



The Lowcountry's Hometown

PO Box 700 | Moncks Corner, SC 29461 | 843.719.7900 | monckscornersc.gov

CONSTRUCTION ACTIVITY APPLICATION

APPROVAL PROCESS

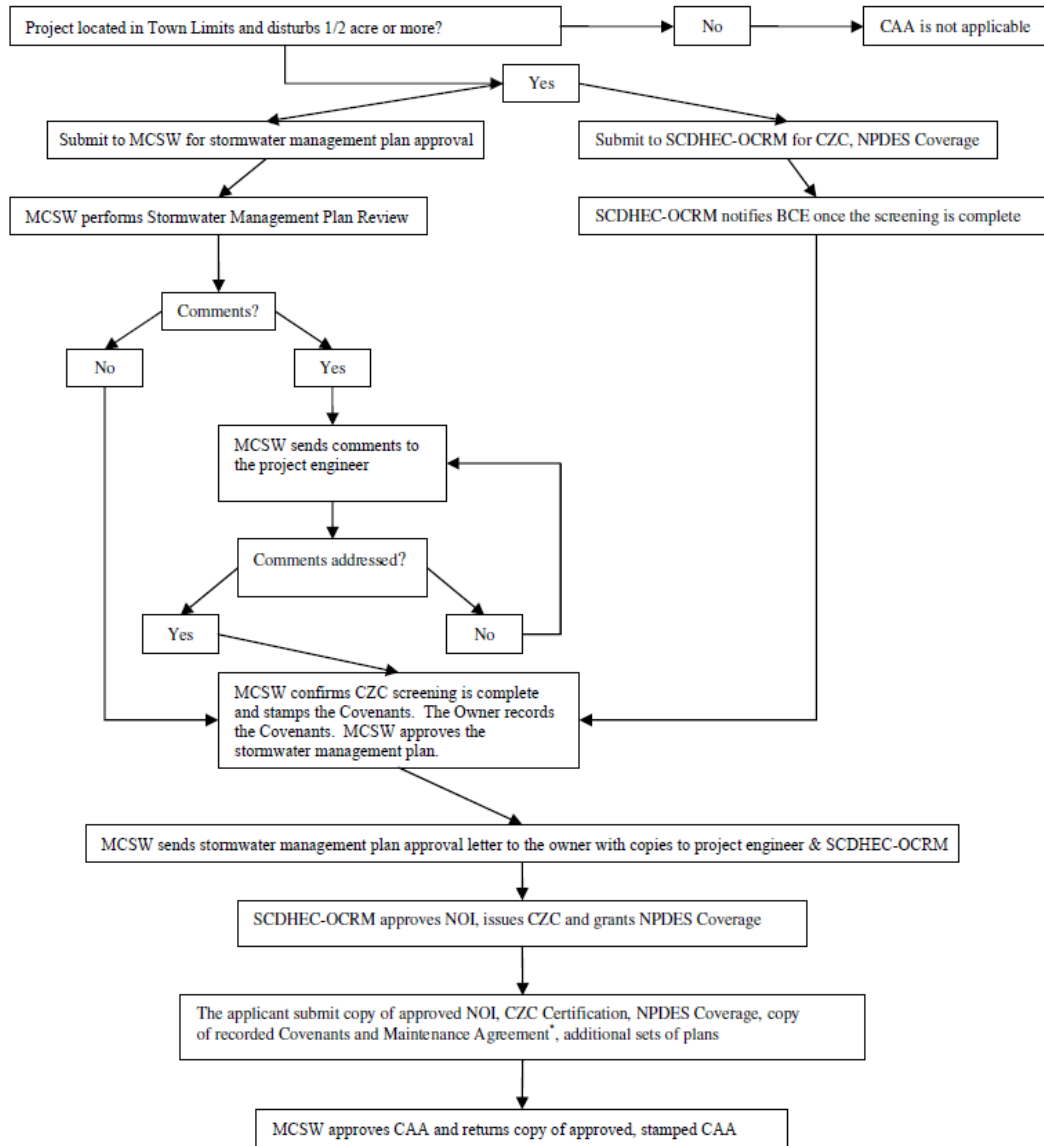
For projects (including subdivision plan, site/stormwater management plan, and encroachment permit application plan) located within the Town limits and disturbing 1/2 acre or more:

1. Documents necessary to submit to Moncks Corner Stormwater (MCSW) for stormwater management plan approval:
 - i. Completed "Construction Activity Application" (CAA)
 - ii. One complete set of plans
 - iii. One set of technical report/engineering calculations
 - iv. Copy of the SCDHEC-OCRM Notice of Intent (NOI)
 - v. Encroachment permit application if applicable
 - vi. Covenants for Permanent Maintenance of Stormwater Systems (Covenants) signed and notarized. If someone other than the owner is the responsible party for maintenance activities of stormwater systems, a maintenance agreement between the operator and owner must be submitted along with the Covenants.
2. Once all MCSW comments are addressed and review is complete, and MCSW receives notification from SCDHEC-OCRM that Coastal Zone Consistency (CZC) screening is complete:
 - i. MCSW stamps the Covenants and returns the Covenants to the owner.
 - ii. The owner records the Covenants in the Office of the Berkeley County Register of Deeds.
 - iii. MCSW approves the stormwater management plan.
 - iv. MCSW sends the approval letter to the applicant with copies to the project engineer and SCDHEC-OCRM.

This approval of the stormwater management plan does not constitute, in any way, the right to start construction.

3. SCDHEC-OCRM approves NOI, issues CZC Certification and, authorizes coverage under the NPDES Phase II Construction General Permit (NPDES CGP).
4. Once the above steps are completed, the applicant submits:
 - i. A copy of SCDHEC-OCRM's approved NOI
 - ii. A copy of CZC Certification
 - iii. A copy of SCDHEC's letter authorizing coverage under NPDES CGP
 - iv. A copy of the recorded Covenants and maintenance agreement where applicable
 - v. Additional sets of the approved stormwater management plans based on the type of construction activity:
 - a. Subdivision (residential/commercial/industrial) with roads and drainage system to be accepted by the Town: three sets of full size plans, one set of half size plan

- b. Site/stormwater management plan associated with building permits - three sets of full size plans.
 - c. Linear (roads, utility lines, etc.)/encroachment permits/site preparation - two sets of full size plans.
- Note: Additional sets if needed by the owner/project engineer.
- vi. MCSW approves CAA and returns a copy of the approved CAA and the stamped plans. **One set of the approved and stamped plans must be on-site at all times during construction.**



MCSW: Moncks Corner Stormwater
 CAA: Construction Activity Application
 CZC: Coastal Zone Consistency
 NPDES Coverage: NPDES Phase II Construction General Permit Coverage
 * If someone other than the owner is the responsible party for maintenance activities of stormwater systems, maintenance agreement between the operator and owner must be submitted along with the Covenants