



TEXT AMENDMENT APPLICATION

This application is used to request a text amendment to the City of Myrtle Beach Zoning Ordinance or City Code. All information contained in this application is subject to public disclosure under the South Carolina Freedom of Information Act (FOIA).

TYPE OR PRINT all answers on this application. Attach any additional information requested to complete this application. There is a two hundred (\$200.00) dollar, non-refundable fee for this application. (Cash or check payable to "City of Myrtle Beach".)

Name of Applicant: _____

Address: _____

Phone Number: _____ Fax Number: _____

Email: _____

ACTION REQUESTED

Section of Ordinance / City Code to be amended: _____

Wording of proposed text amendment (attach additional sheets, if necessary): _____

Reason for this amendment: _____

TEXT AMENDMENT APPLICATION

The Planning Commission considers requests for text amendment at their regularly scheduled meeting (generally the third Tuesday of each month). To be placed on the Planning Commission’s agenda, the completed text amendment application and all additional requested materials must be submitted to the City of Myrtle Beach Planning Department (located on the first floor of City Hall) by 5:00 p.m. on the date of the deadline. A deadline schedule is available from the Planning Department upon request. **This application in no manner implies approval or acceptance of the proposed text amendment request by the City of Myrtle Beach nor does the City waive its right and privilege to deny such application.**

Public Hearing: Regulations require that this application be given a public hearing. Notification of the public hearing will be in the form of advertisement in a local newspaper.

Withdrawal Policy: Complete applications will be processed by the Planning Department. At the written request of the applicant, PRIOR TO PUBLIC NOTIFICATION, an application may be continued, tabled or withdrawn. Once the public has been notified of the public hearing, the application request shall be placed on the agenda. During the public hearing, the applicant may request that the item be continued or tabled. Should the applicant wish to remove the request from the agenda after public notification but prior to the public hearing, the applicant must withdraw the application in writing. Once an application is withdrawn the file is closed. Another application, along with any applicable fees, may be submitted at a future date.

CERTIFICATION AND SIGNATURE

The undersigned hereby respectfully request(s) that the above referenced ordinance(s) of the City of Myrtle Beach be amended and that this application be processed through the required procedures of the City. All of the above statements and information, whether written on this application or attached, are true and correct to the best of my knowledge and belief.

Signature of Applicant: _____ Date: _____

Signature of Authorized Agent: _____ Date: _____

If there are any questions regarding text amendment policies and procedures, or if you need assistance in completing the application please contact the Planning Department at:

**CITY OF MYRTLE BEACH PLANNING DEPARTMENT
 CITY HALL
 937 BROADWAY
 P.O. BOX 2468
 MYRTLE BEACH, SC 29578
 PHONE – 843-918-1050 / FAX – 843-918-1083
 WEBSITE – www.cityofmyrtlebeach.com**