



**TOWN OF SANTEE  
PLANNING & ZONING DEPARTMENT**

194 Municipal Way (P.O. Box 1220) | Santee, SC 29142 | *Ph:* 803.854.2152 | *Website:* www.townofsantee-sc.org

**SPECIAL EXCEPTION APPLICATION**

**OFFICE USE ONLY:**

Date Received: \_\_\_\_\_

Fee Paid: \$365 plus mailing/attorney fees

**Please READ and PRINT clearly.** Complete and submit the application and attachments. If the applicant is not the owner(s), the owner(s) must complete and sign the *Designation of Agent*. **Staff cannot place this application on the agenda if it is incomplete and/or without the appropriate supporting documentation.** Please use additional paper. Include an accurate plat, scaled site plan, and any additional materials (i.e. photographs, elevation drawing with dimensions, or renderings). Site plans must be no longer than 11 x 17, and show scale, tax map number, property owner/developer information, date, vicinity map, north arrow, property shape and dimensions, landscaping, screening and buffering, and location and size of existing and/or proposed structures, and drives. Provide one of each hardcopy and digital site plan and plat. **The site plan must be prepared by a SC registered land surveyor, landscape architect, or engineer.**

Applicant Name: \_\_\_\_\_ Business Name: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Relationship to Property Owner:  Same  Lessee/Business Owner  Contractor  Other: \_\_\_\_\_

**Designation of Agent:** I/we hereby authorize the person named as Applicant to act on my/our behalf to submit and amend documents, meet with staff, and attend public meetings/hearings.

Owner's Name ( <i>print</i> )	Owner's Signature	Date
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Witness ( <i>print</i> )	Witness Signature	Date
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Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Zoning District: \_\_\_\_\_ List pertinent ordinance section: \_\_\_\_\_

Current property use:  Residential  Commercial  Industrial  Vacant Lot Area ( sq ft)/acre of propose project: \_\_\_\_\_

1. I am appealing/we appeal to the Zoning Board of Appeals for a special exception for use of the property (*describe proposed use/project*) \_\_\_\_\_  
\_\_\_\_\_
2. Demonstrate how special exception request meets the special exception provision. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. The proposed special exception will will not have an adverse impact on the adjacent properties or public safety, or create a nuisance. Please explain how this project will or will not have an adverse impact.  
\_\_\_\_\_  
\_\_\_\_\_

4. Will will not create any undue traffic congestion or hazardous traffic conditions?  
Please explain how this project will or will not undue traffic congestion.

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5. Indicate (check the applicable) supportive documentation. plat (**required**) scaled plot/site plan (*for new improvements*)  
applicable permits/approvals photographs elevation drawings with dimensions renderings  
others (*please list*) \_\_\_\_\_.

I attest to the best of my knowledge the information and attachment(s) provided are accurate. The proposed activity does not contradict any conditions, covenants, and/or restrictions. I authorize the subject property to be posted with a notice of the Board hearing.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date