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## Subdivision Administration Policy Notice

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**TO:** All Engineers, Surveyors and Real Estate Developers Serving Greenville County

**DATE:** December 14, 2020

**SUBJECT:** Staff Recommendations to the Planning Commission

**EFFECTIVE:** January 2021

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In 2020, numerous applications were held for outstanding specific requirements which have led to inefficiencies in processing new applications and an excessive workload for staff.

In 2021, staff recommendations to the Planning Commission will either be denial, approved, or approved with conditions. Please be advised that applications that fail to adequately address specific requirements or miss the revision submittal deadline will be recommended for denial by staff. Applicants may request to withdraw an application if specific requirements or issues can't be addressed within the deadlines established by the Subdivision Review Calendar.

If you have any questions, please don't hesitate to contact the Subdivision Administration office. Thank you.