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# TOWN OF CLOVER REZONING APPLICATION

116 Bethel Street  
PO Box 1060  
Clover, SC 29710  
803-222-9495  
803-222-6955 fax

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## Property Description

Property Address/Location: \_\_\_\_\_

TMS#: \_\_\_\_\_

Total Acreage: \_\_\_\_\_

Deed Recorded:    Date: \_\_\_\_\_    Book: \_\_\_\_\_    Page: \_\_\_\_\_

Plat Recorded:    Date: \_\_\_\_\_    Book: \_\_\_\_\_    Page: \_\_\_\_\_

Restrictive Covenants Recorded:     None     Yes -    Book: \_\_\_\_\_    Page: \_\_\_\_\_

**Request zoning change from:** \_\_\_\_\_ **to** \_\_\_\_\_

Reason for requested zoning: \_\_\_\_\_

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

Owner: \_\_\_\_\_

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

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

Applicant: \_\_\_\_\_

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

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

Relationship to Owner:     Engineer/Surveyor/Architect     Attorney  
    Prospective Buyer      Representative/Other \_\_\_\_\_

OVER

Information Required:

- Tax map indicating the subject property
- Recorded plat of the subject property showing names of surrounding owners
- Rezoning application fee (\$300 - cash, credit card or check made out to Town of Clover. Application fee is nonrefundable.)

I hereby acknowledge by my signature below that the foregoing application is complete and accurate and that I am the owner of the subject property. I authorize the subject property to be posted and inspected and this application to be heard by the Planning Commission of the Town of Clover.

Owner \_\_\_\_\_ Date \_\_\_\_\_  
(Property owner must sign this application.)

**Typical Rezoning Process:**

Planning Commission meets on the third Thursday of each month. Completed applications must be submitted by the last working day of the month prior to the meeting in which the application is desired to be heard. Staff will review the application. Incomplete submittals will not be placed on the Planning Commission agenda. The Planning Commission will make a recommendation to Town Council for approval, approval with conditions, disapproval or deferral of the rezoning. In its discretion, the Planning Commission may hold a public hearing. After the Planning Commission makes its recommendation, the application will be forwarded to the Town Council for consideration. The property will be posted by Town staff with rezoning notification signs. Council will hold a public hearing (after 15 days notice in a newspaper) and, in Council's discretion, give first reading to the application, i.e. make a decision to approve or disapprove the requested rezoning, on the same regularly scheduled meeting date. If approved, second (and final) reading will be on the next meeting's agenda. The owner/applicant should attend the meetings and public hearings as additional information may be requested by the Planning Commission or Town Council. The Town Council meets the second Tuesday of each month. If the request is denied, no request for a rezoning of the same property or any part thereof may be initiated for one year following denial.

**FOR OFFICE USE ONLY:**

**Application Received**

Date \_\_\_\_\_ Time \_\_\_\_\_ Fee \_\_\_\_\_ Receipt \_\_\_\_\_

Application Complete?  Yes  No

Staff Recommendation: \_\_\_\_\_

**Planning Commission Recommendation**      **Date:** \_\_\_\_\_

Approval                       Disapproval                       Approval with Conditions

**Town Council Decision:**                      **Date:** \_\_\_\_\_

Approval                       Disapproval                       Approval with Conditions