



## City of Myrtle Beach DEMOLITION PERMIT PROCEDURE

1. Complete the permit application and waste disposal application. Submit to Plans Expeditors at the City of Myrtle Beach, 921 Oak Street, Myrtle Beach, SC 29577:  
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. 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.**
3. Applicant must contact Construction Services Department in advance for required tree alteration permits. Contact Charles Rowe at (843) 918-1179.
4. 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 Dan Lovelace or Earl Sickels with Engineering Department may be contacted for assistance at (843) 918-2000. Dan Lovelace or Earl Sickels must inspect lines when capped and sign the permit application in the Construction Services Department.
5. Prior to any demolition, please contact Richard Lazenby at (843) 918-2018 or John Johnson at (843) 918-2016 and make arrangements for structure to be evaluated for water/sewer credits.
6. DHEC approval must be submitted:
  - DHEC permit is required for all commercial demolition.
  - All single family demolitions contact Air Quality Program with DHEC for disposal instructions.Contact DHEC in Columbia for applications: (803) 898-4289
7. After the completion of each of these steps, a demolition permit may be issued. The fee is \$150.00 for each building or structure.
8. After the completion of the project, please call for a final inspection.
9. Contact Santee Cooper for instructions when disconnecting the electrical service.

**DURING THE COURSE OF DEMOLITION, ALL CONSTRUCTION MATERIALS MUST BE KEPT WET AT ALL TIMES TO PREVENT DUST FROM LEAVING THE SITE.**

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46  
47  
48  
49  
50

CITY OF MYRTLE BEACH  
COUNTY OF HORRY  
STATE OF SOUTH CAROLINA

ORDINANCE TO AMEND CHAPTER 6, ARTICLE II, SECTION 6 OF THE CODE OF ORDINANCES OF THE CITY OF MYRTLE BEACH PROVIDING FOR THE RETURN OF THE BOND REQUIRED FOR DEMOLITION OF STRUCTURES, UPON INSPECTION AND ACCEPTANCE OF THE PROPERTY CONDITION BY THE CITY.

Sec. 6-24. 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).

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 (6) months of the issuance of the demolition permit. The removal of such materials is required within fourteen (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.

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%. 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 6 (six) months of the issuance of the demolition permit.

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 Section 10-22.

(b) All applications shall also shall 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 redevelopment of the property inspection and acceptance of the condition of the property by the Construction Services Department.

This ordinance will take effect immediately upon adoption.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10

ATTEST: s/JOHN RHODES  
JOHN RHODES, MAYOR

S/JOAN GROVE  
JOAN GROVE, CITY CLERK

1<sup>st</sup> Reading: 2/22/11  
2<sup>nd</sup> Reading: 3/8/11



**City of Myrtle Beach  
South Carolina**

**DEMOLITION BOND AGREEMENT**

PROJECT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

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. 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. 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.**

\_\_\_\_\_  
*Owner/Representative*

\_\_\_\_\_  
*Permit Number*

\_\_\_\_\_  
*Date*

**Bond Refund by mail  or pick-up**

**Bond Refund Payable to:**

*Printed Name & Signature (if check is picked up)*

\_\_\_\_\_  
**Company or Person**

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Street Address**

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
**City, St, Zip**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Contact Phone Number**

**CITY OF MYRTLE BEACH  
BUILDING PERMIT APPLICATION**

Location of Project				Building Use	Zoning District	Flood Zone
Legal Description	Lot No.	Block	Section	TMS#		
Owner of Property		Mail Address			Phone	
Lessee of Building		Mail Address			Phone	
Contractor		Mail Address		Phone	City License #	
Architect/Engineer		Mail Address		Phone	State License #	
					City License #	
					State License #	
Work Classification:      New <input type="checkbox"/> Addition <input type="checkbox"/> Alteration <input type="checkbox"/> Repair <input type="checkbox"/> Remove <input type="checkbox"/>						
Description of Work:						
IBC - IRC Code Year						
Sprinkled   YES / NO						
Total Valuation		Plan Checking Fee			Permit Fee	
Date Received		Date Issued			Permit Number	
Type Construction		Occupancy Group	Number of Buildings		Total Sq. Ft.	
# Baths		# Bedrooms		# Dwelling Units		

**Notice**

- Pursuant to S.C. Code Sec. 15-3-640, you have the right to contract for a guarantee of the structures being free from defective and unsafe conditions beyond thirteen years after substantial completion of the improvement for which this permit is issued.
- Separate permits are required for electrical, plumbing, gas, heating, ventilation or air conditioning work.
- This permit becomes null and void if work or construction which it authorized is not commenced within 6 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.

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 provisions of any federal, state or local laws regulating construction, or the performance of construction.

\_\_\_\_\_  
Signature of owner or authorized agent

**Project Coordination**

Organization	Req.	Permit	C.O.	Organization	Req.	Permit	C.O.
<b>Construction Services:</b>				<b>Fire:</b>			
Zoning				<b>Engineering:</b>			
Building				<b>Finance:</b>			
Flood Certification				Water Billing			
Landscaping				Business License			
ARB - CAB				<b>Outside Agencies:</b>			
Sign/Awning				DHEC			
<b>Planning:</b>				OCRM			

**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 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.

**Name of Contractor:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone (work):** \_\_\_\_\_ **(home)** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Property Owner:** \_\_\_\_\_

**(The property where the waste is being generated)**

**Address of Property Owner:** \_\_\_\_\_

\_\_\_\_\_

**Phone:** \_\_\_\_\_

**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: (see-attached list)**

\_\_\_\_\_

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

**Signature of building permit applicant:** \_\_\_\_\_

**Name of Applicant: (please print)** \_\_\_\_\_

\*\*\*\*\*FOR OFFICE USE ONLY\*\*\*\*\*

**BUILDING PERMIT #:** \_\_\_\_\_

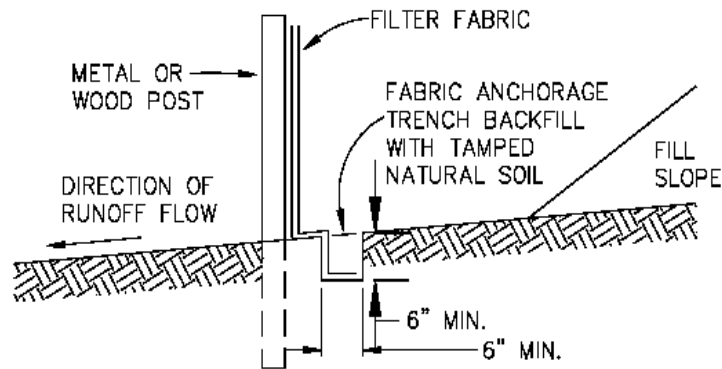
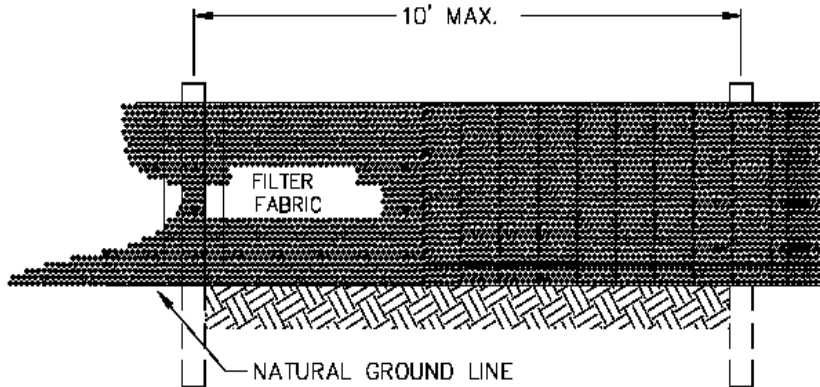
Receipts to document proper disposal received: YES \_\_\_\_\_ NO \_\_\_\_\_

Quantity of waste \_\_\_\_\_ tons, or \_\_\_\_\_ truck loads/cubic yards

Notes: \_\_\_\_\_

\*\*\*\*\*

WOOD OR STEEL POST MAY BE USED. WOOD POST SHALL BE A MINIMUM OF 4' LONG AND 3" OR MORE IN DIAMETER. STEEL POST SHALL BE A MINIMUM OF 4' 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 DEPT OF 2' MINIMUM, WITH 1 TO 2 INCHES OF THE POST PROTRUDING ABOVE THE TOP OF THE OF FABRIC BEING IDEAL, 2' OF THE POST SHALL PROTRUDE ABOVE THE GROUND.



CONSTRUCTION OF A SILT FENCE  
FOR SINGLE FAMILY HOMES

CITY OF MYRTLE BEACH  
ENGINEERING DIVISION  
PUBLIC WORKS DEPT.

DATE:  
August 18, 2006

