



843.795.4141  
Fax: 843.795.4878  
Town Hall  
1238-B Camp Road  
James Island, SC 29412

**Residential Construction**

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**RESIDENTIAL CONSTRUCTION PERMIT  
APPLICATION AND CHECKLIST**

Application Date: \_\_\_\_\_

**Applicant Information:**

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

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

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

**Subject Property Information:**

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

Tax Map #: \_\_\_\_\_

Flood Zone: \_\_\_\_\_

Description of Construction: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Cost of Construction: \_\_\_\_\_

Plan Review Fee: \_\_\_\_\_

**Documents Required:**

\_\_\_\_\_ 3 sets of construction drawings

\_\_\_\_\_ 4 Elevation Certificates (if applicable)

\_\_\_\_\_ Restrictive Covenants Affidavit

\_\_\_\_\_ TOJI Stormwater Application (w/site plan)

\_\_\_\_\_ 3 Site Plans – to scale

\_\_\_\_\_ Tree Affidavit

\_\_\_\_\_ Zoning Permit fee (\$25) (cash, money order or check made out to the Town of James Island)

\_\_\_\_\_ Plan Review fee (1/2 of permit fee) (check made out to Charleston County)

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**Staff Notes/Reviews:**



Restrictive Covenants  
Zoning/Planning

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**PERMIT APPLICATION: RESTRICTIVE COVENANTS AFFIDAVIT**

I, \_\_\_\_\_, have reviewed the restrictive covenants applicable to  
(Print Name)

Parcel Identification Number(s) \_\_\_\_\_, located at  
(TMS #)

\_\_\_\_\_, and the proposed permit application is not  
(Address)

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.

\_\_\_\_\_  
(Signature) (Date)

\_\_\_\_\_  
(Print Name)

Explanation:  
Effective July 1, 2007, South Carolina Code of Laws Section 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. (Section 6-29-1145 is copied on the back of this page)

Received by: \_\_\_\_\_ Date: \_\_\_\_\_ Application #: \_\_\_\_\_

"Section ~~6-29-1145~~. (A) In an application for a permit, the local planning agency must inquire in the application or by written instructions to an applicant whether the tract or parcel of land is restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the permitted activity.

(B) If a local planning agency has actual notice of a restrictive covenant on a tract or parcel of land that is contrary to, conflicts with, or prohibits the permitted activity:

- (1) in the application for the permit;
- (2) from materials or information submitted by the person or persons requesting the permit; or
- (3) from any other source including, but not limited to, other property holders, the local planning agency must not issue the permit unless the local planning agency receives confirmation from the applicant that the restrictive covenant has been released for the tract or parcel of land by action of the appropriate authority or property holders or by court order.

(C) As used in this section:

- (1) 'actual notice' is not constructive notice of documents filed in local offices concerning the property, and does not require the local planning agency to conduct searches in any records offices for filed restrictive covenants;
- (2) 'permit' does not mean an authorization to build or place a structure on a tract or parcel of land; and
- (3) 'restrictive covenant' does not mean a restriction concerning a type of structure that may be built or placed on a tract or parcel of land."



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## PLANNING AND ZONING DEPARTMENT

### TREE AFFIDAVIT

### SINGLE FAMILY RESIDENTIAL HOMES

I, \_\_\_\_\_, hereby certify that proposed development at

\_\_\_\_\_

PID # (Parcel Identification #) / TMS # (Tax Map #) \_\_\_\_\_

will be undertaken without the disturbance, alteration, removal or destruction of any required Grand Tree (18" DBH or greater) as defined in §153.334 **Tree Protection and Preservation** of the *Town of James Island Zoning and Land Development Regulations Ordinance*.

Tree protective barricades shall be placed around all required trees in or near development areas as described in §153.334 D **Tree Protection During Development and Construction**.

I assume full legal responsibility for any actions not in compliance with tree preservation requirements of the Town of James Island. 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 of trees as mandated by the Board of Zoning Appeals or Planning Director.

\_\_\_\_\_  
(owner/representative signature)

\_\_\_\_\_  
(date)

Received by \_\_\_\_\_ Date \_\_\_\_\_



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<b>SERVICE TYPE</b>		<b>FEE</b>
<b>A. ZONING PERMITS</b>		
1	Temporary Zoning Permit Fee	\$50.00
2	Protected/Grand Tree Removal Permit (Zoning Permit)	\$25.00
3	Residential Land Disturbance	\$25.00
4	Residential Zoning Permit	\$25.00
<b>B. COMMERCIAL and INDUSTRIAL</b>		
1	Up to 5,000 SF building size	\$50.00
2	greater than 5,000 SF building size	\$75.00
<b>C. ZONING AND COMPREHENSIVE PLAN AMENDMENTS</b>		
1	Zoning Map Amendments [Rezoning]	\$150.00 + \$10/acre
2	Planned Development (PD) Zoning District	
	a. Less than 10 acres	\$300.00 + \$10/acre
	b. 10-99 acres	\$1000.00 + \$15/acre
	c. 100 acres or greater	\$1500.00 + \$20/acre
3	Amendment to existing Planned Development text	\$300.00 + \$2/acre
4	Sketch Plan Amendment	\$300.00 + \$2/acre
5	ZLDR Text Amendments	\$250.00
6	Comprehensive Plan Amendments	\$250.00
<b>D. SITE PLAN REVIEW</b>		
1	Limited Site Plan Review	\$50.00
2	up to 5,000 SF building size.	\$250.00
3	greater than 5,000 SF building size.	\$500.00
<b>E. BOARD OF ZONING APPEALS</b>		
1	Appeals of Zoning Related Administrative Decisions	\$250.00
2	Special Exceptions	\$250.00

	3	Zoning Variances	\$250.00
	4	Protected/Grand Tree Removal Zoning Variances	\$250.00 + \$50.00
<b>F.</b>	<b>ADDRESSING</b>		
	1	Street Name Change	\$50.00
	2	Street Sign	\$200.00
<b>G.</b>	<b>SIGNS</b>		
	1	Billboards	Site Plan Review + \$50.00
	2	Wall Signs (per use)	\$50.00
	3	Free Standing Sign	\$50.00
	4	Agricultural Sign	\$20.00
<b>H.</b>	<b>SUBDIVISION PLATS</b>		
	1	One Lot or Exempt Plat	\$50.00
	2	2-10 Lots or Minor Subdivision Plat	\$100.00 + \$10/lot
	3	11 or more Lots or Preliminary Plat for Major Subdivision	\$200.00 + \$10/lot
	5	Final Plat	\$100.00 + \$10/lot
	6	Public Improvement(s) Review (Engineering)	\$10/lot
	7	Appeals of Subdivision Related Administrative Decisions	\$250.00

### FEE SCHEDULE NOTES

Town Council may waive all or a portion of the above fees upon submittal of a request to Council and subsequent approval at a public meeting of Town Council

If any type of zoning application/permit is required in order to bring properties that have current zoning violations into compliance with the Town of James Island Zoning and Land Development Regulations Ordinance, the zoning application/permit fees shall be doubled.

Separate applications and fees shall be filed for more than one Variance request to each requirement of this Ordinance. If an applicant requests a variance for removal of more than one Protected/Grand tree, each additional Protected/Grand tree shall require an additional fee.

## CHARLESTON COUNTY BUILDING PERMIT FEES

Total Valuation	Fee
\$1,000.00 and less	No fee, unless an inspection is required, in which case a permit is required and a \$50.00 fee shall be charged.
\$1,000 to \$2,000	\$50.00
\$2,001 to \$50,000	\$50.00 for the first \$2,000 + \$4.00 per \$1,000
\$50,001 to \$100,000	\$242.00 for the first \$50,000 + \$3.75 per \$1,000
\$100,001 to \$300,000	\$429.50 for the first \$100,000 + \$3.50 per \$1,000
\$300,001 to \$500,000	\$1129.50 for the first \$300,000 +3.35 per \$1,000
\$500,001 and up	\$1,799.50 for the first \$500,000 + \$3.00 per \$1,000

## **Charleston County Building Inspection Department Plan Submittal Checklist**

1. Three site plans drawn to an engineer's scale showing the property lines, all existing structures, proposed structures and setbacks. One is for Planning, one for Storm-water and one for Building Inspection Services.
2. Whether the structure has public sewer (availability letter from provider) or septic tank (SCDHEC permit required).
3. Zoning Permit
4. If an Owner/Builder project -Itemized list of materials plus labor if located in a flood zone.
5. If a Licensed Contractor project- An itemized list of materials plus labor and a copy of contract for work if located in a flood zone.
6. Complete Building Plans - 2 sets, the minimum requirements shall include the following, where applicable, based on the 2012 IRC(International Residential Code), 2012 IBC(International Building Code), 2012 IMC(International Mechanical Code), 2012 IPC(International Plumbing Code), 2012 IFGC(International Fuel Gas Code), 2012 IFC(International Fire Code), 2009 IECC(International Energy Efficiency Code) and 2011 NEC(National Electrical Code) with considerations of the SC State Building Code Council's modifications to the same located at:  
<http://www.llr.state.sc.us/POL/BCC/PDFfiles/2012%20Code%20Modifications.pdf>

### **The Building(s) shall be designed based on these Design Parameters**

The Snow load for this area is:	5 lbs./sq. ft.
The wind design is:	110 mph./3 sec. gust exposure B or C (check criteria for building location)
Seismic design category	D1 or D2
Weathering for Concrete	Moderate
Frost Line Depth	12 "
Termite Infestation Probability	Very Heavy
Decay Probability	Moderate to Severe
The Winter Design Temperature	27 degrees
*Flood Hazards	As determined by Charleston County Planning Dept
*Structures located in a special flood hazard area must indicate on the plans the height of the Base Flood Elevation in relation to the building.	

### **The following shall be included in your plans for a Building Permit**

If this is for a One or Two Family Dwelling and three stories or less in height or a residential accessory building the International Residential Code shall be utilized along with the following based on that Code. You **must** include which one of the following five methods that was used in determining the structural building design, based on the requirements in the International Residential Building Code (IRC), **on your plans**;

1. American Forest and Paper Association (AF&PA) Wood Frame Construction Manual for One and Two Family Dwellings(WFCM); **or**
2. ICC Standard for Residential Construction in High-Wind Regions (ICC-600); **or**
3. Minimum Design Loads for Buildings and Other Structures (ASCE-7); **or**
4. AISI Standard for Cold Formed Steel Framing- Prescriptive Method For One and Two Family Dwellings(AISI S230), **or**
5. The IBC(International Building Code).

#### **Exceptions:**

1. For concrete construction, the wind provisions of this code shall apply in accordance with the limitations of [Sections R404](#) and [R611](#).
2. For structural insulated panels, the wind provisions of this code shall apply in accordance with the limitations of [Section R613](#).

If this is for other than a one and two family dwelling or a four story single-family residence the International Building Code shall be utilized for designs based on the above listed Design Parameters criteria. All appurtenant structures including porches, decks and attached garages must be included on the plans.

**All plans shall be sufficient enough in detail to determine the following:**

**Front, Side and Rear Elevations and Floor Plans**

**Foundation:**

**Wood, Steel or Concrete Piles** - must be engineered

**Concrete Slab**- Raised, Monolithic or Spread Footings or combinations of the same including footing sizes, location and size of reinforcement and location, size and type of any special structural elements

**Footings**- Size, depth and width of footings; placement of reinforcement and size; and location and method of anchoring of the structure to the footings.

**Piers**- (*must be engineered*) placement of footings including; reinforcement, size and location; load path continuity; and the location, reinforcement and size of the piers.

**Stem Wall** - type of construction (ie. block, cast in place concrete, etc.), height, width, reinforcement (including vertical, horizontal and embedment), bond beams, anchor bolts and location of ventilation.

**Floor System:**

Type of materials concrete, wood or steel. Anchoring of floor system to foundation for uplift, as well as lateral movement and the specific sizes, brands and fasteners required. Spacing, spans and sizes of members. Blocking and bracing where necessary. Size, type and location of beams. Special nailing patterns, spacing and size of the joist, beams or sub-floor.

**Walls:**

Type of materials; concrete, wood or steel. If masonry or concrete, the location and sizes of reinforcement, bond beams and lintels. Height of walls. Shear wall locations. Whether type 1, type 2 or combination of shear walls. The wall sheathing and siding material, installation and fastener schedule based on its' location to meet the component and cladding requirements. The location of air barrier, thermal barrier, insulation levels, and whether a blower door test will be performed. The brand, location, size and type of hold downs utilized in the shear walls with fastener schedules attached. Show gable end wall details for proper bracing. If the building is multi-story show the location of the connectors between the floors. The location and sizes of openings in walls as well as header sizes. The specific windows and doors, with the fastening details utilized, along with their design pressure ratings, both positive and negative and their location in the building. If taking the glazing protection exception for any opening, show the fastening schedule and type of coverage along with the storage location for the protective coverings. Include the type of window or door opening protection that will be utilized with the proper fastening schedules, all based on the Design Parameters above.

**Roof/Ceiling:**

The type of materials; concrete, wood or steel. The anchoring of the roof/ceiling system to the walls for uplift as well as lateral movement. If the roof/ceiling system is used as a diaphragm, the type, fasteners and size of the materials to be utilized. The sizes and location of roof and ceiling framing details and fastening schedules of any roof sheathing. The type of roof covering; slate, shingles, composite, metal, concrete or other, with any special fastening schedules for high wind areas.

**Interior spaces:**

Locations, sizes and uses of rooms. Locations and types of doors and windows with schedules. Fire resistance wall assemblies with UL ratings, if applicable. Exit and exit way requirements where required. Fire separations, distances, uses, heights and types of adjacent buildings with the location of any applicable fire suppression requirements, hydrants, sprinklers, etc. Any handicap accessible areas when required. Location of the duct work for Energy Code compliance.

**Energy Code Compliance:**

The structure must meet the current 2009 (IECC) International Energy Conservation Code.

**IECC Residential Prescriptive Compliance Form**

Property Information	
Property Address	
City / Zip	
Builder / Remodeler	
Address	
Phone	

New Construction

Remodel Description:

I hereby certify that the above project will meet or exceed the minimum requirements of 2009 International Energy Conservation Code by utilizing the following measures:

2009 IECC Zone 3A Prescriptive Requirements	Proposed Project Specifications
Windows $U < 0.50$	
Windows (Low E) SHGC $< 0.30$	
Skylight $U < 0.65$	
Ceiling Insulation R - 30	
Wall Insulation R - 13	
Floor Insulation R - 19	
Crawl Space R - 5 / 13 (not required in warm/humid)	
HVAC Efficiency Rating	
Size of HVAC (as determined by Heat Loss / Heat Gain calculations) Give method of calculation	
Heat pumps have programmable thermostats	
Duct Insulation R-8 in attic R-6 in other spaces	
Ducts sealed to substantially airtight and if located outside thermal envelope, tested and certified by whom	
Water Heater Efficiency Rating	
Building Envelope Visual or blower door and if tested certified by whom	
Recessed Cans - IC and airtight (ICAT)	
Recirculating fluid piping carrying fluids above 105F is insulated to R - 2	

Note: A RESCheck Certification must be performed and submitted with the permit application.

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Signature

Date

A Copy of this finished certificate must be installed at/near the electrical panel at final

Revised 7-1-2013