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## APPLICATION FOR BUILDING PERMIT

**Aiken County**  
**Planning and Development Department**  
1930 University Parkway, Suite 2800  
Aiken, SC 29801  
(803) 642-1518

Name of Owner: \_\_\_\_\_ Tel No.: \_\_\_\_\_ Tax Parcel No.: \_\_\_\_\_

Property Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Name of Contractor: \_\_\_\_\_ Tel No.: \_\_\_\_\_ SC Contractor License No.: \_\_\_\_\_

Contractor Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Subdivision: \_\_\_\_\_ Phase: \_\_\_\_\_ Lot No.: \_\_\_\_\_ Block No.: \_\_\_\_\_ Septic Tank Permit No.: \_\_\_\_\_

Email \_\_\_\_\_

### Type of Improvement (Check All That Apply)

- ☐ New Structure  
☐ Addition  
☐ Other \_\_\_\_\_  
☐ Residential dwellings (one and two family)  
☐ Commercial/Non-Residential  
☐ Accessory Structure

### Garage

☐ Attached No. of Cars \_\_\_\_\_

### Sub-Contractors and License #

Electrical \_\_\_\_\_

Mechanical \_\_\_\_\_

Plumbing \_\_\_\_\_

Total Sq. Feet \_\_\_\_\_ Valuation: \_\_\_\_\_

Heating System: Gas Electric

Driveway Location: Left Right Center

### Principal Type of Foundation

- ☐ Slab  
☐ Crawl Space  
☐ Basement

### Principal Type of Construction

- ☐ Wall Bearing Masonry  
☐ Wood Frame  
☐ Brick Veneer  
☐ Structural Steel  
☐ Reinforced Concrete  
☐ Other \_\_\_\_\_

### Office Use Only

Co: \_\_\_\_\_ F/L: \_\_\_\_\_

Air: \_\_\_\_\_ SM/AL: \_\_\_\_\_

CRL/SP: \_\_\_\_\_ Zoning: \_\_\_\_\_

Council: \_\_\_\_\_ Road #: \_\_\_\_\_

Atlas: \_\_\_\_\_ Grid: \_\_\_\_\_

Code: \_\_\_\_\_ Type: \_\_\_\_\_

City Sewer or Water: Yes No

No. of Stories \_\_\_\_\_ No. of Fireplaces \_\_\_\_\_

No. of Rooms \_\_\_\_\_ Conventional \_\_\_\_\_

No. of Bedrooms \_\_\_\_\_ Prefab \_\_\_\_\_

No. of Bathrooms \_\_\_\_\_ Insulation: Ceiling \_\_\_\_\_

No. of Water Closets \_\_\_\_\_ Walls \_\_\_\_\_

No. of Bath Tubs \_\_\_\_\_ Floor \_\_\_\_\_

No. of Bath Sinks \_\_\_\_\_

No. of Showers \_\_\_\_\_

No. Foundation Vents \_\_\_\_\_

☐ **OWNER ACTING AS HIS OWN BUILDER:**

Owner is acting as his own Builder and

Disclosure Statement has been signed

The owner of this property and/or undersigned agrees to conform to all applicable laws of Aiken County. In the case of an owner acting as his own builder, a Disclosure Statement provided by Aiken County, stating that a licensed builder did not build the dwelling, must be filed as a matter of public record with the register of deeds.

Property Owner or Agent Signature \_\_\_\_\_ Date \_\_\_\_\_



## RESIDENTIAL BUILDING PERMIT AND MANUFACTURED HOME SITE PLAN

Aiken County Planning & Development Codes Division requires a site plan with the application when submitted for residential construction.

The site plan will show the structure location by either **a recorded plat, a scaled drawing** (graph paper attached with site plan example) or on **a scaled aerial photo** from Aiken County GeoServices.

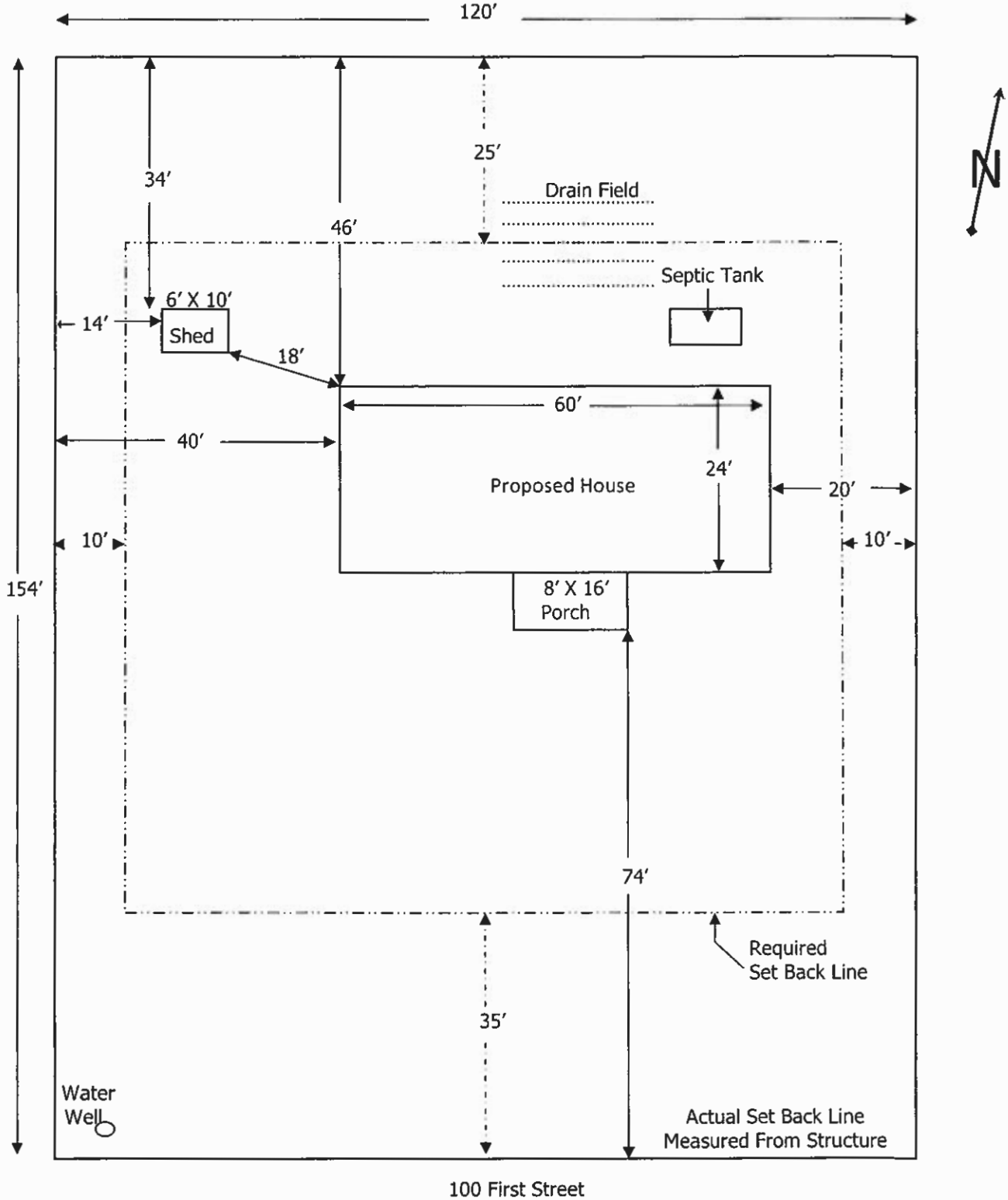
The site plan shall include the following:

- \* Tax parcel number
- \* Sufficient scale to show entire subject parcel and adjoining property lines.
- \* All proposed and/or existing structures, their size, use, and setbacks from property lines and other structures.
- \* All public and private easements
- \* All roadways
- \* Existing and proposed driveway encroachments. (Curb cuts)
- \* Special Flood Hazard Areas (SFHA) if applicable. See Aiken County Floodplain Manager with any questions.
- \* Location of utilities (water, sewer, gas, electric, drainage)

# EXAMPLE SITE PLAN Parcel

Number: 000 - 00 - 00 - 000

Scale: 1" = 20'



100 First Street

Property Owner: \_\_\_\_\_

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

Name of Preparer: \_\_\_\_\_

Zoning: \_\_\_\_\_

THIS PLOT IS TRUE AND ACCURATE:

(Signature of Applicant or Agent) \_\_\_\_\_ DATE: \_\_\_\_\_

## SITE PLAN

Each Square or \_\_\_\_\_ is Equal To \_\_\_\_\_ Ft. Parcel Number: \_\_\_\_\_

A full-page sheet of white graph paper featuring a uniform grid of thin gray lines. The grid consists of small squares covering the entire area, with no margins or additional markings.

Property Owner: \_\_\_\_\_ Address: \_\_\_\_\_

Name of Preparer (if different than owner): \_\_\_\_\_ Zoning: \_\_\_\_\_

THIS PLOT IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE:

(Signature of the Applicant or Preparer) \_\_\_\_\_ DATE: \_\_\_\_\_



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## RESTRICTIVE COVENANTS AFFIRMATION OF APPLICANT

South Carolina Code of Laws Section 6-29-1145 requires local planning agencies to inquire whether a tract or parcel of land is restricted by any recorded covenant that is contrary to, conflicts with, or prohibits an activity for which a permit is being sought.

I, \_\_\_\_\_, have researched the existence of restrictive covenants applicable

to Tax Parcel Number(s) \_\_\_\_\_

located at (address or street) \_\_\_\_\_, and I have determined that:

### SELECT ONE

- ☐ The property is subject to restrictive covenants, but the requested permit is not contrary to, does not conflict with, and is not prohibited by any of the restrictive covenants as specified in South Carolina Code of Laws, Section 6-29-1145

**OR**

- ☐ The property is subject to restrictive covenants, but the applicable restrictive covenants have been released for the tract or parcel of land by the appropriate authority or property holders or by court order (**attach copy of release or court order**)

**OR**

- ☐ There are no restrictive covenants on the tax parcel(s)

I have read and understand the statements on this application and do hereby affirm that the information provided is true to the best of my knowledge. I further understand the approval of this application or issuance of a County Permit does not relieve me of my duty to adhere to and abide by all Federal, State, and Aiken County laws pertaining to the use of the property as specified herein.

\_\_\_\_\_  
Signature of Owner or Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name



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**Aiken County**  
**Stormwater Division**  
1930 University Parkway, Suite 3300  
Aiken, SC 29801  
(803) 642-1535

## STORM WATER MANAGEMENT PERMIT APPLICATION FOR LAND DISTURBING ACTIVITIES (NOI) ON PROJECTS LESS THAN ONE ACRE

Date: \_\_\_\_\_ Project Description/ Site Name: \_\_\_\_\_

### I. Project Information

Project Owner (company or person): \_\_\_\_\_

Permit Contact (if owner is company): \_\_\_\_\_ Company EIN: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (Day) \_\_\_\_\_ Cell: \_\_\_\_\_ FAX: \_\_\_\_\_

### II. Property Information

Site Location (street address, nearest intersection, etc.): \_\_\_\_\_

City/Town (if in limits): \_\_\_\_\_ Tax Map # (list all): \_\_\_\_\_

### III. Site Information

A. Disturbed area (to the nearest tenth of an acre): \_\_\_\_\_ acres Total area: \_\_\_\_\_

B. Is this project part of a Larger Common Plan for Development or Sale (LCP)? ☐ Yes ☐ No

If yes and the total disturbed area of this project and the LCP is equal to or greater than one acre then you must apply for permit coverage under the NPDES General Permit SCR100000.

C. Start Date: (MM/DD/YYYY) \_\_\_\_\_ Completion Date: \_\_\_\_\_

D. Is this NOI being submitted in response to a Notice to Comply issued by S.C. DHEC or Aiken County? ☐ Yes ☐ No

E. Type of Activity (check all that apply):

☐ Commercial ☐ Residential: Single-family ☐ Linear (Roads, utility lines, etc.) ☐ Other: \_\_\_\_\_

☐ Institutional ☐ Residential: Multi-family ☐ Site Preparation (No new impervious) \_\_\_\_\_

F. Are there any flooding problems downstream or adjacent to this site?

### IV. Waterbody Information

A. Nearest receiving waterbody(s): \_\_\_\_\_ Distance to this waterbody (feet): \_\_\_\_\_

### V. Signatures and Certifications: **DO NOT SIGN IN BLACK INK!**

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

I hereby certify that all land-disturbing construction and associated activity pertaining to this site shall be accomplished pursuant to and in keeping with the terms and conditions of the approved plans and SCR100000. I also certify that a responsible person will be assigned to the project for day-to-day control. I hereby grant authorization to the Department of Health and Environmental Control and/or the local implementing agency the right of access to the site at all times for the purpose of on-site inspections during the course of construction and to perform maintenance inspections following the completion of the land-disturbing activity. (See Section 122.22 of S.C. Reg. 61-9 for signatory authority information.)

\_\_\_\_\_  
Printed Name of Project Owner/Operator

\_\_\_\_\_  
Signature of Project Owner/ Operator

\_\_\_\_\_  
Date

# EROSION AND SEDIMENT CONTROL FOR HOME BUILDER



## **Erosion is a costly problem**

Eroding construction sites are a leading cause of water quality problem in South Carolina. For every acre under construction, about a dump truck and a half of soil washes into a nearby lake or stream unless the contractor uses erosion controls.

## **Problems caused by this sediment includes:**

**Local Taxes or Fees-** Cleaning up sediment in street, storm drains and ditches adds extra cost to county budget.

**Dredging-** The expense of dredging sediment from lakes, and detention ponds is a heavy burden for both the County and private property owners.

**Lower property values-** Neighboring property values are damaged when a lake or stream fill with sediment. Shallow areas encourage weed growth and create boating hazards.

**Poor fishing-** Muddy water drives away fish that rely on sight to feed. As it settles sediment smother gravel beds where fish like small mouth bass find food and lay their eggs.

**Nuisance growth of weeds and algae-** sediment carries fertilizer that fuel algae and weed growth.

## **Preserving Existing Vegetation**

- Wherever possible, preserve existing trees, shrubs and other vegetation.
- To prevent root damage, do not grade, place soil piles, or park vehicles near trees marked for preservation.
- Place plastic mesh buffer/tree save barriers around trees at drip line, to protect the root area below their branches

## **Controlling Erosion and Sedimentation**

Erosion control is important for all construction sites. The material needed are easy to find and relatively inexpensive- silt fence, stakes, rock slope drains grass seed, mulch or geo-textiles. Putting these materials to use is a straight forward process. Only a few controls are needed on most sites, however all erosion controls must be maintained daily.

- Use of a silt fence
- Use of a construction exit
- Temporary mulching / grassing
- Slope drains on all vertical slopes
- Rip rap at the outflow end of all storm drain and basins shall be installed.

## **Penalties**

- Court imposed penalties for violations carry a maximum fine of \$1000 and/or up to 30 days in jail.

## **Soil piles**

- Locate away from any down slope, street, driveway, stream, lake, wetland, ditch, or drainage way.
- Stabilize with mulch and /or vegetation. Temporary seed such as annual rye or winter wheat is recommended for topsoil piles.

## **State Water Buffers**

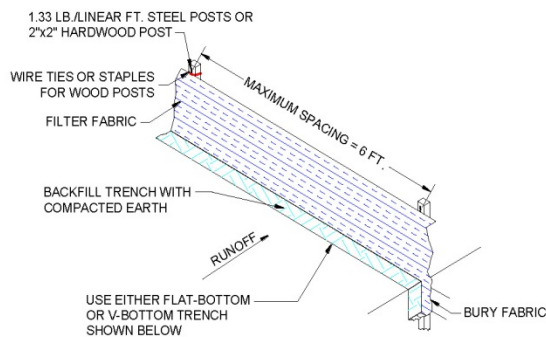
- Land disturbing (clearing, grubbing or grading) within 50 feet of the banks of ALL creek, streams, ponds, lakes, and wetlands must have two rows of state approved silt fence 10 feet apart with steel post spaced a maximum 6-feet centers with wire backing.

## **Sediment Cleanup**

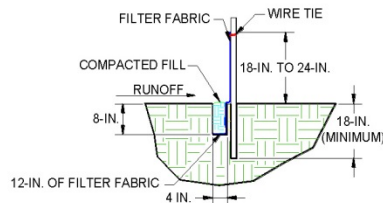
- By the end of each work day, sweep or scrape up soil tracked onto the road. Stabilize with mulch and/or vegetation on all areas at finish grade while maintaining normal erosion controls.

### Silt Fence

- Install prior to land disturbance
- Install on down slope side of site parallel to contour of land.
- Extend ends up slope enough to allow water to pond behind fence.
- Bury fabric/silt fence in trench 8 inches deep with 4 inch lip.
- Leave no gaps. Overlap section of silt fence, or twist ends of silt fence together.
- Inspect and repair daily. Remove sediment if deposits reach half the fence height.
- Use 2 rows of state approved silt fence adjacent to state waters, lakes, wetlands, and streams.



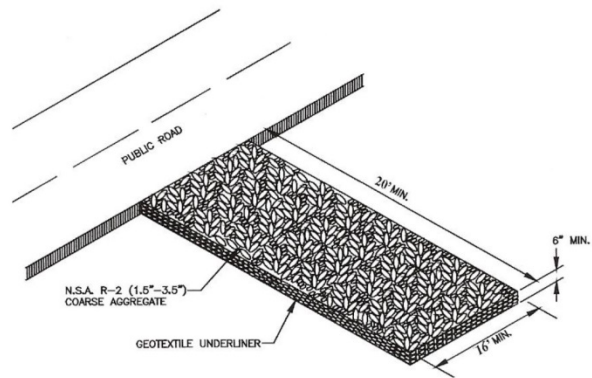
**SILT FENCE INSTALLATION**



**FLAT-BOTTOM TRENCH DETAIL**

### Home Building Construction Entrance/Exist Pad

- Install a construction Entrance/Exist Pad using 1.5 to 3.5 inch diameter aggregate.
- Lay stone 6 inches thick, at least 20 feet long from the back of curb or edge of pavement, and a minimum 16 feet wide.
- Use geo-textile underliner for entire pad.
- Use to prevent tracking mud onto the road by all vehicles.
- Must be maintained daily throughout construction.



**All Home Builder / Owners involved in residential construction in Aiken County must fill out and sign a Notice of Intent (NOI). This NOI is required by Aiken County and the Department of Health and Environmental Control (DHEC).**