

**Planning & Zoning Department**  
1301 2nd Ave.  
Suite 1D09  
Conway, SC 29526



**Phone:** 843-915-5340

**Fax:** 843-915-6340

[www.horrycounty.org](http://www.horrycounty.org)  
[ZBAApplications@horrycountysc.gov](mailto:ZBAApplications@horrycountysc.gov)

## **ZONING BOARD OF APPEALS SUBMITTAL REQUIREMENTS**

### ***RURAL TOURISM PERMIT***

**A pre-construction meeting will be required before submittal of this application will be accepted. Please contact our office at the phone number above to schedule a meeting. After the meeting a commercial site plan reviewed will need to be submitted to Planning and Zoning to ensure compliance with all County and State regulations (Stormwater, Engineering and Code Enforcement).**

**All applications will be reviewed by an authorized Planning and Zoning staff member prior to acceptance to verify that the application is complete and all required documents are provided. Incomplete applications will not be accepted.**

#### **FEES**

**A \$300 fee** is required for each special exception application; payable by cash or check upon submittal of the application. Please refer to the attached meeting schedule for submittal times and meeting dates.

A sign is required to be posted on site to provide notice to adjacent property owners of the request. (1) One sign will be included in the application fee. If the site requires additional signage, each additional sign will be \$20.00.

#### **HEARING PROCEDURES**

1. The Zoning Administrator will summarize the request being brought before the Board and give a staff analysis of the request.
2. The applicant or their attorney will present their case to the Board and answer any questions the Board might have.
3. Any members of the public will be allowed to speak for the request, provided repetition is discouraged. Questions may be asked by the Board members.
4. Any party with a valid interest in opposing the request shall be allowed to present their case to the Board and shall answer any questions the Board might have.
5. Any members of the public will be allowed to speak against the request, provided repetition is discouraged. Questions may be asked by the Board members.
6. The Board may then deliberate and make motions, asking staff questions as needed.
7. Upon request by any interested party or his or her attorney, or at such other time as the Chairman in his or her discretion may allow, cross-examination of any witness may be conducted regarding evidence which is relevant to the issues before the Board.

Each agent or attorney presenting evidence will identify himself/herself and the parties they represent upon addressing the Board. Each member of the public who is recognized by the Chairman for comments will identify themselves prior to making comment. Any witness testifying before the Board who is not an attorney representing a client before the Board shall first be placed under oath.

#### **NOTIFICATION OF DECISION**

The Board's decision will be transmitted to the appellant and the Zoning Administrator.



# Horry County Zoning Board of Appeals



## Rural Tourism Permit Application

Date Filed \_\_\_\_\_

Request # \_\_\_\_\_

Energov # \_\_\_\_\_

1. Complete the application in its entirety (incomplete applications will not be processed);
2. If this is a commercial project a signed review sheet by the plans reviewer must be included with this application.
3. The property owner(s) as listed on the current tax records at the time of submittal must sign this application. In addition, if the property is located within a subdivision with a legal and active Home Owners Association (HOA), approval of the HOA must be provided with the application.

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

PIN: \_\_\_\_\_

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

Zoning District: \_\_\_\_\_

Project: \_\_\_\_\_

Subdivision: \_\_\_\_\_

Gate Code: \_\_\_\_\_

Property Owner(s) Name (s): \_\_\_\_\_

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

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

\_\_\_\_\_

Property Owner (s) Signature (If LLC or Corp Please Provide Authorization)

Date

### Designation of Agent (If property owner wishes to appoint an agent to Represent Him or Herself)

Agents Name: \_\_\_\_\_

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

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

I hereby appoint the person(s) listed above as agent to act on my behalf for the purposes of filing such application for a variance as he/she shall deem necessary and proper

Property Owner (s) Signature (If LLC or Corp Please Provide Authorization)

Date

### PLANNING AND ZONING DEPARTMENT USE ONLY

Have Survey: Yes  No

Property Owner(s) Have Signed: Yes  No

Have Business License (If Applicable): Yes  No

Have HOA Approval (If Applicable): Yes  No

County Council District: \_\_\_\_\_

Commercial Review Sheet (If Applicable): Yes  No

Future Land Use: \_\_\_\_\_

Signature of Zoning Representative

Date





## **Code Enforcement requirements**

### New Structures

1. All new structures requiring a building permit shall meet the requirements of the adopted building codes referenced in section 6-9-50 of the South Carolina Code of Laws.
2. A permit application with site plan and *construction documents* shall be submitted for examination by the building code official. Construction documents shall be prepared by a *registered design professional* and be consistent with the requirements of SC Law of Codes Title 40. Each structure shall be permitted separately.

### Existing Structures

1. Existing structures which will be used for rural tourism purposes, shall be evaluated by a registered design professional for gravity, wind, snow, and seismic loads in accordance with the SC Building Code.
2. A permit application for a *change of usage* with a site plan and *construction documents* shall be submitted for examination by the building code official. The construction documents shall consist of the evaluation report of the structure and any alterations required to meet code. Construction documents shall be prepared by a registered design professional and be consistent with the requirements of SC Law of Codes Title 40. Each structure shall be permitted separately.

### Use and Occupancy

1. All new and existing structures shall be identified for all its intended uses and occupancy classifications.

### Fire Protection

1. Fire hydrant protection shall be provided to all structures in accordance with SC International Fire Code or alternate means where approved by the fire code official.
2. Automatic sprinkler and fire alarm systems shall be installed where required by chapter 9 of the SC International Building Code.

### Accessory Structures

1. Accessory structures such as playground equipment and others intended for usage shall be evaluated by a registered design professional for safe operation.

## **Storm Water Requirements**

1. All land disturbance activities associated with land development and construction are required to obtain a stormwater permit if one-half (0.5) acre or more of area will be disturbed. Land disturbance is defined as any use of the land that results in a change in the physical characteristics or topography that may cause erosion that contributes to sediment and alters the quality or quantity of stormwater runoff.
2. Exemptions – A number of activities are exempt and therefore do not need to obtain a stormwater permit. Single family residential construction, Agricultural land uses, timbering activity, and minor residential subdivisions as defined by the County Land Development Regulations. If a project received OCRM approval prior to the effective date of the County ordinance and the project is under construction, then an exemption may be issued.

## Amusement Activities not allowed in Rural Tourism

### AM1 - Indoor Amusement Commercial District

**Intent.** The Indoor Amusement Commercial (AM1) District is intended to provide opportunities to locate and develop uses that are amusement-related that are generally located within fully enclosed buildings or facilities. Uses typically located within this district have limited impact upon adjacent properties due to their location within enclosed structures.

- i. **Hotel/ Motel**
- ii. **Indoor Amusement** (including, but not limited to: Billiard Halls, bowling alley, game room, aquarium (indoor), indoor shooting range, indoor paintball range, museum & gallery, skating rink, and video game arcade)
- iii. **Auditorium/theater**
- iv. **Sports Facility**

### AM2 - Outdoor Amusement Commercial District

**Intent.** The Outdoor Amusement Commercial (AM2) District is intended to provide opportunities to locate and develop use that are amusement-related in nature that are generally located outside a fully enclosed building or facility. Uses typically located within this district have significant impact upon adjacent properties do to their large scale, noise, and level of activity. Uses within such district should be sited in a manner that minimizes potential adverse impacts upon adjacent properties.

- v. **Hotel/ Motel**
- vi. **Indoor Amusement** (including, but not limited: to Billiard Halls, bowling alley, game room, aquarium (indoor), indoor shooting range, indoor paintball range, museum & gallery, skating rink, and video game arcade)
- vii. **Auditorium/ Theater**
- viii. **Outdoor Amusement** (including, but not limited to: Amphitheater & Drive-in theater, aquarium (outdoor), theater/ auditorium with animals entertainment & outside grazing, waterpark, water-related show & commercial pool)
- ix. **Batting Cage**
- x. **Paintball Facility**
- xi. **Golf Amusements, including driving ranges and miniature golf courses**
- xii. **Golf Course**
- xiii. **Go-carts and Bumper Cars**
- xiv. **Racing Motor Sports**
- xv. **Commercial Pier**
- xvi. **Sports Facility**
- xvii. **Commercial Marina, fishing & shipping facility**
- xviii. **Commercial parking lot/ garage**
- xix. **Water transportation service**

# Horry County Zoning Board of Appeals



## 2026 Meeting Schedule

<u>Application Deadline</u>	<u>Meeting Date</u>
December 4, 2025	January 12, 2026
December 31, 2025	February 9, 2026
January 29, 2026	March 9, 2026
March 5, 2026	April 13, 2026
April 2, 2026	May 11, 2026
April 30, 2026	June 8, 2026
June 4, 2026	July 13, 2026
July 2, 2026	August 10, 2026
August 6, 2026	September 14, 2026
September 3, 2026	October 12, 2026
October 1, 2026	November 9, 2026
November 5, 2026	December 14, 2026
December 3, 2026	January 11, 2027

*Meetings are held at 5:30 p.m. at the Horry County Government and Justice Center, Conference Room B, located at 1301 Second Avenue in Conway, South Carolina*