



TOWN OF YEMASSEE

BUILDING PERMIT APPLICATION

RESIDENTIAL MASTER APPLICATION

Town of Yemassee
Attn: Administration Department
101 Town Circle
Yemassee, SC 29945-3363
(843)589-2565 Ext. 3
www.townofyemassee.org

The following information shall be included as part of a Building Permit application submitted for review. This checklist is intended to assist in the provision of the minimum documentation necessary to demonstrate compliance with the applicable Building Code regulations. Depending on the proposal, the amount and type of documentation will vary. Please contact the Town Hall with any questions.

New Residential, Additions/Remodels
1. Building Permit Master Application
2. License Requirement
3. Refuse Disposal Plan
4. Stormwater Erosion Control Affidavit
6. Design Professional Form
7. Mechanical Certifications (if electrical, mechanical, and plumbing work is involved. Due at time of application).
8. Three (3) sets of plans of the Site Plan or Survey.
9. Three (3) sets of building plans signed and sealed by a South Carolina Architect or Engineer
10. Receipt showing payment of Parks & Rec, Roads, Library, Fire & EMS Impact Fees(If within Beaufort County)
11. LRWS Intent to serve form including distance to nearest existing sewer (if home is not in established neighborhood and/or PUD)
Minor Electrical, Mechanical, Plumbing & Gas
1. Building Permit Master Application
2. Refuse Disposal Form
3. Three (3) sets of plans signed and sealed by a South Carolina Architect or Engineer (depends on scope of work).
Irrigation, Swimming Pool, Spa & Water Feature
1. Building Permit Master Application
2. License Requirement
3. Refuse Disposal Form
4. Electrical Mechanical Certificate
5. Three (3) sets of plans of the survey or site plan (only for swimming pool, spa, and water feature).
6. Three (3) sets of plans (only for swimming pool, spa and water feature).
Additional Documentation Requirements for Inspections
1. Foundation survey & compaction slip are required for new structures & additions prior to pouring the foundation.
2. Flood elevation certificate (under construction) prior to foundation inspection. Final Flood Elevation Certificate prior to CO inspection (if construction is located in Flood Zone).
3. Mechanical Certifications (if electrical, mechanical, or plumbing work is involved.) Due prior to subcontractors beginning work at site.
4. Water & Sewer tap approval or letter from LRWS - prior to building final inspection.



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<i>Office Use Only</i>		<i>Permit Number:</i>		<i>Date Received:</i>	
<i>Project Address:</i>					<i>Lot #:</i>
<i>Subdivision:</i>		<i>Parcel ID:</i>			
<i>Property Owner</i>			<i>Job Site Contact</i>		
<i>Name:</i>			<i>Name:</i>		
<i>Address:</i>			<i>Address:</i>		
<i>City/State/Zip:</i>			<i>City/State/Zip:</i>		
<i>Phone:</i>			<i>Office Phone:</i>		
<i>Cell Phone:</i>			<i>Cell Phone:</i>		
<i>Email Address:</i>			<i>Email Address:</i>		
<i>Contractor</i>			<i>Design Professional</i>		
<i>Name:</i>			<i>Name:</i>		
<i>Address:</i>			<i>Address:</i>		
<i>City/State/Zip:</i>			<i>City/State/Zip:</i>		
<i>Phone:</i>			<i>Phone:</i>		
<i>Contractor License/Registration #:</i>			<i>State License #:</i>		
<i>Yemassee Business License #:</i>			<i>Email Address:</i>		
<i>Permit Type</i>					
<input type="checkbox"/> <i>New</i>		<input type="checkbox"/> <i>Addition</i>		<input type="checkbox"/> <i>Remodel</i>	
<i>Permit Workclass</i>					
<input type="checkbox"/> <i>Single Family</i>	<input type="checkbox"/> <i>Detached Garage</i>	<input type="checkbox"/> <i>Accessory Structure (heated sq ft)</i>	<input type="checkbox"/> <i>Townhouse</i>		
<input type="checkbox"/> <i>Electrical</i>	<input type="checkbox"/> <i>HVAC</i>	<input type="checkbox"/> <i>Plumbing</i>	<input type="checkbox"/> <i>Gas</i>		
<input type="checkbox"/> <i>Irrigation</i>	<input type="checkbox"/> <i>Pool/spa</i>	<input type="checkbox"/> <i>Demo</i>	<input type="checkbox"/> <i>Fence</i>		
<input type="checkbox"/> <i>Master</i>	<input type="checkbox"/> <i>Re-Roof</i>	<input type="checkbox"/> <i>Retaining Wall</i>	<input type="checkbox"/> <i>Water Feature</i>		
<input type="checkbox"/> <i>Moving Permit</i>	<input type="checkbox"/> <i>Fire Sprinkler System</i>	<input type="checkbox"/> <i>Fire Alarm System</i>			
<i>Total Square Footage:</i>					
<i>Type of Construction (circle one): IA IB IIA IIB IIIA IIIB IV VA VB</i>					
<i>Value of Construction (include materials, labor, profit)</i>					
<i>Plumbing:</i>		<i>\$</i>	<i>Gas:</i>		<i>\$</i>
<i>Electrical:</i>		<i>\$</i>	<i>Building:</i>		<i>\$</i>
<i>Heating/Air:</i>		<i>\$</i>	<i>Total Value of Construction:</i>		<i>\$</i>



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Detailed Description of Work

Change of Use: Y or N; If Yes, indicate existing use: *Proposed Use:*

Construction Details

<i>Total Parcel Area Sq. Ft.</i>		<i>Total Pervious Sq. Ft.</i>		<i>Total Impervious Sq. Ft.</i>	
<i>Heated Sq.Ft. (new or added)</i>		<i>Number of Elevators</i>			
<i>Unheated Sq.Ft. (new or added)</i>		<i>Type of Heating/Air</i>		<input type="checkbox"/> Elec <input type="checkbox"/> Gas	
<i>Number of Stories</i>		<i>Type of Roofing Materials</i>			
<i>Number of Bathrooms</i>		<i>Size of LP Tank</i>			
<i>Number of Bedrooms</i>		<i>Gas</i>		<input type="checkbox"/> Yes <input type="checkbox"/> No	
<i>Number of Fireplaces</i>		<i>Septic Tank Number</i>			
<i>Total Habitable Rooms</i>		<i>Type of Sewage Disposal</i>		<input type="checkbox"/> Public Sewer <input type="checkbox"/> Septic	
<i>Type of Exterior Materials</i>					

Application is hereby made for a permit to perform work as described in this application along with accompanying drawings if required. The information on this application is complete and accurate and I am authorized to submit this application. I understand that all work must be according to approved plan and in compliance with all Town of Yemassee adopted codes and other regulations as applicable. Individuals and entities involved in the construction, repair, or renovation of structures are required to comply with licensing requirements of the State of South Carolina and the Town of Yemassee.

Print name

Signature of owner/authorized agent

Date

Everyone doing business in the Town of Yemassee is required to have a town business license.



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Development Status Form

***Please read the following carefully, fill in the fields, initial and sign in the appropriate areas.
This form is required at time of application.***

1. Provide signed statement that:

a. "Applicant acknowledges a Final Certificate of Construction Compliance has not been issued for the development associated with the subject property."

(Initial)

b. "Applicant acknowledges the Town of Yemassee will **not perform a permanent service and final building inspections for a Certificate of Occupancy** without the issuance of a Final Certificate of Construction and Compliance."

(Initial)

2. A Final Certificate of Compliance shall not be issued by the Town of Yemassee until a:

- i. Complete application for Final Certificate of Construction and Compliance is submitted by the Development Permit Applicant;
- ii. All necessary utilities to serve the development are installed;
- iii. All life safety measures including but not limited to traffic signage, traffic striping, lighting and accessible routes are installed;
- iv. All operating permits required as part of the development permit are issued; and

The building permit applicant hereby accepts all risk associated with home construction without guarantee that a Final Certificate of Construction Compliance will be issued for the development on any given timeline.

Print: _____

Signature: _____

Date: _____



TOWN OF YEMASSEE BUILDING PERMIT APPLICATION LICENSE REQUIREMENTS

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License Requirements

Please read carefully. This form is required at time of application.

Permit Number:

- Individuals and entities involved in the construction, repair, or renovation of structures including mechanical construction are required to comply with licensing requirements of the State of South Carolina and the Town of Yemassee.
- Persons engaging in Business in the Town of Yemassee are required to have current Town Business Licenses.
- The contractor is aware that the sub-contractors, also known as independent contractors, which are hired by the contractor to perform services, are not employees. Sub-contractors are required to maintain a valid Town business license and state/local licenses or registrations as applicable when conducting business inside the town limits of Yemassee. This requirement also applies to individuals such as craftsmen or artisans not regularly employed by the contractor, but who are performing work on the job. The Building Inspector will require proof of a current Town of Yemassee business license or proof of employment if an employee.
- No deductions shall be made on the permit application by a general or independent contractor for value of work performed by a subcontractor.
- **In no case** will a permanent service or final inspection (if there is not a permanent service inspection) be processed until all required documentation is submitted to the office.

I, the undersigned have read and understand the above. I am the contractor in charge or authorized agent for the contractor in charge, or Owner.

Print: _____

Signature: _____ **Date:** _____



**TOWN OF YEMASSEE
BUILDING PERMIT APPLICATION
REFUSE DISPOSAL PLAN**

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Refuse Disposal Plan

You are required to dispose of all construction waste in accordance with related local, state, and federal regulations.

Permit Number:

Site Debris:

1. It shall be the responsibility of the permit holder to clean up and remove all construction debris as well as other related material or organic materials prior to receiving a final inspection approval.
2. Waste shall be contained in such a manner as to prevent contamination of any adjacent property by any means.

Hurricane Protection:

1. No permit holder shall allow construction related materials to remain loose or unsecured at a site from 24 hours after a hurricane watch has been issued until the hurricane watch/warning has been lifted. Materials shall be removed from the site or secured in such a manner as to minimize the danger of such materials causing damage to persons or property from weather emergencies.
2. Failure to comply with this section will subject the permit holder to possible fines in accordance with the Town of Yemassee Code.

Owner Name:

Contractor:

Location:

Solid Waste Containment Method:

Waste Pick-Up and Disposal Schedule:

Disposal Location (Site):

Name of Party or Company Responsible for Removal:

Signature of Responsible Person _____ **Date:** _____



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SUBCONTRACTOR ROSTER

Instructions: Fill out the information in each column. All license numbers must be correct. This form is due with the permit application as a preliminary submittal, and again before the permanent service inspection as a final submittal. Current Town of Yemassee Business Licenses are required for each subcontractor.

Permit Number:

Job Location:

Owner Name:

Date:

Contractor Name:

Business License #:

Parcel ID:

Trade	Contractor Company Name	License Holder Name	Yemassee Business License	Contractor License/Registration Number
Electrician			LIC	
Plumber			LIC	
HVAC			LIC	
Roofer			LIC	
Foundation			LIC	
Masonry			LIC	
Steel			LIC	
Vinyl/Aluminum Siding			LIC	
Stucco			LIC	
Insulation			LIC	
Sheet Rock/Dry Wall			LIC	
Carpentry/Framing			LIC	
Carpentry/Interior Trim			LIC	
Cabinets			LIC	
Painting			LIC	
Iron Railings			LIC	
Wallpaper			LIC	
Tile Work			LIC	
Equipment			LIC	
Elevator			LIC	
Factory Fireplace			LIC	N/A
Glass			LIC	N/A
Building Sprinkler			LIC	
Alarm System			LIC	
Gas			LIC	



**TOWN OF YEMASSEE
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MECHANICAL CERTIFICATE**

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Mechanical Certification of Work to be Performed

PERMIT NUMBER:

NOTE:

1. The Mechanical Certificate is required BEFORE work begins in Plumbing, Electrical, or HVAC.
2. All information on the form is required. Only completed forms will be accepted.
3. Owners doing work in any of the trades are required to have the certificate approved by the Building Inspector.

State License #:

License Group (Commercial):

Yemassee Business License #:

Work Site: Street Number:

Street Name:

Owner:

Contractor:

Owner
Address:

Contractor
Address:

Owner Phone #:

Contractor Phone #:

Description of Work to be Performed by Mechanical Contractor

☐

Electrical

Electric Service Size:

☐

Plumbing

☐

Heating and Air

Heat Pump Size:

I, am the owner of authorized agent of

Print Company Name

The electrical, heating and air conditioning, or plumbing work as described above shall be installed in accordance with other applicable codes. I certify that the above listed Contractor possesses and maintains a valid Town of Yemassee Business License.

Name (Print)

Notary Public (Print)

Signature

Signature

Date:

Date:

State:

Commission Expires:



**TOWN OF YEMASSEE
STORMWATER CONTROL AFFADAVIT**

Town of Yemassee
Attn: Administration Department
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Yemassee, SC 29945-3363
(843)589-2565 Ext. 3
www.townofyemassee.org

This Affidavit must be submitted at the time of the building permit application or Certificate of Appropriateness			
<i>Office Use Only</i>	Permit Number:		Date Received:
Project Address:			Lot #:
Subdivision:		Parcel ID:	
Property Owner		Contractor	
Name:		Name:	
Address:		Address:	
City/State/Zip:		City/State/Zip:	
Phone:		Office Phone:	
Cell Phone:		Cell Phone:	
Email Address:		Email Address:	
<p>My signature hereto signifies I am the owner/financially responsible party for job site compliance with the Stormwater Requirements as outlined in the Town of Yemassee Code and the Town of Yemassee Design Standards Ordinance. I hereby acknowledge that Best Management Practices must be used to ensure control of soil erosion on my job site to include, but not be limited to, the following:</p> <ol style="list-style-type: none">1. Installation and regular maintenance of silt fencing using the preferred method of trenching installation on all low/down slope sides of the job site. Silt fence is to have an upslope return at each end no less than 5 feet; and2. Installation and regular maintenance of a stone construction entrance. Stone construction entrance shall consist of a 2 inch to 3 inch coarse aggregate stone. Construction entrance shall be a minimum of 6 inches in thickness, 10 foot wide and extend to the structure or a minimum of 15 feet in length; and3. Removal of mud and sediment from the street or adjacent property(ies) immediately following such an occurrence; and4. Conduct no land disturbing activity within 35 feet of the banks of streams, lakes, wetlands or other water course or water body; and5. Provide temporary vegetation and/or mulch on any exposed areas to provide an effective barrier from erosion within 14 days of inactivity; and6. Install any other measures as deemed necessary by Town Staff, S.C. DHEC Personnel or S.C. DNR.7. All construction site activities must adhere to the South Carolina Department of Health and Environmental Control (SCDHEC) General Permit SC0010000 for Large and Small Site Construction Activities.			



TOWN OF YEMASSEE STORMWATER CONTROL AFFADAVIT

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I understand that if the disturbed area for any reason becomes greater than 43,560 square feet, or 21,780 square feet within ½ mile of the Critical Zone as defined by SCDHEC, a formal Stormwater Management Plan (SWPPP) with an Erosion Control Plan will be required to be submitted with proper fees for review, approval, and permitting. I further acknowledge the Town's Building Inspector may refuse to conduct building inspections and the Administration Department may issue Notices of Violation, Stop Work Orders, and/or Civil Penalties for failure to comply with Sediment & Erosion Control Requirements.

Signature

Print Name

Title

Date Signed

Lowcountry Regional Water System

513 Elm St West
Hampton, SC 29924

Phone: 803-943-1006
Fax: 803-943-1014

WATER AND SEWER AVAILABILITY

Complete both sides of this form if you would like to obtain information on the availability of water and/or sewer service to a location that is currently not served by LRWS, or for changes to the type of service at an existing location.

I am requesting information on the availability of:

(check all that apply) ☐ **Water Availability** ☐ **Sewer Availability** ☐

Please Note:

LRWS makes no representation as to the capacity and pressure to the water demands for the above properties. If large demands or fire flows are anticipated, the developer may contact the engineering department to request a flow test.

LRWS makes no representations as to the capacity or available depth to tie into the sanitary sewer system for the above properties. The developer's site engineer or contractor must perform their own investigation as to the depth, size and material of the existing sanitary main within the street. Sanitary sewer services must be designed in accordance with LRWS Sewer Use Ordinance and SCDHEC Standards for Wastewater Facility Construction (R61.67). Based upon the proposed building and the location and depth of the available sewer, a grinder pump system may be required.

LRWS will provide a written response within 7 working days of receipt of the completed request form.

This is not an application for service. Application for water and/or sewer service may be made at the LRWS Office at 513 Elm St. West, Hampton, SC 29924. Application fees must be paid at the time of application for water and/or sewer service.

Service Location: _____	
Street Address	

Town	TMS/Parcel Number
Will the property be subdivided? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Owner/Applicant: _____	
Last	First

Development/Business Name (if applicable): _____	

Mailing Address: _____	
Street Address	

City, State, Zip	

Email: _____	Phone: _____
<i>Continued on other side</i>	

Type of Development (select all that apply and provide information required):	
<input type="checkbox"/> Single Family Residence – number of persons in home _____	
<input type="checkbox"/> Multi-Family Residence – number of units _____	
<input type="checkbox"/> Restaurant / Bar – number of seats _____	
<input type="checkbox"/> Car Wash – number of bays _____	
<input type="checkbox"/> Laundromat – number of washers _____	
<input type="checkbox"/> Church – number of seats _____	
<input type="checkbox"/> Beauty/Barber Shop – number of chairs _____	
<input type="checkbox"/> Medical Office / Clinic – number of employees _____	
<input type="checkbox"/> Office / Store / Administration Building – number of employees _____	
<input type="checkbox"/> Motel – number of units _____	
<input type="checkbox"/> Nursing home / Institution – number of beds _____	
<input type="checkbox"/> School / day care – number of students/staff _____	
<input type="checkbox"/> Service Station – number of employees _____	
<input type="checkbox"/> Factory / Industry – number of employees _____	Type of Industry: _____
<input type="checkbox"/> Other – describe _____	
Will a separate fire line be required? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Office Use Only

<u>Water Service</u>		<u>Sewer Service</u>	
<input type="checkbox"/> Water Available: Water main is located on street frontage		<input type="checkbox"/> Sewer Available: Sewer main is located on street frontage	
<input type="checkbox"/> Water Available – Conditional: Water can be provided if applicant extends a water main. Contact LRWS Engineering for requirements.		<input type="checkbox"/> Sewer Available – Conditional: Sewer can be provided if applicant extends a sewer main. Contact LRWS Engineering for requirements.	
<input type="checkbox"/> Water Not Available		<input type="checkbox"/> Sewer Not Available	
<u>Comments:</u> 			
LRWS Review			
Administration	Engineering	Field Supervisor	
Date: _____	Date: _____	Date: _____	
By: _____	By: _____	By: _____	

Beaufort County Single Family Residential Impact Fee Worksheet

Service Area	Fire Fee	Library Fee	Park Fee	Road Fee	Boat Ramp Fee	Total
Daufuskie Island (R800)	751	553	0	1,540	0	2,844
Bluffton-Okatie (R600)	481	553	1,385	3,063	0	5,482
Port Royal Island (R100)	479	553	81	775	0	1,888
Ladys Island (R200)	633	553	429	775	0	2,390
St. Helena (R300)	633	553	775	775	0	2,736
Fripp Island (R400)	0	553	775	775	0	2,103
Sheldon/Lobeco/Yem (R710)	181	553	0	775	0	1,509
Suncity/Riverbend	0	67.5	0	1,552	20	1,639.50