

Project name \_\_\_\_\_

Date submitted \_\_\_\_\_

Site Plan # \_\_\_\_\_/Tracking ID # \_\_\_\_\_

Date reviewed \_\_\_\_\_

Location \_\_\_\_\_

To submit plans for review and permitting:  
<https://arc.northcharleston.org/contractors/index.php>

**NOTE: Applicants are advised to check our [Recently Adopted Ordinances page](#) for recent changes.**

#	Requirement	Sheet	Comment
1	Parcel number(s) - <b>Do the plans clearly identify which TMS number or numbers are involved in the project?</b>		
2	Zoning district(s) – <b>Is the zoning correctly stated on the plans (esp. for split-zoned parcels)? Is the property in an overlay or scenic district (special requirements apply; see pages 10-16 of this file)? See <a href="#">Interactive Zoning Map</a>.</b>		
3	What is the use of the proposed site? – <b>Is the anticipated use clearly identified in the plans? Is the use allowed in the zoning district? See <a href="#">Article V of the Zoning Regulations</a>.</b>		
4	Is this a legal nonconforming use? – <b>Legal, nonconforming uses may not be expanded. See <a href="#">Section 4-5 of the Zoning Regulations</a>.</b>		
5	Boundary survey provided? – <b>Are there any wetlands, easements, or other conditions impacting the property?</b>		
6	Plat showing property line abandoned submitted (if applicable)? <b>If buildings are proposed over property lines, the recording of a combination plat is required prior to issuance of a permit. See <a href="#">Subdivision Regulations for plat requirements</a>.</b>		
7	Any variances approved for proposed site/project? <b>If so, is the variance noted on the site plan sheet (date granted and nature of variance) and any other plan sheet to which the variance is applicable?</b>		
8	Building setbacks (front ____, side ____, rear ____) <b>Are the setback lines shown and labelled on the site plan sheet? See <a href="#">Article VI of the Zoning Regulations</a> (also note certain uses, such as schools and gas stations, have setbacks defined in <a href="#">Article V of the Zoning Regulations</a>).</b>		

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#	Requirement	Sheet	Comment
9	Construction trailer – Must observe required setbacks. <b>If a construction trailer is anticipated for the project, has an exhibit been added to the plan set to show where the trailer will be placed relative to the required setbacks? Does the sheet include a note indicating a separate permit will be required for the construction trailer? (Adding this exhibit during the site-plan review process will save time when the permit is needed for the construction trailer.)</b>		
10	Dumpster – Is a dumpster shown? (In most new development, at least one should be.) Is it observing the required building setbacks for the zoning district? See <a href="#">Section 6-13 of the Zoning Regulations</a> , for conditions, including opaque screening and exemptions for construction dumpsters and industrial compactors.		
11	Mechanical equipment screening – Is all mechanical (whether ground, raised, or rooftop) shown <i>and labelled</i> as such on the site plan sheet? Is the mechanical equipment observing the building setbacks? Is it screened as required by <a href="#">Section 6-13 of the Zoning Regulations</a> ? Has the below note been added to the landscaping plans?  <b>Required mechanical screening must be installed by project completion. Additional screening may be required by Planning and Zoning staff at that time if provided screening is not opaque.</b>		
12	Minimum lot area per dwelling unit – for multi-family development in R-2 and B-2 – 1500 SF/unit, 1200 SF/unit where common parking is provided – <b>Are the number of units and the area of the subject parcel stated on the site plan sheet? See <a href="#">Section 6-1(a)(2) of the Zoning Regulations</a>. Note a different standard may apply in the transit-oriented overlay districts.</b>		
13	Maximum lot occupancy – for multi-family development in R-2 and B-2 – 70 percent – <b>Are the building footprints labelled in SF and the area of the subject parcel stated on the site plan sheet? See <a href="#">Section 6-1(d)(5) of the Zoning Regulations</a>.</b>		
14	Common open space – for cluster residential (15%), townhouse (15%), manufactured home parks (20%), and multi-family (20%) developments – <b>Are the open space areas identified and labelled in SF on the site plan sheet or a common open space exhibit? Do those areas, when totaled, equal the minimum amount of open space required? See <a href="#">Section 6-15 of the Zoning Regulations</a>.</b>		

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#	Requirement	Sheet	Comment
15	Sign(s) – Are any proposed signs/sign structures shown on the plans? (If so, they should be removed.) Is there a note on the site plan sheet stating a separate sign permit is required and stating the point of contact for signs is Kathleen Broughton at (843) 740-2581? See <a href="#">Article VIII of the Zoning Regulations</a> (and individual overlay districts in <a href="#">Article V</a> , if applicable). Are existing signs shown labelled “existing”?		
16	Tree survey (for all trees 10” DBH, excluding pine, sweetgum, and <a href="#">invasive-species trees</a> ), cutting plan, and cutting chart – Does the plan show the trees to be removed marked with an “X” overlaid by the proposed site plan? Is there a tree cutting chart (see “Calculating Tree Mitigation” chart on final page of this document; also available in <a href="#">Excel format</a> )? See <a href="#">Section 6-16(e) of the Zoning Regulations</a> .		
17	Grand tree removal – Removal of grand trees is permitted only after a finding by the zoning administrator and city horticulturist that an applicant has demonstrated through an examination of various site designs that there is no practical alternative location of a building, drainage pond, driveway, right-of-way, or other building design that would leave the grand tree in place and in good health. Have alternative site layouts been provided to demonstrate that removal of the grand trees is unavoidable? Has a note been added to explain the unavoidable nature of the grand tree removal(s)? See <a href="#">Section 6-16(f)(2) of the Zoning Regulations</a> .		
18	Protected tree encroachment - Any encroachment greater than 25 percent of the distance from the tree trunk to the edge of the tree canopy may be approved with the submittal of a letter from a certified arborist or landscape architect stating that the proposed encroachment will not adversely affect the tree and specifying a regiment of care. Do the plans show any proposed encroachments greater than 25 percent into the dripline of grand or significant trees? Is the percentage of encroachment noted? Has an arborist’s/landscape architect’s letter been provided meeting the requirements of <a href="#">Section 6-16(i)(2) of the Zoning Regulations</a> ?		

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#	Requirement	Sheet	Comment
19	<p>Tree protection barriers shown on plans – Do the plans show tree protection to be provided:</p> <ul style="list-style-type: none"> <li>• 10 feet plus one foot for each inch above 10” DBH or at the dripline, whichever is greater, for all significant trees?</li> <li>• One foot per inch DBH or at the dripline, whichever is greater, for all grand trees?</li> <li>• At the dripline for any trees 2” to 9” being proposed for mitigation? Tree protection detail should show protection at the dripline of each protected tree.</li> </ul> <p>The protective barrier must consist of orange safety fencing, not less than three feet high and supported by wood/metal poles.</p>		
20	<p>Tree protection barriers installed and inspected – Do the plans show a note that inspection is required and can be requested through the City’s permitting portal or by calling (843) 740-2627? Note the inspection must be passed before the issuance of a permit.</p>		
21	<p>Tree replacement plan submitted and approved – Does the landscaping plan sheet show the proposed mitigation trees marked with an “M,” if required per the tree cutting chart calculation? Note that trees 2” to 9” DBH, including those in wetland and undisturbed overlay corridor buffers, may be counted toward mitigation if shown on the tree survey and provided tree protection; other than this exemption, trees may not be double-counted (for example, required buffer trees cannot be counted toward the parking-lot canopy-tree requirement as well). Alternatively, do the plans reflect a payment into the City’s tree bank (\$435 per each 2” tree foregone)? See <a href="#">Section 6-16(g) of the Zoning Regulations</a>.</p>		
22	<p>Wetland buffer – Are any wetlands on the property? Are they shown on the plans? If so, is a 25-foot buffer shown, and no improvements shown within the buffer, other than those allowed by <a href="#">Section 6-17 of the Zoning Regulations</a>? If wetlands are being filled, is the permit number noted on the plans and a copy uploaded for the City’s records? (Different standards apply in the Dorchester Road Corridor I overlay district and the Ashley River scenic districts; see <a href="#">Article V of the Zoning Regulations</a>.)</p>		

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#	Requirement	Sheet	Comment
23	Type “A” buffer requirement met (minimum width of 5 ft. – 20 ornamental shrubs, 2 canopy trees, and 3 understory trees per 100 linear ft of road frontage) – <b>Required along all street frontages. For each segment of street frontage, is the length (frontage) and depth (5-foot minimum) of the buffer noted? Is a breakdown provided showing the buffer requirements and what materials are being proposed to meet those requirements? Are there any overhead power lines present along the street frontage that require special consideration? See <a href="#">Section 6-12 of the Zoning Regulations</a>. Please note street frontage buffer requirements differ in the overlay districts; see <a href="#">Article V of the Zoning Regulations</a>.</b>		
24	Type “A” buffer waived (B-1, B-1A, and B-2 zoning districts) – <b>See <a href="#">Section 6.2.1(a) of the Zoning Regulations</a>.</b>		
25	Type “A” buffer waived less than 20% improvement – <b>See <a href="#">Section 6-14(b) of the Zoning Regulations</a>. Please note this provision does not apply to properties in the overlay districts. Also, be aware that the Type A buffer will be required if/when a new business license is sought.</b>		
26	Type “B” buffer requirement met (minimum width 10 ft. – 2 deciduous trees planted 40 to 60 ft. on center and 8 evergreen plants 10 ft. on center per 100 linear feet) – <b>See <a href="#">Section 6-12(d)(2) of the Zoning Regulations</a> for where buffer is required (generally, between residential and commercial uses; also between dissimilar residential uses). Please note buffer requirements differ in the overlay districts; see <a href="#">Article V of the Zoning Regulations</a>. For each required buffer area, is the length and depth (10-foot minimum) noted? Is a breakdown provided showing the buffer requirements and what materials are being proposed to meet those requirements? Or is an eight-foot opaque fence being substituted for the Type B buffer due to peculiar circumstances of the subject property per <a href="#">Section 6-12(f)(2) of the Zoning Regulations</a>?</b>		

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27	<p>Type “C” buffer requirement met (minimum width 20 ft. – 20 ornamental shrubs, 10 understory trees, and two canopy trees per 100 linear feet. Additionally, installation of an 8 ft. opaque privacy fence or wall located between 5 and 10 ft. from the property line is required, and the plant material shall be located between the building and the fence. The plant materials should be planted staggered in at least two rows in an alternating fashion to form a continuous opaque screen of plant materials.</p> <p>See <a href="#">Section 6-12(d)(3) of the Zoning Regulations</a> for where buffer is required (generally, between residential and industrial uses). Please note buffer requirements differ in the overlay districts; see <a href="#">Article V of the Zoning Regulations</a>. For each required buffer area, is the length and depth (20-foot minimum) noted? Is a breakdown provided showing the buffer requirements and what materials are being proposed to meet those requirements? Is an eight-foot fence or wall shown five to ten feet from the property line?</p>		
28	<p>Buffer conflict – If an easement, easement holder, or existing infrastructure (overhead power lines, underground water lines, etc.) prohibits the installation of any buffer where otherwise required, please provide evidence of the conflict <u>and</u> propose a reasonable substitution (for example, relocating buffer behind existing easement, substituting understory for canopy trees, etc.) on the landscaping plan sheet, with an explanatory note. See <a href="#">Section 7-2 of the Zoning Regulations</a>.</p>		
29	<p>Plant schedule – Does the plant schedule match the quantities shown in the landscaping plan? Are the specified trees and shrubs on the <a href="#">City’s approved lists</a>? Are the species proposed identified with the correct height, caliper, or gallon size (from approved lists)?</p>		
30	<p>Landscaping maintenance – Maintenance of required landscaped areas is the responsibility of the property owner. All such areas shall be properly maintained so as to assure the survival and aesthetic value of the landscaping and shall be provided with an irrigation system or a readily-available water supply. Failure to monitor such areas is a violation of the City’s ordinance and may be remedied in the manner prescribed for other violations. Is a statement identifying how this requirement will be satisfied included on the landscaping plan sheet? See <a href="#">Section 6-14(f) of the Zoning Regulations</a>.</p>		

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31	Planting of canopy trees at a rate of 1 per 10 parking spaces – not applicable to parking areas of nine or fewer spaces. See <a href="#">Section 6-14(e)(4) of the Zoning Regulations</a> .		
32	Interior parking lot landscaping – Institutional use – 15%, Industrial/wholesale/storage uses – 5%, Office/warehouse office uses – 10%, Commercial retail service uses – 5% – not applicable to parking areas of nine or fewer spaces. Is the total area of the parking lot stated in square feet? Is the landscaped area of the parking lot stated in square feet? See <a href="#">Section 6-14(d)(2) of the Zoning Regulations</a> .		
33	Parking Standard used to determine on-site parking requirement – Is a parking calculation included in the plans? Does it provide the information needed to determine the required parking per <a href="#">Section 4-10 of the Zoning Regulations</a> ? Does the information account for all uses/users of the site? Is the minimum number of parking spaces shown on the site plan layout? Please note each fraction occurring in the total spaces required for a particular use shall be construed as one additional space.		
34	Total number of parking spaces needed:		
35	Total number of parking spaces provided:		
36	Parking spaces 9’x19’ (a maximum of 25% of the spaces may be compact spaces at 8’ x 15’, excluding handicapped spaces), and driveway aisles 24 ft. minimum in width – Are the dimensions of the parking spaces noted (including on any handicapped spaces to be provided), and do they meet the requirements of <a href="#">Section 4-10(d) of the Zoning Regulations</a> ? Are the driveway aisles labelled at a minimum of 24 feet wide per definition of “driveway aisle” in <a href="#">Section 3-2 of the Zoning Regulations</a> ?		
37	Site lighting 18’ cut-off light fixture – residentially zoned Site lighting 24’ full cut-off fixtures – commercially zoned Site lighting 30’ full cut-off fixtures – industrially zoned Site lighting 40’ major arterial roadway Is any new site lighting proposed for the project? Is the appropriate mounting or pole height specified? Are full cut-off light fixtures specified? If no lighting is proposed, is there a note stating such on the site plan sheet or utility plan sheet? See <a href="#">Section 4-17 of the Zoning Regulations</a> .		

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#	Requirement	Sheet	Comment
38	Sidewalks – Are any existing sidewalks shown on the plans, labelled as “existing,” with width and material, if known? For any street frontages without existing sidewalk, is installation of a sidewalk shown on plans, labelled with the width and material? If the sidewalk is to be located on the subject parcel, a recorded plat showing the pedestrian access easement will be required prior to issuance of the certificate of occupancy. Is a sidewalk provided into the subject parcel from the ROW sidewalk? See <a href="#">Section 18-52 of the Subdivision Regulations</a> .		
39	Traffic Impact Analysis – If the site to be developed is more than five acres (regardless of intended use), has a TIA been provided? Was the TIA prepared by a consultant independent of the site designer? Have any required improvements been provided, bonded, or shown on proposed plans? See <a href="#">Section 4-18 of the Zoning Regulations</a> .		
40	Sight visibility – Is any work proposed at an intersection? See <a href="#">Section 4-13 of the Zoning Regulations</a> .		
41	Work being performed in right-of-way – Is any work being proposed in the right-of-way? If so, has an <a href="#">encroachment permit been obtained from the City</a> for City streets or easements? Or has an <a href="#">encroachment permit been obtained from the SCDOT</a> for state roads and a copy provided for the City’s records?		
42	Access easement – If the site is to be accessed through a private road or from another parcel, has a copy of the access easement, plat, and/or agreement been provided for the City’s records?		
43	Letter from easement holder, if applicable – If any easements are shown on the plans or property plat and any improvements (including landscaping) are proposed within the easement(s), has the easement holder provided written permission? Has a copy of the approval been provided for the City’s records?		
44	Off-site improvements – If any improvements or tree removals proposed on an adjacent parcel are shown on the plans, has a copy of the property owner’s consent been provided for the City’s records?		
45	POA letter – Has an ARB/HOA/POA approval letter been uploaded, if applicable? See <a href="#">S.C. Code Section 6-29-1145</a> .		
46	MS4 approval – Please note a permit will not be issued until the <a href="#">MS4 approval</a> is granted by the Public Works Department, if applicable. Please note that MS4 approval <u>does not constitute site work approval</u> ; no earth-moving activity or construction activity should take place until the permit is fully approved and issued.		

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#	Requirement	Sheet	Comment
47	Water and sewer – Have intent-to-serve letters from water and sewer providers ( <a href="#">Charleston Water System</a> , <a href="#">North Charleston Sewer District</a> or <a href="#">Dorchester County Water and Sewer Department</a> ) been uploaded?		
48	Clear Zone/Accident Potential Zone – Is the property located in a <a href="#">clear zone (CZ)</a> or <a href="#">accident potential zone (APZ)</a> of the Charleston International Airport/Charleston Air Force Base? (See <a href="#">Interactive Zoning Map</a> ; select Map Layer “AICUZ”). Location in a CZ or APZ may result in recommended building height and uses by the Air Force. For confirmation and information, please contact Mr. David B. Caimbeul at <a href="mailto:david.caimbeul@us.af.mil">david.caimbeul@us.af.mil</a> .		
49	CARTA – The <a href="#">Charleston Area Regional Transportation Authority (CARTA)</a> has requested notification at (843) 529-0400 of upcoming large projects. Please notify CARTA (Belén K. Vitello) about this project at <a href="mailto:belenv@bcdco.com">belenv@bcdco.com</a> or (843) 529-2584 to ensure no transit stops are impacted during construction and provide a copy of the correspondence for the City’s records, if applicable.		

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# Checklist for Building Permit (Vertical Development) ID \_\_\_\_\_ associated with a separate Site Work Permit ID \_\_\_\_\_

#	Requirement	Sheet	Comment
A	Dumpster – If shown on a site plan, does the location match the location shown on the plans at the site work application? Do the elevations show a detail for the dumpster screening, if required? See <a href="#">Section 6-13 of the Zoning Regulations</a> , for conditions, including opaque screening and exemptions for construction dumpsters and industrial compactors.		
B	Mechanical equipment screening – Is all mechanical (whether ground, raised, or rooftop) shown <i>and labelled</i> as such on the architectural plans, building elevations, and mechanical plans? Is the mechanical equipment observing the building setbacks? Is it screened as required by <a href="#">Section 6-13 of the Zoning Regulations</a> ?		
C	Site lighting 18’ cut-off light fixture – residentially zoned Site lighting 24’ full cut-off fixtures – commercially zoned Site lighting 30’ full cut-off fixtures – industrially zoned Site lighting 40’ major arterial roadway  Is any new site lighting proposed shown on the electrical plans and/or a lighting exhibit? Is the mounting height specified? Are full cut-off light fixtures specified? If no lighting is proposed, is there a note stating such on the site plan sheet or utility plan sheet for the associated Site Work Permit? See <a href="#">Section 4-17 of the Zoning Regulations</a> .		
D	POA letter – Has an ARB/POA approval letter been uploaded, if applicable? See <a href="#">S.C. Code Section 6-29-1145</a> .		

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# Supplemental requirements in the Dorchester Road Corridor I overlay district

#	Requirement	Sheet	Comment
1	Ashley River Scenic district – <b>Staff checks to see if the property is in one of the scenic districts. See Sections 5-8 through 5-10 of the Zoning Regulations.</b>		
2	SR642 (Dorchester Road) buffer – 40’ uninterrupted buffer – 6 canopy trees, 10 understory trees, and 40 shrubs per 100 linear feet of frontage, except those in HICN areas. <b>See Section 5-11(b)(1) of the Zoning Regulations.</b>		
3	Curb cuts – <b>Are any curb cuts proposed on Dorchester Road? If yes, are their locations compliant with Section 5-11(d) of the Zoning Regulations?</b>		
4	Parking lot location – No parking areas are permitted between buildings and Dorchester Road buffer. <b>Confirm compliance. See Section 5-11(i)(2) of the Zoning Regulations.</b>		
5	SR642 (Dorchester Road) buffer in HICN – 6 canopy trees and 40 shrubs per 100 linear feet of frontage – <b>For each segment of Dorchester Road frontage, is the length (frontage) and depth (40-foot minimum) of the buffer noted? Is a breakdown provided showing the buffer requirements and what materials are being proposed to meet those requirements? Confirm that all existing vegetation 6” and greater DBH is being retained. See Section 5-11(b)(1)(E) of the Zoning Regulations.</b>		
6	Street frontage buffers for streets, both public and private, other than Dorchester Road (commercial/office uses) – 15 ft. minimum – 3 canopy trees, 3 understory trees, and 25 shrubs per 100 linear feet of frontage – <b>For each segment of street frontage, is the length (frontage) and depth (15-foot minimum) of the buffer noted? Is a breakdown provided showing the buffer requirements and what materials are being proposed to meet those requirements? See Section 5-11(b)(2)(A) of the Zoning Regulations.</b>		

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#	Requirement	Sheet	Comment
7	Front residential buffers required for single-family uses across from any use other than single-family – opaque 50 ft. – 8 canopy trees, 12 understory trees, and 50 shrubs per 100 linear feet of frontage when existing vegetation is not sufficient. <b>For each segment of buffer, is the length and depth (50-foot minimum) of the buffer noted? Is a breakdown provided showing the buffer requirements and what materials are being proposed to meet those requirements? See <a href="#">Section 5-11(b)(2)(C) of the Zoning Regulations.</a></b>		
8	Side and rear residential buffers – opaque 50 ft. required for properties zoned for or used for commercial, office, and multi-family uses abutting single-family use or zoning – 8 canopy trees, 12 understory trees and 50 shrubs per 100 linear feet when existing vegetation is not sufficient. <b>For each segment of buffer, is the length and depth (50-foot minimum) of the buffer noted? Is a breakdown provided showing the buffer requirements and what materials are being proposed to meet those requirements? See <a href="#">Section 5-11(b)(2)(D) of the Zoning Regulations.</a></b>		
9	Loading zone buffers – <b>Is the business likely to have a loading zone? If so, is one shown? Is it located so as not to be visible from rights-of-way and/or residential properties? See <a href="#">Section 5-11(b)(2)(E)(1) of the Zoning Regulations.</a></b>		
10	Wetland buffer – <b>Are any wetlands on the property? Are they shown on the plans? If so, is a 25-foot buffer shown, and no improvements shown within the buffer, other than those allowed by <a href="#">Section 5-11(b)(3) of the Zoning Regulations?</a> If wetlands are being filled, is the permit number noted on the plans and a copy provided for the City’s records? (Different standards apply in the Ashley River scenic districts; see <a href="#">Sections 5-8 through 5-10 of the Zoning Regulations.</a>)</b>		
11	Building materials – <b>Have building elevations been provided for confirmation of compliance with <a href="#">Section 5-11(f)</a>’s prohibition on unadorned concrete masonry units or corrugated and/or sheet metal shall front upon any existing public or private rights-of-way?</b>		
12	Height limit – 25’ for ON and 35’ in single-family residential areas. <b>See <a href="#">Section 5-11(k) of the Zoning Regulations.</a></b>		

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#	Requirement	Sheet	Comment
13	Utilities – All utility lines such as electric, telephone, cable TV, or other similar lines serving individual sites as well as all utility lines necessary within the property shall be placed underground. All junction and access boxes shall be screened with sufficient vegetation so as to completely obscure it from view. All utility pad features and meters should be shown on the site plan. – <b>Is there a note on the site plan sheet or utility plan sheet that all utility lines shall be placed underground? Are all junction and access boxes shown on the site plan and landscaping plan sheets with screening sufficient to be completely obscure from view? See <a href="#">Section 5-11(g)(1) of the Zoning Regulations</a>.</b>		
14	Street trees – planted 40’ on center for newly-dedicated roadways where power line not present or 1 crepe myrtle “Natchez” variety 20’ on center where power line present. <b>See <a href="#">Section 5-11(j) of the Zoning Regulations</a>.</b>		
15	Impervious surface – maximum 80 percent of parcel area – <b>Is the percentage of impervious surface (buildings, parking areas, walkways, other structures) shown on the plan? Is the area of the parcel given? Is the percentage of the parcel covered by impervious surface 80 percent or less? See <a href="#">Section 5-11(i)(3)</a>.</b>		

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# Supplemental requirements in the Dorchester Road Corridor II overlay district

#	Requirement	Sheet	Comment
1	Ashley River Scenic district – <b>Staff checks to see if the property is in one of the scenic districts. See Sections 5-8 through 5-10 of the Zoning Regulations.</b>		
2	Signage review – <b>Are there any signs on the subject property which are not conforming to the overlay district’s sign requirements? See Section 5-12(d) and (h)(i)(3)(ii) of the Zoning Regulations.</b>		
3	Street frontage buffers for streets, both public and private (commercial/office uses) – 15 ft. minimum – 3 canopy trees, 3 understory trees, and 25 shrubs per 100 linear feet of frontage – <b>For each segment of street frontage, is the length (frontage) and depth (15-foot minimum) of the buffer noted? Is a breakdown provided showing the buffer requirements and what materials are being proposed to meet those requirements? See Section 5-12(b)(1) of the Zoning Regulations.</b>		
4	Loading zone buffers – <b>Is the business likely to have a loading zone? If so, is one shown? Is it located so as not to be visible from rights-of-way and/or residential properties? See Section 5-12(b)(4)(i) of the Zoning Regulations.</b>		
5	Building materials – <b>Have building elevations been provided for confirmation of compliance with Section 5-12(e)’s prohibition on unadorned concrete masonry units or corrugated and/or sheet metal shall front upon any existing public or private rights-of-way?</b>		
6	Utilities – All utility lines such as electric, telephone, cable TV, or other similar lines serving individual sites as well as all utility lines necessary within the property shall be placed underground. All junction and access boxes shall be screened with sufficient vegetation so as to completely obscure it from view. All utility pad features and meters should be shown on the site plan. – <b>Is there a note on the site plan sheet or utility plan sheet that all utility lines shall be placed underground? Are all junction and access boxes shown on the site plan and landscaping plan sheets with screening sufficient to be completely obscure from view? See Section 5-12(f) of the Zoning Regulations.</b>		

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# Supplemental requirements in the Ladson Road overlay district

#	Requirement	Sheet	Comment
1	Street frontage buffers for streets, both public and private (commercial/office uses) – 15 ft. minimum – 3 canopy trees, 3 understory trees, and 25 shrubs per 100 linear feet of frontage – <b>For each segment of street frontage, is the length (frontage) and depth (15-foot minimum) of the buffer noted? Is a breakdown provided showing the buffer requirements and what materials are being proposed to meet those requirements? See <a href="#">Section 5-13(b)(1)(A) of the Zoning Regulations.</a></b>		
2	Loading zone buffers – <b>Is the business likely to have a loading zone? If so, is one shown? Is it located so as not to be visible from rights-of-way and/or residential properties? See <a href="#">Section 5-13(b)(1)(D)(ii) of the Zoning Regulations.</a></b>		
3	Building materials – <b>Have building elevations been provided for confirmation of compliance with <a href="#">Section 5-13(e)</a>'s prohibition on unadorned concrete masonry units or corrugated and/or sheet metal shall front upon any existing public or private rights-of-way?</b>		
4	Utilities – All utility lines such as electric, telephone, cable TV, or other similar lines serving individual sites as well as all utility lines necessary within the property shall be placed underground. All junction and access boxes shall be screened with sufficient vegetation so as to completely obscure it from view. All utility pad features and meters should be shown on the site plan. – <b>Is there a note on the site plan sheet or utility plan sheet that all utility lines shall be placed underground? Are all junction and access boxes shown on the site plan and landscaping plan sheets with screening sufficient to be completely obscure from view? See <a href="#">Section 5-13(f)(1) of the Zoning Regulations.</a></b>		

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# Supplemental requirements in the University Boulevard overlay district

#	Requirement	Sheet	Comment
1	Street frontage buffers for streets, both public and private (commercial/office uses) – 15 ft. minimum – 3 canopy trees, 3 understory trees, and 25 shrubs per 100 linear feet of frontage – <b>For each segment of street frontage, is the length (frontage) and depth (15-foot minimum) of the buffer noted? Is a breakdown provided showing the buffer requirements and what materials are being proposed to meet those requirements? See <a href="#">Section 5-14(b)(1)(A) of the Zoning Regulations.</a></b>		
2	Commercial side and rear buffers – An opaque 25’ buffer along that side of the commercially zoned or used parcel and 8 ft. privacy fence with the finished side facing the abutting residential area shall be installed parallel to the property line and either (a) setback at least 3 ft. from the property line or (b) along the property line so long as there is a permanent, non-revocable easement of at least 3 ft. in width – <b>For each segment of buffer, is the length and depth (25-foot minimum) of the buffer noted? Is a breakdown provided showing the buffer requirements and what materials are being proposed to meet those requirements? Is a fence shown and an easement provided, if set at property line? See <a href="#">Section 5-14(b)(1)(B) of the Zoning Regulations.</a></b>		
3	Front residential buffers required for single-family uses across from any use other than single-family – opaque 50 ft. – 8 canopy trees, 12 understory trees, and 50 shrubs per 100 linear feet of frontage when existing vegetation is not sufficient. <b>For each segment of buffer, is the length and depth (50-foot minimum) of the buffer noted? Is a breakdown provided showing the buffer requirements and what materials are being proposed to meet those requirements? See <a href="#">Section 5-14(b)(1)(C) of the Zoning Regulations.</a></b>		

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#	Requirement	Sheet	Comment
4	Side and rear residential buffers – 25 ft. required for properties zoned for or used for commercial, office, and multi-family uses abutting single-family use or zoning – 8 canopy trees, 12 understory trees and 50 shrubs per 100 linear feet when existing vegetation is not sufficient – <b>For each segment of buffer, is the length and depth (25-foot minimum) of the buffer noted? Is a breakdown provided showing the buffer requirements and what materials are being proposed to meet those requirements? See <a href="#">Section 5-14(b)(1)(E) of the Zoning Regulations.</a></b>		
5	Loading zone buffers – <b>Is the business likely to have a loading zone? If so, is one shown? Is it located so as not to be visible from rights-of-way and/or residential properties? See <a href="#">Section 5-14(b)(1)(E)(i) of the Zoning Regulations.</a></b>		
6	Building materials – <b>Have building elevations been provided for confirmation of compliance with <a href="#">Section 5-14(b)(1)(H)</a>'s prohibition on unadorned concrete masonry units or corrugated and/or sheet metal shall front upon any existing public or private rights-of-way?</b>		
7	Utilities – All utility lines such as electric, telephone, cable TV, or other similar lines serving individual sites as well as all utility lines necessary within the property shall be placed underground. All junction and access boxes shall be screened with sufficient vegetation so as to completely obscure it from view. All utility pad features and meters should be shown on the site plan. – <b>Is there a note on the site plan sheet or utility plan sheet that all utility lines shall be placed underground? Are all junction and access boxes shown on the site plan and landscaping plan sheets with screening sufficient to be completely obscure from view? See <a href="#">Section 5-14(b)(1)(I)(1) of the Zoning Regulations.</a></b>		
8	Noise – if applicable for businesses using outdoor speaker – must not be audible beyond property boundaries – <b>See <a href="#">Section 5-14(b)(1)(J) of the Zoning Regulations.</a></b>		

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## CALCULATING TREE MITIGATION

#	Item required per <a href="#">Section 6-16(g)(2)</a>	How calculated	Number
A	Total number of protected trees ( <b>significant</b> and <b>grand</b> trees as defined below) on site (Pine, sweetgum, and <a href="#">invasive-species trees</a> are not considered protected trees.)	$A = B + C$	
B	Total number of <b>significant</b> trees (Excluding pine, sweetgum, and invasive-species trees, all other trees of at least ten (10) inches DBH and less than twenty-four (24) inches DBH.)		
C	Total number of <b>grand</b> trees (Excluding pine, sweetgum, and invasive-species trees, any tree twenty-four (24) inches or greater DBH.)  <b>Note:</b> Any healthy grand tree of twenty-four (24) inches DBH or greater may be cut only after a finding by the zoning administrator and city horticulturist that an applicant has demonstrated through an examination of various site designs that there is no practical alternative location of a building, drainage pond, driveway, right-of-way, or other building design that would leave the grand tree in place and in good health. <b>The approved cutting of any grand tree shall require inch for inch replacement regardless of where the tree is located.</b> For example, inch for inch replacement of grand trees shall be required even if the grand tree falls in the footprint of proposed buildings, driveways, rights-of-way, or drainage ponds.		
D	Number of <b>significant</b> trees falling within the footprint of a proposed building or proposed driveway or drainage ponds		
E	Number of <b>significant</b> trees falling outside of the footprint of proposed buildings and proposed driveways or drainage ponds	$E = B - D$	
F	Number of <b>significant</b> trees representing twenty-five (25) per cent of those outside the footprints of buildings, driveways, rights-of-way, and drainage ponds	$F = E * 0.25$	
G	Number of <b>significant</b> trees outside the footprint of buildings, driveways, rights-of-way, and drainage ponds which are proposed for removal		
H	Number of <b>significant</b> trees proposed to be removed in excess of the twenty-five (25) per cent figure [F, above] (if any)	$H = G - F$	
I	Average DBH (in inches) of <b>all significant</b> trees proposed to be removed from the site (if any)	Avg DBH of all significant trees to be removed	
J	Number of inches required for mitigation for removal of <b>significant</b> trees	$J = H * I$	
K	If replacement trees cannot be planted on-site, mitigation amount due for inches of <b>significant</b> trees removed	$K = J * \$217.50$	\$
L	Number of inches required for mitigation for removal of <b>grand</b> trees	Sum of DBH of trees counted in line C	
M	If replacement trees cannot be planted on-site, mitigation amount due for inches of <b>grand</b> trees removed	$M = L * \$217.50$	\$
N	Total mitigation amount due for tree removals	$N = K + M$	\$

**NOTE:** Fractional trees should be rounded up to the next whole number.