

**Planning and Development Dept. – Permit Application Center**

P.O. Box 11706, or 155 Johnston St.  
Rock Hill, SC 29731-1706  
Phone: 803-329-5590 Fax: 803-329-7228  
www.cityofrockhill.com



**REZONING APPLICATION**

(See application fee amount on checklist)

**A pre-application conference with appropriate City staff is required prior to the submission of a rezoning application. Please contact the Permit Application Center at the number above to schedule this meeting.**

**Please complete the following information:**

**Applicant Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Property Address:** \_\_\_\_\_

**Tax Parcel(s):** \_\_\_\_\_ : \_\_\_\_\_ : \_\_\_\_\_ : \_\_\_\_\_

**Property Owner (if different):** \_\_\_\_\_

**Current Zoning District:** \_\_\_\_\_ **Requested Zoning District:** \_\_\_\_\_

**Area of subject property:** \_\_\_\_\_ acres and/or: \_\_\_\_\_ square feet

**Brief Description of Request (Please state why you want to rezone the property and/or why the proposed zoning is more appropriate for the property):**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Does the Applicant solely own all of the property within the rezoning proposal?**

- Yes. If so, provide proof of ownership (copy of deed).
- No. If so, attach information on property **NOT** solely owned by the applicant and provide letter of consent from owner(s).

**Are there any recorded deed restrictions or restrictive covenants that apply to this property that are contrary to, conflict with, or prohibit the permitted activity being requested?**

- Yes.
- No. [Attested by Owner: \_\_\_\_\_]

**Is this property proposed for annexation into the City of Rock Hill?**

- Yes. If so, please complete Annexation Request Form and submit along with this application.
- No, Already in City.

**Signature of Applicants/Owners:** The undersigned hereby respectfully requests that the Official Zoning Map of the City of Rock Hill be amended as described herein. It is also understood by the undersigned that, while this application will be carefully reviewed and considered, the burden of proving the need for the proposed amendment rests with the applicant. [If more than one owner/applicant, attach a page with additional signature information].

**Signed:** \_\_\_\_\_ **Date** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

- Additional Owners
- Other Attachments: \_\_\_\_\_

# Rezoning Checklist

## WHEN SHOULD I USE THIS APPLICATION?

Applications will be accepted to rezone to any zoning district, except for the following, which have been declared obsolete and may not be created on the map: General Commercial (GC) and Multi-Family 15 (MF-15). Use this application to request to rezone property to any other zoning district.

If you are requesting a rezoning to a Master Planned (MP) zoning district, please review the information on the fact sheet called "Master Planned Zoning Districts: How to request a rezoning to a Master Planned zoning district."

## WHO MAY REQUEST A REZONING?

An application for rezoning may be submitted by the land owner, or any other person having a recognized interest in the land upon which the rezoning is proposed, or their authorized agent. If the applicant is not the owner, the owner must sign a consent to the submission. If there are multiple owners, a letter [or attachment] signed by the other owners or an entity representing the owners consenting to or joining in the application shall be submitted.

## APPLICATION FEES

The appropriate fee must be included with the application. Please make checks payable to the "City of Rock Hill."

- For the first lot of record or first two acres, whichever is smaller in area \$300
- For each additional lot of record or acre, whichever is smaller in area \$50
- Master Planned Developments (all applications) \$1,000

The maximum fee for a rezoning application shall not exceed \$1,000.

## PROCEDURE

First, as mentioned above, the rezoning process will begin with a mandatory pre-application conference with staff to discuss the specifics of your proposed application and answer your questions on the process to follow.

Second, at your pre-application conference, in most cases we will advise you to hold a neighborhood meeting so that your neighbors can become familiar with your request before the Planning Commission meeting on it.

Third, City staff will prepare a staff report summarizing the request along with a recommendation regarding the proposed change. The City's Planning Commission will review the staff report and hold a public hearing about the request, during which people for and against the proposed change may comment about it. At the conclusion of the public hearing, the City's Planning Commission will make a recommendation to City Council about the proposed change.

Fourth, City Council will consider the Planning Commission's recommendation and then decide whether to give first reading to an ordinance that would rezone the property.

Fifth, during another meeting, City Council will decide whether to give final reading to the ordinance rezoning the property. Generally, City Council will not have substantive discussion about the request at this last meeting unless some issues were left unresolved during first reading.

When the property is annexed into the City at the time of the rezoning, the request will go through the same basic process with additional information presented and considered regarding the annexation itself.

## GENERAL REZONING STANDARDS

Staff and the Planning Commission will make a recommendation to City Council about your request based on an assessment of the overall effect of the proposed rezoning on the community. Some possible considerations include:

- Whether the proposed rezoning is consistent with the Comprehensive Plan, relevant adopted corridor or small-area plans, and other provisions of this Ordinance or other local regulations;
- Whether there are changed conditions that suggest a rezoning is appropriate or whether the rezoning would encourage premature development;

- Whether the proposed rezoning is compatible with existing and proposed uses surrounding the subject land, and is an appropriate zoning district for the land, or whether it would result in significant adverse impacts on surrounding lands;
- Whether the proposed rezoning would result in a logical development pattern in support of the community design standards of this Ordinance; and
- Whether the proposed rezoning would further or hinder adopted City goals and policies.