



## Subdivision Administration Policy Notice

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**TO:** All Engineers, Surveyors and Real Estate Developers Serving Greenville County

**SUBJECT:** Process for Exempt Plats Involving Review Zoning District Parcels

**DATE:** December 3, 2019

**EFFECTIVE:** IMMEDIATELY

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Exempt plats that propose changes to parcels designated as review zoning districts (i.e. Planned Development (PD), Planned Office District (POD), Flexible Review District (FRD), Neighborhood Commercial (NC), or Industrial-2 (I-2)) must be reviewed and approved by the Planning & Zoning Department before plats will be accepted for review by Subdivision Administration. As such, an *Application for Changes to a Review District* application must be submitted to the Planning & Zoning Department along with the associated application fee. Once approved, the exempt plat may be submitted to Subdivision Administration as long as it is accompanied with a Planning & Zoning approval letter confirming that no further amendment to the final development plan is required.

The *Application for Changes to a Review District* form is available on the Zoning Department's website under Resources or by clicking the link below

<https://www.greenvillecounty.org/Zoning/Resources.aspx>. For questions about the application process for changes to a Review District, please contact the Planning & Zoning Department at 864-467-7425.