



Town of Surfside Beach
PROPERTY OWNER PERMIT APPLICATION

Tel: 843-913-6341 Fax: 843-839-0057

PROPERTY STREET ADDRESS TAX MAP #

OWNERS NAME PHONE #

ADDRESS CITY, STATE, ZIP

LOT BLOCK SECTION ZONING DISTRICT

FLOOD ZONE BASE FLOOD ELEVATION FIRM PANEL #

TYPE OF IMPROVEMENT

Non Structural Alteration Detached Structure (less than 400 square feet) Repair or Replacement
Roof Covering Electrical Mechanical/Gas Plumbing Other

PROPOSED or CURRENT USE

CONSTRUCTION TYPE OCCUPANCY TYPE GROSS SQUARE FEET

# OF STORIES HEIGHT ABOVE GRADE SETBACKS: FRONT REAR SIDE SIDE

SQ.FOOTAGE OF LOT # OF PARKING SPACES # OF BEDROOMS # OF BATHS

DESCRIBE IN DETAIL PROPOSED SCOPE OF WORK:

VALUE OF IMPROVEMENT/REPAIR \$ (INCLUDE ALL LABOR, MATERIAL & PROFIT)

Pursuant to SC Code Section 6-29-1145, is this tract or parcel restricted by any recorded covenant that is contrary to, conflicts with or prohibits the activity described in the permit? YES NO NOT APPLICABLE

State law requires residential construction to be done by licensed residential builders and specialty contractors. You have applied for a permit under an exemption to that law. The exemption allows you, as the owner of your property, to act as your own builder to build or improve a one family residence. You must supervise the construction yourself. The building must be for your own use and occupancy. It may not be built for sale or rent. If you sell or rent a building you have built yourself within two years after the construction is complete, the law will presume that you built it for sale or rent, which is a violation of this exemption. You may not hire an unlicensed person as your residential builder or specialty contractor. It is your responsibility to make sure that people employed by you have licenses required by state law and by county or municipal licensing ordinances. Your construction must comply with all applicable laws, ordinances, building codes and zoning regulations.

It is understood and agreed by the undersigned that the issuance of this permit grants the Code Enforcement Official(s) access during normal business hours to the property as listed above and it does not constitute a privilege to violate any Town ordinances or regulations and that any omission or misrepresentation of fact or change from this application or permit without approval of the Building and Zoning Department shall constitute sufficient grounds for revocation of any permits issued. I have read, agreed to and signed an Owner Contractor Affidavit and consider it a condition of any permit issued. All permits are non-transferable and non-refundable.

Signature of Applicant

Date

State of South Carolina )  
 )  
County of Horry )

NOTICE OF IMPROVEMENT  
BY OWNER AS AN  
UNLICENSED BUILDER

Property Owner(s): \_\_\_\_\_

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

T.M.S # \_\_\_\_\_

Deed Reference: \_\_\_\_\_

**NOTICE OF IMPROVEMENT PURSUANT TO S.C. CODE ANN.§40-59-260**

PLEASE TAKE NOTICE the residential building or structure on the property shown above has been constructed or improved by the owner(s) as an unlicensed builder under an exemption provided in S.C. Code Ann. §40-59-260. Under this section the owner of the residential building or structure is required to file as a matter of public record a notice with the register of deeds, indexed under the owner's name in the grantor's index, stating that the residential building or structure was constructed or improved by the owner as an unlicensed builder. For further information about the improvements you may contact the Building Official for the Town of Surfside Beach, South Carolina at 1-843-913-6111.

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

Witnesses:

\_\_\_\_\_  
\_\_\_\_\_

PROBATE

PERSONALLY appeared before me the undersigned witness and make oath that (s)he was present and saw the above named owner(s) sign, seal and as their act and deed, deliver the within NOTICE OF IMPROVEMENT; that deponent with the other witness whose name is subscribed above witnessed the execution thereof.

\_\_\_\_\_

SWORN to before me this

\_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_(L.S.)

Notary Public for South Carolina

My Commission Expires: \_\_\_\_\_