions. No individual extension shall be for a period less than six months. If the improvements for which the letter of credit was posted have not been completed within one year, the county administrator may allow one additional one-year extension. Such extension is subject to approval of a revised construction cost estimate. Additional extensions may be considered on a case-by-case basis.
- (Ord. No. 38-2006/07, § 7.3, 8-16-07; Ord. No. 35-2012/13, § 1, 7-18-13; Ord. No. 89-2022/23, § 1, 7-20-23)

#### **Sec. 28.6-99. Inspection and certification of subdivision improvements.**

(a) *Inspection requirements.*

- (1) The registered professional engineer who designed the project is also responsible for providing periodic inspections during the entire construction phase. Inspection frequency must be sufficient to allow the design engineer to certify that the improvements have been completed in accordance with the approved project plans and specifications. However, the engineer must provide adequate weekly on-site construction observation for the duration of active construction.
- (2) The ~~planning commission staff engineer~~Florence County Engineering Division, or other knowledgeable official as specified by the county, shall conduct a final inspection of the required improvements.
- (3) For streets that will become publicly owned, formal inspections and written certifications by both the developer's design engineer and the ~~planning commission staff engineer~~Florence County Engineering Division are required at three times during the construction process. The test shall include a "proof roll" with a contractor provided tandem axle truck loaded to a gross weight of 50,000 pounds for completing the test. Each inspection listed hereafter must be conducted prior to beginning the next phase of construction. If the next phase of construction is not started within three

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weeks or a rainfall event of one inch or greater, then another proof roll may be required by the staff engineer.

- a. Prior to installation of the curbing.
- b. After completion of the subbase.
- c. After completion of the base.

- (4) A minimum 24-hour (one working day) notice to the ~~planning commission staff engineer~~ Florence County Engineering Division is required for scheduling the inspections listed in section 28.6-99(a)(3)a.—d.
- (5) If a developer/design engineer fails to adhere to the inspection procedure outlined above in section 28.6-99(a)(3)a.—d., the ~~planning commission staff engineer~~ Florence County Engineering Division may require such soils and asphalt tests as he or she deems necessary to ensure that the construction is satisfactory. Testing in this instance shall be by an independent laboratory acceptable to the county. Any deficiencies revealed by this testing must be corrected to the county's satisfaction. All costs for such testing and corrections shall be borne by the developer.

(b) *Certification requirements.*

- (1) Upon completion of these improvements, the project engineer shall file with the county a statement either certifying that the improvements have been completed in accordance with approved plans and specifications, or deviations from those approved plans and specifications.
- (2) Upon completion of the improvements, the project engineer or ~~subdivider~~ developer shall file with the county a statement stipulating the following:
  - a. That all required improvements are complete;
  - b. That the engineer has provided sufficient and effective construction observation for the duration of active construction;
  - c. That these improvements are in compliance with the minimum standards specified by the ~~P~~ planning ~~C~~ commission for their construction;
  - d. That the ~~subdivider~~ developer knows of no defects from any cause, in these improvements; and
  - e. That these improvements are free and clear of any encumbrance or lien.
- (3) For streets that will become publicly owned, written certifications from the four inspections required above under section 28.6-99(a)(3)a.—d. must be furnished by the developer as part of the final plat approval process. Streets will not be accepted without this documentation.

(c) *Approval and acceptance.*

- (1) The regulatory body must submit in writing within 15 days of review of project, their approval or disapproval.
- (2) If the Florence County Engineering Division ~~planning commission staff engineer~~ has certified that the contracted improvements are complete and free from defect, then,

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upon receipt of the other statements and agreements detailed above, the county administrator shall accept the dedication of any portion of the required improvements, provided that all statements and agreements specified above have been received for that portion of the improvements.

(Ord. No. 38-2006/07, § 7.4, 8-16-07)

**Sec. 28.6-100. Setup, extensions, and reduction of guarantee.**

- (a) The fees listed on the fee schedule, as approved by county council will apply to letters of credit established with Florence County or extended before their expiration. All fees shall be paid at the time of guarantee submittal or prior to the guarantee's expiration. Payment shall not be a portion of the guarantee amount and will be in the form of a cashier's check made payable to Florence County.
- (b) A developer may reduce a financial guarantee during the initial coverage period. A request to reduce the financial guarantee shall be submitted to the planning department and include a revised construction cost estimate. The planning department will forward the revised cost estimate to the Florence County Engineering Division for review. Reductions of financial guarantees will not be allowed within six months of any previous reduction request and the financial guarantees shall be no less than the greater of 25 percent or \$10,000.00 of the revised construction cost estimate. The fees are listed on the Florence County Fee Schedule, as approved by county council and shall be charged for any letter of credit that is authorized for reduction before its expiration. Requests involving both the reduction and extension of a letter of credit shall be subject to the extension fees.

(Ord. No. 38-2006/07, § 7.5, 8-16-07; Ord. No. 35-2012/13, § 1, 7-18-13; Ord. No. 14-2015/16, § 1, 12-10-15)

**Sec. 28.6-101. Release and draw of guarantee.**

- (a) The planning department may draw a letter of credit when it has been determined that the improvements for which the financial guarantee were posted will not be completed in accordance with these regulations. Any unexpended funds, once construction is complete, shall be released to the financial institution or responsible entity that posted the guarantee.
- (b) The Florence County Engineering Division shall authorize the planning department to release guarantees to the financial institution or responsible entity. Authorization will occur once all improvements have been installed, received final inspection and a warranty financial guarantee (when applicable) has been submitted and approved by the Florence County Engineering Division. In addition, the developer's engineer shall furnish the Engineering Division a letter certifying that all non-county owned or maintained improvements have been completed and accepted by the applicable entities who will own or maintain such improvements. Such letter shall be on company letterhead with an original signature and professional seal.

(Ord. No. 38-2006/07, § 7.6, 8-16-07; Ord. No. 35-2012/13, § 1, 7-18-13)

**Secs. 28.6-102—28.6-110. Reserved.**



***ARTICLE VII. UNUSUAL DEVELOPMENTS, PLANNED DEVELOPMENT DISTRICTS,  
AND MOBILE HOME SUBDIVISIONS***

**Sec. 28.6-111. Intent.**

It is not the intent of this ordinance to freeze new developments into any single type of design. It is, however, the intent of this chapter to ensure that all new developments shall contribute to the building of economically sound and desirable living areas within the community with all-necessary services and facilities.

(Ord. No. 38-2006/07, § 8.1, 8-16-07)

**Sec. 28.6-112. Authority to modify standards.**

In order to provide the ~~subdivider~~developer with maximum flexibility in the design and character of new residential developments, the ~~P~~Planning ~~C~~Commission is hereby authorized to modify the standards and requirements of this chapter in the case of a plan for an unusual planned development district (PDD) or mobile home subdivision. When in the judgment of the ~~P~~Planning ~~C~~Commission such developments provide adequate public spaces for traffic circulation, recreation, light, air and service needs of the subdivision when fully developed and populated, and which also provide such covenants or other legal provisions as will assure conformity to and achievement of the spirit and intent of this chapter, an unusual development may be approved.

(Ord. No. 38-2006/07, § 8.2, 8-16-07)

**Sec. 28.6-113. Maintenance of spirit of regulations.**

Any development or subdivision approved under this section shall maintain the objectives, purpose, and intent of this chapter. It is noted that the zoning ordinance set certain development criteria, and that the ~~P~~Planning ~~C~~Commission does not have the authority to grant permission to violate the zoning ordinance.

(Ord. No. 38-2006/07, § 8.3, 8-16-07)

**Sec. 28.6-114. Planned development district.**

All planned development districts shall be developed under the provisions of the zoning ordinance.

(Ord. No. 38-2006/07, § 8.4, 8-16-07)

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**Sec. 28.6-115. Low impact development techniques.**

Proposed developments that incorporate low impact development (LID) techniques in lieu of the minimum land planning standards outlined in article V of this chapter are encouraged by Florence County, and will be considered on a case-by-case basis. However, such developments are subject to review and approval by county staff.

(Ord. No. 38-2006/07, § 8.5, 8-16-07)

**Sec. 28.6-116. Mobile home subdivisions.**

All mobile home subdivisions, trailer parks, modular home subdivisions, etc. shall be developed under the provisions of the zoning ordinance.

(Ord. No. 38-2006/07, § 8.6, 8-16-07)

**Secs. 28.6-117—28.6-125. Reserved.*****ARTICLE VIII. APPLICATION AND ENFORCEMENT OF THIS CHAPTER*****Sec. 28.6-126. Inspections.**

All subdivisions within the territorial jurisdiction of the ~~P~~lanning ~~C~~ommission shall be inspected by a registered professional engineer authorized by the governing authority, prior to approval of the final plat. Sufficient inspections shall be made to insure compliance with the specifications set forth in this chapter. A registered engineer in good standing with the county, employed by the developer may certify in writing to the county administrator, that he has inspected each phase of the development as provided in section 28.6-99 of this chapter.

(Ord. No. 38-2006/07, § 9.1, 8-16-07)

**Sec. 28.6-127. Recording of final plat.**

No plat of the subdivision of any land within the territorial jurisdiction of the ~~P~~lanning ~~C~~ommission shall be filed with or recorded by the Florence County ~~Register of Deeds Office~~ ~~Clerk of Court~~ until such plat shall have been submitted to and approved by the ~~P~~lanning ~~C~~ommission according to the procedures set forth in this chapter.

(Ord. No. 38-2006/07, § 9.2, 8-16-07)

**Sec. 28.6-128. Selling of lots.**

Subsequent to the filing and recordation of the approval of the final plat, the ~~subdivider~~~~developer~~ or ~~their~~~~his~~ agent may sell lots.

(Ord. No. 38-2006/07, § 9.3, 8-16-07)

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**Sec. 28.6-129. Dedication of land and improvements.**

The dedication of land and improvements to the county shall be accomplished by a deed or other legal instrument of conveyance as determined by the county's attorney.

(Ord. No. 38-2006/07, § 9.4, 8-16-07)

**Sec. 28.6-130. Building permits.**

No building permit shall be issued for any buildings in any subdivision established hereafter unless a final plat of such subdivision has been approved by the ~~P~~lanning ~~C~~ommission, or by other lawful means granted by this chapter. No building permit shall be issued for any building until appropriate water and sewer tap fees have been paid.

(Ord. No. 38-2006/07, § 9.5, 8-16-07)

**Sec. 28.6-131. Variations and exceptions to this chapter.**

- (a) Whenever strict compliance with this chapter would result in extraordinary hardship or injustice to the ~~subdivider~~developer because of unusual topography, unusual size or shape of the property, or unusual conditions in surrounding property or development, the ~~P~~lanning ~~C~~ommission, acting with the concurrence of the ~~planning commission staff engineer~~Florence County Engineering Division, may modify, vary or waive such regulations in order that the ~~subdivider~~developer may subdivide ~~their~~his property in a reasonable manner, provided that such modification, variation or waiver will not nullify the intent or purpose of this chapter and that the public welfare, interest of the county and the surrounding area shall be protected. Any such variance, together with reasons therefore, shall be entered upon the minutes of the ~~P~~lanning ~~C~~ommission.
- (b) In granting modifications, variance or waiver, the ~~P~~lanning ~~C~~ommission may impose such other reasonable conditions as well, which, in its judgment, justify such modifications, variations, or waiver and still maintain the objectives of this chapter.
- (c) Each modification, variation, or waiver of this chapter sought by a ~~subdivider~~developer shall be applied for specifically on forms supplied by the ~~planning commission staff engineer~~Florence County Engineering Division.

(Ord. No. 38-2006/07, § 9.6, 8-16-07)

**Sec. 28.6-132. Amendments to this chapter.**

The county council may amend the regulations or provisions of this chapter only after study and report by the ~~P~~lanning ~~C~~ommission and the holding of a public hearing as required by law.

(Ord. No. 38-2006/07, § 9.7, 8-16-07)



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**Sec. 28.6-133. Enforcement.**

- (a) No part of any subdivision shall be recorded in the office of the ~~Register of Deeds Clerk of Courts~~ of Florence County, or shall have any validity until it has been approved in the manner prescribed herein.
- (b) It shall be unlawful for the owner, or the agent or any owner to transfer or sell any land by reference to or by other use of a plat unless such plat has been approved as prescribed herein. The governing body may enjoin such transfer, sale, or agreement by appropriate legal action.
- (c) In case of any violation of this chapter, the secretary or other appropriate official as may be designated by the ~~P~~lanning ~~C~~ommission is authorized and directed to institute action to put an end to such violations.

(Ord. No. 38-2006/07, § 9.8, 8-16-07)

**Sec. 28.6-134. Penalty.**

Any violation of this chapter will be a misdemeanor and upon conviction is punishable as provided by law.

(Ord. No. 38-2006/07, § 9.9, 8-16-07)

**Sec. 28.6-135. Separability and severability.**

Should any article, section or provision of this chapter be, or any reason held void or invalid, it shall not affect the validity of any other article, section or provision hereof which is not itself void or invalid.

(Ord. No. 38-2006/07, § 9.10, 8-16-07)

**Sec. 28.6-136. Interpretation and conflict.**

Interpretation of the general intent and/or specific meaning of any portion of the chapter text shall be the responsibility of the county administrator or ~~their~~~~his~~ designee. In interpreting and applying the provisions of this chapter, the provisions shall be held to be minimum requirements necessary to uphold the purpose of the chapter. It is not intended by this chapter to interfere with or abrogate or annul any easements, covenants, or other agreements between parties. However, where this ordinance imposes greater restriction on the subdivision and/or use of building or land, or requires more open spaces or more stringent development standards than required by other resolutions, ordinances, rules or regulations, or by easements, covenants, or agreements, the provisions of this chapter shall govern. When the provisions of any other statute require more restrictive standards than are required by the regulations of this chapter, the provisions of such statute shall govern.

(Ord. No. 38-2006/07, § 9.11, 8-16-07)

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**Sec. 28.6-137. Effective date.**

This chapter shall take effect and be in force from and after the date of its adoption by the County Council of Florence County, as indicated on the cover [September 1, 2007].

(Ord. No. 38-2006/07, § 9.12, 8-16-07)

APPENDIX A Planning Commission Staff shall be responsible for providing applicable applications and checklists. Shall will also make such documents readily available to the public.

~~SUBDIVISION CHECKLISTS FOR SUMMARY PLATS, DEVELOPMENT PLATS AND FINAL PLAT~~

~~Summary Plat Checklist For Small Private Developments~~

~~Date\_\_\_\_\_~~

~~Name on Plat: ACRES~~

~~Tax Map, Block, and Parcel Number:~~

~~Name of Contact Person:~~

~~Telephone Number: Location~~

- ~~\_\_\_\_\_1. All roads shall be privately maintained.~~
  - ~~\_\_\_\_\_2. Is this proposed lot in a zoned area? Does it meet minimum requirements?~~
  - ~~\_\_\_\_\_3. Each lot is to contain one single family residence.~~
  - ~~\_\_\_\_\_4. All roadways shall be the property of the Homeowners Association or sole responsibility of the affected property owners held in common and assessment made for the perpetual maintenance of the roadways and improvements.~~
  - ~~\_\_\_\_\_5. All roadways shall originate at a public road at one end only, to eliminate through traffic.~~
  - ~~\_\_\_\_\_6. An access easement fronting a county maintained road shall be 50 feet wide. Except as may be permitted in accordance with Sec. 28.6-85.~~
  - ~~\_\_\_\_\_7. The access easement fronting a state maintained road will comply with DOT standards.~~
  - ~~\_\_\_\_\_8. Sign: the owner shall conspicuously place on the driveway near the entrance, a sign stating: "Private Road not County Maintained"~~
- ~~Small private developments shall abut county and state roads and the plat shall contain the following statement:~~
- ~~"The road or driveway providing access to the lots in the development is private and not maintained by Florence County. Property owner must maintain access suitable for emergency vehicles".~~
- ~~\_\_\_\_\_9. The road must be 18 feet wide and have a three-inch slag or stone base. This provision is waived for family developments.~~
  - ~~\_\_\_\_\_10. Recordable plats shall be required showing the development lot layout, tax parcel being derived from, wetlands, and/or natural drainage ways.~~

~~\_\_\_\_\_11. If two disturbed acres or more total, including lots and roadways, are involved in development, storm water permits shall be required from DHEC.~~

~~\_\_\_\_\_12. Setbacks: Lot road frontage lengths are to be a minimum of 50 feet. Setbacks for lots shall meet the prescriptive requirements of Sec. 30-30 for all zoned properties and 30.111 for all unzoned properties.~~

~~\_\_\_\_\_13. Check distance from proposed access to county and state maintained road intersections.~~

~~\_\_\_\_\_14. Septic tank approval by DHEC or proof of public sewer accessibility.~~

~~\_\_\_\_\_15. Verify the north arrow, scale accuracy and county boundary.~~

~~\_\_\_\_\_16. Check for existing address and structures on orthophoto.~~

~~\_\_\_\_\_17. Check for FEMA certification.~~

~~\_\_\_\_\_18. Check for surveyor's raised seal and signature.~~

~~\_\_\_\_\_19. Stamp summary plat and make copies of pertinent paperwork.~~

~~\_\_\_\_\_20. Complete summary chart and file in the folder.~~

~~All plats are subject to the Land Subdivision Regulations Ordinance.~~

~~(Ord. No. 14-2021/22, § 1, 12-9-21)~~

#### **SKETCH PLAN CHECKLIST**

~~Name of proposed subdivision:~~

~~Name of Contact/ Company:~~

~~Water: City Well Sewer: City DHEC Storm Drainage: City County~~

~~Current Tax Map Block & Parcel # \_\_\_\_\_ Zoned:~~

~~Property Owner's Name (as listed on tax records):~~

~~Total Number of Proposed Lots:~~

~~Total Amount of Review Fee \$ Date Paid: \_\_\_\_\_~~

~~(This fee is due at time of submittal of plan)~~

**Contents of Plat \_\_\_\_\_ Y - Yes \_\_\_\_\_ N - No \_\_\_\_\_ N/A - Not Applicable**

~~The sketch plan shall be drawn at a scale not smaller than one hundred (100) feet to one (1) inch.  
On large subdivisions, match sheets shall be used or sheets no larger than 24" x 36".~~

~~The sketch plan shall show:~~

~~\_\_\_\_\_Numbers of Copies two (2)~~

~~\_\_\_\_\_Is scale 1:100 or greater?~~

~~\_\_\_\_\_Is there a location map and north arrow?~~

~~\_\_\_\_\_Total acreage of the tract to be subdivided;~~

~~\_\_\_\_\_Proposed street and lot arrangements;~~



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       Approximate right-of-way;

       Typical lot area and approximate number of lots;

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DEVELOPMENT PLAN CHECKLIST

Name of Contact/Company \_\_\_\_\_

Current Tax Map Block & Parcel #: \_\_\_\_\_

Zoned: \_\_\_\_\_

Name of proposed Subdivision \_\_\_\_\_

Property Owner's Name (as listed on tax records) \_\_\_\_\_

Total Number of Proposed Lots \_\_\_\_\_

Type Water: \_\_\_\_\_ Type Sewer: \_\_\_\_\_ Storm Drainage: \_\_\_\_\_

Total Amount of Review Fee \_\_\_\_\_ Date Paid \_\_\_\_\_

**CONTENTS OF PLAT** \_\_\_\_\_ **Y - YES** \_\_\_\_\_ **N - NO** \_\_\_\_\_ **N/A - NOT APPLICABLE**

\_\_\_\_\_ Numbers of Copies (minimum of 3)

\_\_\_\_\_ Is scale 1: 100 or greater?

\_\_\_\_\_ Is there a location map and north arrow?

\_\_\_\_\_ Does the plans show all existing land traits (lakes, swamps, flood lines, etc.)? Note if not applicable

\_\_\_\_\_ Does the plans show all adjoining property, owners, and usage?

\_\_\_\_\_ Does the plans show total acreage to be subdivided?

\_\_\_\_\_ Does the plans show the setbacks for each lot?

\_\_\_\_\_ Does the plans show the dimensions for the build able area for each lot?

\_\_\_\_\_ Does the lots meet minimum requirement for Zoning District?

\_\_\_\_\_ Does the plans show all proposed/ existing streets?

\_\_\_\_\_ Are proposed new street names noted?

\_\_\_\_\_ Advisement to developers of street signs (Height Requirement and Sign Replacement by County)?

\_\_\_\_\_ Are the lengths and radius of the cul-de-sacs in compliance?

\_\_\_\_\_ Utilities' location are indicated, including easements/right-of-way?

\_\_\_\_\_ Is topography at 5-ft intervals and elevations listed?

\_\_\_\_\_ Is the size and location of existing sanitary and storm sewers, etc. showing?

\_\_\_\_\_ Does the drainage area, if any, reflect acreage?

\_\_\_\_\_ Are city limits, if applicable, reflected?

\_\_\_\_\_ Is zoning, where pertinent, shown? When in a zoned area, verify lot sizes.

\_\_\_\_\_ Are either construction plans or executed agreement for sewer services included?

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~~\_\_\_\_\_ Does the plan reflect compliance with the Florence County Code, Appendix D concerning  
Flood Damage Prevention?~~

~~\_\_\_\_\_ SCDOT Curb Cut Approval?~~

~~\_\_\_\_\_ DHEC Permits on Water, Wastewater, and Storm Drainage?~~

~~\_\_\_\_\_ Copy of Development Plat & Developer & Subdivision Engineer Name/Address to County  
Water Department.~~

~~\_\_\_\_\_ Written Verification from County Water Department that Developer has been advised of  
Impact Fees.~~

~~\_\_\_\_\_ Submittal of an 8½ x 14 copy of the plat for E-911 addressing.~~



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FINAL PLAT CHECKLIST

~~Name of Proposed Subdivision~~

~~Date of Development Plat Approval~~

~~Name of Contact/Company~~

~~Current Tax Map, Block & Parcel # Zoned:~~

~~Property Owner's Name (as listed on tax records):~~

~~Total Number of Proposed Lots~~

~~Type Water: \_\_\_\_\_ Type Sewer: \_\_\_\_\_ Storm Drainage: \_\_\_\_\_~~

~~Contents of Plat \_\_\_\_\_ Y - Yes \_\_\_\_\_ N - No \_\_\_\_\_ N/A - Not Applicable~~

~~\_\_\_\_\_ Number of Copies (Minimum of 5)~~

~~\_\_\_\_\_ Is scale 1:100 or greater?~~

~~\_\_\_\_\_ Is there a location map and north arrow?~~

~~\_\_\_\_\_ Are close out documents complete?~~

~~\_\_\_\_\_ Are escrow funds involved?~~

~~\_\_\_\_\_ Have escrow funds been received and agreement signed?~~

~~\_\_\_\_\_ Is zoning district shown?~~

~~\_\_\_\_\_ Are setbacks shown according to development plat?~~

~~\_\_\_\_\_ Verify no revisions on final plat from development plat stage.~~

~~\_\_\_\_\_ Verify that County Water has all required documents/plans.~~

~~\_\_\_\_\_ Book and Page # Subdivision recorded in from Developer.~~

~~\_\_\_\_\_ Parcel #'s for E-911 Addressing from Developer.~~

~~\_\_\_\_\_ 8½ x 14 copy of plat for E-911 Addressing received and addresses are assigned.~~

~~\_\_\_\_\_ Approved Plat Stamped by Planning & forwarded to Subdivision Engineer, City/County  
Water, City/County Engineering.~~

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APPENDIX B REQUIRED FINAL PLAT CERTIFICATIONS

CERTIFICATE OF OWNERSHIP, DEDICATION, AND TAXES PAID (Must Accompany the  
Final Plat)

I hereby certify that I am the owner of the property shown and described hereon as  
\_\_\_\_\_ Subdivision, and that I hereby adopt this plan of subdivision with my free consent,  
establish minimum building setback lines, and dedicate all streets, public and private use as  
noted. I also certify that all current state, county and city taxes or other assessments relative to  
this property have been paid.

<u>Date</u>	<u>Owner</u>
<u>Date</u>	<u>Owner</u>

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STATE OF SOUTH CAROLINA	)
	)
COUNTY OF FLORENCE	)

MEMORANDUM OF AGREEMENT AND ACCEPTANCE GRANTOR GRANTEE

WHEREAS, \_\_\_\_\_ desire to dedicate certain roads herein below described to the County of Florence; and

WHEREAS, the County of Florence is willing to accept the grant of those roads as set out herein; now therefore,

KNOW ALL MEN BY THESE PRESENTS, that \_\_\_\_\_ in the State aforesaid, for and in consideration of the mutual covenants herein described, do hereby agree to the following:

This is to certify that Florence County has accepted in part the roads, streets, and drainage system in \_\_\_\_\_ as shown and indicated on the Plat of \_\_\_\_\_ recorded in the Office of the ~~Clerk of Court~~ Register of Deeds for Florence County in Plat Book \_\_\_\_\_ at page(s) \_\_\_\_\_, and as provided for in the deed and/or Right-of-Way Agreement, a copy of which is attached hereto. More specifically those streets accepted are as follows:

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CERTIFICATE OF ACCURACY OF LAND SURVEY  
(Must Accompany the Final Plat)

I hereby certify that the plan shown and described hereon for \_\_\_\_\_ subdivision/property/plat represents a true and correct survey, that the monuments and markers shown have been placed in accordance with specifications set forth in the Florence County Land Development Regulations, and that the survey was made in accordance with the requirements of the Minimum Standards Manual for the Practice of Land Surveying in South Carolina and meets or exceeds the requirements for a Class A Survey.

<u>Date</u>	<u>Surveyor</u>
<u>Date</u>	<u>Owner</u>

*Surveyor's Signature and Number*

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STATE OF SOUTH CAROLINA	)
	)
COUNTY OF FLORENCE	)

### CONVEYANCE

WHEREAS, pursuant to the provisions of and subject to the terms of a County Ordinance adopted November 9, 1976, entitled "Land Subdivision Ordinance for the Florence County Planning Commission", \_\_\_\_\_ does hereby wish to convey unto the County of Florence the following:

NOW, THEREFORE, Know All Men by These Presents, that for and in consideration of the sum of \_\_\_\_\_ dollars paid by the County of Florence, in the State of South Carolina, to \_\_\_\_\_, Grantor, the Grantor has and by these presents does hereby release, set over and convey unto the County of Florence, its successors and assigns forever:

All of its right, title, and interest in and to: (the easements, all streets, water system improvements, sewer system improvements, storm drainage improvements, and traffic control devices) in the subdivision known as \_\_\_\_\_, dated \_\_\_\_\_, which is attached hereto and made a part and parcel hereof.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by the  
Signed, Sealed and Delivered in the presence of:

WITNESSETH: GRANTOR WITNESS

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COUNTY OF FLORENCE  
CONTRACT  
GUARANTEE OF REPAVING

The undersigned Developer, \_\_\_\_\_, hereby agrees to repave any street which fails to withstand the traffic of heavy construction vehicles during the construction of houses within the \_\_\_\_\_ Subdivision/Property, in the event that it is necessary for the Developer to pave the subdivision streets prior to construction of sixty-six percent (66%) of the houses.

It is agreed that this Contract shall automatically be fulfilled and terminated when ninety percent (90%) of all houses are built and lots sold, or after four (4) years of the date of Final Plat Approval unless the County Engineering Division determines that the street pavement has failed, in which event the Developer shall be officially notified.

DATED THIS \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. Developer -Subdivision Engineer  
~~County Engineer~~ County Subdivision Inspector



STATE OF SOUTH CAROLINA	)
	)
COUNTY OF FLORENCE	)

#### OWNER'S GUARANTEE AND WARRANTY

Personally appeared before me \_\_\_\_\_ who being duly sworn deposes and says he or she is the president of \_\_\_\_\_ and that he or she warrants materials, equipment and construction of the water system, sewer system and water and sewer service appurtenances to serve \_\_\_ residential lots as shown on plans by \_\_\_\_\_ for \_\_\_\_\_ Subdivision, located in the County of Florence, South Carolina on Tax Map \_\_\_\_\_.

This warranty is to Florence County against any failure of the equipment and construction of said water and sewer systems for a period of twelve months from date of this warranty.

Further, he or she warrants that all fees have been paid in connection with the water and sewer systems of said project and that there are no outstanding debts and he or she agrees to hold Florence County harmless in each instance. These warranties are given pursuant to Section 12-106 and 12-186 of the Florence Code. OWNER

Sworn to before me this \_\_\_\_\_  
day of \_\_\_\_\_, 20\_\_\_\_. DATE Notary Public for South Carolina

My Commission Expires: \_\_\_\_\_

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### CERTIFICATE OF NON-REVISION VERIFICATION

I hereby certify that the plan shown and described hereon for \_\_\_\_\_

Subdivision/property/plat represents no revisions from development plat to final plat stage and that the final plat is submitted in accordance with the specifications set forth in the Florence County Land Development Regulations.

<u>Date</u>	<u>Subdivision Surveyor</u>
<u>Date</u>	<u>Owner</u>

### APPENDIX C SUBDIVISION SIGNAGE

#### INSPECTIONS ARE REQUIRED FOR STREETS THAT WILL BE OWNED BY FLORENCE COUNTY

##### SUBDIVISION SIGNAGE:

All required signage will be installed by developer before County acceptance of streets.

1. Approved Florence County E-911 street signage. Includes signs and hardware.
2. Stop signs-minimum: 30" High Intensity Grade

##### SIGN SPECIFICATIONS

##### DIMENSIONS:

A. Width- Nine (9) inches

B. Length-

18"—————)

20"—————)

24"—————)      Installed on single post

30"—————)

36"—————)

C. Thickness: .080 gauge

- i. Material: Anodized Aluminum
- ii. Color of Background: Green, 3M street sign reflective, high intensity grade, ten (10) or more years of useful life.
- iii. Signs are to be two (2) sided.

##### LETTERING SPECIFICATIONS

##### 1. DIMENSIONS & STYLE:

- A. "Road Names" - Six (6) inches, standard alphabet "C" Series - upper case letters
- B. "Prefixes & Suffixes" - three (3) inches, standard alphabet "C" Series - upper case letters

- 
- C. "Block Numbers" - three (3) inches, standard alphabet "C" Series - upper case letters
  - D. "Border" - 0.75 inch border around sign blank - Color White-Silver
  - 2. Materials - 3M reflective, high intensity grade, ten (10) or more useful life.
  - 3. Color of lettering: White-Silver

#### POST SPECIFICATIONS

- 1. Dimensions
  - A. Length
    - 1. E-911 Street Signage — Ten (10) feet or longer if required to stabilize sign. Bottom of sign 8' from ground
    - 2. Stop Sign — Twelve (12) feet or longer if required to stabilize sign. Bottom of stop sign 7' from ground
  - B. Flange/width — three and one-half (3 ½) inches
  - C. Thickness/weight — two (2) pounds per foot
- 2. Style/Shape - "U" channel, hot rolled steel conforming to physical properties of ASTM A 499, Grade 60 and to physical properties of ASTM A 1 for 91 pounds steel and larger.
- 3. Finish - Hot dipped galvanized after fabrication in accordance with ASTM A123

#### CAP & SPACER SPECIFICATION

- 1. Materials - die cast, high-strength aluminum alloy
- 2. Hardware
  - A. Brackets: NU180-Supr-lok (391UX) and vandal-pruf "2" pin head  
Bolt with 5/32" center pin (#BH 76)
  - B. Spacer: UPA12 - Supr-lok (#9-90) cross with vandal-pruf set  
Screw with 5/32" center pin (#PRP38)



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APPENDIX D  
FORMAT FOR LETTER OF CREDIT

[Bank/Issuer name, address and telephone number]

[Date] Letter of Credit Number \_\_\_\_\_

Amount: \$\_\_\_\_\_ U.S.

To: The County of Florence, South Carolina

Re: Irrevocable Letter of Credit issued on behalf of [Name of developer]

Dear Sirs:

The Issuer opens its Irrevocable Letter of Credit in your favor available in the following manner and on the following terms:

1. <u>Issuer:</u>	[name of bank/issuer]
2. <u>Beneficiary:</u>	The County of Florence, South Carolina, a political subdivision of the State of South Carolina
3. <u>Customer:</u>	[name of developer]
4. <u>Project:</u>	[name of project, site, subdivision]
5. <u>Obligation of Issuer:</u>	The Credit is irrevocable.
6. <u>Transferability:</u>	The Credit is to be non-transferable.
7. <u>Total:</u>	The sum total of the Credit is \$_____ U.S.

8. Purpose: To provide surety for a developer's bond required by County Code Section 28.6-98 to ensure construction of required public improvements at [name of project, site, subdivision] to include installation of [list of public facilities to be constructed/installed] in accordance with the specifications of the County of Florence, South Carolina.
9. Default: In the event that any or all of the above-stated public improvements are not constructed and/or installed in accordance with the specifications of the County of Florence within twelve (12) months from this date, the Beneficiary may upon written notice to Issuer and Customer at the addresses noted herein demand and receive payment from the Issuer in cash in the entire amount of \$\_\_\_\_\_ if one of the required public improvements have been constructed and/or installed or in such lesser amount as may be required to complete construction and/or installation of the aforesaid improvements if said improvements have been partially constructed and/or installed. All drafts drawn under this Letter of Credit shall contain the clause "Drawn under [name of Issuer] Letter of Credit Number \_\_\_\_\_." This letter of Credit is based on an Engineers Estimate for construction; if cost of construction or repair exceeds the amount of funds designated by this Letter of Credit the owner/developer shall remit those additional funds immediately to the County. By this letter the County of Florence reserves the right to recover any excess costs for completion of the required public improvements from the owner/developer by any legal means necessary.

The Issuer shall have ninety (90) days from the receipt of said notice to effect a cure by procuring completion of construction and/or installation of the aforesaid public

improvements in accordance with the specifications of the County of Florence, South Carolina, and thereby receive a refund of any sum paid in default.

10. Addresses:

Issuer:	
	[name of Issuer]
	[street address]
	[city, state, zip]
Customer:	
	[name of Customer]
	[street address]
	[city, state, zip]
	Beneficiary:
	County of Florence, South Carolina
	c/o County Administrator
	City-County Complex
	180 North Irby Street MSC-G
	Florence, SC 29501

11. Termination: This is a continuing agreement and shall remain in full force and effect until written notice is received by the County of Florence that it has been terminated and revoked.
12. Miscellaneous: This Letter of Credit and the terms hereof shall be binding upon the respective parties, heirs, executors, administrators, successors and assigns. None of the terms of this agreement or its provisions may be waived, altered, modified or amended except in writing signed by the Beneficiary and the Issuer.
13. Applicable Law: This Letter of Credit is to be governed by the Uniform Commercial Code of the State of South Carolina.

Given under our hands this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

[Issuer Bank name], Issued By:

\_\_\_\_\_  
[Title]

Seen: \_\_\_\_\_

Customer

County of Florence, South Carolina, Beneficiary

**FLORENCE COUNTY COUNCIL:**

This item is tentatively scheduled to appear for introduction Thursday, August 21, 2025 @ 9:00 a.m. in room 803 at the Florence County Complex, 180 N Irby Street, Florence, SC 29501.

**STAFF REPORT  
TO THE  
FLORENCE COUNTY PLANNING COMMISSION  
July 22, 2025  
PC#2025-21**

**SUBJECT:** Request For Text Amendments To The Florence County Code of Ordinances, Chapter 28.6 – LAND DEVELOPMENT AND SUBDIVISION ORDINANCE.

**APPLICANT:** Florence County

**Staff Analysis:**

The intent of this text amendment is to update the Florence County Ordinance

**Chapter 28.6 LAND DEVELOPMENT AND SUBDIVISION ORDINANCE<sup>1</sup>**

***ARTICLE I. IN GENERAL***

**Sec. 28.6-1. Title.**

This chapter shall be known as the "Land Development and Subdivision Ordinance" of Florence County.

(Ord. No. 38-2006/07, § 1.1, 8-16-07)

**Sec. 28.6-2. Authority.**

This chapter is adopted pursuant to the authority granted under the General Statutes of South Carolina, The South Carolina Local Government Comprehensive Planning Enabling Act of 1994, Sections 6-29-310 through 6-29- 1640 and the requirements of said Acts supplement this chapter.

(Ord. No. 38-2006/07, § 1.2, 8-16-07)

**Sec. 28.6-3. Purpose.**

The purpose of this chapter is to encourage the promotion, protection, and improvement of the overall public health, safety, economy, good order, appearance, convenience, and general welfare by providing for the orderly development of land within the territorial jurisdiction of Florence County. In furtherance of the general intent, the regulation of land subdivision is authorized for the following purposes, among others;

- (1) To encourage the economically sound, and the stable development of Florence County.



- (2) To assure the timely provisions of required streets, utilities, and other facilities and services to new land developments.
- (3) To assure the adequate provision of safe traffic access and circulation, both vehicular and pedestrian, in and through new land developments.
- (4) To assure the provision of public open spaces and building sites in new land developments through the dedication or reservation of land for recreational (including the development of a trail system), educational, and other public purposes.
- (5) To provide for the wise and timely development of new areas, consistent with the Florence County Comprehensive Plan and Zoning Ordinance.
- (6) To promote best management practices with respect to stormwater management and the protection of surface water bodies.

(Ord. No. 38-2006/07, § 1.3, 8-16-07)

#### **Sec. 28.6-4. Jurisdiction.**

From the date of adoption, this chapter shall govern all land development projects and new subdivisions of land lying within the territorial jurisdiction of Florence County. At the time of redevelopment, existing developments, where required, will have to comply with certain provisions of this document (e.g., sidewalk requirements, etc.).

(Ord. No. 38-2006/07, § 1.4, 8-16-07)

#### **Sec. 28.6-5. Application of ordinance.**

No plat or the subdivision of any land within the territorial jurisdiction of Florence County shall be filed with or recorded by the Florence County Register of Deeds Office until such plat has been submitted to and approved by the Planning Commission, or its staff, in accordance with the procedures set forth in the ordinance. Exceptions to this are as follows:

- (1) The combination or recombination of portions of previously platted lots where the total number of lots is not increased and the resultant lots are equal to the standards or the governing authority.
- (2) The division of land into parcels of five acres or more where no new street is involved.
- (3) The combination or recombination of entire lots of records where no new street or change in existing streets is involved.
- (4) A plat where the sole purpose is to identify and show existing parcel boundaries and no new street or change is proposed.
- (5) Any other exceptions as required by state law.

Plats that are that are exempt from the application of this ordinance shall be presented to Planning Commission Staff as information and will be stamped stating they are exempt prior to being filed with the Register of Deeds office. A plat where the sole purpose is to identify and show existing parcel boundaries and no new street or change is proposed, is not required to be

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presented to Planning Commission Staff or stamped prior to filing with the Register of Deeds office.

(Ord. No. 38-2006/07, § 1.5, 8-16-07)

#### **Sec. 28.6-6. Definitions.**

When used in articles II through VIII of this chapter, certain words and terms shall have the meaning as herein defined. Words and terms not herein defined shall have their customary dictionary definitions. The term "shall" mean mandatory. When not inconsistent with the context, words used in the singular number include the plural and those used in the plural number include the singular. Words used in the present tense include the future.

*Agent.* An authorized person, firm, or corporation acting for or on behalf of a developer or owner.

*Alley.* A private service road that provides secondary means of access to lots. Parking is not permitted in alleys and through traffic is discouraged. An alley may also be described as a minor way used for service access to the back or side of properties otherwise abutting on a street. An alley shall not serve as the principle means of ingress or egress to a lot or parcel.

*Arterial street.* See definition for "street."

*Block.* A parcel of land entirely surrounded by streets, highways, parks, other publicly owned areas, or railroad rights-of-way, and as further defined in this chapter.

*Comprehensive plan.* The official plan or any part thereof for Florence County and the Planning Commission, adopted in accordance with the provisions of the 1994 Planning Enabling Act.

*Collector street.* See definitions for "street."

*Conformity/conforming.* Meeting all applicable codes and requirements for a proposed development. A proposed development that does not meet applicable codes and requirements shall be determined to be non-conforming.

*Cul-de-sac.* See definitions for "street."

*Developer.* The owner and/or developer of property, or his agent, engaged in the subdivision, development, re-development, or improvement of land or the construction of structures upon the land within the territorial jurisdiction of Florence County.

*Development.* Any physical improvement of real estate under the guidelines and requirements of the codes and ordinances of Florence County; any man-made change to improved or unimproved real estate, including, but not limited to, buildings or other structures, roads, mining, dredging, filling, grading, paving, excavating, other site work, utilities, drilling operations, or permanent storage of materials.

*Easement.* An interest in real property granted by the property owner to the general public, a corporation, or a certain person or persons of a strip or a parcel of land for use for a specific purpose.

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*Engineer.* A registered engineer in good standing with the South Carolina Board of Engineers and Land Surveyors and the South Carolina Department of Labor, Licensing, and Regulation.

*Expressway.* See definition for "streets."

*Freeway.* See definition for "streets."

*Governing body (governing authority).* The County Council of Florence County.

*Local street (sub-collector street).* See definition for "streets."

*Looped drive.* See definition for "streets."

*Lot.* A piece, parcel, tract, or plot of land intended as a unit for transfer of ownership or for development. Sizes and categories of lots are further defined in the zoning ordinance.

*Major street.* See definition for "streets."

*Marginal access street.* See definition for "streets."

*Minor street.* See definition for "streets."

*Official map.* A map or maps showing the location of existing or proposed public street, highway, and public utility rights-of-way, public building sites and public open spaces, maintained by Florence County.

*Planning Commission (commission).* Shall mean the Planning Commission designated by county council.

*Planning Commission, secretary.* The term "secretary" of the Planning Commission refers to that person employed to serve the Florence Planning Commission in a staff capacity.

*Plat (plan).* A map or drawing upon which the developer's plan for a subdivision is presented.

- (1) *Sketch plan:* A conceptual plan drawn in accordance with section 28.6-46 of this chapter.
- (2) *Development plan:* Drawings based on an approved sketch plan and prepared in accordance with section 28.6-47 of this chapter, which if approved, shall be used as construction drawings for the subdivision and any related improvements.
- (3) *Final plat:* A plat, drawn in accordance with section 28.6-48 of this chapter, depicting the final subdivision boundaries and lot lines which the developer desires to have approved by the Planning Commission and recorded with the Florence County Register of Deeds Office.

*Reserved strip.* A strip of land adjacent to a public street or similar right-of-way which has been reserved for the purpose of controlling access to the public right-of-way.

*Re-subdivision.* Any combination of previously recorded lots or tracts of contiguous land for the purpose of creating additional lots or revising lot lines, including eliminating lot lines. Re-subdivided lots shall conform to minimum standards of this chapter and the zoning ordinance.

*Redevelopment.* A modification to an existing developed lot/parcel that will require a building permit.

*Regulation(s).* The particular requirements contained within an ordinance.



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*Riparian buffer.* An area of trees, shrubs, or other vegetation that borders a watercourse, wetland, or other water body (including open stormwater conveyances) for the purpose of reducing contamination from surface water runoff.

*Setback (line).* A line parallel to the property line in front of which no part of the structure shall be erected, with the exception of the subsurface projection of footings. Setbacks for each zoning district, and their associated requirements, are established in the zoning ordinance.

*Staff.*

- (1) When used in this chapter, the capitalized term "staff" shall mean both the employees of the Planning Commission and those County of Florence employees designated to assist the Planning Commission Staff in the technical review of subdivision plans. This shall include, but not be limited to, employees of Florence County Public Works and county fire departments.
- (2) Where the terms county staff, public works, and fire department staff are used, such terms shall mean staff of Florence County only.
- (3) Where the terms, Planning Commission Staff, staff of the Planning Commission, or Commission staff are used, such terms shall mean staff of the Planning Commission only.
- (4) Where the terms Planning Commission or Commission are used in this chapter, such terms shall mean those commissioners who together comprise the Planning Commission.

*Street(s).* A public right-of-way affording primary access to abutting property. For the purposes of this chapter, the term "street" shall also mean boulevard, road, lane and other public ways. Streets are divided into the following categories:

- (a) *Major streets:* Those streets designated by the Florence Area Transportation Study and those streets designated as major at the time of development as determined by the public works and utilities department and approved by the Planning Commission. Such streets are designed primarily for the movement of large volumes of traffic from one area to another. Major street includes the terms limited-access highway, freeway, thoroughfare, expressway, arterial street and commercial collector street.
  - (1) *Arterial streets:* Arterials are the highest order inter-regional streets. They are designed to carry relatively high traffic volumes. The function of arterials is to promote the free flow of traffic. Therefore, parking and direct residential access are usually not available. Collector streets feed arterials, and arterials feed regional roads such as expressways and freeways. Average daily traffic (ADT) for arterials is approximately 3,000—5,000+ vehicles per day (vpd).
  - (2) *Collector streets (commercial):* The highest order of commercial streets. Distributes traffic between lower-order commercial streets and higher-order streets such as arterials. Average daily traffic (ADT) for commercial collector streets is approximately 3,000—5,000 vehicles per day (vpd).
  - (3) *Expressways:* Divided highways usually having two or more lanes in each direction, with partial control of access. Preference is given to through traffic, but

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there may be access connections with selected public roads at the same grade and some driveways.

- (4) *Freeways*: Divided highways usually having two or more lanes in each direction, with full control of access. Preference is given to through traffic and access connections with public roads on the same grade is prohibited. Connected driveways are also prohibited.
- (5) *Thoroughfares*: Any major street.
- (b) *Minor streets*: A street used primarily for providing direct access to and from abutting property (individual lots) that are internal to a subdivision. Minor street includes the terms residential collector street, minor local street, cul-de-sac, marginal access street, alley and looped drive.
  - (1) *Collector streets (residential)*: The highest order of residential streets. Collects and distributes traffic from local residential roadways, such as minor streets or cul-de-sacs, to streets that are designed to carry higher volumes of traffic, such as arterials and other major streets. Carries large traffic volume at fairly high speeds. The function of residential collectors is to promote free traffic flow. Therefore, direct access to homes from this level street should be avoided. Average daily traffic (ADT) for residential collector streets is approximately 2,000—5,000 vehicles per day (vpd).
  - (2) *Culs-de-sac*: Minor local streets having only one open end and being terminated by a vehicle turnaround. Design of turnaround may vary. Average daily traffic (ADT) is approximately 250 vehicles per day (vpd).
  - (3) *Local streets (sub-collector streets)*: These middle-order facilities are located in subdivisions and neighborhoods and primarily serve abutting land uses. Traffic volumes are typically moderate, with motorists having origin or destination within the immediate neighborhood. These streets feed into collector streets, which then feed into arterials. Average daily traffic (ADT) is approximately 1,000—2,000 vehicles per day (vpd).
  - (4) *Looped drive*: A street that terminates on the same road at two different points, or a street that terminates on itself.
  - (5) *Marginal access streets*: Minor streets which are parallel to and located on the side of an arterial, expressway, freeway, or other major street for service to abutting land uses. Average daily traffic (ADT) is approximately 500—1,000 vehicles per day (vpd).

*Developer*. Any person, firm, or corporation who divides or develops any land deemed to be a subdivision as herein defined.

*Subdivision*. All divisions of a tract or parcel of land into two or more lots for any purpose. This includes all division of land involving a new street or a change in existing streets, re-subdivision and, where appropriate, relates to the process of subdividing, or to the land or area subdivided.

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*Surveyor.* A registered land surveyor in good standing with the South Carolina Board of Engineers and Land Surveyors and the South Carolina Department of Labor, Licensing and Regulation.

*Thoroughfare (major street).* See definition for "streets."

*Thoroughfare plan.* The official transportation plan (also known as Florence Area Transportation Study), a part of the Comprehensive Plan for Florence County and the Planning Commission.

*Zoning ordinance.* The officially adopted zoning ordinance.  
(Ord. No. 38-2006/07, §§ 2.1—2.39, 8-16-07)

**Secs. 28.6-7—28.6-15. Reserved.**

## ***ARTICLE II. GENERAL PROVISIONS FOR LAND SUBDIVISION***

### **Sec. 28.6-16. General requirements for recording of the final plat of a subdivision.**

No plat of the subdivision of any land within Florence County shall be filed with the Florence County Register of Deeds Office until:

- (a) A sketch plan and development plan have been prepared by the developer and approved by the Planning Commission or its staff, as specified herein.
- (b) The required improvements shall have been satisfactorily installed and completed by the developer, or a financial guarantee in lieu of the completed improvements has been posted to secure the same, as provided for in article VI of this chapter.
- (c) Conveyance of all public infrastructure has been accepted by the applicable governing body. (d) Statement by Planning Commission Staff as having received as information, plats identified as exceptions by state law under the definition of a subdivision.
- (e) A final plat shall have been approved by the Planning Commission or its director, as specified herein.
- (f) For applicable situations, the Planning Commission Staff has granted summary approval of a final plat as outlined in section 28.6-37 of this chapter.
- (g) In order for the above steps to occur all applicable fees shall be paid and all applicable documents must be submitted to staff prior to acceptance and review.

(Ord. No. 38-2006/07, § 3.1, 8-16-07)

### **Sec. 28.6-17. Conformity to zoning ordinance and consistency with comprehensive plan.**

All proposed subdivision of land shall conform to the applicable portions of the zoning ordinance and be consistent with the Comprehensive Plan for Florence County.

(Ord. No. 38-2006/07, § 3.2, 8-16-07)



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**Sec. 28.6-18. Coordination with other laws and codes.**

Whenever regulations contained in this chapter are different from regulations contained in other county ordinances, the most restrictive requirements shall prevail.

(Ord. No. 38-2006/07, § 3.3, 8-16-07)

**Sec. 28.6-19. Provisions of public lands.**

Where the area being subdivided is of sufficient size or includes lands necessary for the provision of critical public services (e.g., fire stations, potable water facilities, stormwater management facilities), the developer shall indicate the location of such areas on the subdivision plat and shall dedicate said area as provided in section 28.6-67 of this chapter.

(Ord. No. 38-2006/07, § 3.4, 8-16-07)

**Secs. 28.6-20—28.6-30. Reserved.**

***ARTICLE III. PROCEDURES FOR SUBDIVISION PLAT APPROVAL***

The following is an outline of procedures for obtaining approval of a subdivision of land within the territorial jurisdiction of Florence County.

**Sec. 28.6-31. General summary of procedural steps.**

- (a) In general, the following procedural steps must be completed:
- (1) Submittal, review, and approval of a sketch plan.
  - (2) Submittal, review, and approval of a development plan.
  - (3) Installation of required improvements by developer.
  - (4) Dedication to and acceptance of improvements by the county.
  - (5) Review and approval of final plat by the Planning Commission or the planning director.
  - (6) Recording of the final plat by the developer or his agent.

(Ord. No. 38-2006/07, § 4.1, 8-16-07)

**Sec. 28.6-32. Filing fees.**

The developer shall pay fees listed on the Florence County Fee Schedule, as approved by county council.

(Ord. No. 38-2006/07, § 4.2, 8-16-07; Ord. No. 14-2015/16, § 1, 12-10-15)

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**Sec. 28.6-33. Sketch plan submittal and review process.**

**(a) General procedures.**

**(1) Preliminary meeting to discuss sketch plan.**

- a. The staff shall be available to meet with the developer or their agent to discuss the project that is to be submitted. This meeting is strongly recommended, but not required.
- b. If the developer desires such a meeting, it must be scheduled with the Staff at least one week in advance and it must occur prior to, or concurrent with, the sketch plan submittal.

**(2) Submittal of sketch plan package.**

- a. The developer or their agent shall submit one hard copy and one digital copy of a sketch plan submittal package to the staff of the Planning Commission for review and approval.
- b. The sketch plan submittal package shall include a sketch plan application, any applicable fees, any variance requests (if applicable), and the sketch plan itself prepared in accordance with article IV of this chapter.
- c. The third Tuesday of the previous month is the deadline for an item to be placed on the Planning Commission's agenda. To meet this deadline a sketch plan must first be considered "Agenda Approved." This approval is contingent on the completion of a Technical Review Committee Meeting and the resolution of all outstanding issues. Once these conditions are met, the item is considered "agenda approved," and a date is set for it to appear before the Planning Commission. Staff will then notify the applicant of the meeting date.

**(3) Sketch plan review by staff.**

- a. Upon receipt of the sketch plan submittal, the Planning Commission Staff will notify the applicable agencies so that they are afforded the opportunity to review the sketch plan.
- b. The staff(s) shall review the sketch plan and evaluate its conformity with all applicable code requirements.
- c. developer Applicable agencies shall submit written comments to Planning Commission Staff within ten (10) calendar days.
- d. Upon review by Planning Commission Staff and all applicable agencies, staff shall determine if the plan conforms with all applicable codes and ordinances or if revisions are needed.
- e. The Planning Commission Staff shall provide the developer with written feedback within thirty (30) calendar days

**(4) Technical Review Committee Meeting**

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- a. The staff shall schedule a meeting with the developer and all the applicable agencies to discuss the project prior to being placed on the Planning Commission meeting agenda.
  - b. The purpose of this meeting is to resolve any outstanding comments between Planning Commission Staff, the developer, and any other applicable agencies.
  - c. Technical review committee meetings are not considered to be public meetings. While Planning Commission members shall have the option to attend the meeting, a quorum shall not be present.
- (5) Placement on planning commission meeting agenda.
- a. If the staff determines that the sketch plan conforms with all applicable codes and ordinances, or if the staff determines that the sketch plan will conform pending required minor changes or approvable variances, the developer will be notified and the Planning Commission Staff shall place the sketch plan on the agenda of an upcoming Planning Commission meeting so that official action can be taken. As the item is placed on the Planning Commission agenda, the parcel(s) included on the sketch plan will be posted with a public notice.
- 6 Public statement of sketch plan conformity.
- a. If the sketch plan conforms with all applicable codes and ordinances, the planning director shall make a statement of conformity at the Planning Commission meeting during which the sketch plan is presented for official action.
- (c) *Process for non-approval of sketch plan and optional appeals.*
- (1) If the Planning Commission Staff notifies the developer that the sketch plan does not conform with applicable codes and ordinances, or if the Planning Commission Staff notifies the developer that the sketch plan will conform pending required changes with which the developer does not concur, then the developer can either accept the ruling or appeal the ruling to the Planning Commission.
    - a. The developer may also appeal to the Planning Commission if the staff does not provide notification of conformity or non-conformity within 30 calendar days.
  - (2) If the developer defers the right of appeal and elects to withdraw a non-conforming sketch plan and re-submit, he or she must re-start the procedural steps by submitting a revised sketch plan package, including payment of additional filing fees.
  - (3) If the developer elects to appeal the staff's decision or appeal because of failure of the Planning Commission Staff to provide written comments within 30 calendar days, he must submit a letter to the chair of the Planning Commission requesting placement on the Planning Commission's agenda.
    - a. To place the sketch plan appeal on the Planning Commission's meeting agenda, the referenced project must have met all project submittal requirements.



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- b. The chair of the Planning Commission must receive the appeal letter at least 30 days prior to the Planning Commission meeting during which the developer would like his sketch plan to be presented for official action.
  - c. The appeal letter must outline and document the reasons and facts as to why the developer feels that the sketch plan conforms to all applicable codes and ordinances.
  - d. A pre-meeting conference attended by the developer, at least one member of the Planning Commission, and any applicable staff must be held prior to the meeting during which the Planning Commission is scheduled to take action regarding the appeal. It shall be the responsibility of the chair of the Planning Commission to schedule this pre-meeting appeal conference. Failure of the developer to attend the pre-meeting conference shall result in removal of the appeal from the Planning Commission agenda.
- (d) *Official action by the Planning Commission.*
- (1) The Planning Commission shall take official action regarding the sketch plan (approval, approval with required changes, or disapproval) during the meeting at which it is presented, or within seven calendar days of such planning commission meeting, unless the developer consents in writing to an extension of this time limit. The decision of the Planning Commission shall be final.
    - a. If the Planning Commission issues final disapproval of a sketch plan, the project will be closed and the developer will be required to re-start the procedural steps for any re-submittals, including payment of additional filing fees, in order to proceed with the project. However, final disapproval by the Planning Commission does not supersede the developer's right to appeal as defined in the 1994 Planning Enabling Act.
    - b. If the Planning Commission approves the sketch plan, approves the sketch plan with required changes, or fails to take action within the specified or agreed upon time limit, the developer has full authorization to proceed with preparation of a development plan that is in conformity with the approved sketch plan and any attached conditions.
    - c. All pertinent discussions shall be recorded in the Planning Commission's meeting minutes. The developer shall be provided with a copy of the meeting minutes for his records upon request.
  - (2) It is expressly understood that the Planning Commission shall not act to override the requirements of other agencies. However, the Planning Commission may seek to bring agreement in cases of conflicts between one or more reviewing agencies and the developer.

(Ord. No. 38-2006/07, § 4.3, 8-16-07; Ord. No. 22-2019/20, § 1, 5-21-20)

**Sec. 28.6-34. Development plan submittal and review process.**

- (a) *General procedures.*

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(1) Submittal of development plan package.

- a. Once the developer has an approved sketch plan, their agent may submit one digital copy and a hard copy upon request of a development plan submittal package to the Planning Commission staff for distribution and review.
- b. The development plan submittal package shall include a copy of the development plan application and the development plan itself, prepared in accordance with article IV of this chapter.

(2) Development plan review and comment process.

- a. Upon receipt of a development plan submittal package, the Planning Commission staff shall determine if the development plan is in conformity with the approved sketch plan.
- b. If the Planning Commission staff determines that the development plan is not in conformity with a previously approved sketch plan, the developer must 1) revise the development plan so that it conforms with the approved sketch plan and then re-submit, or 2) return to the sketch plan submittal and review process to get an approved sketch plan that incorporates the desired changes.
- c. If the Planning Commission Staff determines that the development plan is in conformity with an approved sketch plan, it shall forward a copy of the development plan to the appropriate agencies or departments for review.
  1. The following entities are responsible for reviewing the development plan, determining if it is in conformity with applicable codes and ordinances, and submitting written statements of conformity or non-conformity to the Planning Commission staff within 20 calendar days of when the developer submitted the development plan:
    - County Engineering Division
    - Appropriate utility departments
    - County of Florence Fire Departments
  - 2.
- d. Upon receipt of signed written statements of conformity or non-conformity from the reviewing agencies listed above, the Planning Commission Staff will either: 1) approve the development plan, 2) disapprove the development plan and advise the developer of the required changes
- e. The Planning Commission Staff shall notify the developer of such action in writing within 30 calendar days of the development plan submittal.

(b) *Procedures following development plan approval.*

- (1) Upon approval of the development plan or approval with required changes, and subsequent written notification to the developer by the Planning Commission Staff, the developer is authorized to proceed with construction of the required improvements under supervision of the engineer of record.

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- a. The Planning Commission Staff shall maintain the official digital stamped and approved development plan set.
    - b. Any requested approved construction plans shall be stapled together and must be reproducible.
    - c. The phasing of development shall be approved by the reviewing agencies. The development plan shall indicate such phasing.
  - (2) Official action by the Planning Commission during one of its meetings is not required if the development plan is approved by the Planning Commission Staff.
- (c) *Process for non-approval of development plan and optional appeals.*
- (1) Based on statements from the reviewing agencies, the Planning Commission Staff may disapprove, or approve the development plan. The developer can accept the ruling or appeal the ruling to the Planning Commission.
    - a. The developer may also appeal to the Planning Commission if the staff does not approve or disapprove the development plan within 30 calendar days.
  - (2) If the developer defers the right of appeal and elects to modify a non-conforming development plan and re-submit, he or she must re-start the development plan submittal and review process by submitting a revised development plan package.
  - (3) If the developer elects to appeal the staff decision, or appeal because of failure of the staff to approve or disapprove the development plan within 30 calendar days, he must submit a letter to the chair of the Planning Commission requesting placement on the Planning Commission's agenda.
    - a. To place the development plan appeal on the Planning Commission's meeting agenda, the referenced project must have met all project submittal requirements.
    - b. The appeal letter must be received by the chair of the Planning Commission at least 30 days prior to the Planning Commission meeting during which the developer would like his development plan to be presented for official action.
    - c. The appeal letter must outline and document the reasons and facts as to why the developer feels that the development plan conforms to all applicable codes and ordinances.
    - d. A pre-meeting conference attended by the developer, at least one member of the Planning Commission, and any applicable staff must be held prior to the meeting during which the Planning Commission is scheduled to take action regarding the appeal. It shall be the responsibility of the chair of the Planning Commission to schedule this pre-meeting appeal conference. Failure of the developer to attend the pre-meeting conference shall result in removal of the appeal from the Planning Commission agenda.
- (d) *Official action by the Planning Commission.*
- (1) Official action by the Planning Commission regarding the development plan is required only in the event of an appeal.

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- (2) If official action by the Planning Commission is required as the result of an appeal, then the Planning Commission shall either approve the development plan, approve the development plan with required changes, or issue final disapproval of the development plan during the meeting at which it is presented, or within seven calendar days of such planning commission meeting unless the developer consents in writing to an extension of this time limit. The decision of the Planning Commission shall be final.
- a. If the Planning Commission issues final disapproval of a development plan following an appeal, the developer will be required to re-start the development plan submittal and review process if he or she intends to proceed with the project. However, final disapproval by the Planning Commission does not supersede the developer's right to appeal as defined in the 1994 Planning Enabling Act.
  - b. If the Planning Commission approves the development plan following an appeal, or if the Planning Commission fails to take action within the specified or agreed upon time limit, the developer is authorized to proceed with construction of the required improvements under supervision of the engineer of record.
    1. The Planning Commission Staff shall maintain the official digital stamped and approved development plan set.
    2. Any requested approved construction plans shall be stapled together and must be reproducible.
    3. The phasing of development shall be approved by the reviewing agencies. The development plan shall indicate such phasing as identified on the approved sketch plan.
  - c. Pertinent comments and recommendations shall be noted in the minutes of the Planning Commission meeting. The developer shall be provided with a copy of the meeting minutes for his or her records upon request.
- (3) It is expressly understood that the Planning Commission shall not act to override the requirements of other agencies having jurisdiction. However, the Planning Commission may seek to bring agreement in cases of conflicts between one or more reviewing agencies and the developer.

(Ord. No. 38-2006/07, § 4.4, 8-16-07)

**Sec. 28.6-35. Installation of improvements.**

- (a) After development plan approval and prior to final plat approval, all required improvements must be completed whether public or private. Improvements shall be considered required if they are shown on either the sketch plan or development plan. Prior to final plat approval, the Planning Director has the authority to require any other improvements, as needed to enforce the intent of this code, or intent of the plan approved by Planning Commission.
- (b) All improvements shall meet the applicable standards required by this code. If no standard is provided by this code the Planning Director shall have authority to determine the necessary standard.



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- (c) Acceptance techniques in lieu of required improvements shall be governed by Sec. 28.6-98 of this code.
  - (d) Florence County shall not accept any improvements outside of its jurisdiction and shall also not accept any improvements that fall within the state's right of way or within a municipality's boundaries. Accepting improvements that fall within a utility companies' easement or any private easements shall be at the discretion of the County Administrator.
  - (e) Sketch plan and development plan approval does not constitute acceptance of required or nonrequired improvements. The County Administrator shall have final authority on acceptance and conveyance of any improvements.

(Ord. No. 38-2006/07, § 4.5, 8-16-07)

**Sec. 28.6-36. Final plat review and approval process.**

(a) *General procedures.*

(1) Submittal of final plat package.

- a. After completion of the physical development of all or any completed phase of the area shown on the approved development plan, the developer or their agent shall submit four copies of a final plat submittal package to the staff of the Planning Commission for review and approval.
- b. Each final plat submittal package shall include a copy of the final plat application, copies of all certificates that may be required, and the final plat itself, prepared in accordance with article IV of this chapter.
- c. The final plat will not be accepted or reviewed until all closeout supporting documents have been presented to staff.

(2) Preliminary review of final plat.

- a. Upon receipt of a final plat submittal package, the Planning Commission Staff shall determine if it is in conformity with the approved development plan.
- b. If the Planning Commission Staff determines that the final plat is not in conformity with a previously approved development plan, it shall reject the submittal and return it to the applicant. The developer must then either 1) make the necessary physical changes so that it is in conformity with the approved development plan and then re-submit, or 2) return to Planning Commission to obtain approval of a modified sketch plan and development plan that matches the onsite improvements and matches the proposed final plat.
- c. If the Planning Commission Staff determines that the final plat is in conformity with the approved development plan and all other applicable ordinances via inspections, then it shall forward a copy of the final plat submittal package to County Engineering Division so that they can determine (via inspections, review of certifications, etc.) if the improvements shown on the development plan have been properly installed, and where applicable, have been approved and accepted.

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- (b) *Process for acceptance of required improvements and approval of final plat.*
- (1) If the appropriate utilities department and County Engineering Division determines that all of the improvements have been properly installed, they shall submit a signed and approved closeout document to the Planning Commission Staff stating that the improvements have been properly installed, inspected, and approved for acceptance by the County Administrator.
  - (2) Upon receipt of the approved closeout package, but no more than 14 calendar days after the date that the final plat was submitted by the developer and approved by the County Administrator, the planning staff shall sign, date, and stamp the final plat as "approved for recording." The approved final plat will then be made available to the developer. It is the responsibility of the developer to obtain approval from the Tax Assessor's Office and record the final plat with the Register of Deeds Office.
    - a. Official action by the Planning Commission during one of its meetings is not required if the final plat has been approved by the planning director.
- (c) *Process for non-acceptance of required improvements, plat rejection, and optional appeal.*
- (1) If the appropriate utilities department(s) and County Engineering Division determines that all of the required improvements have not been properly installed, inspected, approved, and accepted, then they shall provide such written or verbal notification to the Planning Commission Staff.
  - (2) Upon receipt of the notification, but no more than 14 calendar days after the date that the final plat was submitted by the developer, the Planning Commission Staff shall reject the final plat submittal package and return it to the applicant, along with a cover letter stating the reasons for the rejection.
  - (3) Upon rejection of the final plat, the developer can either accept the ruling or appeal the ruling to the Planning Commission.
    - a. The developer may also appeal to the Planning Commission if the staff does not approve or reject the final plat within 14 calendar days.
  - (4) If the developer accepts the ruling, he or she must complete the required improvements and then re-start the final plat submittal and review process.
  - (5) If the developer elects to appeal the staff's decision, or appeal because of failure of the staff to approve or reject the final plat within 14 calendar days, he or she must submit a letter to the chair of the Planning Commission requesting placement on the Planning Commission's agenda.
    - a. To place the final plat appeal on the Planning Commission's meeting agenda, the referenced project must have met all project submittal requirements.
    - b. The appeal letter must be received by the chair of the Planning Commission at least 15 days prior to the Planning Commission meeting during which the developer would like their final plat to be presented for official action.
    - c. The appeal letter must outline and document the reasons and facts as to why the developer feels that the final plat should be approved.

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- d. A pre-meeting conference attended by the developer, at least one member of the Planning Commission, and any applicable staff must be held prior to the meeting during which the Planning Commission is scheduled to take action regarding the appeal. It shall be the responsibility of the chair of the Planning Commission to schedule the pre-meeting conference. Failure of the developer to attend the pre-meeting shall result in removal of the appeal from the Planning Commission agenda.
- (d) *Official action by the Planning Commission in the event of a final plat appeal.*
- (1) Official action by the Planning Commission regarding the final plat is required only in the event of an appeal.
  - (2) If official action by the Planning Commission is required as the result of an appeal, then the Planning Commission shall approve or reject the final plat during the meeting at which it is presented, or within seven calendar days of such Planning Commission meeting unless the developer consents in writing to an extension of this time limit. The decision of the Planning Commission shall be final.
    - a. If the Planning Commission issues final rejection of a final plat following an appeal, the developer must complete the required improvements and then re-start the final plat submittal and review process. However, final disapproval by the Planning Commission does not supersede the developer's right to appeal as defined in the 1994 Planning Enabling Act.
    - b. If the Planning Commission approves the final plat as the result of an appeal, or if the Planning Commission fails to take action within the specified or agreed upon time limit, the Planning Director shall sign, date, and stamp the final plat as "approved for recording." The approved final plat will then be made available to the developer for recording in the office of the Florence County Register of Deeds Office.
    - c. Pertinent comments and recommendations regarding the appeal decision shall be noted in the minutes of the Planning Commission meeting. The developer shall be provided with a copy of the meeting minutes for their records upon request.
  - (3) It is expressly understood that the Planning Commission shall not act to override the requirements of other agencies. However, the Planning Commission may seek to bring agreement in cases of conflicts between one or more reviewing agencies and the developer.

(Ord. No. 38-2006/07, § 4.6, 8-16-07)

**Sec. 28.6-37. Summary approval of final plat ( Summary Plat).**

- (a) Subdivisions which do not involve the platting, construction, or opening of new streets, water, sewer, or stormwater facilities, or improvements to existing streets, because all necessary public facilities are adequate and existing, shall be accepted by the Planning Commission in the form of a final plat. Sketch plans and development plans are not required in such cases.

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- (b) In cases where such subdivisions involve six or fewer lots, and where those lots and buildings (if any exist) conform to the requirements of its zoning district, the Planning Commission authorizes its Planning Director, at his or her discretion, to accept the final plats. Sketch plans and Development plans are not required in such cases. However, such summary plats shall be in accordance with Section 28.6-85.
  - (c) Prior to summary approval of any final plat, the Planning Director may, at his discretion or upon recommendation of the staff, require improvements or studies (e.g., traffic studies, environmental impact studies, drainage analysis).
  - (d) Summary plats shall be prepared in accordance with Section 28.6-49 (d) (1-11).
  - (e) Summary plats shall not be accepted if it does not comply to current building codes and zoning standards.

(Ord. No. 38-2006/07, § 4.7, 8-16-07)

**Secs. 28.6-38—28.6-46. Reserved.**

#### ***ARTICLE IV. SUBDIVISION PLAN/PLAT REQUIREMENTS***

Plans/plats shall be prepared in accordance with the following requirements:

##### **Sec. 28.6-47. Sketch plan submittal requirements.**

- (a) The sketch plan submittal, review, and approval process are intended to benefit the developer of a proposed project, and/or their agent, by providing an overview of the proposed development confirming that it meets the basic intent of these regulations prior to the preparation of a more formal and involved development plan submittal.
- (b) Developers and their agents are encouraged to provide all pertinent information during the preliminary design phase of a project so that it may be determined if the general layout of the project meets the intent of this and any other applicable ordinances. The developer shall submit a sketch plan of the entire tract, even if their present plans call for the development of only a part of the property.
- (c) The sketch plan shall be drawn at a scale not smaller than 100 feet to one inch. On large subdivisions, match lines shall be used, if necessary, on sheets no larger than 30" x 42". Sheets measuring 24" x 36" are preferred in order to conform with the final plat submittal requirements. Sketch plans shall include one page of the overall site plan and include a match line legend when applicable. Additionally, a street section shall be included that illustrates all improvements within the right-of-way.
- (d) The sketch plan shall include a vicinity map at a scale not smaller than one mile to one inch showing the relationship of the proposed subdivision to surrounding areas and development.
- (e) Sketch plans shall be submitted in electronic format.
- (f) At a minimum, the sketch plan shall show:



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- (1) The total acreage in the tract to be subdivided.
  - (2) Proposed street arrangements, including any dimensional information such as rights-of-way widths, cul-de-sac lengths, curve radii, etc., that may be necessary to ensure that the geometric design of the street layout meets the intent of applicable codes and regulations.
  - (3) Lot arrangements, including typical lot area and approximate number of lots.
  - (4) Sufficient additional information (e.g., setbacks) to ensure conformance with the zoning ordinance.
  - (5) City or county boundary lines (if applicable).
  - (6) Existing and proposed uses of land throughout the subdivision.
  - (7) Existing parcel boundaries and uses of land surrounding the proposed subdivision.
  - (8) The approximate location of existing and proposed utilities, including stormwater management facilities.
  - (9) Contour lines at vertical intervals of not more than one foot. These contour lines should extend beyond the boundaries of the parcel by a minimum of 100 feet on all sides, or as necessary to show adjacent topography.
  - (10) Proposed name of subdivision with name and address of contact person.
  - (11) Deed record names of adjoining property owners of subdivision.
  - (12) In case of re-subdivision, a copy of existing plat with proposed re-subdivision superimposed thereon.
  - (13) Location of all streams, lakes, swamps, as well as land subject to a one percent annual chance flood.
  - (14) Location of existing adjoining property lines and buildings on the property to be subdivided.
  - (15) Location and rights-of-way of streets, roads, railroads and utility lines either on or adjacent to the property to be subdivided. Specify whether utility lines are in easements or rights-of-way and show location of poles or towers.
- (g) Projects requiring traffic studies. Early contact with the County of Florence is recommended. A traffic impact study may be required for any large development, such as a shopping center, a planned development, an industrial complex or a significant residential project. Generally, a traffic study is required when a specified threshold within the development is met or if it is determined by the County of Florence that the level of service (LOS) of the existing or proposed road network is unacceptable. The proposed thresholds are as follows and, if met, would typically require a traffic study:
- (1) If 500 or more lots in a residential subdivision or are proposed, and/or
  - (2) If the commercial development proposed is 350,000 square feet or more of retail space, and/or
  - (3) When sufficient data is known that suggest the possibility that the development may have a negative impact to the level of service on nearby roads, such as that which may

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be provided in SCDOT documents pertaining to traffic patterns and traffic analyses, SCDPS documents related to vehicular accident data, Florence County Comprehensive Plan, or in analytical studies relative to how development projects could impact traffic patterns on nearby roads, and/or

- (4) The public works director is authorized to require traffic studies when it is determined that a proposed development is likely to have a significant impact on transportation capacity, transportation levels of service, or traffic safety in the vicinity of the proposed development.
- (h) General standards and initial study requirements. If a traffic study is required for a project, it shall at least contain the following elements:
  - (1) A list of roads in the project area showing the function class and traffic counts for each.
  - (2) An investigation of project impact on the transportation network, including LOS calculations for all affected roads.
- (i) Level of service (LOS) and road function class descriptions. The LOS, based on the current traffic on the road (volume) and the ability of the road to handle traffic (capacity), that will be considered acceptable is dependent on the function class of the road and is described by the South Carolina Department of Transportation (SCDOT) as follows:

Levels of Service

LOS A:	This level of service describes completely free-flow conditions. Desired speed and movements are virtually unaffected by the presence of other vehicles and constrained only by the geometric features of the roadway and driver preferences
LOS B:	Traffic flow is stable. The presence of other vehicles only slightly restricts freedom to maneuver.
LOS C:	Traffic flow is stable, but the number of bumper-to-bumper groups of vehicles increases due to slow moving vehicles and turning maneuvers.
LOS D:	Unstable traffic flow conditions are approached under LOS D. The desire to pass becomes very high but safe passing opportunities decrease significantly.
LOS E:	Passing is virtually impossible. The slowest moving vehicle controls the travel speed.

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LOS F:	Passing is impossible. The slowest moving vehicle controls the travel speed. Very unstable traffic flow conditions exist.
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(j) Acceptable level of service based on road function class. The following are considered as minimum acceptable levels of service based on the function class of the road:

1. Local - LOS C
2. Collector - LOS C
3. Arterial - LOS C
4. Expressway - LOS C

The function class of a road is as determined by the SCDOT. If the road is a not state maintained, it shall be considered local.

(k) Certification and other requirements of the study. Traffic studies shall be completed and certified by a registered engineer at the expense of the developer, owner, or applicant (owner). Florence County reserves the right to develop a list of pre-approved transportation engineering firms and require that the owner select from the pre-approved list for any required traffic impact study.

Traffic studies shall meet the criteria of the Institute of Transportation Engineers and shall analyze traffic conditions per the initial study phase. If the initial study shows a LOS of less than C, then the owner shall be required to complete an additional traffic impact study of the full development of the site under the most critical traffic situation expected. This phase of the work must be extended to include a traffic remediation plan that corrects the deficiencies and demonstrates an acceptable LOS on the public roadway(s) for the proposed project. The traffic remediation plan shall include roadway improvements and any traffic control devices necessary to reduce the impacts of the new development.

If the LOS of the existing road network is C or less, then the proposed development may not lower the existing level of service. New roadways within the proposed development must provide (at full development of the site) a LOS not less than C. However, it is recommended for any proposed project that all existing or proposed public roadway systems are improved to a minimum of a LOS C.

For phased projects, the proposed public rights-of-ways shall conform to the traffic remediation plan as detailed in the traffic study.

(l) Review of study. Staff may grant the approval if the traffic generated maintains the accepted LOS for the road where the development is proposed.

However, if the LOS falls below an acceptable level, the applicant shall propose on-site or off-site mitigation, which the staff can also approve. In these cases, if an applicant would like to appeal the decision of staff or develop without mitigation efforts, review by the Planning Commission would be required. The planning commission may then approve the request, approve with contingencies, or recommend denial of the request unless mitigation efforts are

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made. Final decision for denying a request based on traffic study must be made by Florence County Council.

In the event that an applicant would like to appeal the decision of the Planning Commission, the procedures found in the Florence County Zoning Ordinance or appropriate section of the Florence County Code of Laws, as amended, outline the steps for appeal to the circuit court or to request pre-litigation mediation.

During the review process, staff and/or Planning Commission may consult the South Carolina Department of Transportation and/or other transportation professionals.

- (m) Additional review and oversight. This section is not designed to replace any oversight and/or permitting power from the South Carolina Department of Transportation.
- (n) Additional information may be required if it is deemed necessary by the reviewer(s) in order to make a determination of general conformance with the regulations (e.g., environmental impact studies, drainage analysis).

(Ord. No. 38-2006/07, § 5.1, 8-16-07; Ord. No. 21-2019/20, § 1, 5-21-20)

#### **Sec. 28.6-48. Development plan submittal requirements.**

- (a) The development plan shall be drawn at a scale not smaller than 100 feet to one inch and submitted in digital format. On large subdivisions, match lines shall be used. If hard copies are requested; the submittal shall be on sheets no larger than 30" x 42". Sheets measuring 24" x 36" are preferred in order to conform with the final plat submittal requirements.
- (b) The development plan shall adhere to all standards and requirements set forth at the time of sketch plan approval.
- (c) At a minimum, the development plan shall include the following information:
  - (1) *General.*
    - a. Proposed name of subdivision, and name and address of contact person, and the person or firm preparing the plan.
    - b. Title, graphic scale, north arrow and date.
    - c. Vicinity map at a scale not smaller than one mile to one inch showing the relationship of the subdivision to the surrounding area.
    - d. Acreage and boundaries of the parcel to be subdivided.
    - e. Development plans shall be signed, dated, and stamped by a registered professional engineer. Original signatures are preferred.
    - f. All drawing elements shall reference the South Carolina State Plane Coordinate System (SPCS), single zone Lambert Polyconic Projection designated by the National Geodetic Survey as Zone 3900. The horizontal and vertical datums shall be North American Datum 1983 (NAD83) and North American Vertical Datum 1988 (NAVD88) respectively, or a later datum if applicable. For the purposes of the South Carolina SPCS, the foot is the International Foot with one inch being



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exactly equal to 2.54 centimeters. Applicable datum information shall be noted on all plan sheets submitted for review purposes.

Control of plan features may be tied to the SCSP system using traditional surveying or GPS (Global Positioning System) methods.

2. *Existing conditions.*

- a. Contour lines at vertical intervals of not more than two feet. These contour lines should extend beyond the boundaries of the parcel by 100 feet on all sides, as necessary to show adjacent topography.
- b. The staff reserves the right to require intermediate spot elevations in areas suspected of poor drainage.
- c. Deed record names of adjoining property owners of subdivision.
- d. In case of re-subdivision, a copy of existing plat with proposed re-subdivision superimposed thereon.
- e. Location of all streams, lakes, swamps, as well as land subject to a one percent annual chance flood.
- f. Location of existing adjoining property lines and buildings on the property to be subdivided.
- g. Location and rights-of-way of streets, roads, railroads and utility lines either on or adjacent to the property to be subdivided. Specify whether utility lines are in easements or rights-of-way and show location of poles or towers.
- h. Size and location of existing sanitary and storm sewers, water mains, drains, culverts of other underground facilities within the street or within the right-of-way of streets or roads adjoining the tract. Grades, inverts and ground level elevations of existing sanitary and storm sewers shall be shown.
- i. The acreage of each drainage area affecting the proposed subdivision.
- j. All elevations shall refer to NAVD 88 (North American Vertical Datum of 1988) where public water and/or public sanitary or storm sewers are to be installed. Datum information shall be noted on plans submitted for review purposes.
- k. Location of city limit lines and county lines, if applicable, and indication of existing zoning classification applying to, and proposed use of all land within the subdivision.

3. *Proposed conditions.*

- a. Proposed layout of streets, roads, and alleys, with widths, road names, or designations.
- b. Construction plans for streets, showing natural and finished grades as well as typical cross-sections. Additional cross-sections may be required due to unusual topography or conditions.
- c. Proposed layout of all lots; dimensions of lots; lot numbers, all easements with widths, and proposed use of all lots or tracts of land.

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- d. All setbacks and all easements.
  - e. Construction plans for sanitary sewers with grade, pipe size, pipe material, location of manholes, and points of discharge.
  - f. Construction plans for storm drainage system, in accordance with the requirements of Florence County Drainage and Stormwater Management Ordinance.
  - g. Construction plans for water supply system with pipe sizes, pipe materials, fittings, and location of hydrants and valves.
  - h. A grading plan to show proposed contour changes in areas where cut or fill is to be done.
  - i. Proposed street lighting plan and electrical, telephone, and cable vision wire location plan showing pole locations and underground installations.
  - j. Proposed sign location plan for all street name and traffic regulatory signs to be installed, plus proposed traffic control lights.
  - k. Delineation of all riparian buffers, open spaces, and designated natural areas.
  - l. Proposed street tree arrangement.

(Ord. No. 38-2006/07, § 5.2, 8-16-07)

**Sec. 28.6-49. Final plat submittal requirements.**

- (a) The final plat shall substantially conform to the approved development plan and it shall meet all requirements set forth in this chapter.
- (b) The final plat shall be drawn to scale not smaller than 100 feet to one inch and/or with match sheets no larger than 24" x 36."
- (c) Final plats shall be submitted in electronic format.
- (d) At a minimum, the final plat shall include the following:
  - (1) Name of subdivision and developer, and name and address of contact person.
  - (2) Title, graphic scale, north arrow and date.
  - (3) Street names, identifying lot numbers, and street addresses for residential subdivisions.
  - (4) Sufficient data to determine readily and reproduce on the ground the location, bearing and length of every road centerline, subdivision boundary line, block line, and easements whether curved or straight.
  - (5) All lot lines, lot dimensions, and building setback lines.
  - (6) Location and description of all monuments and markers.
  - (7) Locations of all power lines or power company easements.
  - (8) All rights-of-way, easements, or other areas that will support required infrastructure or be designed for public use. It will be the responsibility of the developer to provide all necessary proof of acceptance by the applicable party. The final plat shall also state

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who the responsible party is for maintenance on all land that is preserved for required infrastructure or land that is preserved for public use. When land that is preserved for public use but not conveyed to a government agency is identified on the final plat, the plat shall state who will retain ownership of the land (i.e. the Developer or the Homeowner's Association.)

- (9) Approved driveway zones for corner lots.
- (10) All-natural features to be preserved, including historical sites/ buildings/markers, scenic spots, water bodies, and significant stands of trees.
- (11) All riparian buffers, either pre-existing or newly planted.
- (12) The following signed certificates shall appear with the final plat, which is submitted to the Planning Commission Staff by the sub-divider (see appendix B for examples).
  - a. Certificate of ownership, dedication, and taxes paid.
  - b. Owner's guarantee and warranty in affidavit form.
  - c. Conveyance of utilities to the appropriate utility provider.
  - d. Verification of street acceptance by county, or letter of acceptance from SCDOT if an encroachment permit was involved.
  - e. Other SC DOT certifications (if applicable).
  - f. Recorded copies of any easements and deeds (if the county needs interest in real property).
  - g. Certificate of acceptance of physical improvements.
  - h. Guarantee of repaving.
  - i. Accuracy of land survey.
  - j. Engineer's letter/certificate of completion to Florence County.
  - k. Approved escrow agreement.
  - l. SC DHEC certifications/approvals to place into operation.
  - m. Certificate of approval for recording.
  - n. Five copies of complete record drawings of all utilities stamped, dated, and signed by the project engineer for accuracy shall be submitted along with an electronic copy (compact disk) in digital format in a form usable (CAD) by Florence County Engineering Division.

The completed CAD drawing file shall contain text in standard fonts that can be read without third-party software. No polylines or annotations shall be stored in blocks. All blocks shall be exploded. All components of the drawing must appear on separate layers or levels (i.e. "valves" on a separate layer from "waterlines"). The numbering and/or naming of layers, colors, and line types will be in accordance with the individual engineer's standards, but components of the drawing must be separate and consistent in order for successful translation in order to store, manage, and maintain spatially-related (geographic) data.

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All drawing elements shall be submitted referencing South Carolina State Plane (SCSP) Coordinates. Elements referencing SCSP will utilize the North American Datum of 1983-1986 Adjustment (NAD83 [1986]) for horizontal control and be measured in International Feet (not US Survey Foot). Vertical control will reference the North American Vertical Datum of 1988 (NAVD88) and shall include measures using US Survey Foot. Datum information shall be noted on all plan sheets submitted for review purposes. Control of plan features may be tied to the SCSP system using traditional surveying or GPS (Global Positioning System) methods.

- o. The name, seal, signature and registration number of the surveyor shall appear on the final plat.

(Ord. No. 38-2006/07, § 5.3, 8-16-07)

#### **Sec. 28.6-50. Final plat revisions.**

If it should be necessary to revise a final plat due to dimensional error, the developer's surveyor, upon acceptance and authorization of the Planning Commission Staff, shall make the necessary changes and resubmit the final plat to the designated Planning Commission Staff member. The designated Planning Commission Staff member will then sign, date, and stamp as "approved for recording." The approved plat will then be made available to the developer for recording in the office of the County Register of Deeds.

(Ord. No. 38-2006/07, § 5.4, 8-16-07)

#### **Secs. 28.6-51—28.6-60. Reserved.**

### ***ARTICLE V. MINIMUM LAND PLANNING STANDARDS AND REQUIRED IMPROVEMENTS FOR SUBDIVISIONS AND OTHER LAND DEVELOPMENTS***

#### **Sec. 28.6-61. Naming and numbering.**

- (a) *Subdivision and apartment project names.* Subdivision names and apartment project names shall not be duplicated or be confused with existing names. Names are subject to approval by the Planning Commission Staff to eliminate duplicate names.
- (b) *Street names.* Proposed streets which are obviously in alignment with other existing and named streets, shall bear the assigned name of the existing streets. In no case shall the name of proposed streets duplicate or be phonetically similar to existing street name, irrespective of the use of suffix and/or prefix. The Uniform Street Naming and Property Numbering System Ordinance of Florence County and the municipality concerned shall govern the assignment of names and property numbers.
- (c) *Property numbering.* The staff shall provide appropriate "house numbers" for all lots as specified in the uniform street naming and property numbering system ordinance.

(Ord. No. 38-2006/07, § 6.1, 8-16-07)



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**Sec. 28.6-62. Blocks.**

(a) *Residential blocks.* Block dimensions and configurations shall be as follows:

(1) *Standard blocks:*

- a. Lengths of standard blocks shall not exceed 1,600 feet nor be less than 400 feet on any side.
- b. Standard blocks shall consist of at least two lots on all sides.

(2) *Non-standard blocks:*

- a. In special situations, where it is necessary to separate residential developments from vehicular traffic or non-residential uses, non-standard blocks may be used. However, the Planning Commission must approve such configurations and the associated lot depths must be in accordance with the minimum lot dimensions required in the zoning ordinance for the land use area in which it lies.
- b. Non-standard blocks may consist of a single lot on one or more sides (single-tier block). The preferred minimum lot depth for single-tier blocks is 150 feet.
- c. Where single-tier blocks are approved by the county, driveways will not be allowed on the side of the block with the shortest dimension.

(b) *Commercial and industrial blocks.* The block layout in commercial and industrial areas may vary from the planning criteria detailed in this ordinance if required by the nature of the use. In all cases, however, the criteria and provisions of the zoning ordinance shall be followed in land planning and to provide adequate off-street parking and loading spaces and to insure space for future expansion.

(Ord. No. 38-2006/07, § 6.2, 8-16-07)

**Sec. 28.6-63. Lots.**

All lots established hereafter in connection with the development of a subdivision shall comply with the following planning standards:

- (a) *Authority of state department of health and environmental control.* Nothing contained in these regulations shall be construed as preventing the state department of health and environmental control, after study of the conditions existing in a proposed subdivision, from requiring that all or any portion of the area of such subdivision shall not be built upon or that the minimum lot sizes set forth in these regulations are inadequate and must be increased to insure the protection of the public health.
- (b) *Lot lines and city/county boundary lines.* Lots, insofar as practical, should not be divided by city limit or county boundary lines. Insofar as practical, lot lines shall be at right angles to straight street right-of-way lines and radial to curved street lines.
- (c) *Minimum lot dimensions and area.* Minimum lot dimensions and area are governed by the zoning ordinance and applicable health regulations, whichever is most restrictive.

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- (d) *Corner lots.* Corner lots shall be so designed that a structure built thereon may be oriented to either street and still maintain minimum yard requirements specified by the zoning ordinance. Equal setbacks shall be provided for both the front and side streets based on the front yard setback distance.
- (e) *Double frontage.* Double frontage or reverse frontage lots (i.e. lots having street frontage both in front and rear) shall be avoided except where essential to provide separation of residential development from railroad or major street rights-of-way or from non-residential uses. Whenever reverse frontage lots are used, a non-access buffer strip of not less than 20 feet, planted with a vegetation screen shall be provided to separate and protect said lots from the major street.
- (f) *Street access.*
1. Every lot hereafter established shall front or abut on a public street which conforms to the requirements of these regulations.
  2. Exceptions to this rule are listed in section 28.6-75(c) of this chapter (private streets).
  3. Another exception to this rule is in the case of development of a large commercial or industrial parcel, one parcel at a time.
    - a. In this case, with the approval of the Planning Commission, subdivision shall be permitted if the owner ties an adequate permanent easement to a driveway that provides free ingress and egress from the newly subdivided parcel to a public street.
    - b. The easement and the driveway must have sufficient width in the view of the Planning Commission.
    - c. Each lot shall satisfy setback requirements as specified in the zoning ordinance.
- (g) *Lot remnants:* Lot remnants are prohibited on any plat. Lot remnants are those portions of a subdivision of property that typically result in non-conforming parcels for current zoning.
- (h) *Flag lots:* Flag lots as a means to develop residential property are permitted if the following conditions are met:
1. Lots must be at least two acres or more.
  2. Driveways subject to section 28.6-65.- Private lot driveways.
  3. Minimum of 50 feet in width along a public right-of-way (street frontage) and 40 feet from an existing driveway.
- (i) The planning director may approve landlocked parcels or access to property that is considered to be in the best interest of the public welfare. These may include the public utilities, water, towers, etc. The planning director may choose to have the development reviewed by the Florence County Planning Commission. The planning director may approve commercial projects that serve as gateways and are paved. Said approvals will be

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contingent upon conditions regarding location, character and other features of flag lots configured as may be deemed necessary in the best interest of the public welfare.

**Figure 1**



(Ord. No. 38-2006/07, § 6.3, 8-16-07; Ord. No. 15-2015/16, § 1, 12-10-15)

**Sec. 28.6-64. Markers.**

- (a) *Permanent markers.* Markers shall be installed in accordance with the requirements of the Minimum Standards Manual for the Practice of Land Surveying in South Carolina. Permanent markers shall be a part of the physical improvements covered by financial guarantees.
- (b) *Temporary markers.* Temporary markers may be installed by the developer for inspection purposes while the subdivision is under construction. Temporary markers shall be installed with the same accuracy and precision as for permanent markers. The developer is responsible for replacing any markers damaged or disturbed during construction.

(Ord. No. 38-2006/07, § 6.4, 8-16-07)

**Sec. 28.6-65. Private lot driveways.**

- (a) *General.*
  - (1) Each proposed lot shall be designated so as to allow the development of a private driveway serving said lot.
  - (2) Driveways shall be located, designed and constructed so as to provide a relatively level stopping space no less than 20 feet outside the street right-of-way.
  - (3) Driveways of corner lots shall be located at least 40 feet from the point of intersection of the nearest street right-of-way lines. Approved driveway zones for corner lots shall be shown on the final plat.

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- (4) Adequate vision clearance at the intersection of driveways with street right-of-way lines shall be provided as required in section 28.6-75(l)(7) of this chapter.
  - (5) Where difficult problems of driveway curvature or excessive grades are likely to be present, the property owner or their agent shall submit for the Florence County Engineering Division staff's approval the details of driveway location and grades before a building permit is issued.
  - (b) *Responsibilities of owner and/or developer.* The property owner is responsible for the original installation and permanent maintenance of the connecting segment of pavement located on the right-of-way, between the street pavement and the private driveway on said private lot. This shall be accomplished prior to the final building inspection in those instances when a driveway is paved. It is not a requirement of this chapter that private residential driveways be paved. The owner shall also be responsible for any necessary curb-cut and/or repairs.

(Ord. No. 38-2006/07, § 6.5, 8-16-07)

**Sec. 28.6-66. Building setback lines.**

- (a) *Minimum setback.* The minimum building setback from the street right-of-way (property line) shall be established by the zoning ordinance for the district in which the lots are located.
- (b) *Power lines.*
  - (1) In no case shall the Planning Commission approve any plat whereby the power company's easement is used to meet the minimum yard requirements established in the zoning ordinance.
  - (2) The developer must contact the appropriate power company to ensure that any proposed use of a right-of-way meets all of the requirements of said power company.
  - (3) Standard setbacks established in the zoning ordinance apply to power line rights-of-way.
  - (4) An alternate design solution is to utilize the area adjacent to the power line easement (not within the easement) for a street right-of-way.

(Ord. No. 38-2006/07, § 6.6, 8-16-07)

**Sec. 28.6-67. Public sites and open space dedication.**

- (a) Official map ordinance and subdivision development.
  - (1) The developer is required to make land available for the development of all types of public services that will be required to serve future residents and/or businesses within the proposed subdivision. A site for public facility may also serve an area larger than the proposed subdivision.



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- (2) The developer or landowner is not required to donate land to the public agency for public facilities; however, the developer or landowner shall make land available as deemed appropriate by Florence County and the Planning Commission.
  - (3) The official map may include, but is not limited to, future public streets, easements, rights-of-way, public utilities, public building site, parks, playgrounds, schools, and other open space areas.
- (b) *Homeowner's association.* The public site may be owned and maintained by homeowner's association for use by the general public rather than dedicating said site to the county. The homeowner's association declaration shall be submitted with proposed legal covenants to the Planning Commission for review prior to approval of the final plat.
  - (c) *Location.* Such open spaces shall be located adjacent to other such areas in adjacent subdivisions wherever possible in order to provide for the maximum use of the area, and shall be shown on the sketch plan. The Planning Commission shall not approve a site which is undesirable for the proposed use.
- (Ord. No. 38-2006/07, § 6.7, 8-16-07)

**Sec. 28.6-68. Natural features and historical landmarks.**

- (1) The Planning Commission reserves the right to require the preservation of outstanding natural features, historical landmarks/sites/buildings, scenic spots, water bodies, and significant stands of trees.
- (2) Existing riparian buffers must be maintained in accordance with the requirements of the zoning ordinance. Where not pre-existing, riparian buffers shall be provided during development or re-development to protect water bodies, in accordance with the requirements of the zoning ordinance.

(Ord. No. 38-2006/07, § 6.8, 8-16-07)

**Sec. 28.6-69. Grading of land and transitions to adjoining property.**

Existing and final grading plans shall be approved by the Florence County Engineering Division. All changes in the natural grade of the land shall be appropriately sloped to make a gradual ten percent or less slope transition to adjoining property.

(Ord. No. 38-2006/07, § 6.9, 8-16-07)

**Sec. 28.6-70. Street trees.**

- (a) Street trees shall be provided in proposed subdivisions in order to enhance the appearance of the community.
  - (1) General standards for newly planted street trees are as follows:

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- a. Street trees shall be provided at a minimum of one per lot in the public right-of-way and shall be reasonably spaced, with a maximum spacing of 60 feet.
  - b. Approved large species street trees must be installed. A list of approved large species canopy trees will be maintained by Florence County. Minimum tree size shall be two and one-half inches in diameter upon installation.
  - c. Trees for entire block should be planted at one time.
  - d. Newly planted street trees shall be located in such a manner to minimize damage to streets, sidewalks, drainage installations, and utility installations.
  - e. Trees must be planted in accordance with recognized horticultural guidelines. Planting details will be maintained by Florence County.
  - f. Newly planted street trees shall be watered and maintained in a healthy manner by the developer through the first growing season.
  - g. After planting, the developer shall sign a contract for guarantee of replanting street trees. The contract shall legally bind the developer to replant any street tree that is not maintained in a healthy manner through the first growing season.
  - h. Street trees are required to be installed at the same time as other improvements, and may not be escrowed as an individual item.
- (b) In lieu of newly planted street trees, one of the following three alternatives may be used to comply with the street tree requirements.
- (1) Acceptable pre-existing trees fronting proposed streets may be maintained in lieu of planting new street trees. While such pre-existing trees do not have to meet all of the requirements of newly planted street trees, the following minimum criteria apply:
    - a. Spacing and species of trees must be determined to be acceptable by the county staff.
    - b. In all cases, the number of street trees shall equal or exceed the required number of trees listed above in section 28.6-70(a).
    - c. Trees must exhibit good health and must be adequately protected during construction in accordance with recognized horticultural guidelines.
  - (2) At a minimum, acceptable pre-existing stands of trees (>2.5" in diameter) must be maintained on 75 percent of the lots. These trees must be maintained within the rear setback, and the side setbacks up to the front setback, for the required number of lots.
    - a. These trees must be determined to be acceptable by the county staff.
  - (3) Landscaping shall be provided as part of site plan and subdivision design. It shall be conceived in total pattern throughout the site, integrating the various elements of site design, preserving and enhancing the particular identity of the site, and creating a pleasing site character.
    - a. At a minimum, the landscape plan shall contain a 30-foot depth of sod from edge of street.

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- b. At a minimum, each lot shall contain one large species tree of at least two and one-half inches in trunk diameter, located within 30 feet of the edge of street. Alternatively, the developer may submit groupings of newly planted trees throughout the subdivision for consideration by the Florence County. In no case may the developer submit less than one tree per lot.
  - (c) The developer shall cause street trees to be provided as shown on approved plans.
    - (1) If the required street trees are not present at the time of final plat approval, the developer must provide financial guarantees to ensure installation as required as outlined in article VI of this chapter.
    - (2) For any new development or re-development, all required street trees must be completed within two years of the final plat recording.

(Ord. No. 38-2006/07, § 6.10, 8-16-07)

#### **Sec. 28.6-71. Soil suitability.**

Where questions exist regarding the suitability of soils for a proposed development, the Planning Commission reserves the right to require the developer to provide a report and certification of soil suitability from a qualified soils engineer.

(Ord. No. 38-2006/07, § 6.11, 8-16-07)

#### **Sec. 28.6-72. Storm drainage.**

- (a) An adequate drainage system shall be provided for the proper drainage of all surface water according to chapter 9.5, drainage and stormwater management. All subdivision proposals shall be consistent with the need to minimize flood damage and the impact that runoff has on adjacent water bodies.
- (b) Base flood elevation data shall be provided by the developer's engineer for subdivision proposals and other proposed developments in any instance when the flood insurance rate maps do not provide an identified floodway or contain water surface elevation data on the county's flood insurance rate map or floodway boundary and floodway map. No portion of a subdivision shall be approved which is subject to inundation by a flood of 100-year frequency or less except as otherwise permitted by chapter 9.5, drainage and stormwater management and/or the zoning ordinance.
- (c) All subdivision proposals shall have public utilities and facilities including, but not limited to sewer, stormwater, gas, electrical and water systems located and constructed to minimize flood damage.
- (d) No subdivision of land shall be approved or variance to this chapter granted by the county or the Planning Commission unless it meets all of the requirements for flood hazard protection as specified in zoning ordinance.
- (e) Detention and/or retention ponds shall be used to detain and retain the increased and accumulated runoff, which the developed subdivision generates. Water shall be released

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into watercourses or wetlands at a rate and in a manner that approximates natural predevelopment flow.

- (f) Wet ponds shall have irregular shorelines and should complement the development's landscape plan.

(Ord. No. 38-2006/07, § 6.12, 8-16-07)

### **Sec. 28.6-73. Easements.**

All easements shall be designated on all subdivision and individual plats. It is the applicant's responsibility to correctly show any easements. All easements shall be dedicated to the appropriate governing authority at the same time as the other required improvements.

(a) *Drainage easements.*

- (1) Where a proposed subdivision is traversed by a new or existing drainage facility, easements shall be provided to Florence County.
- (2) All drainage easements must meet the specifications and requirements of the drainage and stormwater management ordinance.
- (3) Lake, ponds, creek, swamps, boat ramps, and other similar areas will be accepted only if sufficient land is dedicated as a public site or open space. These areas must constitute a necessary part of the drainage control system. These areas must be approved by Florence County prior to approval of the plat by the Planning Commission.

(b) *Utility easements.*

- (1) When it is deemed necessary to locate public and/or private utility lines outside of the street right-of-way, adequate areas of suitable size and location shall be allocated for utility easements.
- (2) Easements shall be at least 20 feet in width and shall be located along rear and side lot lines. Easements shall be cleared and graded to provide vehicular access. No structures or trees shall be placed within such easements. Fences may be placed with the easement, provided that the county, public or private utility company is not liable to pay the cost of replacing fences which they remove in order to maintain utility lines. Easements shall be maintained by the property owner and may be used to satisfy yard requirements under the zoning ordinance.

(c) *Maintenance of easements.*

- (1) The covenant restrictions placed in the deed of a lot which contains an easement shall stipulate that Florence County or utility companies which have lines in such easement shall have full right of access to such easement.
- (2) Florence County shall maintain only those easements specifically accepted for public maintenance.

(Ord. No. 38-2006/07, § 6.13, 8-16-07)



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**Sec. 28.6-74. Underground wiring.**

- (a) All wiring including electric, telephone, telegraph, cablevision and all other such lines carrying electrical current shall be placed underground in residential and commercial subdivisions. The street light layout shall be designed to avoid subsequent interference with other utilities and/or street paving. The Planning Commission may approve above ground wiring in an industrial park or for some unusual commercial or industrial situation.
- (b) The developer shall submit a plan to Florence County indicating the proposed location of all wiring, together with any design, drawings and specifications as may be required by the county staff.
- (c) The developer shall be required to submit three prints of the proposed subdivision plan to the electric utility, for the purpose of determining street light location. The electric utility and Florence County staff shall be responsible for final determination of the number, type, placement and location of all street lights within the subdivision.
- (d) Final construction plans shall be submitted to Florence County showing the location of all underground wiring as constructed, with permanent reference points shown, as a condition of acceptance by Florence County.

(Ord. No. 38-2006/07, § 6.14, 8-16-07)

**Sec. 28.6-75. Streets.**

- (a) *Conformity to existing maps and plans.* The location and width of all proposed streets shall be in conformity with the official plans and maps of Florence County and the Planning Commission.
- (b) *Continuation of adjoining street system.*
  - (1) The proposed street layout shall be coordinated with the street system of the surrounding area. Where possible, existing streets shall be extended and the same name continued.
  - (2) A traffic study may be required by staff in order to insure the project design promotes public safety and adequate traffic flow.
- (c) *Private streets.*
  - (1) Private streets are allowed only in special projects as provided in the zoning ordinance (townhouses, planned developments, etc.).
  - (2) In cases where private streets are allowed, there must be a viable homeowner's association (HOA) supported through the adoption of deed restrictions and responsibilities contained within legal restricted covenants to assume ownership and maintenance responsibility of the private street.

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- (3) Private streets must be designed and constructed in accordance with the development standards established in this ordinance. Utility access and easement requirements also apply.
  - (4) Private streets must be identified by appropriate signage.
  - (d) *Reserved strips.* Reserved strips adjacent to street rights-of-way shall be prohibited. Cul-de-sac are required at the terminus of a new street.
  - (e) *Half streets.* Half streets are prohibited. Whenever a street is planned adjacent to the proposed subdivision tract boundary, the entire street right-of-way shall be platted within the proposed subdivision.
  - (f) *Looped drives.* The maximum length of a looped drive shall be 800 feet, except where fire truck turnarounds are provided. In such cases where fire truck turnarounds are provided, the maximum length shall be 1,600 feet.
  - (g) *Culs-de-sac.* Permanent dead-end streets shall not exceed 400 feet in length as measured from the centerline of the perpendicular street to the center of the cul-de-sac, and shall be provided with a turnaround having an outside pavement diameter of at least 80 feet and a right-of-way diameter of at least 100 feet. The design must also comply with other applicable codes and regulations.
    - (1) Pavement width shall be at least 20 feet in the turnaround, but shall be 22 feet in the straight portion.
    - (2) On-street parking is not allowed in a cul-de-sac and "No Parking" areas shall be marked.
    - (3) Temporary dead-end streets shall not exceed 400 feet in length and shall be provided with an International Fire Code (IFC) approved turnaround.
  - (h) *Service alleys.* Service alleys may be permitted in residential, commercial, or industrial developments at the discretion of the Planning Commission and as recommended by county staff. Where allowed, the following requirements apply:
    - (1) Service alleys shall be private and privately maintained.
    - (2) Service alleys shall be located to the rear or side property boundary, but may not be located in a required buffer yard.
    - (3) Service alleys shall have a minimum 12-foot wide paved surface and a minimum (non-public) right-of-way width of 20 feet.
    - (4) Any service alley approved by the Planning Commission shall be open at both ends or be provided with a standard vehicular turnaround (cul-de-sac).
    - (5) Service alleys may not be used to meet the street access requirements outlined in section 28.6-63(f) of this chapter.
    - (6) Exceptions to the requirements of subsection (n) may be allowed for service alleys where required by site conditions and where approved by the county staff.
  - (i) *Minor streets.* Minor streets shall be designed so as to discourage through traffic. However, the provision for the extension and continuation of major streets into and from adjoining areas is required.

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(j) *Buffer between the subdivision and major streets.*

- (1) When a proposed subdivision abuts upon or contains an existing or proposed major street, the Planning Commission shall insure that the street layout provides an appropriate buffer zone in order to protect dwelling units, reduce the number of intersections with the major street, separate local and through traffic, or between developments. Any one of, or combination of the following techniques may be used:
  - a. A marginal access street running parallel with the major street supplying frontage to lots facing the major street may be used if it is separated from the major street by a vehicular non-access easement of at least 20 feet containing a planting screen buffer strip. This vehicular non-access easement shall be granted to Florence County. It shall not be used to meet setback requirements, but may be used to meet buffer yard requirements.
  - b. Reverse frontage lots which back onto the major street and face a minor street in the subdivision may be used if they are separated from the major street by a vehicular non-access easement of at least 20 feet containing a planting screen buffer strip. This vehicular non-access easement shall be granted to Florence County. It shall not be used to meet setback requirements, but may be used to meet buffer yard requirements.
  - c. Buffer strips with a width of at least 20 feet are allowed between developments.

(k) *Access to adjacent properties—Temporary turnarounds.* It is normally desirable to provide for street access to adjoining property. Proposed streets shall be extended by dedication to the boundary of such property and a temporary turnaround with paved radius of 25 feet shall be provided. No street arrangement shall be approved that prevents future access to adjoining undeveloped property.

(l) *Street intersections.*

- (1) Not more than two streets shall intersect at any one point.
- (2) All streets shall intersect as nearly at right angles as possible. No street shall intersect at less than 85 degrees.
- (3) Street jogs shall have a minimum center-line offset of 150 feet.
- (4) Intersections of arterial streets shall be a minimum of 800 feet from one another.
- (5) Street intersections shall be located at least 150 feet from the right-of-way of any railroad, measured from the center point of the intersection to the railroad right-of-way line nearest the intersection.
- (6) Street curb intersections shall be rounded by a tangential arc with a minimum radius as follows:

Intersection Type	Minimum Radius (feet)
Involving major streets	35 feet
Involving minor collector streets	25 feet
Involving only minor streets	20 feet

- (7) Adequate vision clearance shall be maintained at all intersections, as required in article VI of the zoning ordinance.

(m) *Street classification and pavement widths.*

(1) *Major streets.*

Classification	Minimum Right-of-Way (feet)	Minimum Pavement Widths
Limited access highway-expressway	SC DOT specifications	SC DOT specifications
Expressway	SC DOT specifications	SC DOT specifications
Arterial streets (residential & commercial) and commercial collector streets	66 feet for first 2 lanes plus 10 feet for each additional lane	36 feet for first 2 lanes plus 12 feet for each additional lane

(2) *Minor streets.*

Classification	Minimum Right-of-Way (feet)	Minimum Pavement Widths
Residential collector streets	50 feet	24 feet <sup>(1)</sup>
Local streets:		
Industrial/comm. area	60 feet	28 feet
Multi-family area	60 feet	24 feet
Single/duplex family area	50 feet	24 feet
Cul-de-sac	50 feet	22 feet
Marginal access street(2)	40 feet	24 feet(1)
Alley(3)	—	—
<p>(1) Where sidewalks are provided, the pavement width may be reduced to 22 feet.</p> <p>(2) For marginal access streets, the Planning Commission may accept alternate right-of-way widths upon review and recommendation of the staff.</p> <p>(3) See section 28.6-75(h).</p>		

- (3) Upon the recommendation of the staff, the Planning Commission may require additional improvement widths for the purpose of promoting public safety and better traffic flow or to provide parking in industrial, commercial, or high-density residential areas.
- (4) Subdivisions developed along existing streets with inadequate right-of-way, shall provide additional right-of-way to meet the minimum specifications contained herein.
- (5) When the subdivision abuts a major street, any land needed for widening the major street, including marginal streets and buffer strips, shall be dedicated to the governing body.
- (6) Subdivisions with unusual topographic conditions shall provide greater street rights-of-way than herein required and/or provide slope easements for the sloping of banks or



fill materials. A slope easement shall be from the toe (bottom) of the slope to the crown (top) of the slope. Setbacks shall be adjusted to reflect the increased easement width.

(n) *Curves and grades.*

- (1) Where horizontal street alignment deflects at an angle greater than ten degrees, a curve with the following minimum radii shall be provided.

Classification	Minimum Radii (feet)
Major streets	500 feet
Collector streets	300 feet
Minor collector, minor street, and culs-de-sac	150 feet

- (2) Reverse curves in streets shall be connected by tangents not less than the following:

Classification	Minimum Radii (feet)
Major streets	As required by SC DOT
Minor residential streets	100 feet
All other streets	200 feet

- (3) The minimum length of any vertical curve connecting two different street grades shall be equivalent in feet to the following factor times the algebraic difference in the rates of grade change on the two slopes involved:

Classification	Crest	Sag
Major street	30	35
Collector streets	20	25
Minor collector, minor street, and culs-de-sac	10	15

- (4) The longitudinal grade on any proposed street shall be subject to the approval of the Florence County Engineering Division. However, the minimum grade on any proposed street shall not be less than one-half percent and the maximum street grade shall be as follows:

Classification	Maximum Street Grade (%)
Major streets	4%
Collector streets	8%
Minor collector, minor street, and culs-de-sac	10%

- (5) Where horizontal curves are used, the minimum lineal sight distance shall be as follows:

Classification	Lineal Sight Distance (feet)
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Major street	275 feet for two lanes, plus 100 feet for each additional lane not to exceed 500 feet
Minor street	100 feet

(o) *Construction specifications.*

- (1) At a minimum, all streets, shoulders, and side slopes shall be constructed in accordance with the South Carolina Department of Transportation's Standard Specifications of current adoption and shall include, as a minimum, six inches of stabilized aggregate base course and two inches of type 1 asphalt cement pavement for all road construction within the municipal limits of Florence County.
  - a. Commercial collector streets and streets with higher classifications shall be constructed in accordance with the South Carolina Department of Transportation's Standard Specifications of current adoption and shall include, as a minimum, eight inches of stabilized aggregate base course, two inches of type 1 binder course, and an inch and one half (1.5 inches) of type 1 asphalt cement pavement for all road construction within the municipal limits of Florence County.
- (2) The Florence County Engineering Division may require higher standards than those shown on the typical drawings or in the South Carolina Department of Transportation Standard Specifications in order to provide adequately for unusual soil conditions, extraordinary traffic volumes, unusual drainage problems, or other abnormal conditions.
- (3) All shoulders and side slopes shall be protected from erosion by either sodding or seeding as set forth in the South Carolina Department of Transportation's Standard Specifications. Plans for erosion control shall be a part of the required improvement plans to be submitted by the developer to the Florence County Engineering Division for final approval.
- (4) At the time of street acceptance by the county, the developer shall sign a contract for guarantee of re-paving.
  - a. The contract shall legally bind the developer to re-pave any street which fails to withstand the traffic of heavy construction vehicles during the construction of houses within the subdivision.
  - b. Unless the County Engineering Division determines that the street pavement has failed and officially notifies the developer, the contract shall automatically be fulfilled and terminated when 90 percent of all houses are completed or four years after street acceptance.

(Ord. No. 38-2006/07, § 6.15, 8-16-07; Ord. No. 11-2021/22, § 1, 1-20-22)

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**Sec. 28.6-76. Curbs and gutters.**

When used, curbs and gutters shall be installed along both sides of all streets. They shall be designed and constructed in accordance with the South Carolina Department of Transportation Standard Specifications, and shall be of the types listed below:

Classification	Type
Major streets	Barrier curb & gutter
Minor collector and local street	Mountable curb & gutter
Minor local-rural (1 acre lots or more)	Mountable curb & gutter
Culs-de-sac, marginals, and alleys <sup>(1)</sup>	Mountable curb & gutter

(1) See section 28.6-75(h) for exceptions to specifications for alleys.

The transition from one type curb to the other shall be made only at a street intersection, and adequate provision shall be made for driveway entrances.

(Ord. No. 38-2006/07, § 6.16, 8-16-07)

**Sec. 28.6-77. Sidewalks.**

- (a) In accordance with this regulation, sidewalks shall be installed for all subdivisions that involve the construction of new streets. Such sidewalks shall be installed in the following locations and widths, and shall be constructed in accordance with the criteria of the South Carolina Department of Transportation Standard Specifications. If physical condition(s) exist, or alternate means of pedestrian access and movement are provided, which render sidewalks impractical or unnecessary, an exception may be specifically granted by the Planning Commission upon recommendation of Florence County Planning Staff. Where it is deemed necessary by the Planning Commission, additional sidewalks or wider sidewalks than those listed below may be required. The Planning Commission is required to specify in the minutes of the meeting the reason(s) for any exception/change to the sidewalk requirement.

Street Classification <sup>(1)</sup>	Sidewalk Width and Location
Expressways/arterial streets/commercial collectors	5 feet on both sides
Residential collector streets	4 feet one side
Minor streets along commercial frontage	4 feet on both sides
Minor streets along school frontage	4 feet on both sides
Minor streets along duplex residential frontage	4 feet on one side

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Minor streets along multi-family residential frontage	4 feet on both sides
Minor streets along single-family residential frontage	4 feet on one side

- (1) Note: The various street types are defined in section 28.6-6 of this chapter (definitions).
- (b) All utilities such as poles, fire hydrants, transformers, telephone, and data boxes, etc. shall be located outside the required width.
  - (c) Where sidewalks are required on only one side of a street, and the development is located on each side of the street, the single sidewalk shall generally be located on the northern and/or western sides of the street. If it is determined that locating the sidewalk on the northern or western side presents connectivity issues with adjacent sidewalks, then the sidewalk shall be placed on the side of the street that provides the greatest degree of continuity and connectivity.
  - (d) Where sidewalks are required on only one side of the street, and the development is located on only one side of the street, the sidewalk shall be located on the same side as the development, regardless of whether it is the northern/western side of the street.
  - (e) If a development encompasses an entire county block, or if the development encompasses a portion of a county block that is entirely owned by the developer, then sidewalks may be provided on all block frontage.
  - (f) Grass strips, a minimum of two feet in width, should be located between curb and sidewalk.
  - (g) Trails or pedestrian paths that are not on road frontage and that meet the requirements of section 28.6-78 may be considered by the county, in lieu of the sidewalk requirements presented herein.
  - (h) The developer shall construct, or cause to be constructed, all required sidewalks as shown on the approved plans.
    - (1) If the required sidewalks are not completed at the time of final plat approval, the developer must provide financial guarantees to ensure completion of the sidewalks as outlined in article VI of this chapter.
    - (2) For any new development or re-development, all required sidewalks must be completed within two years of the final plat recording.
    - (3) For any new development or re-development, required sidewalks must be completed on an individual lot prior to the issuance of a certificate of occupancy of a building on the subject lot. Sidewalks shall be permitted to terminate at the lot line but shall be located and constructed to allow the readily extension of the sidewalk onto the adjoining lots.

(Ord. No. 38-2006/07, § 6.17, 8-16-07)



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**Sec. 28.6-78. Pedestrian paths.**

Pedestrian paths may be used in lieu of sidewalks, or as indicated in section 28.6-77(h) of this chapter. Where provided, pedestrian paths must meet the following minimum specifications/requirements:

- (1) The walking surface must be at least six feet wide and it must be constructed with asphalt, concrete, hard-packed gravel, or approved alternate material.
- (2) The path must meet the specific design criteria illustrated by the detail shown in the appendix.
- (3) Where the path is behind or between lots, there must be at least seven feet of vegetated buffering space on each side of the path, measured perpendicularly from the edge of the path. Where the path runs adjacent to and parallel to a street, there must be at least four feet of vegetated buffering space between the edge of the path and the hard surface of the street.
- (4) As with sidewalks, completed pedestrian paths must be transferred to and accepted by Florence County for maintenance and ownership.

(Ord. No. 38-2006/07, § 6.18, 8-16-07)

**Sec. 28.6-79. Street lights.**

Appropriate street lights are required in all subdivisions. The placement of such lights shall meet the specifications of Florence County (reference section 28.6-74(c)).

(Ord. No. 38-2006/07, § 6.19, 8-16-07)

**Sec. 28.6-80. Water and sewer systems for new subdivisions.**

- (a) *Connection to public water and sewer systems.* The subdivision shall be served by public water and sewer systems whenever they are available, in accordance with South Carolina Department of Health and Environmental Control (DHEC) Regulations. The subdivision development plan shall be accompanied by satisfactory plans for water and sewer construction. The plans for construction shall be prepared by a registered engineer and approved in writing by the public water and sewer provider and/or DHEC.
- (b) *Privately-owned community systems.* A privately-owned community water and/or sewer system may be used only if services are not available from the public system within a reasonable period of time. Proposed plans of the system shall be prepared by a registered engineer and subsequently reviewed by Florence County to evaluate future compatibility with the public system. approved plans shall then be submitted to and approved in writing by the state department of health and environmental control and the public service commission prior to Planning Commission approval of the development plan.
- (c) *Individual wells and septic systems.*

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- (1) In those areas of Florence County where it is not feasible to provide water and/or sewer service to subdivisions, individual wells and/or septic tanks may be permitted. The developer through the local service provider shall indicate, in writing, to the Planning Commission when such a situation exists. The developer shall obtain from the state department of health and environmental control approval, in writing, for all individual wells and septic systems prior to the Planning Commission's approval of the development plan.
  - (2) The requirement for a percolation test prior to the approval of subdivisions of land shall not be applicable for plat approval, however if no percolation test is provided the plat will be stamped with the following: "NO PERK TEST HAS BEEN PERFORMED ON THIS PROPERTY."

The plat may be resubmitted for removal of the stamp if and when a successful percolation test has been completed.

The exemption does not apply for permits for the construction of buildings requiring a sewer system or the placement of mobile/manufactured homes on the property.

(Ord. No. 38-2006/07, § 6.20, 8-16-07; Ord. No. 02-2008/09, § 1, 9-18-08)

#### **Sec. 28.6-81. Non-electrical traffic control signs and devices.**

Permanent traffic control signs and devices, including street name signs, shall be provided and installed by the developer. Such signs and devices shall conform to County of Florence specifications and the South Carolina Manual on Uniform Traffic Control Devices for Streets and Highways.

(Ord. No. 38-2006/07, § 6.21, 8-16-07)

#### **Sec. 28.6-82. Parking.**

Parking requirements for each individual lot must be met when existing lots are subdivided. Parking requirements are specified in the zoning ordinance.

(Ord. No. 38-2006/07, § 6.22, 8-16-07)

#### **Sec. 28.6-83. Signs, mailboxes, driveways, etc. in public right-of-way.**

(a) *Privately owned signs are not allowed in public right-of-way.*

(b) *Mailboxes.*

- (1) The county reserves the right to remove, or require the removal of, privately owned brick, masonry, or concrete mailboxes or newspaper boxes, or fixtures that have been constructed in a county-owned public right-of-way. For the purposes of this section, right-of-way includes any easement right-of-way, right of ingress/egress, or other property interest owned by the county.

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- (2) At the time of repair to, or replacement of, mailboxes located in the right-of-way, the county is required to re-establish only a serviceable mailbox in accordance with United States Postal Service guidelines.

(b) *Driveways.*

- (1) The county reserves the right to remove, or require the removal of, these driveways for purposes of right-of-way maintenance or for utility installation/maintenance.
- (2) At the time of repair to, or replacement of, driveways located in the right-of-way, the county is required to re-establish only a hard surface driveway (i.e., concrete for concrete, asphalt for asphalt, or hard-packed gravel for hard packed gravel). Decorative driveways will not be replaced with like material unless specifically approved as a part of the county's encroachment permit process.

(Ord. No. 38-2006/07, § 6.23, 8-16-07)

**Sec. 28.6-84. Entrances and exits.**

- (a) *Number of entrances and exits.* All newly constructed residential subdivisions shall have at least one main entrance/exit and, where determined practical by staff, at least one additional entrance/exit. Additional entrance/exits may be required by the Planning Commission.
- (b) *Connecting to existing/adjacent subdivisions.* All newly constructed residential subdivisions are encouraged to make provisions for future connection to directly adjacent subdivisions (if any) by a pedestrian path. Connecting streets are encouraged, but not required by this ordinance in every case. However, connecting streets and pedestrian paths may be required by the Planning Commission.

(Ord. No. 38-2006/07, § 6.24, 8-16-07)

**Sec. 28.6-85. Summary plats with six lots or less.**

- (a) *Roadways.* Unless served by an existing public road, all roads shall be privately maintained and shall be the property of the homeowner's association or sole responsibility of the affected property owners. If the developer proposes a new public road which will be conveyed to the County, the developer must adhere to article IV of this chapter. Private roads shall be held in common and an easement must be established for the perpetual maintenance of the roadway and improvements. Property lines for lots that adjoin the easement must connect within the center of the easement, to avoid the easement being separate from any adjoining property. The easement cannot be made of a standalone parcel. The easement must be at least 50 feet wide and the roadway must be at least 18 feet wide and have a three-inch slag or stone base. The surface layer provision is waived for family developments and for subdivisions of land that will not result in the roadway serving more than two lots. All roadways shall originate at a public road at one end only, to eliminate through traffic. In unzoned areas, a 30-foot-wide easement may be accepted by Planning Commission Staff where such roads serve only a single-family lot not to exceed one acre. In any case, every parcel shall have a minimum width of 50 feet on the side that fronts the easement/roadway. If it ties to a state road it must comply with the standards of the state department of transportation. For private roads, prior to issuing addresses, the Florence

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County Engineering Division will inspect the road to ensure it is in compliance with this code.

- (b) *Recordable plats.* The plat must conform with Section 28.6-49 (d) (1-11). The plat shall contain the following statement:

"The road or driveway providing access to the lots in the development is private and not maintained by the County. Property owners must maintain access suitable for emergency vehicles."

- (1) Plats which are developed for single lots, whereas only one lot is allowed to be served by a 30-foot-wide easement, the plat shall contain the following statement:

"The road or driveway providing access to the single lot is private and not maintained by Florence County. The property owners must maintain access suitable for emergency vehicles. This road/easement shall serve only one single parcel, not more than one acre in size and no further subdivision or addition to such parcel will be permitted."

- (c) *Setbacks.* All setbacks requirements shall comply with Chapter 30 of the Florence County Code of Ordinances. On the portion of the lot which is burdened by the easement, the setback line shall be established by measuring from the easement inward.
- (d) *Lots.* Each lot may contain only one single-family residence. Lots that have access to public utilities (water and/or sewer) are required to have a written statement from the appropriate utility. If lots will utilize a septic tank and drinking water well, permits must be secured from the state department of health and environmental control, however if no percolation test is provided the plat will be stamped with the following:

"NO PERK TEST HAS BEEN PERFORMED ON THIS PROPERTY."

The plat may be resubmitted for removal of the stamp if and when a successful percolation test has been completed.

The exemption does not apply for permits for the construction of buildings requiring a sewer system or the placement of mobile/manufactured homes on the property.

- (e) *Signage.* On private roads, the owners shall conspicuously place a sign on the driveway near the entrance stating the E-911 street name. Prior to addresses being issued, the sign must be in place and in accordance with the County's street sign standards.
- (f) *Small family developments.* Small family developments are those where a subdivision occurs for the dispersion of land amongst family members and the potential development thereof. Florence County makes no guarantee nor bears any responsibility for any improvements or the lack thereof. Each plat seeking the small family development exemption shall be legibly marked by the surveyor of record with the following statement:
- "SMALL DEVELOPMENT ONLY."
- (g) *Private Developments.* Private developments are subdivisions whose lots are intended for sale, trade or transfer whether public or private. The owner, agent or developer seeking approval of a private development subdivision shall provide an analysis from a South Carolina Licensed Engineer (SCLE). The SCLE shall determine whether the development of said land with the allowed uses will not cause storm drainage concerns for the properties being developed or the surrounding properties. Such concerns are, but not limited to,



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improper drainage that would impact building construction, sewage disposal, site flooding, or off-site run-off that exceeds pre-development rates.

- (1) If the SCLE finds that improvements are necessary, the improvements must be completed prior to the approval of the subdivision's plat.
- (2) In lieu of the completion of all improvements, the SCLE may provide a plan that includes the phasing of improvements that coincide with the progression of the site's development and home construction. Such plans must be approved by Planning Commission Staff. Planning Commission Staff shall have the right to require additional information from the SCLE when the land's topography, flood hazards, or other drainage concerns warrant such additional information.
  - a. If the subdivision's plat is approved with these given conditions, building permits and other development-related permits shall be withheld until such improvements are made in accordance with the approved phased plan.
  - b. The scope and details of such SCLE analysis and/or plan will be determined by the specifics of each site.
- (3) Subdivision plats that are approved with phased improvement requirements shall be legibly marked by the surveyor of record with the following statement:

"THIS SUBDIVISION IS APPROVED WITH CONDITIONS ON THE ISSUANCE OF BUILDING PERMITS AND OTHER DEVELOPMENT RELATED PERMITS. RECORD OF SUCH CONDITIONS MAY BE INCLUDED IN THE TITLE/DEED OF SAID PROPERTY AND SHALL BE RETAINED ON FILE WITH THE FLORENCE COUNTY PLANNING COMMISSION OFFICE."

(Ord. No. 38-2006/07, § 6.25, 8-16-07; Ord. No. 27-2007/08, § 1, 5-1-08; Ord. No. 02-2008/09, § 2, 9-18-08; Ord. No. 14-2021/22, § 1, 12-9-21; Ord. No. 10-2023/24, § 1, 10-19-23)

#### **Sec. 28.6-86. Restrictive covenants.**

- (a) Restrictive covenants shall provide that its provisions shall not be amended or modified except by written consent of the Planning Commission and all property owners in the subdivision.
- (b) Restrictive covenants shall require that any deed conveying interest in a lot in the subdivision shall conspicuously contain the following language with an appropriate space for a signature by the guarantee(s) acknowledge name.

"The real property described in this deed is subject to restrictive covenants recorded in Deed Book\_\_\_\_\_ at page\_\_\_\_\_. These restrictions covenants provide, among other things, a financial commitment to maintain a community driveway. These restrictive covenants are specifically acknowledged by the guarantee(s)." Grantee(s)

(Ord. No. 38-2006/07, § 6.26, 8-16-07)

#### **Secs. 28.6-87—28.6-95. Reserved.**

## ***ARTICLE VI. SUBDIVISION IMPROVEMENTS AND GUARANTEES***

### **Sec. 28.6-96. General.**

One of the following techniques may be selected by the county administrator as an appropriate method of ensuring that the required subdivision improvements set forth in this chapter shall be constructed.

(Ord. No. 38-2006/07, § 7.1, 8-16-07)

### **Sec. 28.6-97. Completion of improvements.**

Prior to final plat approval, the developer shall complete, in a manner satisfactory to the Florence County Engineering Division and the County Administrator, all improvements required in this ordinance specified in the approved subdivision development plan, and as otherwise approved by the Planning Commission, and shall dedicate same to the county. Final plat approval shall not be granted by the Planning Commission until the dedication of said improvements has been accepted by the county administrator.

(Ord. No. 38-2006/07, § 7.2, 8-16-07)

### **Sec. 28.6-98. Acceptance techniques in lieu of completion of all improvements.**

- (a) Financial guarantees may be posted in lieu of completing improvements required by these regulations to allow for the recording of a final plat or to obtain building permits for properties for which ownership will be transferred. Acceptance of financial guarantees is discretionary and the county administrator reserves the right to refuse a financial guarantee for any remaining improvements and require that such improvements be completed before the recording of a final plat or issuance of building permits. Acceptance of a financial guarantee by the county administrator shall not be construed as an obligation to any other agency, utility or property owner within affected developments.
- (b) An engineer's cost estimate for financial guarantees shall be submitted to the Florence County Engineering Division and follow the procedures enumerated below. Failure to follow these procedures may delay the approval of such guarantee and recording of a final plat or issuance of building permits.
  - (1) An itemized cost estimate shall be submitted for the improvements that the financial guarantee will cover. Such estimate shall bear the original signature and seal of a licensed professional engineer, be on company letterhead, and be in a form acceptable to the Florence County Engineering Division. Cost estimates may include, but are not limited to, the following:
    - a. Storm drainage systems and erosion control measures.

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- b. Street improvements, including curbs, gutters, temporary culs-de-sac and required grassing or landscaping within rights-of-way or easements.
    - c. Street monuments.
    - d. Street intersection lighting.
  - (2) The Florence County Engineering Division will determine if the proposed cost estimate is consistent with the prevailing costs for construction materials. Upon such determination, the Engineering Division will inform the planning department that the cost estimate is acceptable and a financial guarantee for the proposed amount may be submitted.
- (c) The county administrator may accept letters of credit and/or a cash escrow as financial guarantees to ensure the completion of public improvements in accordance with the requirement enumerated below.
- (1) Approved guarantees shall be independent of the development project's construction loan. The county administrator will not accept any guarantee that requires drawdowns for monthly expenditures. Payment of monthly expenditures is the sole responsibility of the developer and does not affect the amount of money held by Florence County. Approved letters of credit shall adhere to the following standards:
    - a. Be equal to 125 percent of the approved cost estimate.
    - b. Be issued for an initial coverage period not less than 12 months from the date that the final plat is submitted for recording.
    - c. Be irrevocable, unconditional and subject to presentation for drawing within the State of South Carolina. Upon consent of the issuing institution and Florence County, facsimile drawing may be permitted. In no instance shall a letter of credit only include a facsimile number for the purpose of potential drawing.
    - d. Be payable to Florence County.
    - e. Be for no less than \$10,000.00 of construction.
    - f. Substantially conform to the format shown in appendix B.
  - (d) A developer may extend a letter of credit before the expiration date of its initial coverage period. To qualify for an extension a revised construction cost estimate shall be supplied to the Engineering Division showing the improvements that the extended letter of credit will guarantee. The revised construction cost estimate shall meet the standards enumerated in subsection (b) of this section. The extension request must be received 30 days prior to the expiration of the initial coverage period. Upon approval of the revised construction cost estimate, the extended letter of credit shall be provided to the county administrator no fewer than ten days prior to the expiration date of the letter of credit. The extension may be in the form of an amendment or new letter of credit. Extensions shall be no longer than one year and may occur in two six-month extensions. No individual extension shall be for a period less than six months. If the improvements for which the letter of credit was posted have not been completed within one year, the county administrator may allow one additional one-year extension. Such extension is subject to approval of a revised construction cost estimate. Additional extensions may be considered on a case-by-case basis.

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(Ord. No. 38-2006/07, § 7.3, 8-16-07; Ord. No. 35-2012/13, § 1, 7-18-13; Ord. No. 89-2022/23, § 1, 7-20-23)

**Sec. 28.6-99. Inspection and certification of subdivision improvements.**

**(a) *Inspection requirements.***

- (1) The registered professional engineer who designed the project is also responsible for providing periodic inspections during the entire construction phase. Inspection frequency must be sufficient to allow the design engineer to certify that the improvements have been completed in accordance with the approved project plans and specifications. However, the engineer must provide adequate weekly on-site construction observation for the duration of active construction.
- (2) The Florence County Engineering Division, or other knowledgeable official as specified by the county, shall conduct a final inspection of the required improvements.
- (3) For streets that will become publicly owned, formal inspections and written certifications by both the developer's design engineer and the Florence County Engineering Division are required at three times during the construction process. The test shall include a "proof roll" with a contractor provided tandem axle truck loaded to a gross weight of 50,000 pounds for completing the test. Each inspection listed hereafter must be conducted prior to beginning the next phase of construction. If the next phase of construction is not started within three weeks or a rainfall event of one inch or greater, then another proof roll may be required by the staff engineer.
  - a. Prior to installation of the curbing.
  - b. After completion of the subbase.
  - c. After completion of the base.
- (4) A minimum 24-hour (one working day) notice to the Florence County Engineering Division is required for scheduling the inspections listed in section 28.6-99(a)(3)a.—d.
- (5) If a developer/design engineer fails to adhere to the inspection procedure outlined above in section 28.6-99(a)(3)a.—d., the Florence County Engineering Division may require such soils and asphalt tests as he or she deems necessary to ensure that the construction is satisfactory. Testing in this instance shall be by an independent laboratory acceptable to the county. Any deficiencies revealed by this testing must be corrected to the county's satisfaction. All costs for such testing and corrections shall be borne by the developer.

**(b) *Certification requirements.***

- (1) Upon completion of these improvements, the project engineer shall file with the county a statement either certifying that the improvements have been completed in accordance with approved plans and specifications, or deviations from those approved plans and specifications.
- (2) Upon completion of the improvements, the project engineer or developer shall file with the county a statement stipulating the following:



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- a. That all required improvements are complete;
  - b. That the engineer has provided sufficient and effective construction observation for the duration of active construction;
  - c. That these improvements are in compliance with the minimum standards specified by the Planning Commission for their construction;
  - d. That the developer knows of no defects from any cause, in these improvements; and
  - e. That these improvements are free and clear of any encumbrance or lien.
- (3) For streets that will become publicly owned, written certifications from the four inspections required above under section 28.6-99(a)(3)a.—d. must be furnished by the developer as part of the final plat approval process. Streets will not be accepted without this documentation.
- (c) *Approval and acceptance.*
- (1) The regulatory body must submit in writing within 15 days of review of project, their approval or disapproval.
  - (2) If the Florence County Engineering Division has certified that the contracted improvements are complete and free from defect, then, upon receipt of the other statements and agreements detailed above, the county administrator shall accept the dedication of any portion of the required improvements, provided that all statements and agreements specified above have been received for that portion of the improvements.

(Ord. No. 38-2006/07, § 7.4, 8-16-07)

**Sec. 28.6-100. Setup, extensions, and reduction of guarantee.**

- (a) The fees listed on the fee schedule, as approved by county council will apply to letters of credit established with Florence County or extended before their expiration. All fees shall be paid at the time of guarantee submittal or prior to the guarantee's expiration. Payment shall not be a portion of the guarantee amount and will be in the form of a cashier's check made payable to Florence County.
- (b) A developer may reduce a financial guarantee during the initial coverage period. A request to reduce the financial guarantee shall be submitted to the planning department and include a revised construction cost estimate. The planning department will forward the revised cost estimate to the Florence County Engineering Division for review. Reductions of financial guarantees will not be allowed within six months of any previous reduction request and the financial guarantees shall be no less than the greater of 25 percent or \$10,000.00 of the revised construction cost estimate. The fees are listed on the Florence County Fee Schedule, as approved by county council and shall be charged for any letter of credit that is authorized for reduction before its expiration. Requests involving both the reduction and extension of a letter of credit shall be subject to the extension fees.

(Ord. No. 38-2006/07, § 7.5, 8-16-07; Ord. No. 35-2012/13, § 1, 7-18-13; Ord. No. 14-2015/16, § 1, 12-10-15)

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**Sec. 28.6-101. Release and draw of guarantee.**

- (a) The planning department may draw a letter of credit when it has been determined that the improvements for which the financial guarantee were posted will not be completed in accordance with these regulations. Any unexpended funds, once construction is complete, shall be released to the financial institution or responsible entity that posted the guarantee.
- (b) The Florence County Engineering Division shall authorize the planning department to release guarantees to the financial institution or responsible entity. Authorization will occur once all improvements have been installed, received final inspection and a warranty financial guarantee (when applicable) has been submitted and approved by the Florence County Engineering Division. In addition, the developer's engineer shall furnish the Engineering Division a letter certifying that all non-county owned or maintained improvements have been completed and accepted by the applicable entities who will own or maintain such improvements. Such letter shall be on company letterhead with an original signature and professional seal.

(Ord. No. 38-2006/07, § 7.6, 8-16-07; Ord. No. 35-2012/13, § 1, 7-18-13)

**Secs. 28.6-102—28.6-110. Reserved.**

***ARTICLE VII. UNUSUAL DEVELOPMENTS, PLANNED DEVELOPMENT DISTRICTS,  
AND MOBILE HOME SUBDIVISIONS***

**Sec. 28.6-111. Intent.**

It is not the intent of this ordinance to freeze new developments into any single type of design. It is, however, the intent of this chapter to ensure that all new developments shall contribute to the building of economically sound and desirable living areas within the community with all-necessary services and facilities.

(Ord. No. 38-2006/07, § 8.1, 8-16-07)

**Sec. 28.6-112. Authority to modify standards.**

In order to provide the developer with maximum flexibility in the design and character of new residential developments, the Planning Commission is hereby authorized to modify the standards and requirements of this chapter in the case of a plan for an unusual planned development district (PDD) or mobile home subdivision. When in the judgment of the Planning Commission such developments provide adequate public spaces for traffic circulation, recreation, light, air and service needs of the subdivision when fully developed and populated, and which also provide such covenants or other legal provisions as will assure conformity to and achievement of the spirit and intent of this chapter, an unusual development may be approved.

(Ord. No. 38-2006/07, § 8.2, 8-16-07)

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**Sec. 28.6-113. Maintenance of spirit of regulations.**

Any development or subdivision approved under this section shall maintain the objectives, purpose, and intent of this chapter. It is noted that the zoning ordinance set certain development criteria, and that the Planning Commission does not have the authority to grant permission to violate the zoning ordinance.

(Ord. No. 38-2006/07, § 8.3, 8-16-07)

**Sec. 28.6-114. Planned development district.**

All planned development districts shall be developed under the provisions of the zoning ordinance.

(Ord. No. 38-2006/07, § 8.4, 8-16-07)

**Sec. 28.6-115. Low impact development techniques.**

Proposed developments that incorporate low impact development (LID) techniques in lieu of the minimum land planning standards outlined in article V of this chapter are encouraged by Florence County, and will be considered on a case-by-case basis. However, such developments are subject to review and approval by county staff.

(Ord. No. 38-2006/07, § 8.5, 8-16-07)

**Sec. 28.6-116. Mobile home subdivisions.**

All mobile home subdivisions, trailer parks, modular home subdivisions, etc. shall be developed under the provisions of the zoning ordinance.

(Ord. No. 38-2006/07, § 8.6, 8-16-07)

**Secs. 28.6-117—28.6-125. Reserved.*****ARTICLE VIII. APPLICATION AND ENFORCEMENT OF THIS CHAPTER*****Sec. 28.6-126. Inspections.**

All subdivisions within the territorial jurisdiction of the Planning Commission shall be inspected by a registered professional engineer authorized by the governing authority, prior to approval of the final plat. Sufficient inspections shall be made to insure compliance with the specifications set forth in this chapter. A registered engineer in good standing with the county, employed by the developer may certify in writing to the county administrator, that he has inspected each phase of the development as provided in section 28.6-99 of this chapter.

(Ord. No. 38-2006/07, § 9.1, 8-16-07)

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**Sec. 28.6-127. Recording of final plat.**

No plat of the subdivision of any land within the territorial jurisdiction of the Planning Commission shall be filed with or recorded by the Florence County Register of Deeds Office until such plat shall have been submitted to and approved by the Planning Commission according to the procedures set forth in this chapter.

(Ord. No. 38-2006/07, § 9.2, 8-16-07)

**Sec. 28.6-128. Selling of lots.**

Subsequent to the filing and recordation of the approval of the final plat, the developer or their agent may sell lots.

(Ord. No. 38-2006/07, § 9.3, 8-16-07)

**Sec. 28.6-129. Dedication of land and improvements.**

The dedication of land and improvements to the county shall be accomplished by a deed or other legal instrument of conveyance as determined by the county's attorney.

(Ord. No. 38-2006/07, § 9.4, 8-16-07)

**Sec. 28.6-130. Building permits.**

No building permit shall be issued for any buildings in any subdivision established hereafter unless a final plat of such subdivision has been approved by the Planning Commission, or by other lawful means granted by this chapter. No building permit shall be issued for any building until appropriate water and sewer tap fees have been paid.

(Ord. No. 38-2006/07, § 9.5, 8-16-07)

**Sec. 28.6-131. Variations and exceptions to this chapter.**

- (a) Whenever strict compliance with this chapter would result in extraordinary hardship or injustice to the developer because of unusual topography, unusual size or shape of the property, or unusual conditions in surrounding property or development, the Planning Commission, acting with the concurrence of the Florence County Engineering Division, may modify, vary or waive such regulations in order that the developer may subdivide their property in a reasonable manner, provided that such modification, variation or waiver will not nullify the intent or purpose of this chapter and that the public welfare, interest of the county and the surrounding area shall be protected. Any such variance, together with reasons therefore, shall be entered upon the minutes of the Planning Commission.
- (b) In granting modifications, variance or waiver, the Planning Commission may impose such other reasonable conditions as well, which, in its judgment, justify such modifications, variations, or waiver and still maintain the objectives of this chapter.



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- (c) Each modification, variation, or waiver of this chapter sought by a developer shall be applied for specifically on forms supplied by the Florence County Engineering Division.

(Ord. No. 38-2006/07, § 9.6, 8-16-07)

**Sec. 28.6-132. Amendments to this chapter.**

The county council may amend the regulations or provisions of this chapter only after study and report by the Planning Commission and the holding of a public hearing as required by law.

(Ord. No. 38-2006/07, § 9.7, 8-16-07)

**Sec. 28.6-133. Enforcement.**

- (a) No part of any subdivision shall be recorded in the office of the Register of Deeds of Florence County, or shall have any validity until it has been approved in the manner prescribed herein.
- (b) It shall be unlawful for the owner, or the agent or any owner to transfer or sell any land by reference to or by other use of a plat unless such plat has been approved as prescribed herein. The governing body may enjoin such transfer, sale, or agreement by appropriate legal action.
- (c) In case of any violation of this chapter, the secretary or other appropriate official as may be designated by the Planning Commission is authorized and directed to institute action to put an end to such violations.

(Ord. No. 38-2006/07, § 9.8, 8-16-07)

**Sec. 28.6-134. Penalty.**

Any violation of this chapter will be a misdemeanor and upon conviction is punishable as provided by law.

(Ord. No. 38-2006/07, § 9.9, 8-16-07)

**Sec. 28.6-135. Separability and severability.**

Should any article, section or provision of this chapter be, or any reason held void or invalid, it shall not affect the validity of any other article, section or provision hereof which is not itself void or invalid.

(Ord. No. 38-2006/07, § 9.10, 8-16-07)

**Sec. 28.6-136. Interpretation and conflict.**

Interpretation of the general intent and/or specific meaning of any portion of the chapter text shall be the responsibility of the county administrator or their designee. In interpreting and

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applying the provisions of this chapter, the provisions shall be held to be minimum requirements necessary to uphold the purpose of the chapter. It is not intended by this chapter to interfere with or abrogate or annul any easements, covenants, or other agreements between parties. However, where this ordinance imposes greater restriction on the subdivision and/or use of building or land, or requires more open spaces or more stringent development standards than required by other resolutions, ordinances, rules or regulations, or by easements, covenants, or agreements, the provisions of this chapter shall govern. When the provisions of any other statute require more restrictive standards than are required by the regulations of this chapter, the provisions of such statute shall govern.

(Ord. No. 38-2006/07, § 9.11, 8-16-07)

**Sec. 28.6-137. Effective date.**

This chapter shall take effect and be in force from and after the date of its adoption by the County Council of Florence County, as indicated on the cover [September 1, 2007].

(Ord. No. 38-2006/07, § 9.12, 8-16-07)

APPENDIX A Planning Commission Staff shall be responsible for providing applicable applications and checklists. Shall will also make such documents readily available to the public.

**APPENDIX B REQUIRED FINAL PLAT CERTIFICATIONS**

**CERTIFICATE OF OWNERSHIP, DEDICATION, AND TAXES PAID (Must Accompany the Final Plat)**

I hereby certify that I am the owner of the property shown and described hereon as \_\_\_\_\_ Subdivision, and that I hereby adopt this plan of subdivision with my free consent, establish minimum building setback lines, and dedicate all streets, public and private use as noted. I also certify that all current state, county and city taxes or other assessments relative to this property have been paid.

<u>Date</u>	<u>Owner</u>
<u>Date</u>	<u>Owner</u>

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STATE OF SOUTH CAROLINA	)
	)
COUNTY OF FLORENCE	)

MEMORANDUM OF AGREEMENT AND ACCEPTANCE GRANTOR GRANTEE

WHEREAS, \_\_\_\_\_ desire to dedicate certain roads herein below described to the County of Florence; and

WHEREAS, the County of Florence is willing to accept the grant of those roads as set out herein; now therefore,

KNOW ALL MEN BY THESE PRESENTS, that \_\_\_\_\_ in the State aforesaid, for and in consideration of the mutual covenants herein described, do hereby agree to the following:

This is to certify that Florence County has accepted in part the roads, streets, and drainage system in \_\_\_\_\_ as shown and indicated on the Plat of \_\_\_\_\_ recorded in the Office of the Register of Deeds for Florence County in Plat Book \_\_\_\_\_ at page(s) \_\_\_\_\_, and as provided for in the deed and/or Right-of-Way Agreement, a copy of which is attached hereto. More specifically those streets accepted are as follows:

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CERTIFICATE OF ACCURACY OF LAND SURVEY  
(Must Accompany the Final Plat)

I hereby certify that the plan shown and described hereon for \_\_\_\_\_ subdivision/property/plat represents a true and correct survey, that the monuments and markers shown have been placed in accordance with specifications set forth in the Florence County Land Development Regulations, and that the survey was made in accordance with the requirements of the Minimum Standards Manual for the Practice of Land Surveying in South Carolina and meets or exceeds the requirements for a Class A Survey.

<u>Date</u>	<u>Surveyor</u>
<u>Date</u>	<u>Owner</u>

*Surveyor's Signature and Number*

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STATE OF SOUTH CAROLINA	)
	)
COUNTY OF FLORENCE	)

### CONVEYANCE

WHEREAS, pursuant to the provisions of and subject to the terms of a County Ordinance adopted November 9, 1976, entitled "Land Subdivision Ordinance for the Florence County Planning Commission", \_\_\_\_\_ does hereby wish to convey unto the County of Florence the following:

NOW, THEREFORE, Know All Men by These Presents, that for and in consideration of the sum of \_\_\_\_\_ dollars paid by the County of Florence, in the State of South Carolina, to \_\_\_\_\_, Grantor, the Grantor has and by these presents does hereby release, set over and convey unto the County of Florence, its successors and assigns forever:

All of its right, title, and interest in and to: (the easements, all streets, water system improvements, sewer system improvements, storm drainage improvements, and traffic control devices) in the subdivision known as \_\_\_\_\_, dated \_\_\_\_\_, which is attached hereto and made a part and parcel hereof.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by the  
Signed, Sealed and Delivered in the presence of:

WITNESSETH: GRANTOR WITNESS



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COUNTY OF FLORENCE  
CONTRACT  
GUARANTEE OF REPAVING

The undersigned Developer, \_\_\_\_\_, hereby agrees to repave any street which fails to withstand the traffic of heavy construction vehicles during the construction of houses within the \_\_\_\_\_ Subdivision/Property, in the event that it is necessary for the Developer to pave the subdivision streets prior to construction of sixty-six percent (66%) of the houses.

It is agreed that this Contract shall automatically be fulfilled and terminated when ninety percent (90%) of all houses are built and lots sold, or after four (4) years of the date of Final Plat Approval unless the County Engineering Division determines that the street pavement has failed, in which event the Developer shall be officially notified.

DATED THIS \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. Developer Subdivision Engineer County Subdivision Inspector

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STATE OF SOUTH CAROLINA	)
	)
COUNTY OF FLORENCE	)

#### OWNER'S GUARANTEE AND WARRANTY

Personally appeared before me \_\_\_\_\_ who being duly sworn deposes and says he or she is the president of \_\_\_\_\_ and that he or she warrants materials, equipment and construction of the water system, sewer system and water and sewer service appurtenances to serve \_\_\_ residential lots as shown on plans by \_\_\_\_\_ for \_\_\_\_\_ Subdivision, located in the County of Florence, South Carolina on Tax Map \_\_\_\_\_.

This warranty is to Florence County against any failure of the equipment and construction of said water and sewer systems for a period of twelve months from date of this warranty.

Further, he or she warrants that all fees have been paid in connection with the water and sewer systems of said project and that there are no outstanding debts and he or she agrees to hold Florence County harmless in each instance. These warranties are given pursuant to Section 12-106 and 12-186 of the Florence Code. OWNER

*Sworn to before me this* \_\_\_\_\_  
*day of* \_\_\_\_\_, 20\_\_\_\_. DATE Notary Public for South Carolina

*My Commission Expires:* \_\_\_\_\_

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### CERTIFICATE OF NON-REVISION VERIFICATION

I hereby certify that the plan shown and described hereon for \_\_\_\_\_

Subdivision/property/plat represents no revisions from development plat to final plat stage and that the final plat is submitted in accordance with the specifications set forth in the Florence County Land Development Regulations.

<u>Date</u>	<u>Subdivision Surveyor</u>
<u>Date</u>	<u>Owner</u>

### APPENDIX C SUBDIVISION SIGNAGE

#### INSPECTIONS ARE REQUIRED FOR STREETS THAT WILL BE OWNED BY FLORENCE COUNTY

##### SUBDIVISION SIGNAGE:

All required signage will be installed by developer before County acceptance of streets.

1. Approved Florence County E-911 street signage. Includes signs and hardware.
2. Stop signs-minimum: 30" High Intensity Grade

##### SIGN SPECIFICATIONS

##### DIMENSIONS:

A. Width- Nine (9) inches

B. Length-

18"—————)

20"—————)

24"—————)      Installed on single post

30"—————)

36"—————)

C. Thickness: .080 gauge

- i. Material: Anodized Aluminum
- ii. Color of Background: Green, 3M street sign reflective, high intensity grade, ten (10) or more years of useful life.
- iii. Signs are to be two (2) sided.

##### LETTERING SPECIFICATIONS

##### 1. DIMENSIONS & STYLE:

- A. "Road Names" - Six (6) inches, standard alphabet "C" Series - upper case letters
- B. "Prefixes & Suffixes" - three (3) inches, standard alphabet "C" Series - upper case letters

- 
- C. "Block Numbers" - three (3) inches, standard alphabet "C" Series - upper case letters
  - D. "Border" - 0.75 inch border around sign blank - Color White-Silver
  - 2. Materials - 3M reflective, high intensity grade, ten (10) or more useful life.
  - 3. Color of lettering: White-Silver

#### POST SPECIFICATIONS

- 1. Dimensions
  - A. Length
    - 1. E-911 Street Signage — Ten (10) feet or longer if required to stabilize sign. Bottom of sign 8' from ground
    - 2. Stop Sign — Twelve (12) feet or longer if required to stabilize sign. Bottom of stop sign 7' from ground
  - B. Flange/width — three and one-half (3 ½) inches
  - C. Thickness/weight — two (2) pounds per foot
- 2. Style/Shape - "U" channel, hot rolled steel conforming to physical properties of ASTM A 499, Grade 60 and to physical properties of ASTM A 1 for 91 pounds steel and larger.
- 3. Finish - Hot dipped galvanized after fabrication in accordance with ASTM A123

#### CAP & SPACER SPECIFICATION

- 1. Materials - die cast, high-strength aluminum alloy
- 2. Hardware
  - A. Brackets: NU180-Supr-lok (391UX) and vandal-pruf "2" pin head  
Bolt with 5/32" center pin (#BH 76)
  - B. Spacer: UPA12 - Supr-lok (#9-90) cross with vandal-pruf set  
Screw with 5/32" center pin (#PRP38)

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APPENDIX D  
FORMAT FOR LETTER OF CREDIT

[Bank/Issuer name, address and telephone number]

[Date] Letter of Credit Number \_\_\_\_\_

Amount: \$\_\_\_\_\_ U.S.

To: The County of Florence, South Carolina

Re: Irrevocable Letter of Credit issued on behalf of [Name of developer]

Dear Sirs:

The Issuer opens its Irrevocable Letter of Credit in your favor available in the following manner and on the following terms:

1. <u>Issuer:</u>	[name of bank/issuer]
2. <u>Beneficiary:</u>	The County of Florence, South Carolina, a political subdivision of the State of South Carolina
3. <u>Customer:</u>	[name of developer]
4. <u>Project:</u>	[name of project, site, subdivision]
5. <u>Obligation of Issuer:</u>	The Credit is irrevocable.
6. <u>Transferability:</u>	The Credit is to be non-transferable.
7. <u>Total:</u>	The sum total of the Credit is \$_____ U.S.

8. Purpose: To provide surety for a developer's bond required by County Code Section 28.6-98 to ensure construction of required public improvements at [name of project, site, subdivision] to include installation of [list of public facilities to be constructed/installed] in accordance with the specifications of the County of Florence, South Carolina.
9. Default: In the event that any or all of the above-stated public improvements are not constructed and/or installed in accordance with the specifications of the County of Florence within twelve (12) months from this date, the Beneficiary may upon written notice to Issuer and Customer at the addresses noted herein demand and receive payment from the Issuer in cash in the entire amount of \$\_\_\_\_\_ if one of the required public improvements have been constructed and/or installed or in such lesser amount as may be required to complete construction and/or installation of the aforesaid improvements if said improvements have been partially constructed and/or installed. All drafts drawn under this Letter of Credit shall contain the clause "Drawn under [name of Issuer] Letter of Credit Number \_\_\_\_\_." This letter of Credit is based on an Engineers Estimate for construction; if cost of construction or repair exceeds the amount of funds designated by this Letter of Credit the owner/developer shall remit those additional funds immediately to the County. By this letter the County of Florence reserves the right to recover any excess costs for completion of the required public improvements from the owner/developer by any legal means necessary.

The Issuer shall have ninety (90) days from the receipt of said notice to effect a cure by procuring completion of construction and/or installation of the aforesaid public



improvements in accordance with the specifications of the County of Florence, South Carolina, and thereby receive a refund of any sum paid in default.

10. Addresses:

Issuer:	
	[name of Issuer]
	[street address]
	[city, state, zip]
Customer:	
	[name of Customer]
	[street address]
	[city, state, zip]
	Beneficiary:
	County of Florence, South Carolina
	c/o County Administrator
	City-County Complex
	180 North Irby Street MSC-G
	Florence, SC 29501

11. Termination: This is a continuing agreement and shall remain in full force and effect until written notice is received by the County of Florence that it has been terminated and revoked.
12. Miscellaneous: This Letter of Credit and the terms hereof shall be binding upon the respective parties, heirs, executors, administrators, successors and assigns. None of the terms of this agreement or its provisions may be waived, altered, modified or amended except in writing signed by the Beneficiary and the Issuer.
13. Applicable Law: This Letter of Credit is to be governed by the Uniform Commercial Code of the State of South Carolina.

Given under our hands this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

[Issuer Bank name], Issued By:

\_\_\_\_\_

[Title]

Seen: \_\_\_\_\_

Customer

County of Florence, South Carolina, Beneficiary

**FLORENCE COUNTY COUNCIL:**

This item is tentatively scheduled to appear for introduction Thursday, August 21, 2025 @ 9:00 a.m. in room 803 at the Florence County Complex, 180 N Irby Street, Florence, SC 29501.