

**SOUTH CAROLINA DEPARTMENT OF HEALTH AND  
ENVIRONMENTAL CONTROL**

**OFFICE OF OCEAN AND COASTAL RESOURCE  
MANAGEMENT**

**GENERAL PERMIT APPLICATION**



May 2008

This application package is to be used for certain activities (listed herein) in the OCRM Critical Areas within the eight coastal counties, which are:  
Beaufort, Berkeley, Charleston, Colleton, Dorchester, Georgetown, Horry, and Jasper Counties.

PROCEDURES FOR APPLYING FOR A GENERAL PERMIT:

- 1.) Complete the attached application.
- 2) Applicants must notify adjacent property owners within 100 feet of the subject property and the local governing body by certified mail of the proposed project (For the dock general permit, the applicant must notify all adjacent property owners as described in the critical area regulations). Further, for all general application submittals, a public notice must be placed in a newspaper published in the county where the proposed activity is taking place. Proof of publication (notarized affidavit from the newspaper with notice attached) must be forwarded to OCRM before processing can be completed on the application. **It is advised that both notice periods on the certified mailing and the newspaper notice be finished prior to application submittal to OCRM to ensure an efficient review. The permit cannot be issued until the comment period has expired.**

The applicant must use the following format for notification to adjacent property owners and for the newspaper ad:

**(Applicant)** has applied to the SCDHEC-OCRM for a General Permit to **(description of activity)** at **(address or legal description of property and water body)** in **(City and County)**. Comments on this application must be submitted to OCRM at: 1362 McMillan Avenue, Suite 400, Charleston, S. C. 29405 by **(insert date 10 days after date of certified mailing, 15 days for beachfront activities)**.

If applying through a field office, please use the following:

Beaufort address: 104 Parker Drive, Beaufort, S. C. 29906

Myrtle Beach address: 927 Shine Drive, Myrtle Beach, S. C. 29577

**Note: This ad must run in the newspaper for one day with the appropriate comment time inserted.**

The original certified mail receipts must be submitted to OCRM with the General Permit application package **(Please Note: applicants for the mariculture, soil boring and dune vegetation (GP-06-DV) general permits do not need to notify/submit certified mail receipts for adjacent property owners or local governments.)** [Further Note: For Beachfront GP's, OCRM may at its discretion, require drawings which show the proposed work as well as a survey showing baseline, minimum setback line and 40 year setback line.]

- 3) **Drawings depicting the general location and activity of any of the activities under any general permit must be submitted. Further, drawings submitted for the dock general permit must be computer generated and must depict all relevant information needed for OCRM to act accordingly as directed by current regulations.**
- 4.) The applicant must receive a Construction Placard from OCRM upon issuance of the General Permit before work can commence.
- 5.) **The work must be performed within one year of permit issuance or authorization is void.**
- 6.) All special conditions of the particular General Permit must be complied with. The applicant should ensure all required information has been furnished. The permit will not be issued until all provisions have been fulfilled. The applicant's signature on the information page denotes acceptance and compliance with all permit provisions.
- 7.) A \$100 Administrative Fee is required for the **Dock Additions GP** and must be submitted with the application.

**The following is a list of General Permits available for Tideland Critical Areas of the Coastal Zone:**

GP-94-001: Special Events

GP-96-001: Directional boring for utilities

GP-00-02: Mariculture

GP-84-264: Soil Borings

GP-03-001: Authorizes the following additions to existing, grandfathered, or previously permitted private docks, both single and joint use and does not conflict with OCRM Regulations: Catwalks 3' wide to existing boatlifts, roofs on existing pierheads (as precedent in the area dictates), handrails, utilities, benches, storage boxes, sinks, and mooring piles. **(NOTE: the dock general permit does not apply to adding boatlifts or making additions that increase the overall square footage of the structure, or for adding floating jet docks (or other similar structures as determined by OCRM). All drawings submitted under this GP must be computer generated.**

**The following is a list of General Permits available for the Beach Dune System adjacent to the Atlantic Ocean.**

GP-90-A: Installation or repair of underground and overhead water, sewer, gas, electrical, telephone, and cable service lines.

GP-90-B: Drainage Structures.

GP-90-C: Landscaping and/or fill for landscaping.

GP-90-D: Fences, lighting, trash receptacles (dumpsters, etc.), sidewalks, and signs.

GP-90-E: non-attached decks.

GP-90-F: Sand fences, minor beach renourishment, dune revegetation.

GP-90-G: Construction and reconstruction of drives and parking lots.

GP-92-002: Installation of shore perpendicular wingwalls at existing erosion control structures.

GP-06-DV Dune vegetation



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S. C. Department of Health and Environmental Control  
Office of Ocean and Coastal Resource Management  
Charleston      Beaufort      Myrtle Beach  
(843)953-0200      (843)846-9400      (843)238-4528  
(843)953-0201(fax)      (843)846-9810(fax)      (843)238-4526(fax)

**NAME AND MAILING ADDRESS OF APPLICANT:**

**NAME AND MAILING ADDRESS OF AUTHORIZED AGENT:**  
(If an agent is listed, all correspondence will be sent to the agent.)

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

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

PHONE #: (Bus.) \_\_\_\_\_  
(Home) \_\_\_\_\_  
(Fax) \_\_\_\_\_

PHONE #: (Bus.) \_\_\_\_\_  
(Home) \_\_\_\_\_  
(Fax) \_\_\_\_\_

**DESCRIBE THE DIMENSIONS, GENERAL SPECIFICATIONS, AND PURPOSE OF THE PROJECT:**

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

**TAX MAP NUMBER:** \_\_\_\_\_

**LOCATION OF THE PROJECT (Address and directions to the site):**

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

**COUNTY:** \_\_\_\_\_

**LOCAL GOVERNING BODY WITH JURISDICTION OVER SITE:** \_\_\_\_\_

**NAME OF WATERWAY:** \_\_\_\_\_



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IS ANY PORTION OF ACTIVITY FOR WHICH AUTHORIZATION IS SOUGHT NOW COMPLETE?

YES                       NO

IF "YES", GIVE REASONS, INCLUDING THE MONTH AND YEAR ACTIVITY WAS COMPLETED.  
INDICATE EXISTING WORK ON DRAWINGS.

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APPLICATION IS HEREBY MADE FOR A PERMIT OR PERMITS TO AUTHORIZE THE ACTIVITIES DESCRIBED HEREIN. I CERTIFY THAT I AM FAMILIAR WITH THE INFORMATION CONTAINED IN THIS APPLICATION, AND THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF SUCH INFORMATION IS TRUE, COMPLETE, AND ACCURATE. I FURTHER CERTIFY THAT I POSSESS THE AUTHORITY TO UNDERTAKE THE PROPOSED ACTIVITIES OR I AM ACTING AS THE DULY AUTHORIZED AGENT OF THE APPLICANT.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Agent (if agent has been listed)

\_\_\_\_\_  
Date

**IMPORTANT!!** THE APPLICATION MUST BE SIGNED BY THE APPLICANT AND THE AUTHORIZED AGENT (IF AN AGENT HAS BEEN LISTED ON PAGE ONE OF THIS APPLICATION).

The applicant shall permit the SCDHEC Office of Ocean and Coastal Resource Management, the District Engineer, the State Law Enforcement Division, South Carolina Department of Natural Resources, and other State permit inspection agencies, or their representative(s) to make periodic inspection at any time deemed necessary in order to assure that the activity being performed is in accordance with the terms and conditions prescribed herein.