

Kershaw County Planning and Zoning Department

515 Walnut Street, Room 160, Camden, SC 29020 803-425-7233



PRE-APPLICATION FOR BUILDING PERMIT (DEVELOPMENT AND IMPROVEMENT PERMIT) FOR RESIDENTIAL USE

INSTRUCTIONS

No building, structure, or sign or any part thereof can be erected, added to, or structurally altered, nor shall any excavation or grading begin until the required permits have been issued. No building, structure, or land shall be used or occupied; nor shall any building, structure or land be converted, wholly, or in part to any other use, until all applicable and appropriate licenses, certificates and permits have been issued certifying compliance with the requirements of the Kershaw County Code of Zoning and Land Development Regulations (ZLDR).

Applications for residential Development and Improvement Permits (Building Permits) must be obtained by the property owner or a licensed Residential or General Contractor. Permits for commercial buildings must be obtained by a licensed General Contractor. The application for a permit for a building, structure, or appurtenance must be accompanied by:

- A recorded plat and/or a site plan, if applicable, prepared from a final recorded subdivision plat on file with the Planning and Zoning Department. The plat shall include any applicable Water Quality Buffers as required under 5:3.6-2 D of the ZLDR and/or 3:7.4-6 E of the ZLDR Lake Wateree Overlay District (LWOD).
- A deed to the property if it is not listed on County records in current owner's name.
- Permit to Construct Onsite Sewage Treatment and Disposal System (perk test) or sewer tap payment receipt. If property has existing septic tank, property owner will sign Existing Septic Letter at the Planning and Zoning office. Any new or replacement Onsite Sewage Treatment and Disposal System (septic tank) installed within the Lake Wateree Overlay District is required to include an access manhole built into the lid over each compartment of the tank, and over the outlet end of the septic tank. An appropriate mechanism shall be provided to make the access manholes vandal, tamper, and child resistant.
- If any part of the property is located in a special flood hazard area, you must bring:
A Plot Plan from a Registered Land Surveyor which demonstrates that the proposed structure will not be in a flood hazard area. - **OR** - A flood Elevation Certificate from a Registered Land Surveyor if the home will be located in a special flood hazard area.
- If the property is located within the Lake Wateree Overlay District, a Residential Building Sediment and Erosion Control Certification and/or an On-Site Sewage Disposal System Inspection Report shall be required, as applicable.

The Building Official and/or other appropriate administrative officials may make or require inspections of any land disturbing activity, construction or maintenance requirement to ascertain compliance with the provisions of the ZLDR and to ascertain compliance with approved permit applications, plats and/or plans.

It is unlawful to use or occupy or permit the use or occupancy of any building or premises, or both, or parts thereof hereafter created, erected, changed, converted, or wholly or partly altered or enlarged in its use or structure until a **Certificate of Occupancy** has been issued by the Building Official. Failure to obtain the appropriate Certificate of Compliance shall be a violation of the ZLDR, and punishable under Section 6:4 of the Kershaw County ZLDR.

Building Permit will expire on December 31, 2012.

All building permits issued by the Planning and Zoning Department have been determined to meet all applicable Kershaw County zoning and land development regulations. Permit conditions do not apply to any recorded covenants, and other deed restrictions that may affect the property. You are strongly advised to review the deed and/or other recorded documents related to the subject property to see if any restrictions apply that may prohibit the intended use of the property.

When applying for a building permit, complete this pre-application and bring it to the Planning and Zoning Department, Room 160, 515 Walnut Street, Camden, SC.

Kershaw County Planning and Zoning Department

515 Walnut Street, Room 160, Camden, SC 29020 803-425-1500, Ext. 5340



PRE-APPLICATION FOR BUILDING PERMIT (DEVELOPMENT AND IMPROVEMENT PERMIT) FOR RESIDENTIAL USE

DATE:

PROPERTY LOCATION - 911 ADDRESS

STREET ADDRESS:		CITY:	ZIP:
SUBDIVISION:	LOT #:	DISTRICT:	
TMS#:	ZONING:	# OFF-STREET PARKING SPACES:	
PROPOSED USE:	LAND AREA: acres	CORNER LOT: YES [] NO []	

PROPERTY OWNER

NAME:	E-MAIL:		
MAILING ADDRESS:	CITY:	STATE:	ZIP:
TELEPHONE:	CELL:	FAX:	

CONTRACTOR

NAME:	E-MAIL:		
MAILING ADDRESS:	CITY:	STATE:	ZIP:
TELEPHONE:	CELL:	FAX:	LICENSE #:

APPLICANT IS: PROPERTY OWNER [] CONTRACTOR [] POA []

NUMBER OF STRUCTURES CURRENTLY ON PROPERTY

HOUSES: MANUFACTURED HOMES: GARAGE/STORAGE BLDGS: OTHER:

TYPE OF CONSTRUCTION

NEW BUILDING [] ADDITION [] REPAIR [] OTHER:

DESCRIPTION OF WORK:

TYPE FRAME

WOOD [] METAL [] MASONRY [] OTHER:

FUEL TYPE

ELECTRIC [] GAS [] OIL [] OTHER:

EXTERIOR WALLS

BRICK [] WOOD [] VINYL [] METAL [] OTHER:

INTERIOR WALLS

SHEETROCK [] PANELING [] OTHER:

INTERIOR INFORMATION

BEDROOMS: BATHROOMS: ROOM OVER GARAGE: YES [] NO [] TOTAL ROOMS:

If room over garage, it is: FINISHED [] UNFINISHED [] # FIREPLACES:

FLOOR COVERING**HEIGHT**

CARPET [] VINYL [] HARDWOOD [] TILE [] OTHER:	1 STORY [] 2 STORY [] 1½ STORY [] BASEMENT []
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SQUARE FOOTAGE

INTERIOR HEATED:	PORCHES:	UNFINISHED BASEMENT:
GARAGE:	DECKS:	TOTAL SQUARE FOOTAGE:

UTILITY COMPANIES

WATER :	ELECTRICITY:
SEPTIC:	SEWER:

FLOOD PLAIN DATA

FLOOD ZONE:	PLOT PLAN:	FLOOD CERTIFICATE:
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COST**CONTRACTOR****STATE LIC/REG**

	COST	CONTRACTOR	STATE LIC/REG
SITE WORK	\$		
BUILDING	\$		
PLUMBING	\$		
MECHANICAL	\$		
GAS	\$		
ELECTRICAL	\$		
OTHER	\$		

TOTAL ESTIMATED VALUATION: \$	ESTIMATED COMPLETION DATE:
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SIGNATURE:	DATE:
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NOTES
