



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

# NON-RESIDENTIAL SIGNAGE ZONING PERMIT APPLICATION

## CHECKLIST OF REQUIREMENTS

\*PLEASE SUBMIT SEPARATE APPLICATIONS FOR EACH INDIVIDUAL SIGN.\*

**Completed Permit Application (attached)**

**Signed Tree Affidavit**

**Signed Restrictive Covenants Affidavit**

**Construction Plans**

- Detailed drawings of the proposed sign showing the size, construction materials, color, lighting, support and foundation details, text, letter style and letter size.

**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.

**Fee Required for Zoning Permit (\$50) OR (\$20) for Agricultural Signs**

**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 processing fee added and are accepted via online payment or in-person.

**ELECTRONIC SUBMISSION PREFERRED- PLEASE EMAIL REQUIRED DOCUMENTS TO: [aravenel@townofmeggettsc.org](mailto:aravenel@townofmeggettsc.org)**



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## APPLICANT INFORMATION

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

## PROJECT INFORMATION

<b>TMS#/Parcel ID:</b>	
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<b>Project Address:</b>	
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<b>Applying for:</b>	<input type="checkbox"/> <b>Free-Standing</b> <input type="checkbox"/> <b>Monument</b> <input type="checkbox"/> <b>Pedestal</b> <input type="checkbox"/> <b>Roof-Mounted</b> <input type="checkbox"/> <b>Wall-Mounted</b> <input type="checkbox"/> <b>Other:</b> _____		
<b>Purpose:</b>			
<b>Lighting Included?</b>	<input type="checkbox"/> <b>No</b> <input type="checkbox"/> <b>Yes</b>	<b>Construction Materials:</b>	
<b>New or Additional Electrical Service Requested?</b>	<input type="checkbox"/> <b>No</b> <input type="checkbox"/> <b>Yes (Explain Below)</b> _____		

Total Sq Ft of Sign <small>(Do not include structural/support dimensions)</small>	Total Height from Grade	Cost of Construction

## APPLICANT 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
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### OFFICE USE ONLY

<b>Received By:</b>	<b>Date:</b>	<b>Application #:</b>



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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.



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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.