



City of Myrtle Beach Construction Services Demolition Permit Procedures

1. Please make application to the Plans Expeditors:

Commercial: Heidi Soos (843) 918-1165 Residential: Eileen Flynn (843) 918-1195

2. Applicant must execute a bond of two thousand dollars (\$2,000.00) per one-half acre (minimum of \$2,000) in the form of a Certified Check or Cashiers Check payable to the City of Myrtle Beach. This bond is to insure faithful performance on the part of the owner/applicant that the properties will be restored to meet compliance. The Applicant shall be responsible for the cleaning and grading of the vacated lots **within fourteen (14) days** of building removal. Such cleaning and grading shall be in a manner that insures the health, safety and welfare of the public is maintained. In addition, the lots will be required to be ***sodded or hydro-seeded with a silt fence installed to prevent and eliminate any erosion, or double/triple shredded wood mulched without a silt fence.*** After completion of the project, the contractor or agent must **call for a final inspection.** Please contact Construction Services at 918-1111 for the inspection. The bond will be returned or refunded to the owner or applicant upon **final inspection and acceptance of the condition of the property by the Construction Services Department.**
3. Owner must provide a post-demolition maintenance plan that includes a description of the applicant's plans for ongoing post-demolition maintenance of the lot so that the condition of that lot does not rise to the level of a nuisance (see application).
4. DHEC asbestos approval must be submitted; contact DHEC in Columbia for applications: (803) 898-4289
 - DHEC asbestos permit is required for all commercial demolition.
 - All single family demolitions contact Air Quality Program with DHEC for disposal instructions.
5. Applicant must contact Construction Services Department in advance for required tree alteration permits and/or once tree protection is in place. Contact Charles Rowe at (843) 918-1179.
6. A plumber (licensed in the City of Myrtle Beach) must cap water and sewer lines. If the plumber is unable to locate the sewer connection after making a sincere attempt, then Frankie Collins or Earl Sickels with Engineering Public Works Department may be contacted for assistance at (843) 918-2000. Once the water and sewer lines have been capped, please contact Frankie Collins or Earl Sickels for inspection and to make arrangements for the structure to be evaluated for water/sewer credits.
7. Contact Santee Cooper for instructions when disconnecting the electrical service.
8. During the course of demolition, all construction materials must be kept wet at all times to prevent dust from leaving the site.
9. DHEC NPDES Construction Permit maybe required for clearing, grading and excavating. Please contact the Bureau of Water: (803) 898-4300
10. For projects located on Ocean Boulevard, a pre-demolition meeting must be held before permitting.
11. **After the completion of all steps,** a demolition permit may be issued. The fee is \$150.00 for each building or structure.
12. After the completion of the project, please call for a final inspection (843) 918-1111. Upon final inspection approval, the bond will be refunded to the owner or applicant indicated on the demolition bond agreement.



CITY OF MYRTLE BEACH CODE OF ORDINANCES

Chapter 6 - BUILDINGS AND BUILDING REGULATIONS

ARTICLE I. IN GENERAL

Sec. 6-7. Application for demolition permit.

- (a) All applications for demolition permits shall be accompanied by a demolition plan containing the signature of the property owner, and binding upon subsequent property owners. The plan must be in a form acceptable to the director of construction services or his designee (director).
- (b) The demolition plan shall require the removal of all mowing obstructions, construction debris and materials, and removal of all structural foundations unless the applicant demonstrates that the foundation is to be reused in the redevelopment of the property with such redevelopment beginning within six months of the issuance of the demolition permit. The removal of such materials is required within 14 days of the removal of the structure(s). Grading of such demolition sites may be required at the discretion of the director. Paved parking areas may be retained on site, although the property owner is required to maintain such areas so that they do not detract from the overall appearance of the property.
- (c) The demolition plan shall further require that, upon demolition, the lot where the demolition has occurred be sodded or hydro-seeded with a silt fence installed to prevent and eliminate erosion. This silt fence must be maintained in place until the lot has a vegetative cover of at least 70 percent. The requirement for hydro-seeding or sodding may be waived at the discretion of the director if the applicant demonstrates to the director's satisfaction that redevelopment of the property will begin within six months of the issuance of the demolition permit.
- (d) The demolition plan shall also include a description of the applicant's plans for on-going post-demolition maintenance of the lot so that the condition of that lot does not rise to the level of a nuisance as defined by [Chapter 10](#).
- (e) All applications shall also be accompanied by an executed bond of \$2,000.00 per one-half acre (minimum of \$2,000.00) in the form of a certified check or cashier's check payable to the City of Myrtle Beach to ensure compliance with the provisions of [section 17-34\(b\)](#). Such bond will be returned or refunded to the applicant upon inspection and acceptance of the condition of the property by the construction services department.

(Ord. No. 2013-4, 1-22-13)



**City of Myrtle Beach
Construction Services
Demolition Bond Agreement**

PROJECT: _____

ADDRESS: _____

The Applicant shall be responsible for the cleaning and grading of the vacated lots **within fourteen (14) days** of building removal. Such cleaning and grading shall be in a manner that insures the health, safety and welfare of the public is maintained. During the course of demolition, all construction materials must be kept wet at all times to prevent dust from leaving the site. Once the building has been demolished or moved, all debris must be immediately cleared and the lots must be cleaned. In addition, the lots will be required to be **sodded or hydro-seeded with a silt fence installed to prevent and eliminate any erosion, or double/triple shredded wood mulched without a silt fence installed.** After completion of the project, ***a final inspection will be performed.*** The bond will be returned or refunded to the owner or applicant upon **inspection and acceptance of the condition of the property by the Construction Services Department.**

I have read and understand that a bond of two thousand dollars (\$2,000.00) per one-half acre (minimum of \$2,000) in the form of a Certified Check or Cashier's Check payable to the City of Myrtle Beach must be executed. This bond is to insure faithful performance on the part of the owner/applicant that the properties will be restored to meet compliance.

Owner/Representative

Permit Number

Date

Bond Refund by mail or pick-up

Bond Refund Payable to:

Print Name & Sign (if check is picked up)

Company or Person

Print Name

Street Address

Signature

City, St, Zip

Date

Contact Phone Number



CITY OF MYRTLE BEACH CONSTRUCTION SERVICES DEMO PERMIT APPLICATION

Job Site/Physical Address				Building Use <input type="checkbox"/> Res <input type="checkbox"/> Comm		Zoning District	Flood Zone
Legal Description	Lot #	Block	Section/Subdivision		TMS/PIN		
Owner of Property		Mailing Address				Phone	
Lessee/Business Name:		Mailing Address				Phone	
Contractor		Mailing Address				Phone	
						City License #	
						State License #	
Type of Structure to be Demolished:							
Total Valuation			Building Valuation			Permit Fee	
Date Received		Date Issued		Bond Requirement <input type="checkbox"/> Yes /Amount \$ _____ <input type="checkbox"/> No		Permit #	
# Baths	# Bedrooms	# Dwellings	# Bldgs	Water & Sewer Capped <input type="checkbox"/> Yes <input type="checkbox"/> No		Property Maintenance <input type="checkbox"/> Yes <input type="checkbox"/> No	
<p>The property will be restored to meet compliance within <u>(14) days</u> of building removal.</p> <p><u>Please check method of lot preparation to eliminate erosion:</u></p> <p>_____ 1) Sodded with a silt fence</p> <p>_____ 2) Hydro-seeded with a silt fence</p> <p>_____ 3) Double/triple shredded wood mulched without a silt fence.</p> <p><u>Please Initial:</u></p> <p>_____ Post-Demolition Maintenance Plan attached. Ordinance No. 2011-2012. The demolition plan shall also include a description of the applicant's plans for ongoing post-demolition maintenance of the lot so that the condition of that lot does not rise to the level of a nuisance as defined by Section 10-22.</p> <p><i>I hereby certify that I have read and examined, or have had read to me, this application and understand this application to be true and correct. Compliance with all provisions of laws and ordinances governing this type of work shall be assured whether specified herein or not. The granting of this permit does not presume to give authority to violate or cancel the provision of any federal, state or local laws regulating construction, or the performance of construction.</i></p>							
Signature of Owner or Authorized Agent			Printed Name		Phone	Fax	
Company				Email Address			

Project Coordination

Department	Required	Permit	C.O.	Department	Required	Permit	C.O.
Zoning				Landscaping			
Flood				Engineering			
Building				Business License			

This permit becomes null and void if work or construction which is authorized is not commenced within six months of its issuance, or if work or construction is suspended or abandoned for a period of 6 consecutive months at any time after it is commenced. This permit does not grant any right or privilege to erect any structure or to use any premises herein described for any purpose or in any manner prohibited by the Zoning Ordinance of the City of Myrtle Beach.



City of Myrtle Beach
Soil Stabilization Plan & Waste Disposal
Recycling Verification and Tracking Form

Please complete the following information. This form must be completed and left with the Building Permit Office. Failure to dispose of the waste properly (or recycle properly) may result in delay of issuance of your renovation final approval or certificate of occupancy.

Contractor: _____ **Contact Person:** _____

Address: _____

Phone (work): _____ **(cell):** _____

Property Owner: _____

Address: _____

Phone (work): _____ **(cell):** _____

Property Location: (Street address and tax map # of property where waste is being generated)

Planned Disposal Method: (Recycling, disposal at C&D landfill, disposal at MSW landfill, etc.)

Waste Hauling Company: _____

Planned Location of Disposal: _____ **Date:** _____

Signature of Demo Permit Applicant: _____

Name of Applicant: (please print): _____

Soil Stabilization Plan

Please Check One:

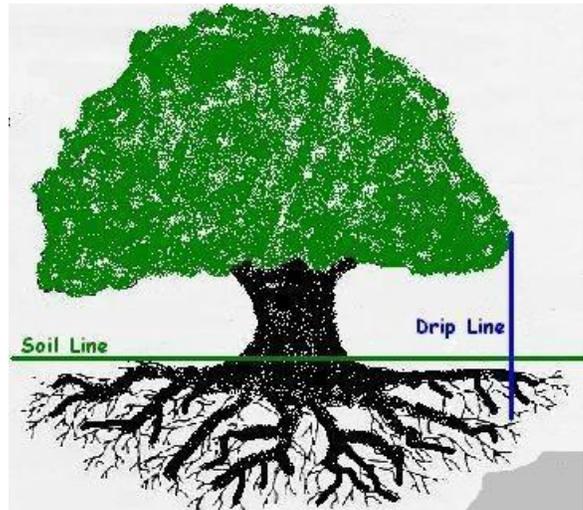
- Hydroseed with a silt fence installed to prevent and eliminate any erosion.
- Sod with a silt fence installed to prevent and eliminate any erosion.
- Double/triple shredded wood mulch without a silt fence.



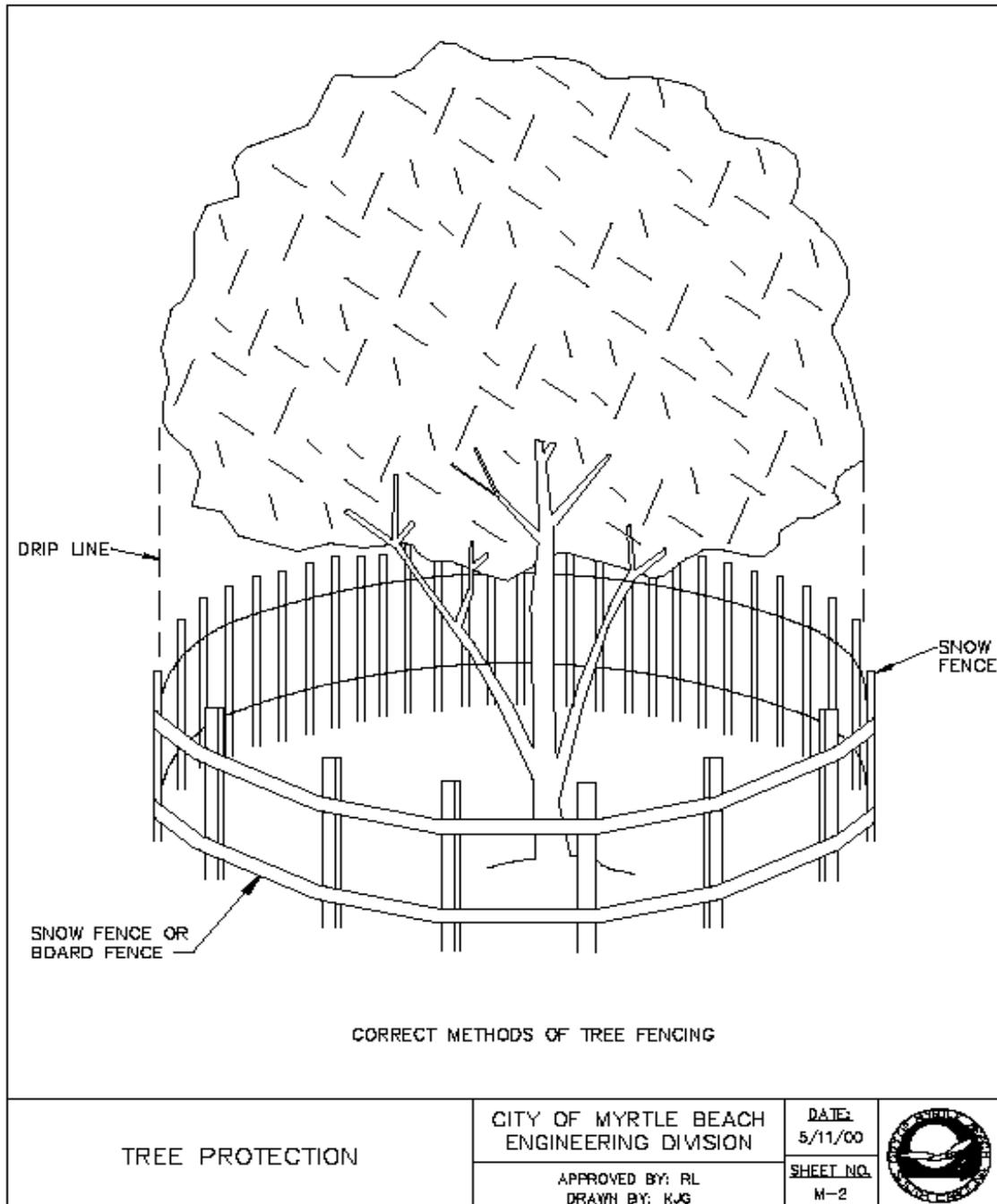
Tree Protection Requirements for All Construction

903.L. Tree Protection During Clearing, Grubbing, and Development. Prior to the commencement of any site clearing or vegetation alteration, other than mowing, a clearing/grubbing permit shall be obtained from the Construction Services Department. All applications for clearing, grubbing, grading, building, or demolition shall include a Tree Protection Zone Plan (TPZ). The TPZ shall be designed to protect the trees and their roots on site as well as those on neighboring properties. Grading, filling, ditching and storage in the tree protection zone are prohibited. For all lots containing only one single-family residence and its accessory uses in Single-family (R), Multifamily (RM), or residential Planned Unit Development (PUD), a TPZ shall be designed to protect any and all significant and landmark trees. For all other properties a TPZ shall be designed to protect any and all protected and landmark trees. The TPZ shall include the following.

1. Details for avoiding or protecting tree roots in trenching plans for underground construction, including utility placement and foundation construction.
2. A detailed grading plan.
3. Assurances that soil disturbance under the canopy of each tree will be limited to ANSI A300 (current edition) standards. Any soil added under the canopy of the tree must be loamy soil mix to ensure compaction is minimized.
4. Detailed plans for temporary wooden barricades or orange fencing that must be erected before the commencement of any site clearing and grading. The fence is to be a minimum of four feet high above grade with a rigid frame of 4" X 4" post and 22" X 4" rails at 2' and 4' above grade and across the top. The posts shall be set deep enough in the ground to be stable without additional support. The barricades or fencing for protection and landmark trees shall be placed outside the critical tree root zone of the tree. Nothing shall be placed inside of the chain link fencing. When paving, excavating or hardscaping has been permitted within the boundaries of the barricades or fencing, the barricades or fencing shall be moved back to a secondary location at the edge of the work. When the secondary location is within the critical tree root zone as defined by ANSI A300 (current edition) and approved as such by a certified arborist, the barricades or fencing shall not include subterranean supports and shall be securely supported entirely above the ground. "Tree Protection Zone – Caution Do Not Enter" signs shall be posted visibly on all sides of the fenced area.
5. Detailed utility location plans. Utilities shall not be installed in the tree protection zone. All roots outside the protective barricade to be removed during development shall be severed clean and a two-inch layer of mulch shall be applied over the surface of exposed roots during development.
 - a. Trenching shall be no closer than six times the diameter at breast height (DBH) to the effected tree nor disrupt more than 30 percent of the drip line root area.
 - b. No other types of disturbance or construction shall be allowed under the drip line of any tree without prior approval by the zoning administrator.

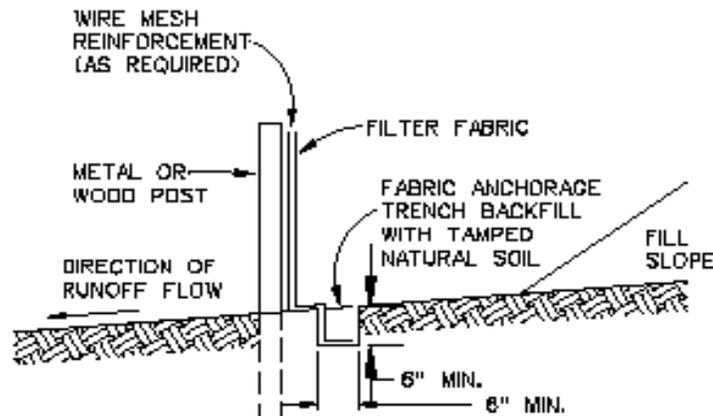
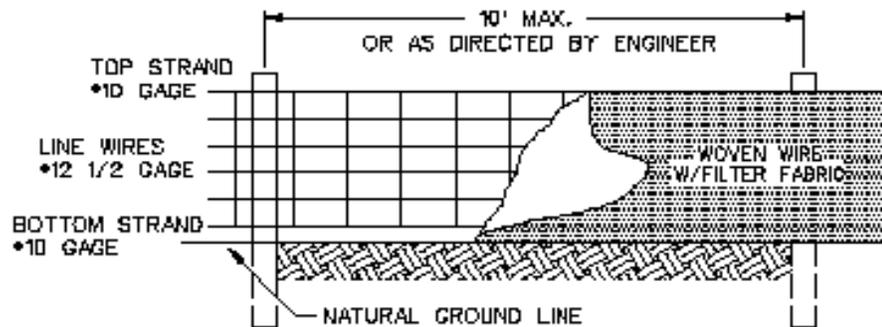


6. One corridor designated for site access, preferably where the driveway or parking area will be located. Limit construction equipment access, material storage, fuel tanks, chemical or cement rising, vehicle parking and site office locations to non-tree areas.
7. A water and fertilizer plan as required to maintain tree health during construction work.
8. Plans to repair trees wounded or stressed during construction. Any wounds to the bark shall be cleaned to sound wood by removing loose bark and wood, leaving a smooth edge around the wound. Do not apply a wound dressing.



SILT FENCE NOTES:

1. WOVEN WIRE FENCE SHALL BE REQUIRED AS A BACKING FOR FILTER FABRIC WITH AN ELONGATION AS DETERMINED BY ASTM D 1882, OF 50% GREATER. THE WIRE FENCE SHALL BE A MINIMUM OF 32" IN WIDTH AND SHALL HAVE A MINIMUM OF 6 LINE WIRES WITH 12" STAY SPACING.
2. WOOD OR STEEL POST MAY BE USED. WOOD POST SHALL BE A MINIMUM OF 6' LONG AND 3" OR MORE IN DIAMETER. STEEL POST SHALL BE A MINIMUM OF 5' LONG WEIGH A MINIMUM OF 1.3 POUNDS/FOOT, AND HAVE PROJECTIONS FOR FASTENING THE WIRE OR THE FABRIC TO THE POST. STEEL POST SHALL ALSO HAVE A METAL PLATE SECURELY ATTACHED SUCH THAT WHEN THE POST IS DRIVEN TO THE PROPER DEPTH, THE PLATE WILL BE BELOW GROUND LEVEL FOR ADDITIONAL STABILITY. POSTS SHALL BE INSTALLED TO A DEPTH DIRECTED BY THE ENGINEER, WITH 1 TO 2 INCHES OF THE POST PROTRUDING ABOVE THE TOP OF THE WIRE FENCE OF FABRIC BEING IDEAL, BUT IN ANY CASE, NO MORE THAN 3' OF THE POST SHALL PROTRUDE ABOVE THE GROUND.



CONSTRUCTION OF A SILT FENCE

CITY OF MYRTLE BEACH
ENGINEERING DIVISION

APPROVED BY: RL
DRAWN BY: KJG

DATE:
6/21/01

SHEET NO.
D-17

