

PLANNING AND DEVELOPMENT
IMPACT ASSESSMENT CHECKLIST

This checklist is just a tool. Please refer to §156.054 to ensure a complete and accurate submittal.

(A) FEES - Provide appropriate fees as shown on the fee schedule.			
(B) Required of all projects meeting one or more of the following conditions.			
1	The proposed development is comprised of residential uses that are projected to generate more than 75 peak hour vehicle trips		
2	The proposed development is comprised of 40,000 square feet or more of nonresidential area, and is projected to generate more than 75 peak hour vehicle trips.		
3	The proposed development is comprised of a combination of residential and nonresidential uses such that the residential component only is projected to generate more than 75 peak hour vehicle trips, and the nonresidential component consists of 40,000 square feet or more of area.		
(C) IMPACT ASSESSMENT			
1	General written description items, as applicable.		
	a	Phasing. Include target dates for start and completion.	
	b	Site size. Total area, and sub-areas of high ground, tidal marsh and wetlands.	
	c	The following as applicable:	
		1	Quantity and type of residential units
		2	Commercial floor area
		3	Tourist accomodation units.
		4	Parking capacities.
	5	Residential Density. Units per acre of land as specified herein.	
	d	Describe the relationship of the proposed development to the Town Comprehensive Plan's objectives and policies.	
e	Also indicate the relationship to existing or proposed plans for public facilities such as parks and recreation, schools, transportation, wastewater treatment; and the like.		
f	Describe the relationship of the proposed project to any of the Town's special area management plans.		
g	Building and siting specs to comply with Federal Flood Insurance Regulations.		
2	Specific impacts upon facilities, services and resources.		
	a	Public facilities; water supply & wastewater management.	
		1	Average daily potable water demand at the end of each phase.
		2	Specify consumption rates.
	b	3	Volume and characteristics of any industrial or other effluents.
		Public facilities; drainage. For projects that equal or exceed 10 acres of land.	
		1	Current drainage pattern of the property including topographic information represented with one-foot contours;
		2	Sub-watershed map identifying significant drainage features within the nearest receiving waterbody drainage basin;
		3	Hydrology analysis that demonstrates no change in conditions upstream or downstream from the proposed development when repititive flood losses are known within the sub-watershed basin.
		4	Waterquality plan describing how the imparment will be addressed during and after construction, when the receiving waterbody contains a total maximum daily loading restriction, or when an impaired monitoring station that is identified on the SCDHEC 303d list.

c	Public facilities; transportation		
	1	Provide a projection of expected vehicle trip generation at the completion of each phase	
	2	Describe external trip generation, average daily traffic, peak hour traffic; impacts on existing facilities.	
	3	Describe relationship of project transportation needs to other transportation improvement plans.	
	Describe proposed mitigation of identified impacts.		
d	Police, Fire, Recreation and Public Services.		
	1	Provide a description of how the proposed project will affect basic town services, as applicable.	
	2	Relate service provisions to applicable standards, i.e. personnel, service area, facilities and equipment and the relationship to adopted plans (ex. Recreation Master Plan).	
	3	Indicate method of solid waste collection, either public or private, in text and describe pertinent factors such as aggregate individual receptacles or common collective receptacles. Graphically depict location on conceptual plan and address applicable access requirements.	
e	Education. Provide an assessment of impact on the school system, to include projection of school age children by type of school and attendance zone.		
f	Cultural, archeological and environmental resources.		
	1	Describe the impact of the proposed project on relevant cultural, archeological and environmental resources, particularly as it related to displacement or alteration of the same as a result of drainage improvements and land disturbance for development.	
	2	Indicate tree removal on conceptual plan.	
g	Fiscal/economic consideration.		
	1	Provide an analysis of the estimated average annual ad valorem tax yield from the proposed project during each phase of development. Indicate assumptions and standards utilized, including but not limited to, assessed value, exemptions, millage rate, and the like.	
	2	Provide totals for other applicable fees, such as impact fees, permit fees and plan review fees.	
h	Housing. Provide a breakdown of the proposed residential units, by price or rental range; and the type of unit, such as single-family, duplex, townhouse, and the like and assess the potential of the proposed development to meet local housing needs.		
i	Letters of coordination. Provide any letters of coordination required as a result of the pre-application meeting.		
(D) PLAN DRAWINGS PROVIDED			
1	Concept plan (or Sketch Plan as provided in §156.054(E)(1)(a))		
2	Master drainage plan, with topographical map.		
3	Master sanitary sewer plan.		
4	Master potable water plan.		