



TOWN OF SULLIVAN'S ISLAND PERMIT REQUIREMENTS NEW AND SUBSTANTALLY IMPROVED RESIDENTIAL STRUCTURES

- 1. Complete full set of architectural and structural plans. Plans must be certified by a South Carolina registered Architect or Engineer.**
 - a. Plans must show all elevations north, south east and west.
 - b. Elevations **MUST** show height above base flood elevation (existing natural grade, determined by the Building Official).
 - c. All plans **Must** be up to the 2018 Building code.
- 2. Site plan**
 - a. Existing topographic information, proposed topographic information.
 - b. Centerline elevation of all streets bounding the property and distances of edge of payment to property lines, property corners, setback lines or critical lines.
 - c. Any easements and utilities (water meters, fire hydrants, sewer taps, etc.)
 - d. Location of proposed structure
 - e. Any impervious surfaces
 - f. Hard surfaces
 - g. Location of proposed driveway
 - h. Walkways
 - i. Existing trees
 - j. Lot coverage calculations are required on all plans in square feet and percentages.
 - k. Total square footage of all living space
- 3. Property line on all elevations.**
 - a. you may reduce the size of the elevations in order to get the property line on the page.
- 4. Max 200 square feet of solid breakaway wall enclosures allowed below BFE.**
 - a. Include the access enclosures, elevator shafts, storage, etc. Must have flood vents to equal one square inch for every square foot of floor space and be no more than 12 inches above grade.
- 5. Architects, owners, and engineers are strongly advised to meet with the Building Official to determine the natural grade elevation that will be used for construction.**
- 6. Stormwater plan and signed stormwater certification form**
- 7. If demolishing existing structure, demo requirements to be signed and water and sewer **MUST** be disconnected.**
- 8. Signed Charleston County stormwater application and required proposed site plan.**