



CITY OF CHARLESTON, SOUTH CAROLINA
Department of Development Services

Application for Medium and Large Construction Activities
(TYPE II and TYPE III)

ALL REQUESTED INFORMATION MUST BE PROVIDED ON THIS FORM.

This application must be completed for construction, development, or redevelopment activities disturbing at least 1 acre.

Date: ____/____/____

Project/ Site Name: _____ **County:** _____

I. Project Information

Project Owner/ Operator (Company or person): _____
Permit Contact (if owner is company): _____ Company EIN: ____ - ____ - ____
Mailing Address: _____ City: _____ State: ____ Zip: ____
Phone: (Day) ____ - ____ - ____ (Mobile) ____ - ____ - ____ (Fax) ____ - ____ - ____
Email address: _____

Person Financially Responsible: _____
(If different than above)
Mailing Address: _____ City: _____ State: ____ Zip: ____
Phone: (Day) ____ - ____ - ____ (Mobile) ____ - ____ - ____ (Fax) ____ - ____ - ____
Email address: _____

Agent or Contact Person (if applicable): _____
Mailing Address: _____ City: _____ State: ____ Zip: ____
Phone: (Day) ____ - ____ - ____ (Mobile) ____ - ____ - ____ (Fax) ____ - ____ - ____
Email address: _____

Engineer, Technical Representative, or Firm _____
Mailing Address: _____ City: _____ State: ____ Zip: ____
Phone: (Day) ____ - ____ - ____ (Mobile) ____ - ____ - ____ (Fax) ____ - ____ - ____
Email address: _____

II. Property Information

A. Site Location (street address, nearest intersection, etc.): _____
Latitude: ____° ____' ____" N Longitude: - ____° ____' ____" W
Tax map Number(s) (list all): _____
B. Property Owner (if different from section I above): _____
Mailing Address: _____ City: _____ State: ____ Zip: ____
Phone: (Day) ____ - ____ - ____ (Mobile) ____ - ____ - ____ (Fax) ____ - ____ - ____
Email address: _____

III. Site Information

A. Disturbed area (to the nearest tenth of an acre): _____. Total area: _____.
B. Is this project part of a Larger Common Plan for Development or Sale (LCP)? ☐ Yes ☐ No
If yes, what is the previous state permit no.? ____ - ____ - ____ Previous NPDES number: SCR10 ____
LCP/ Overall Development Name: _____
C. Start Date (MM/DD/YYYY): ____/____/____ Completion Date: ____/____/____
D. Type of Activity (check all that apply):
☐ Commercial ☐ Residential: Single-family ☐ Linear (Roads, utility lines, etc.) ☐ Other: _____
☐ Institutional ☐ Residential: Multi-family ☐ Site Preparation (No new impervious) _____



E. Are there any flooding problems downstream of or adjacent to this site? ☐ Yes ☐ No

F. Are any portions of the site located in an designated floodplain? ☐ Yes ☐ No

If yes, what are the FIRM Numbers? _____

IV. Waterbody Information

A. Nearest receiving waterbody(s): _____ Distance to this waterbody (feet): _____

Next/Nearest named receiving waterbody(s): _____

B. Wetlands/ Waters of the State

	On the site?	If yes, delineated/ identified?	Impacts?	Amount of impacts
1. Receiving Waters	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Ac Feet
a. Perennial stream(s)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Ac Feet
b. Intermittent stream(s)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Ac Feet
c. Ephemeral stream(s)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Ac Feet
d. Jurisdictional wetlands	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Ac Feet
e. Non-jurisdictional wetlands	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Ac Feet
f. Other (List): _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Ac Feet

2. If yes for delineation in item B.1, has documentation of the delineation from the USACE been provided?

☐ Yes ☐ No ☐ N/A

3. If yes for impacts in item B.1, has a U.S. Army Corps of Engineers (USACE) permit been applied for or obtained for those impacts?

☐ Yes ☐ No ☐ N/A

If yes, list the permit/ application number. _____

C. Impaired Waterbodies

1. 303(d) Listed Impaired Waterbodies					
Nearest SCDES Water Quality Monitoring (WQMS)(s) that receives stormwater from your construction site and/or thru an MS4 and the Name of the Corresponding Waterbody		Is this WQMS(s) listed on the <u>most current</u> 303(d) List?	List the pollutant(s) identified as "CAUSES" of the impairment	Will any pollutants causing the impairment be present in your site's construction stormwater discharges?	List the "USE SUPPORT" impairment(s) affected by the pollutant(s) identified
Nearest SCDES WQMS(s)	Corresponding Waterbody				
		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No	

If any pollutants causing impairment will be present on your site, will the use of BMPs proposed for your project ensure the site's discharges will NOT contribute to or cause further WQS violations for the impairment(s)? ☐ Yes ☐ No

2. TMDL Impaired Waterbodies				
Nearest SCDES Water Quality Monitoring (WQMS)(s) that receives stormwater from your construction site and/or thru an MS4 and the Name of the Corresponding Waterbody	Has a TMDL(s) been developed for this WQMS(s)?	List the pollutant(s) identified as "CAUSES" of the impairment	Has the standard been "ATTAINED" or "Fully Supported" for the impairment(s)?	If any standard has not been attained, will any pollutant causing the impairment be present in your site's construction stormwater discharges?
	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

If any pollutants causing impairment will be present on your site, are your discharges consistent with the assumptions and requirements of the TMDL(s)? ☐ Yes ☐ No



D. Are S.C. Navigable Waters (SCNW) on the site? ☐ Yes ☐ No If yes, list the SCNW: _____
Will any construction activities cross over or occur in, under, or through the SCNW? ☐ Yes ☐ No
If yes, then describe activity (e.g., road crossing, sub aqueous utility line). _____
Has an SCNW permit been issued for this site? ☐ Yes, for all activities ☐ Yes, for some activities ☐ No
If yes, list permit number and corresponding activities. _____

V. Operator Information

A. SWPPP Preparer: _____ S.C. Registration #: _____
Company/ Firm: _____ S.C. COA #: _____
Mailing Address: _____ City: _____ State: _____ Zip: _____
Phone: (Day) _____ - _____ (Mobile) _____ - _____ (Fax) _____ - _____
Email address (optional): _____
B. Operator of Day-to-Day Site Activities [ODSA] (Company or person): _____
Site Contact (if ODSA is company): _____
Mailing Address: _____ City: _____ State: _____ Zip: _____
Phone: (Day) _____ - _____ (Mobile) _____ - _____ (Fax) _____ - _____

VI. Signatures and Certifications

A. Three copies of the SWPPP, all specifications and supporting calculations, forms, and reports are herewith submitted and made a part of this application. I have placed my signature and seal on the design documents submitted signifying that I accept responsibility for the design of the system. Further, I certify to the best of my knowledge and belief that the design is consistent with the requirements of Title 48, Chapter 14 of the Code of Laws of SC, 1976 as amended, pursuant to Regulation 72-300 et seq., and in accordance with the terms and conditions of SCR100000. (This should be person identified in Section V.A.)
Please check one. ☐ Engineer ☐ Tier B Land Surveyor ☐ Landscape Architect

Printed name of SWPPP Preparer Signature of SWPPP Preparer S.C. Registration #

B. I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

I hereby certify that all land-disturbing construction, development, and re-development activities and associated activities pertaining to this site shall be accomplished pursuant to and in keeping with the terms and conditions of the approved plans and SCR100000. I also certify that a responsible person will be assigned to the project for day-to-day control. I hereby grant authorization to the South Carolina Department of Environmental Services and/or the local implementing agency the right of access to the site at all times for the purpose of on site inspections during the course of construction and to perform maintenance inspections following the completion of the land-disturbing activity. (See Section 122.22 of S.C. Reg. 61-9 for signatory authority information.)

Printed name of Project Owner/Operator Signature of Project Owner/Operator Title/ Position

C. Designer Certification - One copy of the plans, all specifications and supporting calculations, forms, and reports are herewith submitted and made a part of this application. Three copies of the plans, all specifications and supporting calculations, forms, and reports shall be submitted upon approval. I have placed my signature and seal on the design documents submitted signifying that I accept responsibility for the design of the system. Further, I certify to the best of my knowledge that the design is consistent with the City of Charleston Stormwater Management Ordinance and the requirements of Title 48, Chapter 14 of the Code of Laws of SC, 1976 as amended, and pursuant Regulation 72-300. Check one. ☐ Engineer ☐ Tier B Land Surveyor ☐ Landscape Architect

Signature S.C. Registration Number



ATTACH CHECKS HERE

Stormwater Plan Review Fee:

\$500.00 base fee plus \$200.00 per disturbed acre rounded up to the next whole acre (up to \$5,000.00 maximum fee).

Instructions

Completing the Application:

You must type or print legibly. You must include the original, signed application form, required fees, one copy of the Stormwater Pollution Prevention Plan (SWPPP), and three copies of all other supporting documentation with the initial submittal.

Who Must File a Construction Activity Application:

- The Owner/Operator of a single project or larger common plan for development or sale that will ultimately disturb 1 acre or more or that is within 0.5 mile of a receiving waterbody (RWB) and will ultimately disturb 0.5 acre or more. Submittal of this application may not be required for projects disturbing 0.5 acre or less, but may require the submittal of a Small Construction Activity Application.

Project/ Site Name: The Project/ Site Name should be a unique or distinguishing name (e.g., not Proposed Subdivision). The Department shall be notified in writing if the Project/ Site Name changes.

County: Enter either Charleston or Berkeley.

I. Project Information

- The official or legal name of the Project Owner/Operator should be listed. If the Project Owner/Operator is a company, then a Permit Contact person should be listed. This can be someone other than the person that has signatory authority for the company. All correspondence regarding this permit application will be sent to Permit Contact at the address listed.
- The Company EIN is the Employer Identification Number as established by the U.S. Internal Revenue Service.
- NPDES coverage under SCR100000 will be issued to the Project Owner/Operator. If an email address is entered, the Department may contact the Project Owner/Operator via email.
- The Project Owner/ Operator is responsible for all portions of the site until a Notice of Termination (NOT) or Transfer of Ownership form is submitted. See our website for additional information on NOTs and transfers of permit coverage and ownership.

II. Property Information

- A. See the following website for assistance in obtaining latitude/ longitude coordinates:
http://www.epa.gov/tri/report/siting_tool/index.htm. Latitude (from 32° to 35°) and longitude (78° to 83°) should be for the center of the site to the nearest 15". Minutes (') should be from 0 to 59, and seconds (") should be 0, 15, 30, or 45.
- B. If the Project Owner/Operator does not own the project site, then list the official or legal name of the current Property Owner of the site. NPDES coverage will be issued to the Project Owner/Operator (Section I), not the Property Owner, unless same entity.

III. Site Information

- A. The total and disturbed areas should be rounded to the nearest tenth of an acre. For subdivisions, if the exact build-out is not known, the disturbed area can be estimated using the following equation:
Disturbed area = 2(Maximum Footprint of House)(# of lots) + Road/ Right-of-Way areas + Other easements/ disturbance. Please note that the Department must be notified if the actual disturbed area is greater than the disturbed area listed on the application.



- B. The plan in LCP is “broadly defined as any announcement or piece of documentation (including a sign, public notice or hearing, sales pitch, advertisement, drawing, permit application, zoning request, computer design, etc.) or physical demarcation (including boundary signs, lot stakes, surveyor markings, etc.) indicating construction activities may occur on a specific plot.” [63 Federal Register No. 128, July 6, 1998, p. 36491] For example, if master calculations have been prepared and/or submitted for an entire site, then all phases and parcels at that site would be considered part of a LCP. If this is the first phase of an LCP, then this item should be answered yes and the LCP/ Overall Development name should be listed. This LCP/ Overall Development name should also be listed on all applications for future projects that are part of this LCP, including subsequent phases. If the project is part of an LCP, then list the previous state permit number and previous NPDES coverage number (not SCR100000).
- C. List the estimated start and completion dates of the construction activity.
- D. Select ALL activity types that best describe the development proposed for the site. “Institutional” includes schools and other publicly owned projects, except linear projects. “Site Preparation” includes clearing, grubbing, and grading only; no new impervious areas should be proposed if this activity type is selected. If none describe the development, then select “Other” and list the activity.
- E. If yes, then the extent of the flooding problems and the effect of this project on those problems must be explained in the project narrative.
- F. See the following website for obtaining FIRM Numbers
<https://msc.fema.gov/webapp/wcs/stores/servlet/mapstore/homepage/MapSearch.html>.

IV. Waterbody Information

- A. The nearest receiving waterbody is the nearest waters of the State (see definition in §122.2 of S.C. Regulation 61-9 - <https://des.sc.gov/sites/des/files/Library/Regulations/R.61-9.pdf>) to which the site’s stormwater will discharge. If this waterbody is unnamed, then provide a description that references the nearest, named waterbody (e.g., tributary to Grove Creek). If the site’s stormwater discharges to multiple waterbodies, then list all such waterbodies and attach additional sheets, if necessary. See the following website for information about identifying and classifying ephemeral, intermittent, and perennial streams:
http://portal.ncdenr.org/c/document_library/get_file?uuid=0ddc6ea1-d736-4b55-8e50-169a4476de96&groupId=38364.
- B. 1. If there are other waters of the U.S./ State on the site not listed in items a-e (e.g., lake, pond), then list those in item f. Delineation means identification by USACE. If there are waters of the State (WoS) located within 100’ of the disturbed area, then the WoS must be delineated. The surveyed delineation and boundaries of the WoS must be shown and labeled on the plans. For an ephemeral stream, the centerline of the stream must be shown and labeled on the plans. If WoS will be impacted, then provide an additional, separate plan sheet that shows all WoS on the site and the impacted areas. Provide a description of the activity(s), whether it is permanent or temporary, and any other relevant information. If there are proposed impacts to WoS, then it is advised that you contact USACE (866-329-8187) and/or SCDES Water Quality Certification, Standards & Wetlands Programs Section (803-898-4300) to determine additional requirements before submitting this NOI. Please note that it is Project Owner/Operator’s responsibility to ensure that all WoS are shown and identified in the SWPPP.
2. You must provide a copy of the letter from the USACE and map showing the boundaries of the delineated area.
3. If a USACE permit has been applied for or issued for impacts to waters of the U.S. and State listed in item B.1, then list the permit/application number. Provide a copy of that permit. If a USACE permit has been applied for, then provide a copy of associated correspondence. Make sure to include all plats referenced in the permit or correspondence.
- C. See the following website for the most current 303(d) List for Impaired Waters, Approved TMDLs, and related information:
<https://des.sc.gov/programs/bureau-water/south-carolina-303d-list-impaired-waters-tmdls>. Maps showing WQMS locations are available at the following website for each watershed by clicking the appropriate basin on the S.C. map:
<https://gis.dhec.sc.gov/stormwater/>. Determine which WQMS are in the watershed in which your site is located and check the 303(d) List and Approved TMDLs to see if any of the WQMS are listed as impaired. If item 1.c is answered yes and the disturbed area is less than 25 acres, then provide an evaluation of the selected BMPs described in section 3.4C.2(c) of the Construction General Permit (CGP). If item 1.c is answered yes and the disturbed area is greater than or equal to 25 acres, then provide the written quantitative and qualitative assessment described in section 3.4C.2(c) of the CGP.
- D. See <https://des.sc.gov/programs/bureau-water/water-quality-standards/navigable-waters> for the definition of S.C. Navigable Water(s) [SCNW] and other information related to SCNW. Or, contact SCDES Water Quality Certification, Standards & Wetlands Programs Section at 803-898-4300 for assistance determining the navigability of the waters on your site or with questions related to SCNW. If an SCNW will be crossed (under, over, or through) during construction, then provide an additional plan sheet that shows plan and profile views of the SCNW and associated activities; include a description of the proposed activities on this plan sheet. If the SCNW is not named, then provide a description that references the nearest, named waterbody (e.g., tributary to Grove Creek). If an SCNW permit has already been issued for all or some of the activities at this site, then provide a copy of that permit and list the permit number.

V. Operator Information



- A. SWPPP is the Stormwater Pollution Prevention Plan. Enter N/A for the S.C. Registration # if the SWPPP preparer is not a registered professional in S.C. (engineer, Tier B land surveyor, or landscape architect). For projects disturbing more than 2 acres, the SWPPP preparer must be one of the listed professionals or federal government employee as described in Title 40, Chapter 22. S.C. COA is S.C. Certificate of Authorization. Enter N/A for S.C. COA if the firm does not have a COA. If an email address is entered, the Department may contact the SWPPP Preparer via email.
- B. If the Project Owner/Operator will not be the ODSA, then complete this section. See Appendix A of the CGP for the definition of Operator. If the ODSA is a company, then a person should be listed as the Site Contact. If there are multiple ODSAs, then attach additional sheets with all information in Section V.B of this application listed. ODSA must be co-permittees with the Project Owner/Operator or have their own separate NPDES coverage under the CGP.

VI. Certifications

- A. The same registered professional must sign and seal the application, SWPPP, calculations, and supporting documentation.
- B. A person with signatory authority for the Project Owner/Operator must sign the application. The SWPPP Preparer cannot sign the application for the Project Owner/Operator. The SWPPP, all reports, including monthly reports, and any information requested by the Department must be signed by a person with signatory authority for the Project Owner/Operator or a duly authorized representative. See Section 122.22 of S.C. Reg. 61-9 (Appendix C of the CGP) for complete information about signatory authority requirements.
- Corporation: A responsible corporate officer (e.g., president, vice-president, certain managers)
 - Partnership or Sole Proprietorship: A general partner or the proprietor, respectively
 - Municipality, State, Federal, or Other Public Agency: Principal executive officer or ranking elected official

Office Mechanics and Filing

This form and supporting documentation will be kept in the Central Office files (hard copy or digitized copy) or by the City's Records Retention Department in accordance with the City's Retention Schedule.