



Town of Meggett
Zoning & Planning
4776 Highway 165
Meggett, SC 29449
(843) 889-3622

NON-COMMERCIAL LAND DISTURBANCE ZONING PERMIT CHECKLIST

Completed Permit Application (attached)

Tree Survey

- All tree surveys shall include the name, phone number, address, signature, and seal of a licensed surveyor, landscape architect, or civil engineer registered in the State of South Carolina. The survey shall include all trees to be protected or preserved, and those scheduled to be removed, including dead and damaged trees.

Signed Tree Affidavit

Signed Restrictive Covenants Affidavit

Site Plan

- Drawn to Engineer's Scale: (1"=10', 20', 30', 40', 50', or 60')
- Includes the following information:
 - Property Dimensions (may be found on a recorded plat, which can be obtained from the ROD Office)
 - Dimensions and locations of all existing and proposed structures and improvements.
 - Setbacks, Driveways, Parking Areas, Access Routes, Utilities, etc.
 - All Grand Trees (Live Oaks 24" DBH or greater) present on the parcel, **with applicable protection barricades.**
 - Wetlands/OCRM Critical Line delineated, approved, stamped, and signed every (5) years by Coastal Council, if applicable
 - Jurisdictional Determination from the US Army Corp of Engineers, if applicable.

Coverage under NPDES Construction General Permit or Letter of Exemption from SC DHEC, if applicable

- DHEC is the permitting authority for the [NPDES Stormwater Program](#) as approved by the EPA, who itself is tasked with running this program Nationwide as mandated in the Clean Water Act. As the permitting authority, DHEC must regulate stormwater runoff from construction sites to improve water quality. See pg. 2 of this packet for additional information.

Small Residential Lot Erosion & Sediment Control Plan, if applicable (attached)

- Small Residential Lot Erosion & Sediment Control Plans are a group of minimum erosion and sediment control practices and management techniques that apply to small homesite construction activity on a single residential lot, in order to prevent polluted discharge. See pg. 2 of this packet for additional information.

Department of the Army Permit for any work impacting a wetland, if applicable

Fee Required for Zoning Permit (\$25)

NOTE: Payments in-person can be made with cash. Check payments can be made in-person or mailed to Town Hall. Credit/Debit Cards are accepted with a 2.9% + \$0.30 processing fee added and are accepted via online payment or in-person.

ELECTRONIC SUBMISSION PREFERRED - PLEASE EMAIL REQUIRED DOCUMENTS TO: aravenel@townofmeggettsc.org

Important Contact Information:

SCDHEC – Bureau of Water, Coastal Stormwater Division
(843) 953-0150
1362 McMillan Ave, Suite 300
Charleston, SC 29405



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NON-COMMERCIAL LAND DISTURBANCE STORMWATER COVERAGE EXPLANATION

OVERVIEW

DHEC is the permitting authority for the NPDES Stormwater Program as approved by the EPA, who itself is tasked with running this program Nationwide as mandated in the Clean Water Act. As the permitting authority, DHEC must regulate stormwater runoff from construction sites to improve water quality.

Each project owner must develop and implement a site-specific stormwater management plan to control stormwater runoff and sediment from construction sites. These plans must be reviewed and approved by DHEC. All requirements for permit coverage are based off their amount of disturbance and location.

Land disturbing activities that result in a change in the natural cover or topography must utilize [Best Management Practices](#) (BMPs) to prevent violations of the Federal Clean Water Act. All land disturbing activities are subject to permitting requirements, regardless of whether the lot is exempt from obtaining NPDES Permit Coverage.

NON-EXEMPT LOTS

Your residential lot may be subject to Stormwater NPDES Coverage requirements if one or more of the following apply:

- The lot is part of a [Larger Common Plan](#) (LCP) for development or sale;

NOTE: If the lot is part of a subdivision platted after 2003, land disturbing activity may be covered under an active permit for that subdivision. All construction activity must comply with erosion control plans for individual lots as shown on the subdivision's approved Stormwater Pollution Prevention Plan (SWPPP).

- The construction activity/site preparation will result in more than one-acre of disturbance;
- The lot drains within ½ mile of a coastal receiving water;

EXEMPT LOTS

If it is determined that the residential lot is considered exempt from DHEC Stormwater Permit requirements, property owners and/or developers must still implement BMP's to prevent erosion and minimize off-site sediment impact.

Applicants completing this packet for a Town of Meggett Land Disturbance Permit must complete the enclosed [Small Residential Lot Erosion & Sediment Control](#) form to acknowledge that, while they may be exempt from NPDES Stormwater Coverage, this does not alleviate them from the responsibility to provide erosion and sediment control measures to prevent the concentration of stormwater runoff and the transport of sediment from the site to storm drains/ditches, surface waters, wetlands, adjacent properties, and roadways. The form also requires that the applicant draw or provide a basic Stormwater Pollution Prevention Plan (SWPPP) indicating how the site will incorporate the applicable BMP's.

Pages (2) and (3) of the [Small Residential Lot Erosion & Sediment Control](#) form identify various methods that can be utilized on site to manage runoff; each method has associated restrictions that may make it inappropriate for certain sites. The applicant is advised to research each method carefully (using the [DHEC Best Management Practices Handbook](#)) to determine which is most suitable for the site. A combination of methods may be used. If the site cannot accommodate the methods shown, has severe site constraints, or could aggravate downstream flooding problems, the Town may require that a licensed design professional provide a design plan.



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NON-COMMERCIAL LAND DISTURBANCE ZONING PERMIT APPLICATION

APPLICANT INFORMATION

Name(s): _____

Address: _____

Email: _____ Phone: _____

PROJECT INFORMATION

TMS#/Parcel ID:	
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Project Address:	
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Total Acres:		Disturbed Acres:	
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Please provide a detailed explanation of your proposed use for the property:

AFFIRMATION

I hereby certify that I have read this application and declare under penalty of perjury that the information contained herein is correct and complete. I agree to comply with all Town Ordinances and State laws relating to building construction and hereby authorize representatives of the Town of Meggett to enter upon the above-mentioned property for inspection purposes. Any willful misrepresentation listed on this permit application shall constitute grounds for permit revocation.

Signature

Printed Name

Date

OFFICE USE ONLY

Received By:	Date:	Application #:



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SMALL RESIDENTIAL LOT EROSION & SEDIMENT CONTROL PLAN

QUALIFICATION CHECKLIST & ACKNOWLEDGEMENT

TMS#/Address: _____

TO QUALIFY AS A "SMALL RESIDENTIAL LOT", THE FOLLOWING STATEMENTS MUST ALL BE TRUE (INITIAL ALL THAT APPLY):

My project is considered a SMALL RESIDENTIAL LOT PROJECT:

- My project is limited to the site preparation/construction of a single-family dwelling; and
- The lot in question is not part of a Larger Common Plan (LCP) for sale or development; and
- I am not, as part of this project, responsible for the construction and/or maintenance of roads (not including driveways) or storm sewers, ditch networks, OR a sediment basin or similar impoundment.

My project will not involve disturbances or discharges to certain sensitive areas:

- My project will not cause earth disturbances within 50 feet of a receiving water; and
- My project will not impact any Waters of the State or a non-jurisdictional wetland; and
- My project will not discharge into an impaired waterbody OR disturb "steep slopes"; and
- There are NO threatened or endangered species or critical habitat (including shellfish beds) in the areas directly or indirectly affected by my project.

At my site and during the course of the project, ALL of the following statements are true:

- I understand and agree to implement required **Best Management Practices (BMP's)** as recommended by SCDHEC to control stormwater runoff from construction activities. I understand that I may need to supplement or modify implemented protection measures as site conditions develop to control on-site erosion and ensure all site runoff is adequately treated by stormwater controls.
- I am responsible for implementing, maintaining and monitoring effectiveness of the SWPPP included herein during construction; I am also responsible for ensuring that all contractors and delivery personnel on site will comply with the SWPPP.
- I acknowledge that non-compliance will result in Notice of Violations and/or Stop Work Orders. Non-compliance may also lead to permit suspension, revocations, and penalties.

AFFIRMATION

I, the undersigned, hereby certify that the above information is true and accurate. All provisions of laws and resolutions governing this type of work will be complied with whether specified herein or not. This permit shall not be construed as authority to violate or cancel the provisions of any Federal, State or Local law regulating construction or the performance of construction.

 Signature

 Printed Name

 Date



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SMALL RESIDENTIAL LOT EROSION & SEDIMENT CONTROL PLAN

DEFINITION

Small Residential Lot Erosion & Sediment Control Plans are a group of minimum erosion and sediment control practices and management techniques that apply to small homesite construction activity on a single residential lot, in order to prevent polluted discharge.

PURPOSE

This appendix lays out a series of minimum requirements for erosion and sediment control, and management practices that may be used to meet these requirements. Use of these templates will help show compliance with the general requirements for construction activities that require basic stormwater pollution prevention plans (SWPPP). This applies to the construction of small homesites.

CRITERIA

Generally, several types of practices are required on any one site for effective erosion and sediment control. There are three broad categories of construction-related practices for controlling erosion and sediment on small homesite developments:

1. **Cover Practices** prevent erosion by protecting the soil surface from rainfall and runoff. Prevention of erosion is the most preferable and cost-effective approach. These practices include: protection of existing vegetation; temporary covering of exposed soil by mulching, matting, or covering; and permanent site stabilization by topsoiling, seeding, and/or sodding.
2. **Structural Practices** are structural controls that either reduce erosion, control runoff, or keep sediment on the construction site. Examples of these practices include stabilized construction entrances, filter fences, sediment traps, berms, and check dams.
3. **Management Measures** are construction management methods that prevent or reduce erosion potential and ensure the proper functioning of erosion and sediment control practices. Careful construction management can dramatically reduce the costs associated with erosion and sediment problems. Examples of these management measures include:
 - a. Preserving existing trees and grass where possible to prevent erosion;
 - b. Decompacting and re-vegetating the site as soon as possible;
 - c. Locating soil piles away from roads or waterways;
 - d. Limiting tracking of mud onto streets by requiring all vehicles to use designated access drives;
 - e. Removing sediment carried off-site by vehicles or storms;
 - f. Installing downspout extenders to prevent erosion from roof runoff; and
 - g. Maintaining erosion and sediment practices through sediment removal, structure replacement, etc.

MINIMUM REQUIREMENTS

1. **Stabilized Construction Entrance:**

To prevent vehicles and equipment from tracking sediment and mud off-site, apply gravel or crushed rock to the driveway area and restrict traffic to this one route. This practice will help keep soil from sticking to tires and stop soil from washing off into the street. Carry out periodic inspections and maintenance including washing, topdressing with additional stone, reworking, and compaction. Plan for periodic street cleaning to remove any sediment that may have been tracked off-site. Remove sediment by shoveling or sweeping and transport to a suitable disposal area where it can be stabilized.

2. Stabilization of Denuded Areas:

Stabilization measures must be initiated as soon as practicable, but in no case more than seven (7) days after the construction activity has ceased. Where construction activity on a portion of the site is temporarily ceased, and earth-disturbing activities will be resumed within seven (7) days, temporary stabilization measures need not be initiated on that portion of the site. Stabilize denuded areas by implementing soil covering practices (e.g. mulching, matting, sodding). Exposed soils are the most prone to erosion from rainfall and runoff. Vegetation helps protect the soil from these forces and provides natural erosion control. Plan construction to limit the amount of exposed area as much as possible. Clearing limits should be clearly marked and kept as small as possible. Once construction is completed, the site must be permanently stabilized with topsoiling, seeding and plantings, or sodding if needed.

3. Protection of Adjacent Properties:

Keep sediment on-site by using structural and source control practices (e.g. vegetative buffer strips, sediment barriers, soil berms or dikes, etc). Wherever possible, preserve a buffer of existing vegetation around the site boundary. This will help to decrease runoff velocities and trap sediment suspended in the runoff. Other structural controls such as silt fence or straw bale barriers should also be used to filter runoff and trap sediment on-site.

4. Concentrated Flow:

For constructed drainage ways, or other areas of concentrated flow, install check dams to reduce erosion in the channel. As with other erosion controls, check dams must be inspected regularly. Remove sediment accumulated behind the dam as needed to allow channel to drain through the stone check dam and prevent large flows from carrying sediment over the dam. Replace stones as needed to maintain the design cross section of the structures. Sediment removal is crucial to the effectiveness of the dam—if not maintained, high flows could cause erosion around the sides of the structures, adding significant sediment loads downstream.

5. Maintenance:

Maintain erosion and sediment control practices through regular inspection. Regular maintenance is extremely important for the proper operation of structural practices. After initial groundbreaking, the builder shall conduct site inspections at least once every 14 calendar days and within 24 hours of the end of a storm event of 0.5 inches or greater.

6. Soil Restoration:

Soils that have been disturbed and compacted due to construction activities should be de-compacted to restore their previous hydrologic condition. This normally involves aeration of small areas for home sites.

7. Other Practices:

Use additional practices as recommended by SCDHEC to mitigate effects of increased runoff. This may include providing additional controls to a locally protected stream or resource area, protecting riparian corridors (vegetative stream buffers), etc. Individual homeowners and/or developers are responsible for researching additional requirements related to erosion and sediment runoff control.

ADDITIONAL REQUIREMENTS

Use the map template on the following page to depict how your Small Residential Lot project will comply with the standards outlined herein. Applicants may utilize a modified version of their Site Plan to fulfill this requirement, if they so choose.



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SMALL RESIDENTIAL LOT EROSION & SEDIMENT CONTROL PLAN

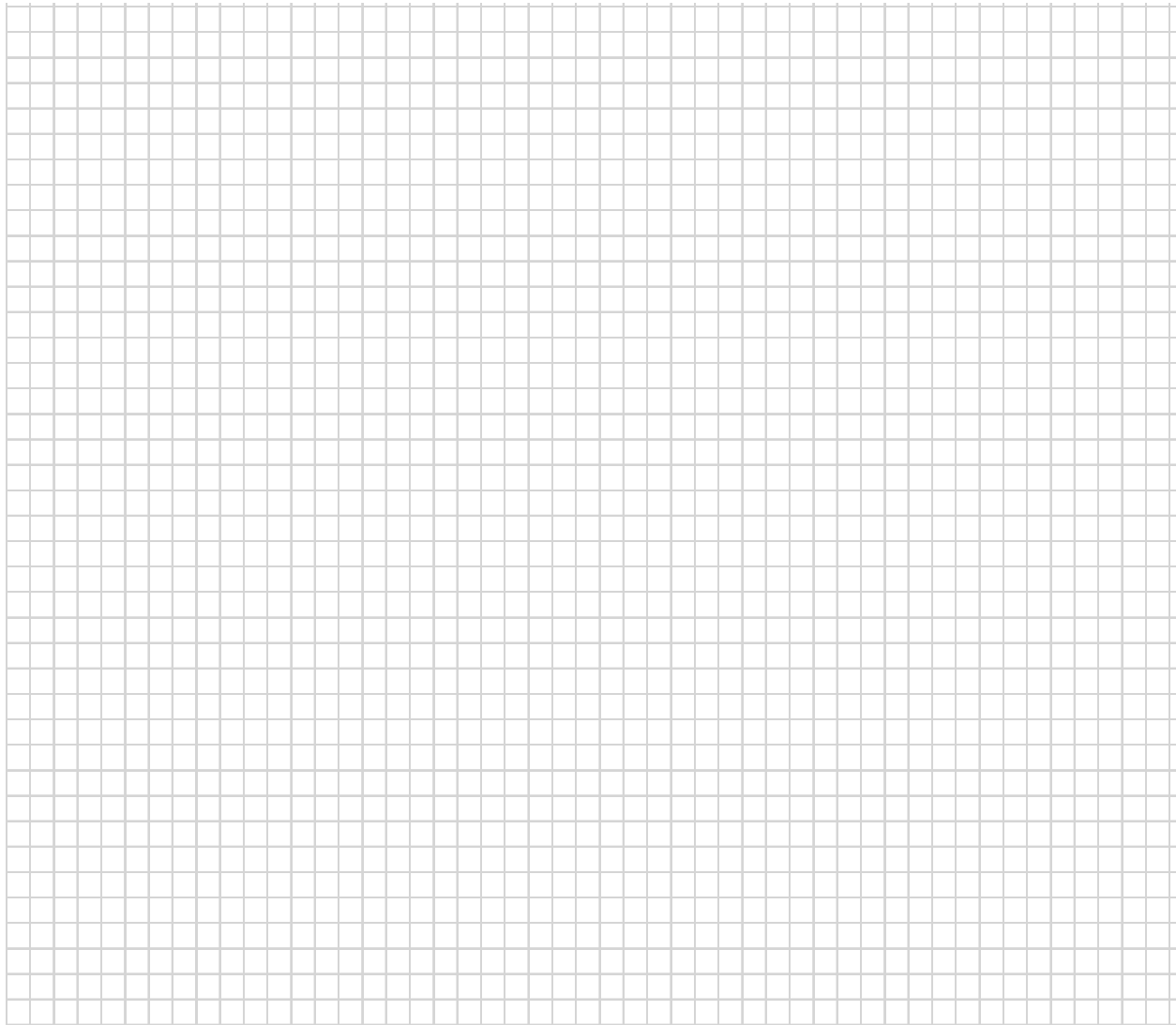
MAP

Use this map to depict:

- ✓ Boundaries of your site
- ✓ Topography of the site, existing vegetative cover, and drainage patterns
- ✓ Locations where construction activities and earth-disturbing activities will occur
- ✓ Locations of all erosion and sediment controls
- ✓ Locations of all dumpsters, construction material stockpiling, equipment, parking, concrete wash outs, etc.

TMS#: _____

Site Address: _____



I certify that I will follow the basic Stormwater Pollution Prevention Plan (SWPPP) as depicted and that I am responsible for implementing, maintaining, and monitoring effectiveness of the SWPPP during construction on the lot listed above.

Signature

Printed Name

Date



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RESTRICTIVE COVENANTS AFFIDAVIT

Please read the below affirmation carefully, sign if you agree, and return to Zoning & Planning Staff for review. Restrictive Covenants are filed with the Register of Deeds Office and copies, should they exist in association with your parcel, may be obtained from their Office.

I have researched the Restrictive Covenants applicable to the parcel identified below and have found that either there are no restrictive covenants applicable to the subject property/properties or that the proposed permit application is not contrary to, does not conflict with, and is not prohibited by any of the Restrictive Covenants, as specified in SC Code Ann. §6-29-1145.

TMS#(s)/PID#(s): _____

Address: _____

 Signature Printed Name Date

EXPLANATION:

Effective July 1, 2007, South Carolina Code of Laws §6-29-1145 requires local governments to inquire in the permit application, or in written instructions provided to the applicant, if a tract or parcel of land is restricted by a recorded covenant that is contrary to, conflicts with, or prohibits an activity for which a permit is being sought. A copy of this statute is available below for your convenience.

SECTION 6-29-1145. Determining existence of restrictive covenant; effect.

(A) In an application for a permit, the local planning agency must inquire in the application or by written instructions to an applicant whether the tract or parcel of land is restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the permitted activity.

(B) If a local planning agency has actual notice of a restrictive covenant on a tract or parcel of land that is contrary to, conflicts with, or prohibits the permitted activity:

1. in the application for the permit;
2. from materials or information submitted by the person or persons requesting the permit; or
3. from any other source including, but not limited to, other property holders, the local planning agency must not issue the permit unless the local planning agency receives confirmation from the applicant that the restrictive covenant has been released for the tract or parcel of land by action of the appropriate authority or property holders or by court order.

(C) As used in this section:

1. "actual notice" is not constructive notice of documents filed in local offices concerning the property, and does not require the local planning agency to conduct searches in any records offices for filed restrictive covenants;
2. "permit" does not mean an authorization to build or place a structure on a tract or parcel of land; and
3. "restrictive covenant" does not mean a restriction concerning a type of structure that may be built or placed on a tract or parcel of land.

HISTORY: 2007 Act No. 45, Section 3, eff June 4, 2007, applicable to applications for permits filed on and after July 1, 2007; 2007 Act No. 113, Section 2, eff June 27, 2007.



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TREE PROTECTION & PRESERVATION

AFFIDAVIT

Please read the below affirmation carefully, sign if you agree, and return to Zoning & Planning Staff for review.

I hereby certify that the proposed activity or development on the parcel identified below will be undertaken without the disturbance, alteration, removal, or destruction of any required Grand Tree (Live Oaks with a DBH of 24" or greater) as defined in **Chapter 9, Tree Protection & Preservation**, of the *Town of Meggett Zoning and Land Development Regulations Ordinance* (ZLDR).

I assume full legal responsibility for any actions not in compliance with the tree preservation requirements of the Town. I am aware that violations may result in stop work orders, revocation of zoning and building permits, delays in issuance of certificate of occupancy, fines, and replacement trees as mandated by the Board of Zoning Appeals or Planning Director.

TMS#(s)/PID#(s): _____

Address: _____

 Signature Printed Name Date

Please read the information given below and **INITIAL** to confirm you understand the information as it has been provided to you.

TREE PROTECTION DURING DEVELOPMENT & CONSTRUCTION

 (Initial Here)

Protective barricades shall be placed around all required trees in or near development areas on all zoning parcels, prior to the start of development activities. These barricades, constructed of wood or plastic fencing or other approved materials shall be erected in accordance with standards by the Zoning Administrator and placed beneath the canopy drip line **OR** one-foot times the DBH of the tree as a radius from the trunk. The barricades shall remain in place until development activities are complete. The area within the protective barricade shall remain free of all building materials, dirt, fill, or other construction debris, vehicles, and development activities.

NOTE: Representatives of the Town are authorized under the conditions of this permit application to make random site inspections to verify that these standards and requirements are being complied with during construction. Failure to implement these requirements may result in enforcement action.

DEFINITION OF "TREE REMOVAL"

 (Initial Here)

For the purpose of this Article, the term "tree removal" shall include, but not be limited to, damage inflicted to the root system by machinery; girdling; storage of materials and soil compaction, changing the natural grade above or below the root system or around the trunk; damage inflicted on the tree permitting fungus infection or pest infestation; excessive pruning; excessive thinning; paving with concrete, asphalt or other impervious material within such proximity as to be harmful to the tree; or any act of malicious damage to a tree.