



**Registration for Structural Fill  
Bureau of Land and Waste Management**

**Submit to:** Division of Mining and Solid Waste Management, Bureau of Land and Waste Management,  
SC Department of Health and Environmental Control, 2600 Bull Street, Columbia, SC 29201-1708  
**(Please Print or Type)**

**I.** Name of Structural Fill Project: \_\_\_\_\_ County: \_\_\_\_\_

**II.** Landowner's name, mailing address: \_\_\_\_\_  
\_\_\_\_\_  
Telephone Number: \_\_\_\_\_

**III.** Brief description of the physical location of the structural fill area (include road names/numbers): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**IV.** List source(s) supplying the fill material: \_\_\_\_\_  
\_\_\_\_\_

**V.** List anticipated time frame for filling the area: \_\_\_\_\_

**VI.** Estimate the size of the area to be filled: \_\_\_\_\_  
Estimate maximum volume the fill area will be capable of receiving: \_\_\_\_\_

**VII.** Provide Latitude and Longitude or UTM coordinates: \_\_\_\_\_

**VIII.** Explain how waste will be compacted and cover applied: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**IX.** Certification

"I certify under penalty of law that I have personally examined and am familiar with the information submitted in the attached document; and, I believe the submitted information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment."

Name of Landowner (print): \_\_\_\_\_ Signature: \_\_\_\_\_

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

**X.** Attachments

- Attach a current county map showing the location of the proposed fill area.
- Attach proof of ownership of the property (provide tax map number).
- If the structural fill is located in the Coastal Zone of South Carolina, obtain and submit an approval letter from the Office of Ocean & Coastal Resource Management (OCRM) for the site.

## INSTRUCTIONS

### Registration for Structural Fill

#### Who Must File A Registration for Structural Fill?

Anyone who wants to fill a natural low area with land-clearing debris, hardened concrete, hardened/cured asphalt, bricks, and/or masonry blocks for future beneficial use must be registered with the Department before beginning the structural fill activity. The fill activity is limited to one (1) acre in size and to one (1) year in duration.

#### Where To File Registration Form:

Registration requests must be sent to the following address:

Division of Mining and Solid Waste Management  
Bureau of Land and Waste Management  
SC DHEC  
2600 Bull Street  
Columbia, SC 29201-1708

#### Completing the Form:

You must type or print all information. The instructions on this page should be of assistance in completing the Registration for Structural Fill form. If you still have questions about completing this form, the Department's Solid Waste Permitting staff is available to provide assistance by calling (803) 896-4000.

#### Section I: Name of Structural Fill Project

Provide a unique and descriptive name for the structural fill project. This name shall be used in all future correspondence with the Department.

#### Section II: Landowner's Name, Mailing Address

Provide the full name (First Name, Middle Name, Last Name), title, complete mailing address (Street Number or P.O. Box, Street Name, City, State, and Zip Code), and telephone number of the owner of the parcel of property to be affected by the proposed structural fill activity. If ownership is by more than one person, or by a corporation or other legal entity, provide the name, title, mailing address, and telephone number of the landowners' legal representative (one who has authority to approve use of the affected property for the proposed activity).

#### Section III: Brief Description of the Physical Location of the Structural Fill Area

Provide a physical address for the location of the proposed structural fill activity, including Street Number, Street Name, City, State, Zip Code, and County Name. If the site lacks a physical address, provide directions to the site using U.S. State or County highway numbers, intersecting highways, name of the nearest town or city, and distances in miles. Provide tax map numbers for all tax parcels to be affected by the proposed structural fill activity.

#### Section IV: List Source of Fill Material and Specific Type(s) of Waste to be Disposed

List the source of the fill material (e.g. construction project, demolition activity – be specific) and the types of wastes that are to be disposed as part of the proposed structural fill activity. The fill area shall accept only those waste items listed below that have not been painted with lead-based paint, and have not been in contaminated by hazardous constituents listed in the S.C. Hazardous Waste Management Regulations 61-79.261 (e.g. pesticides), or petroleum products, and that have been reduced in size to less than or equal to one (<1) cubic yard pieces with no side exceeding three feet in length:

- Hardened Concrete (may contain rebar)
- Hardened Asphaltic Concrete
- Bricks
- Masonry Blocks
- Land-Clearing Debris

#### Section V: List Anticipated Time Frame for Filling the Area

Provide an estimated start date for initiating filling at the proposed site, and an estimate of the duration of the filling activity. The Department requires all filling activity be completed and the site closed (i.e., two feet of soil cover and seeding with native grasses, OR, initiation of a construction project) within 12 months of the Department's issuance of approval to operate.

#### Section VI:

##### Estimate the Size of the Area to be Filled;

##### Estimate Maximum Volume the Fill Area will be Capable of Receiving.

Provide approximate dimensions (length, width, depth) of the area where fill is to be placed. The total fill area shall not exceed one (1) acre in size. Also provide an estimate of the total volume of fill the proposed site will be capable of receiving. The volume estimate should correspond to the dimensions of the fill area.

#### Section VII: Provide Latitude and Longitude or UTM Coordinates

Provide geographical coordinates [latitude/longitude or Universal Transverse Mercator (UTM)] for the approximate center of the proposed fill area. Accuracy of coordinates should be to the nearest 0.01 second for latitude/longitude, or to the nearest 0.1 meter for UTM. Describe method for obtaining coordinates (e.g., handheld GPS instrument, GIS software such as ESR<sup>®</sup> ArcMap<sup>™</sup> or Google Earth<sup>™</sup> mapping service, U.S. Geological Survey 7.5-minute Topographical Map, etc.).

#### Section VIII: Explain of How Waste will be Compacted and Cover Applied

Regulation 61-107.19, Part II, requires compaction of waste and covering of waste with at least six (6) inches of soil at a minimum of every 30 days if not more frequently. At a minimum, provide a description of how waste is to be placed (e.g., in five-foot-thick lifts), how waste is to be compacted (i.e., equipment to be used), the source of cover material to be used, how cover material will be applied, and how thickness will be verified.

#### Section IX: Certification

Please read the statement, print the name and title of the landowner (if an individual) or landowners' legal representative (if not an individual), sign and date.

#### Section X: Attachments

In addition to completing the Registration for Structural Fill form, the Department requires the following documents be submitted as part of a complete application package:

- A current County highway map with the location of the proposed fill area clearly indicated;
- Documentation of ownership or control of the affected property (acceptable documentation includes a title or deed to the property, including a lease agreement or other contract(s), if applicable). The landowner identified in the submitted documentation should correspond to the landowner identified on the Registration for Structural Fill form. Also, the tax map identification number for the affected property should be indicated in the submitted documentation.
- If the proposed fill area is located in the Coastal Zone of South Carolina (i.e. is located in Beaufort, Berkeley, Charleston, Colleton, Dorchester, Jasper, Georgetown, or Horry Counties) then a letter of approval from the S.C. DHEC Office of Ocean and Coastal Resource Management (OCRM) is required before the site can be registered with the S.C. DHEC Bureau of Land and Waste Management. Contact information for the main office of OCRM in Charleston is provided below:

Office of Ocean and Coastal Resource Management  
SC DHEC  
1362 McMillan Ave., Suite 400  
Charleston, SC 29405  
Telephone: (843) 953-0200  
Fax: (843) 953-0201