

Planning & Development Department

803-329-8763 / telly.shinas@cityofrockhill.com

Physical (By Appointment Only): 155 Johnston Street, Rock Hill, SC 29730

Mailing: PO Box 11706, Rock Hill, SC 29731-1706

www.cityofrockhill.com



REZONING APPLICATION

WHEN TO USE THIS PROCESS

Use this application to request a different zoning district for land that is located within the City of Rock Hill than is currently assigned. (Use the [annexation application](#) instead if you are proposing to bring land into the City of Rock Hill from an unincorporated area of York County, and rezone it through that process.)

APPLICATION PROCESS

The rezoning process usually takes about 60 to 90 days unless the request is to rezone to a [Master Planned zoning district](#).

1. **Contact [Telly Shinas](#)** at 803-329-8763 to schedule a meeting or phone conversation about the request.
2. **Submit the rezoning application on the next page in PDF format** through the Online Services website at www.cityofrockhill.com/onlineservices.
3. **We will email you an invoice** for the rezoning application fee.
 - Request to rezone to district other than Master Planned district
 - Five acres or less: \$500
 - More than five acres: \$500 for the first five acres plus \$50 for each additional acre (round up to the next whole acre); \$2,000 maximum
 - Request to rezone to Master Planned district:
 - Five acres or less: \$1,000
 - More than five acres: \$1,000 for the first five acres plus \$50 for each additional acre (round up to the next whole acre); \$2,500 maximum
4. Rezoning requests to a Master Planned zoning district require a **neighborhood meeting**, and in other cases, we may recommend that as well.
5. **We will schedule the [Planning Commission](#) to hold a public hearing** about the requested zoning district where people for and against the proposed change may comment on it. The Planning Commission also will make a recommendation to City Council about that, as will City staff.
 - a. We are required to advertise the rezoning request in accordance with state law. At least 15 calendar days in advance of the hearing, we will post a sign(s) on the property giving the public notice about the request, mail a postcard to all property owners and tenants within 300 feet of the property, and will place a legal advertisement regarding the request in *The Herald* newspaper.
 - b. The Planning Commission usually meets the first Tuesday of each month at 6 p.m. in the Council Chambers at City Hall (address above). The calendar for the year is available on our website.
 - c. You should plan to attend this meeting.

6. [City Council](#) will consider the request over two separate meetings.

- a. Please note that City Council is not required to rezone the property. If City Council decides not to rezone the property, the request will not be considered after the first meeting.
- b. City Council usually meets the second and fourth Mondays of each month, also at 6 p.m. in the Council Chambers at City Hall, except in July and the second meeting in December.
- c. You should plan to attend at least the first of these two meetings. Generally, City Council will not have substantive discussion about the request at the last meeting unless some issues were left unresolved during first reading.

For more information about how to prepare for and what to expect at the Planning Commission and City Council meetings, please see our [Applicant's Guide to the Rezoning Process](#).

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General Rezoning Location: _____

Tax map number	Address(es)	Property owner	Acres	Existing Land Use(s)	City Land Use Classification (if known)	Existing City Zoning District	Requested City Zoning District
<i>Example:</i> 345-22-00-230	420 Example St.	Rock Hill Cars, LLC	2.14	<input type="checkbox"/> Undeveloped <input type="checkbox"/> Single-Family <input type="checkbox"/> Multi-family <input checked="" type="checkbox"/> Commercial/Institutional <input type="checkbox"/> Industrial	Automobile Sales	GC	CC
				<input type="checkbox"/> Undeveloped <input type="checkbox"/> Single Family <input type="checkbox"/> Multi-family <input type="checkbox"/> Commercial/Institutional <input type="checkbox"/> Industrial			
				<input type="checkbox"/> Undeveloped <input type="checkbox"/> Single Family <input type="checkbox"/> Multi-family <input type="checkbox"/> Commercial/Institutional <input type="checkbox"/> Industrial			
				<input type="checkbox"/> Undeveloped <input type="checkbox"/> Single Family <input type="checkbox"/> Multi-family <input type="checkbox"/> Commercial/Institutional <input type="checkbox"/> Industrial			
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				<input type="checkbox"/> Undeveloped <input type="checkbox"/> Single Family <input type="checkbox"/> Multi-family <input type="checkbox"/> Commercial/Institutional <input type="checkbox"/> Industrial			

General description of reason for requesting rezoning: *Example: to develop a single-family neighborhood*

Primary Applicant Name: _____

Mailing Address: _____

Phone: _____ Email: _____

Signature: _____

Required attachments:

- Sketch plan** if rezoning is being proposed in order to develop the property
- Letter from property owner(s)** consenting to the application if you do not own the property. Contact us for a template.