

2056 Middle St. • P O Box 427 • Sullivan's Island, SC • 29482 • (843) 883-3198

Request: Conceptual Review ☐ Preliminary Approval ☐ Final Approval ☐

- ☐ Application fee (Checks payable to Sullivan's Island Design Review Board) *(all submissions)*
- ☐ Completed and signed Submittal Application to Sullivan's Island DRB **(PART 1)** *(all submissions)*
- ☐ Zoning Standards Compliance Worksheet **(PART 2)** *(all submissions with relief requests)*
- ☐ Neighborhood Compatibility Worksheet **(PART 3)** *(all submissions with relief requests)*
- ☐ **Two (2) sets** of Drawings, 11" x 17" size. *(all submissions)* Drawings to include:
 - ☐ **A current as-built survey**, Certified by a S.C. Registered Land Surveyor [1/16"= 1'-0" OR 1"= 20'-0"
Required for all new construction and for work which expands or is outside of an existing building footprint; illustrating the following:
 - All applicable Flood Zone information
 - Setbacks, property lines and easements
 - Spot elevations required to comply with § 21-24
 - OCRM Critical Lines, or Baseline and Setback if applicable
 - Existing Structures, if applicable
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 - ☐ **Site Plan** [1/16" = 1'-0" OR 1" = 20'-0" scale], illustrating the following:
 - Existing structures, if applicable
 - Proposed new structures
 - All applicable survey information
 - Narrative for Scope of Work *(all Historic projects)*
 - ☐ **Floor Plans** [1/8" = 1'-0" scale], with the following requirements:
 - Exterior dimensions
 - Graphically depict the outlines of heated space, covered porches and open decks.
 - In the case of renovations and/or additions, the outlines of existing and new construction must also be shown.
 - ☐ **Exterior Elevations** [1/8" = 1'-0" scale], with the following requirements:
 - All exterior materials such as wood, stucco, roofing and / or masonry shall be graphically represented for intent.
 - Must be rendered with shadows depicting roof and / or deck overhangs, changes in wall plane, or massing.
 - Roof ridge heights to natural grade. Finished Floor Elevation (FFE), Lowest Structural Member (LSM), Base Flood Elevation (BFE) to finish grade.
 - Detailed descriptions of treatment of all historic materials. *(all Historic projects)*
 - ☐ **Conditional/Optional:**
 - 3-D perspective sketches and / or models, as well as streetscape renderings that include adjacent properties are always encouraged and are **required for submissions with requests for relief, additional coverage, or additional square footage.**
 - Any relevant photographs or documentation that might be descriptive (of adjacent properties).

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ZONING STANDARDS COMPLIANCE WORKSHEET (PART 2)

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Project Address: _____

Submittal Date: _____

Meeting Date: _____

		Zoning Ordinance Reference Section	Zoning Standard	✓ if meets standard	DRB's Max. Authority for Relief	Applicant Request for Relief in	Percent (%) Relief Requested	Total Allowed + Requested Relief (SF)
SETBACKS	A	21-22 Front Setback	25 feet		15% (3.75')			
	B	21-22 Additional Front Yard Setback	45° above 20'		15%			
	C	21-22 Side Setback	Per lot; Enter Result: _____min.; _____comb.		25%			
	D	21-22 2nd Story Side Façade Setback	10 feet (wall length) 2' setback from wall		100% (20 feet)			
	E	21-22 Rear Setback	25 feet		None			
LOT COVERAGE	F	21-25 Principal Building Coverage	as per formula: Enter Result _____sf		20% _____sf			
	G	21-26 Impervious Coverage	as per formula: Enter Result _____sf 30% sf maximum	✓	N/A	N/A	N/A	N/A
	H	21-27 Principal Building Square Footage	as per formula: Enter Result _____sf		25% _____sf			
	I	21-28 Third Story	as per formula: Enter Result _____sf		15% _____sf			
DESIGN STANDARDS	J	21-29 Principal Building Front Façade	50' feet or, 2/3 lot width (whichever is less)		100%			
	K	21-29 Principal Building Side Façade	30 feet (wall length)		100% (60 feet)			
	L	21-30 Building Orientation	Towards ocean, excluding marsh and ocean lots		Adjust for Neighborhood Compatibility			
	M	21-30 Bldg. Foundation Height	8' to LSM & 9'4" to FFE		1 foot			
	N	21-32 Foundation Enclosure	½" Space		Adjust for Neighborhood Compatibility			
	O	21-138 Accessory Structure	Height (18') Setback (10') Area 625' footprint and 750' total		20% (3.6') 40% (4') 20% Area 750'-900'			

NEIGHBORHOOD COMPATIBILITY WORKSHEET (PART 3)

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Have you reached out to the neighbors to get their feedback on the proposed plans? ☐ YES ☐ NO

In accordance with the Sullivan's Island Zoning Ordinance, Section 21-111, the DRB shall only grant modifications of the Zoning Ordinance standards if the design is compatible with the surrounding neighborhood. **See the DRB Application Submittal Guidance document for additional information for filling in this form.**

Principal Building Square Footage (§ 21-27): Existing SF _____ Standard SF _____ Proposed SF _____

Principal Building Coverage (§ 21-25): Existing SF _____ Standard SF _____ Proposed SF _____

Front and Side Building Setbacks (§ 21-22): Standard, *combined* _____ Proposed, *combined* _____ *min* _____

Second Story Side Façade Setback (§ 21-22): Requested Relief _____

Principal Building Side Façade (§ 21-29): Requested Relief _____