

City of Walterboro
PERMIT APPLICATION

Circle One: Building--Electrical--Mechanical--Plumbing

OFFICE USE:	Planning and Development	DATE IN _____
FLOOD ZONE _____	300 Hampton Street	CLERK _____
BFE _____	Walterboro, SC 29488	REVIEW # _____
PANEL # _____		REF _____
ECERT REQ _____		DATE OUT _____
APPROVED BY _____		APPROVED BY _____

Property Owners Name (as listed on Tax book) _____

Property Owners Email _____

Property Owners Mailing Address _____ Telephone _____

SITE ADDRESS _____ IN HISTORIC DISTRICT: YES NO

Project Name _____ Bldg _____ # of Units _____ Occupant Load _____

Type of Work: New Addition Alter Repair Move Demolish Other _____

Use of Improvements: Single Family Duplex Apartment Commercial Institutional Utility Other _____

Type of Construction: Metal Wood Steel Concrete Other _____

Exterior: Brick Concrete Block Stone Brick Veneer Stucco Metal Wood Glass Vinyl

No. of Stories _____ No. of Bedrooms _____ No. of Baths _____ No. of Half Baths _____ Total # of Rooms _____

Type of Heating: Central Air Cond. Heat Pump Other _____ Sprinkler Req. Provided N/A

Type of Fuel: Oil Gas Electricity Wood Other _____

Unheated Areas: Garage Carport Porches Decks Masonry Fireplaces (how many) _____

Total No. of Square Feet _____ Heated Space _____ Unheated _____

Remarks: _____

Value of Construction \$ _____ (INCLUDING MATERIALS & LABOR)

Building Permit Fee \$ _____

Plan Review Fee \$ _____

Zoning Fee \$ _____

Application Fee \$ _____

TOTAL FEES \$ _____

CONTRACTORS NAME _____ TELEPHONE # _____

CONTRACTORS EMAIL _____ STATE LICENSE # _____

CONTRACTORS ADDRESS _____

Architect or Engineer _____ Telephone # _____

Address _____ Fax # _____

Estimated Date of Completion _____ TMS # _____ Dist # _____ Zone _____ Verified _____

THIS PERMIT MAY BE SUSPENDED OR REVOKED FOR VIOLATION OF ANY REGULATION IN EFFECT BY ORDINANCE OR OTHERWISE. BUILDING PERMITS ARE NOT REFUNDABLE OR TRANSFERABLE.

OFFICE USE:
ISSUED BY _____
ISSUED DATE _____

SIGNATURE _____ Owner Contractor Agent
Please Print Name _____

City of Walterboro

Planning and Development

300 Hampton Street
Walterboro, SC 29488

Telephone: (843) 782-1000
Fax: (843) 782-4747

SCOPE OF WORK FOR ALTERATIONS / REPAIRS / ADDITIONS

_____ COMMERCIAL

_____ RESIDENTIAL

SITE LOCATION _____

APPLICANT:

PLEASE DESCRIBE IN DETAIL EXACTLY WHAT YOU ARE DOING:

APPLICANT

DATE

REVIEWER COMMENTS:

REVIEWER

DATE

PERMIT#

City of Walterboro
PLANNING and DEVELOPMENT
ROSTER CARD

ADDRESS

PERMIT #

OWNER/BUSINESS

TRADE	CONTRACTOR	SC STATE LICENSE	CITY BUSINESS LICENSE	PHONE #
PLUMBER				
ELECTRICIAN				
HEATING & AC				
SIDING				
INSULATION				
ROOFER				
FLOORING				
MASON				
DRY WALL				
CARPENTER				
WALLPAPER				
PAINTER				
MOBILE HOME SETUP				
POOL				
SIGN				
FIRE SPRINKLER				
FIRE ALARM				
LANDSCAPING				
HOME MOVER				
PILE DRIVING				
DOCK/SEA WALL				
INTERIOR RENOVATION				
FOUNDATION/SLAB				
PEST CONTROL				
INTERIOR TRIM				
HOMEBUILDER				
GENERAL CONTRACTOR				
MECHANICAL CONTRACTOR				
OTHER				

SIGNATURE

DATE

PRINTED NAME

PHONE NUMBER

THIS FORM MUST BE COMPLETED AND REMAIN WITH PERMIT CARD TO BE PICKED UP BY THE INSPECTOR AT FINAL/CO.

City of Walterboro
CERTIFICATE OF ZONING COMPLIANCE

11.2.1.A. No land shall be developed or building or other structure erected, constructed, moved, added to, or structurally altered without a Certificate of Zoning Compliance issued by the Codes Enforcement Officer.

A certificate of zoning compliance is required in advance of the following:

1. The issuance of a building permit.
2. Grading or filling a lot.
3. **Changing the use of any part of a structure or lot**, including the increase of the number of dwelling units on a lot.
4. Extension of Utilities to a given site.
5. Constructing, erecting, moving, adding to, or structurally altering a sign that is required to have a Certificate of Zoning Compliance...

11.2.1.B. ... **NO Certificate of Zoning Compliance is necessary for the following uses:**

1. Street construction or repair.
2. Electric power, telephone, cable television, gas, water, and sewer lines, wires or pipes, together with supporting poles or structures, located within a public right-of-way.
3. Specific signs exempted in Chapter 5 of this Ordinance.
4. Mailboxes, newspaper boxes, birdhouses, flag poles, pump covers, doghouses, satellite dishes and similar structures as determined by the Administrator.
5. Interior alterations and renovations which do not alter the footprint, elevation, height, or use of an otherwise conforming use and/or structure.

11.2.2.A. Applications for Certificates of Zoning Compliance will be accepted only from persons having the legal authority to take action in accordance with the certificate... The Administrator may require an applicant to submit evidence of his/her authority to submit evidence of the application whenever there appears to be a reasonable basis for questioning this authority.

11.2.2.C. ...A fee, set by the City Council, shall be charged for the processing of such application.

Applicant Name:

Property Address:

Zoning District:	SETBACKS					
	F	CS	S	R		
<input type="checkbox"/> SFR-Single Family Residential District	35	25	15	10	<input type="checkbox"/> Variance Approval Needed	
<input type="checkbox"/> MDR-Medium Density Residential District	30	22	12	10	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
<input type="checkbox"/> HDR-High Density Residential District	25	20	10	10		
<input type="checkbox"/> NCD-Neighborhood Commercial District	25	20	0	15	<input type="checkbox"/> Conditional Use Needed	
<input type="checkbox"/> CBD-Central Business District	0	0	0	15	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
<input type="checkbox"/> GCD-General Commercial District	35	20	0	15		
<input type="checkbox"/> HCD-Highway Commercial District	35	20	0	15	<input type="checkbox"/> Certificate of Appropriateness	
<input type="checkbox"/> ID-Industrial District	35	25	25	25	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
<input type="checkbox"/> IICD-Interstate Interchange Commercial Dist	35	20	0	15		
<input type="checkbox"/> PDD-Planned Development District					<input type="checkbox"/> Hickory Valley National Historic Dist	
<input type="checkbox"/> RCD-Resource Conservation District	25	25	25	10	<input type="checkbox"/> Walterboro National Historic District	
<input type="checkbox"/> A-O Airport Overlay					<input type="checkbox"/> Bed and Breakfast Overlay	
<input type="checkbox"/> C-O Corridor Overlay					<input type="checkbox"/> Downtown Business	
<input type="checkbox"/> HP-O Historic Preservation Overlay						
<input type="checkbox"/> RESTRICTIVE COVENANTS					<input type="checkbox"/> Commercial Fee \$50 (add to permit)	
					<input type="checkbox"/> Residential Fee \$20 (add to permit)	

Description of work:

APPROVED _____

NOT APPROVED _____

REASON _____

Planning & Zoning Department

Date