



Subdivision Administration Policy Notice

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

SUBJECT: Clarification and Procedures for Group Development Review

EFFECTIVE: IMMEDIATELY

All residential or commercial developments, whether created with or without fee simple lots, where the units have driveways, parking areas, yards, courts, or other facilities owned and maintained in common area or will be served by private drives are classified as group developments.

When new lots are being created as part of an overall development, a preliminary plan must be submitted to Subdivision Administration that includes the required plan elements for group developments as outlined in Article 10 of the Zoning Ordinance and Article 12 of the Land Development Regulations. The plan shall be taken to Subdivision Advisory Committee (SAC) for comment and shall be approved by Planning and Zoning prior to proceeding to the Planning Commission for consideration.

For projects where no new lots are created, only a group development plan is submitted to Subdivision Administration according to the Subdivision Review Calendar and shall be taken to SAC for comments. However, the Planning and Zoning Department shall be the lead agency in processing all plan revisions and approval. Should lots be created at a later date, a Preliminary Plan will be required.