



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

## RESIDENTIAL DEMOLITION PERMIT CHECKLIST & APPLICATION

### Completed Permit Application (attached)

Including the following information:

- o Dust Control Measures
- o Debris Management
- o Traffic Control & Access Plan, if applicable
- o Utility Disconnect Verifications
- o Coverage Under NPDES Construction General Permit **OR** Letter of Exemption from SCDHEC
- o Signed Restrictive Covenants Affidavit
- o Signed Tree Affidavit

### Site Plan

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

**IF STRUCTURE TO BE DEMOLISHED IS A MOBILE HOME, THE FOLLOWING DOCUMENTS ARE ALSO REQUIRED:**

### Mobile Home Certificate of Title or Recorded Manufactured Home Severance Affidavit

### Receipt Showing No Taxes Outstanding



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Plan review may take up to 10 business days. Please see the attached checklist for items that need to be submitted along with your application.

**Project Location:** \_\_\_\_\_

**Parcel ID/TMS #:** \_\_\_\_\_

## PROPERTY OWNER

**Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

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

**Email:** \_\_\_\_\_

## REMOVAL CONTRACTOR

**Name:** \_\_\_\_\_ **Company:** \_\_\_\_\_

**SC Lic. #:** \_\_\_\_\_ **Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

## PROJECT DETAILS

**Total Sq Ft:** \_\_\_\_\_ **Building Height:** \_\_\_\_\_ **Total Disturbed Acreage:** \_\_\_\_\_

**Date of Last Occupancy:** \_\_\_\_\_ **Estimated Time to Completion:** \_\_\_\_\_

**Scope of Work:** \_\_\_\_\_

**Structure Type:**  Primary Dwelling  Mobile Home  Accessory Structure  Other: \_\_\_\_\_

**Full or Partial Demo?** \_\_\_\_\_ **Is Demolition Due to Fire?** \_\_\_\_\_ **If yes, date of fire:** \_\_\_\_\_

**Method of Demolition:**  Manual  Wrecking/Mechanical  Deliberate Collapse  Implosion  Other

**Is Property Located in Character Preservation Overlay (CPO) District?**  Yes  No (If yes, provide copy of Special Permit)

**Construction Type:**  Wood Frame  Steel Frame  Brick  Block  Other: \_\_\_\_\_

**Exterior:**  Vinyl  Wood/Hardieplank  Brick  Block  Metal  Other: \_\_\_\_\_

**Roofing:**  Asphalt Shingles  Metal  Roll  Slate  Other: \_\_\_\_\_

**Utilities:**  Public Water  Public Sewer  Private Well  Septic System  None

**Does the structure contain any Hazardous Materials<sup>1</sup>?**  None  Asbestos  Lead  Other: \_\_\_\_\_

**Upon completion, will there be any remaining impervious surfaces (e.g. foundation, driveway, etc)?**  Yes  No

**If yes, explain:** \_\_\_\_\_

**Is there any re-development planned for the site within one year of project completion?**  Yes  No

**If yes, explain:** \_\_\_\_\_

<sup>1</sup> An Asbestos Survey and/or Lead Abatement Inspection Report may be required by SCDHEC.

## DUST CONTROL MEASURES

(in accordance with SCDHEC Regulation 61-62.6)

This section should be utilized to describe how you will effectively prevent excess dust emissions (Fugitive Dust/Particulate Matter) from travelling off-site.

**Preventive Measures to be Utilized:** \_\_\_\_\_

\_\_\_\_\_

*\*The contractor must take necessary action to minimize the tracking of mud onto paved roadways from construction areas and the generation of dust. The contractor/owner shall daily remove mud/soil from the pavement, as may be required.*

## DEBRIS MANAGEMENT

This section should be utilized to describe how you will effectively collect and dispose of demolition debris.

**How will debris be stored on-site?** \_\_\_\_\_

\_\_\_\_\_

**Who will remove debris from the site?** Check all that apply.     Self-Haul     Contractor     Dumpster Rental

**Waste Hauler/Dumpster Rental Information:** (if applicable, must attach invoice evidence to this application)

**Company Name:** \_\_\_\_\_ **Point of Contact:** \_\_\_\_\_

*\*Be aware that self-haulers/contractors may be required at any time to show proof of appropriate collection and disposal at a state permitted landfill site.*

*\*\*Pursuant to SC Code Ann. § 56-5-4100, builders, contractors, and residents are required by law to secure all loads of material during transport to prevent any from escaping the vehicle.*

- Complete the **Debris Management Chart** at the end of this application.

## TRAFFIC CONTROL & ACCESS PLAN

This section should be utilized to describe how your project will impact traffic and access on public roadways.

**Do you expect your project to cause any impacts to public roadways?**     No     Yes (explain below)

\_\_\_\_\_

**Number of Access Points to Site:** \_\_\_\_\_ **Estimated # of Daily Haul Trips:** \_\_\_\_\_

**Operation Hours (Monday – Sunday):** \_\_\_\_\_

- Please submit a **Traffic Control Plan** if traffic is to be affected. Copies will be provided to all Emergency Services.
- Provide a letter from the SCDOT approving all street closings, if applicable.
- Submit an **Access Plan** for providing access to neighboring structures/residences, if a street is to be closed.

## UTILITIES

- Contact Palmetto Utility Protection Service (PUPS) at 811 or (888) 721-7877 to mark all underground utilities. Copy of **Locate Notice** required for permit approval.
- Contact Dominion Energy to disconnect electrical services (copy of **Disconnect Letter** required) **OR** if redevelopment is planned, have electrical service properly disconnected in compliance with the 2018 International Building Code (IBC).
- Contact Charleston Water to disconnect and pull your water meter (copy of **Disconnect Letter** required) **OR** if redevelopment is planned, have a protective barricade erected around the meter and have the private service line disconnected from the meter box to prevent accidental damage during mobile home removal.

- Residential Wells must be abandoned by a licensed, SC DHEC Approved Well Driller (copy of SCDHEC Form 1903 required) **OR** if redevelopment is planned, have all connections to the well properly detached from the structure in compliance with IBC 2018.
- Contact Town Hall to arrange for public sewer services to be terminated appropriately by the Town's sewer contractor **OR** if redevelopment is planned, have the sewer line cut and capped at the property line by a SC licensed plumber in compliance with the 2018 IBC and all Town, County, and State regulations.
- Septic Systems must have all affluent/waste removed by a SCDHEC approved Tank Pumper prior to it being crushed or removed and retired (receipt from Tank Pumper required) **OR** if redevelopment is planned, all connections to the septic tank must be properly detached from the mobile home prior to removal in compliance with IBC and SCDHEC regulations.
- Contact LP service provider to properly disconnect and remove all propane tanks on-site, if applicable.

**COVERAGE UNDER NPDES CONSTRUCTION GENERAL PERMIT OR LETTER OF EXEMPTION – SC DHEC**

In South Carolina, DHEC is the permitting authority for the NPDES Stormwater Program as approved by the EPA per the Clean Water Act. As the permitting authority, DHEC must regulate stormwater runoff from construction sites to improve water quality; if you are planning any construction/land-disturbing activity within the State of South Carolina, you must first apply for coverage under the State's [NPDES Construction General Permit \(CGP\)](#). This coverage OR a Letter of Exemption is required for permit approval.

**NOTE:** Projects that are exempt under DHEC R. 72-300 are still required to provide adequate sediment and erosion controls in order to ensure no offsite sedimentation into Waters of the State, adjacent properties, and public right-of-ways. Compliance with [DHEC's Stormwater Best Management Practices](#) (BMP's) is required for all projects.

**RESTRICTIVE COVENANTS AFFIDAVIT**

I have reviewed the Restrictive Covenants applicable to the parcel identified above and 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.

\_\_\_\_\_  
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 upon request.

**TREE PROTECTION AFFIDAVIT**

I hereby certify that the proposed activity or development on the parcel identified above will be undertaken without the disturbance, alteration, removal, or destruction of any required Grand Tree (Live Oaks w/ 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*.

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 Zoning Administrator.

\_\_\_\_\_  
Signature Printed Name Date

**TREE PROTECTION AFFIDAVIT - Continued**

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**

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 approved by the Zoning Administrator and placed beneath the canopy drip line OR one and one-half feet times the DBH of the tree (as a RADIUS from the trunk). Other protective devices or construction techniques may be used as approved by the Zoning Administrator. 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.

\_\_\_\_\_  
(Initial Here)

**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 will result in enforcement action.**

**Definition of "Tree Removal"**

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.

\_\_\_\_\_  
(Initial Here)

**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.

**Applicant (check one):**    Owner    Owner's Agent    Contractor    Contractor's Agent

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

## DEBRIS MANAGEMENT CHART

Material	Quantity (cubic yds)	MM/SS*	Handler/ Hauler**	Destination
Asphalt				
Concrete				
Brick				
Siding				
Wood/ Lumber				
Yard Waste				
Drywall/ Sheetrock				
Metals				
Carpet/ Padding				
Roofing				
Trash				
Other				

### OPEN BURNING IS PROHIBITED EXCEPT AS PROVIDED BELOW

Pursuant to SCDHEC Regulation 61-62.2:

Open burning of residential construction waste from building and construction operations will be exempt only if **ALL** of the following conditions are met:

- Open burning must take place on the parcel where the waste/debris originated;
- The material being burned is residential construction waste associated with the building and construction of one- and two-family dwellings only;
- The location of the burning is at least 500-feet from any occupied structure;
- Heavy oils, treated wood products, asphaltic materials, items containing natural or synthetic rubber, or any other trade wastes which produce smoke in excess of 40% opacity are not burned;
- The burning does not occur during the ozone season (April 1 – October 30); and,
- The burning is conducted only between the hours of 9:00 AM and 3:00 PM.

#### NEARBY CHARLESTON COUNTY CONVENIENCE CENTERS

Hollyood Convenience Center  
5305 Highway 165, Hollywood, SC 29449

Adams Run Convenience Center  
8776 Old Jacksonboro Rd, Adams Run, SC 29426

Bees Ferry Road Convenience Center  
1344 Bees Ferry Rd, Charleston, SC 29414

\*Mixed Material or Source Separated

\*\*O= Owner, C=Contractor, WH=Waste Hauler/Dumpster Rental

## Best Management Practices (BMP's) & Other Requirements for Single-Family Demo Projects

- After demolishing a mobile home, property owners should notify the Charleston County Auditor's Office to have the mobile home removed from the tax rolls. The property owner should also notify the SCDMV so that no future titles can be issued.
- No change in existing drainage patterns is allowed.
- Provide silt fence and/or other control devices as may be required to control soil erosion during demolition.
- All disturbed areas shall be cleaned, graded, and stabilized with grassing immediately after project completion.
- Fill cover and temporary seeding at the end of each day are recommended. If water is encountered while trenching, the water should be filtered to remove any sediments before being pumped into any stormwater system, water courses, and Waters of the State (WoS) or Waters of the United States (WoUS).
- All erosion control devices shall be properly maintained during all phases of construction until the completion of all construction activities and all disturbed areas have been stabilized. Additional control devices may be required during construction in order to control erosion and/or off-site sedimentation. All temporary control devices shall be removed once demolition is complete, and the site is stabilized.
- The contractor must take necessary action to minimize the tracking of mud onto paved roadways from construction areas and the generation of dust. The contractor/owner shall daily remove mud/soil from the pavement, as may be required.
- Litter, construction debris, oils, fuels and building products with significant potential for impact (such as stockpiles of freshly treated lumber) and construction chemicals that could be exposed to storm water must be prevented from becoming a pollutant source in stormwater discharges.
- Concrete trucks shall not be washed out on site unless specific approval is granted.
- All chemical spills, oil spills, or fish kills must be reported to SCDHEC Land & Waste Management Emergency Response; Call the 24-hr emergency response line at (888) 481-0125.
- Temporary toilet facilities shall be provided for all construction workers and site visitors in accordance with 2006 International Plumbing Code General Regulations, Section 311. Portable facilities shall be placed on level ground and away from storm drainage systems (ditches, catch basins, etc.). Disposal and handling of sanitary waste must comply with SCDHEC requirements.
- Final grades for grassed and landscaped areas shall require a minimum of 4-6" of clean top soil, free of debris and contaminants, and preferably of native origin.
- Any damage to the street, utilities, curb, gutter, sidewalk, etc. is the responsibility of the contractor or property owner to repair any damage prior to the issuance of the CO.
- Encroachment permits are required for all utility, sprinkler systems, signs, driveways, etc. for construction within a street or utility right-of-way. When encroaching into an SCDOT right-of-way, an SCDOT encroachment permit is also required.
- Construction materials or demolition debris should preferably be stored or stockpiled in an area that is highly unlikely to flood (i.e., a FEMA FIRM or Local Inundation floodplain area).