GENERAL INFORMATION

This brochure is a brief summary describing the process of "Subdivision Development" in Horry County. For detailed information on "Subdivision Development," refer to the **Horry County Land Development Regulations**.

Copies may be obtained from the Horry County Planning Department or on the Planning Department web page of the Horry County Government website at **www.horrycounty.org**.

WHAT ELSE WILL I NEED?

The following county departments and state or federal agencies may have criteria regarding subdivision development. Contact the Horry County Planning Department to determine which may apply to your proposed development.

Horry County Engineering & Stormwater Department - (843) 365-2097
Horry County Zoning Department – (843) 915-5490
Horry County Code Enforcement Department - (843) 915-5090
SC Department of Transportation – (843) 365-2130
SC Department of Health & Environmental
Control (DHEC) – (843) 248-1506
SC DHEC – Office of Coastal Resource
Management (OCRM) – (843) 626-7217
US Army Corps of Engineers – (843) 365-4239
Applicable local utility suppliers

SUBDIVISION DEVELOPMENT

IN HORRY COUNTY

Prepared by the
Horry County Planning Department

Horry County Government and Judicial Center
1301 Second Avenue, Suite 1-D
Conway, SC 29526

(843) 915-5340
(843) 915-6340 (fax)

WHAT IS A SUBDIVISION?

A **subdivision** of land occurs any time one (1) parcel of land is divided into two (2) or more parcels of land. Property is subdivided for a number of reasons such as to give land to a family member, to sell or rent/lease, for mortgage purposes, etc. The person or persons subdividing land are considered '**developers**'.

To create a subdivision of land requires the recordation of a survey, also called a '**plat**'. The plat must be prepared and sealed by a South Carolina licensed land surveyor and approved by the Horry County Planning Commission or Planning Department before recording. The plat and appropriate legal documents transferring ownership must be recorded at the **Horry County Register of Deeds Office** before the subdivision is a legal subdivision of land.

TYPES OF SUBDIVISIONS

There are two (2) types of subdivisions: major and minor.

A **Minor Subdivision** is: any parent tract of land divided or split into ten (10) or fewer parcels within a ten (10) year timeframe. Minor subdivisions are reviewed by the Planning Department.

Minor subdivisions are further split into two additional types:

(1) Those that contain five (5) or fewer lots
(2) Those that contains six (6) to ten (10) lots.

Access to minor subdivisions may be provided by:

(1) **A shared private driveway.** This type of access is only allowed in subdivisions containing one (1) to five (5) lots. Refer to Articles 2 and 4 of the **Horry County Land Development Regulations** for improvements requirements.

(2) **A Private or public roadway.** This type of access is required in any minor subdivision consisting of six (6) to ten (10) lots. Private roads may remain unpaved; however, they are required to have an all-weather travel surface. Public roads must be paved and constructed to the standards of Article 4 of the **Horry County Land Development Regulations.** Public roads are maintained by Horry County upon acceptance of the roadway by County Council.

Refer to Articles 2 and 3 of the **Horry County Land Development Regulations** for the submittal and plat content requirements for minor subdivisions. For additional information on minor subdivisions, refer to the brochure "**Minor Developments**."

A **MAJOR SUBDIVISION:** results when any property is divided or split into more than ten (10) parcels within a ten (10) year timeframe. The process of major development approval consists of the following steps.

All plans submitted for review must meet a submittal deadline (usually the last Tuesday of each month). Contact staff for the specific deadlines. The review process of a major development consists of the following three steps.

1) Sketch/Master Plans. This type of plan provides staff the opportunity to provide developers with a better understanding of what difficulties or issues may arise in the development of property. Refer to Article 3 of the **Horry County Land Development Regulations** for submission requirements.

2) Preliminary Plans. This type of plan is reviewed and approved by the Planning Commission. Preliminary plans for a development consist of a proposed lot layout and engineering plans. A land planner, design professional, or South Carolina licensed surveyor can prepare the proposed lot layout. A licensed South Carolina Professional Engineer must prepare the required engineering plans. Refer to Articles 2 and 3 of the **Horry County Land Development Regulations** for design requirements.

3) Final Plats. This type of plat is reviewed by the Planning Department. Before approving a final plat, all conditions of the preliminary plan must be addressed. Once approved, the final plat can be recorded in **Horry County Register of Deeds Office.** Refer to Article 2 and 3 of the **Horry County Land Development Regulations** for submission requirements.

Streets within major subdivisions must be paved. Ownership can be public or private. (See Article 4 and Appendix L of the **Horry County Land Development Regulations** for construction requirements.

Refer to the "**Major Developments"** brochure for additional information.