### NEW ONE FAMILY DWELLING APPLICATION CHECKLIST

<table>
<thead>
<tr>
<th>YES</th>
<th>NO</th>
<th>OFFICE USE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**CONSTRUCTION PLANS** *(2 Complete sets: stapled/scaled (1/4 in. = 1 ft. min))*

- [ ] Floor Plan
- [ ] Elevation Views
- [ ] Electrical Plan
- [ ] Energy Code

**Structural Plans to Include:**

- [ ] Floor/Roof Framing
- [ ] Wall Section
- [ ] Wall Bracing
- [ ] Foundation Plan
- [ ] Wind Load & Seismic

**SITE PLAN** *(Drawn to scale)*

**TREE PLAN** *(Indicate trees to be removed and to remain) ** NOT REQUIRED*

**WATER/SEWER APPROVAL** *(Water/Sewer receipt or DHEC Permit)*

**COMPLETED BUILDING PERMIT APPLICATION**

**OWNER/BUILDER DISCLOSURE STATEMENT** *(Self contractor: Document filed with Register of Deeds)*

**DRIVEWAY ENCROACHMENT PERMIT** *(Issued by SCDOT or Public Works)*

### FLOOD ZONE REQUIREMENTS

- [ ] ELEVATION CERTIFICATE *(Completed no more than 1 year prior to application date)*

- [ ] THREE-PARTY MEMO/V-ZONE CERTIFICATION WORKSHEET *(For AE & VE Flood Zones: Owner, Contractor & Architect Signatures)*

- [ ] MAXIMUM MEAN ROOF HEIGHT *(35 ft. max, measured from the BFE)*

- [ ] NON-CONVERSION AGREEMENT WITH RECEIPT *(Must be filled with Georgetown County Register of Deeds)*

### IMPORTANT AGENCY PHONE NUMBERS

- **Midway Fire** *(843)545-3620*
- **Georgetown Water & Sewer** *(843) 237-9727*
- **SCDOT** *(843) 546-2406*
- **Santee Cooper** *(843) 527-6952*