

SURVEY REQUIREMENTS

Any project outside of the home needs a survey

__ Survey CANNOT be older than 10 years

__ Survey needs to show the surveyor stamp, the surveyor signature, and date of the survey

__ Survey needs to include only the drawings and dimensions that deal with the proposed project

By signing the permit, you acknowledge all the requirements for submitting a survey

Effective 1/14/2022



Permit Application

City of Tega Cay Development Services

7725 Tega Cay Drive

DESIRED PROCESSING -
 Standard
 Fast Track
 Emergency
 Work Already Started

p 803.548.3513 f 803.802.4896 building@legacaysc.gov

Development Services Office Hours are Monday - Friday 7:30 am to 4:00 pm

Type of Permit Requested :

Check Box(s)	Permit Type :	Complete Section Numbers :	Required Submittals :
<input type="checkbox"/>	Zoning Compliance	1, 2, 3, 4, 5, 8 & 9	1) Certified surveyed plat showing location 2) Landscaping Plans (if applicable) 3) ARC/HOA approval form (if applicable)
<input type="checkbox"/>	Land Disturbance	1, 2, 3, 4, 5, 8 & 9	1) Land Disturbance Plan
<input type="checkbox"/>	Building <small>(includes new houses, additions, pools, decks, HVAC replacement, etc.)</small>	1, 2, 3, 4, 5, 6, 8 & 9	1) Building plans, drawings, specifications
<input type="checkbox"/>	Fence / Retaining Wall	1, 2, 3, 4, 5, 7, 8 & 9	1) Certified surveyed plat showing location 2) Fence drawings and specifications

Section 1. Nature of Work :

Provide a brief description of the scope of the project (if the project includes a retaining wall, provide the height of the wall) (if the project involves roofing, indicate if it is new shingles only) :

(continue in Section 8 Comments if more space is needed)

Section 2 Total Project Cost Valuation : _____

Section 3 Project Site Information :

Street Address : _____

Lot No. : _____ Lot Acreage : _____

Subdivision : _____ Tax Map No. : _____

Section 4 Property Owner Information :

Name : _____

Address : _____

City : _____ State : _____ Zip : _____

Home No. : _____ Cell No. : _____

Email : _____ Work No. : _____

Section 5 Contractor Information :

No contractor / Owner's Disclosure

GENERAL CONTRACTOR, RESIDENTIAL BUILDER OR SPECIALTY CONTRACTOR

Licensee : _____ Qualifying Party : _____

Address : _____

City : _____ State : _____ Zip : _____

Office No. : _____ Mobile No. : _____

Email : _____ City Bus Lic : ID No. - _____

S.C. License No. : _____ Exp Date : _____ BL No. - _____

MECHANICAL SUBCONTRACTOR Licensee : _____

Qualifying Party : _____ Address : _____

S.C. License No. : _____ Exp Date : _____ Phone No. : _____

ELECTRICAL SUBCONTRACTOR Licensee : _____

Qualifying Party : _____ Address : _____

S.C. License No. : _____ Exp Date : _____ Phone No. : _____

PLUMBING SUBCONTRACTOR Licensee : _____

Qualifying Party : _____ Address : _____

S.C. License No. : _____ Exp Date : _____ Phone No. : _____

Required for ALL permits

Building

Section 6 Structure Information :

Heated Floor Area : _____ sq. ft.	Unheated Garage Area : _____ sq. ft.
Unheated Floor Area : _____ sq. ft.	Porch Area : _____ sq. ft.
Heated Basement Area : _____ sq. ft.	Deck Area : _____ sq. ft.
Unheated Basement Area : _____ sq. ft.	Patio Area : _____ sq. ft.

Fence / Retaining Wall

Section 7 Fence / Retaining Wall :

Description of Fence : _____

Fence Dimensions : Length : _____ ft. Height : _____ ft.

Description of Retaining Wall : _____

Is the wall laterally supported at the top? YES NO

Retaining Wall Dimensions : Length : _____ ft. Height : _____ ft.

As measured from the bottom of the footing to the top of the wall.

(NOTE : Unsupported retaining walls must be engineered if > 48" of unbalanced fill)

Section 8 Comments :

Please include any other information below that the City needs to consider while processing your permit request :

Required for ALL permits

Section 9 Signatures :

I hereby certify that all information supplied on this application for a City Permit is true and factual. Any misrepresentation given by the applicant can result in delaying the progress of the project, forfeiture of the Permit and possible fines. If an Erosion Control Plan is required, I certify that I am the person responsible for carrying out the Plan. I acknowledge that I am responsible for complying with this Permit and all applicable City Ordinances. The City can require any structure, fence, shrubbery, plantings, or similar objects be removed from any and all easements at the owner's expense.

O.K. to email me when fees are due and permits are ready?

Please check one - Owner

Contractor

Agent

Owner, Contractor or Authorized Agent (Printed)

Owner, Contractor or Authorized Agent (Signature)

Date Signed

NOTE : Permit fees for the City of Tega Cay are based on established City Ordinances, and are payable only after this application has been reviewed and processed by all applicable City Departments.