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City Council

Commercial Construction Information Packet

Welcome to the City of Goose Creek. We're excited that you've chosen to begin a commercial construction project in our City. Through its collaborative effort with the business community and public agencies, the City seeks to facilitate well-planned, sustainable long-term growth and development. The following packet of materials provides the guidance and resources you will need to ensure that this is a simple and expedient process. Please feel free to contact city staff members any time you have a question or need further information. We look forward to working with you.

Contents:

- Overview of Commercial Construction Process
- Requirements for Connection to the City Water System
- Site Plan Application
- Site Plan Development Checklist
- Building Permit Application
- Permit Fee Worksheet
- Contractor Listing
- Affidavit of Construction
- Business License Application
- Class 8 License Rates

External Agency Contacts

S.C. DHEC
2600 Bull Street
Columbia, SC 29201
803-898-3432

Berkeley County Roads and Bridges
223 N. Live Oak Drive
Moncks Corner, SC 29461
843-719-4129

Office of Coastal Resources Management
2600 Bull Street
Columbia, SC 29201
Permits: 843-744-5838 ext. 115

Berkeley County Water & Sanitation Authority
212 Oakley Plantation Road
Moncks Corner, SC 29461
843-761-8817

Berkeley County
Engineering
223 N. Live Oak Drive
Moncks Corner, SC 29461
843-719-4127

Charleston Water System
North Area Branch Office
6296 Rivers Ave.
Charleston, SC 29418
843-308-8258

Berkeley Electric Cooperative
2 Spring Hall Drive
843-553-5020

Sprinkler Plan Review
State of South Carolina Fire Marshall's Office
Engineering Services
803-896-9800



Overview of the Commercial Development Process

Step	Items Needed	Contact Person	Allow for Process
1. Pre-submittal meeting with Department of Planning and Zoning	<ul style="list-style-type: none"> Conceptual Site Plan 	Leah Farrell, Assistant Planner 843-797-6220 x 121 lfarrell@cityofgoosecreek.com	One Week
2. Consult Department of Public Works for water availability request and tap requirements (if City will provide water) and stormwater requirements	<ul style="list-style-type: none"> Address/Property ID Use Build-out Estimate New hydrant locations Stormwater NOI 	Chuck Denson, Asst. Director of Public Works 843-824-2200 cdenson@cityofgoosecreek.com	One Week
3. Initial Project Review	<ul style="list-style-type: none"> Application Three sets of complete civil plans and architectural elevations 	Leah Farrell, Assistant Planner 843-797-6220 x 121 lfarrell@cityofgoosecreek.com	Two Weeks
4. Development Review Committee Meeting	<ul style="list-style-type: none"> Civil Plans Preliminary Structural Info. 	Bob Yarnall, Building Official 843-863-5213 ext. 245 byarnall@cityofgoosecreek.com Leah Farrell, Assistant Planner 843-797-6220 x 121 lfarrell@cityofgoosecreek.com	Varies
5. ARB Meeting – Site Plan & Elevations Approval	<ul style="list-style-type: none"> ARB Design Guidelines Building Material and Color Samples Three sets of reduced Civil Plans 	Leah Farrell, Assistant Planner 843-797-6220 x 121 lfarrell@cityofgoosecreek.com	Two Weeks
6. Final Submittal – Items for Construction Permit	<ul style="list-style-type: none"> Permit Application Sub-Contractors List Affidavit of Construction BCW&SA Sewer Availability Letter Water Availability Letter from Appropriate Entity Copy of State Contractor’s License Business License Application (If necessary) Three sets of site plans Two sets of Civil, Architectural and Structural Plans 	Renee Wilcox, Permits Specialist 843-797-6220 x 100 rwilcox@cityofgoosecreek.com Bob Yarnall, Building Official 843-863-5213 ext. 245 byarnall@cityofgoosecreek.com	Two Weeks
7. ARB Meeting – Sign Approval (Can be combined with step 5 if applicant prefers)	<ul style="list-style-type: none"> Sign Permit Application Sign Color and Material Samples 	Leah Farrell, Assistant Planner 843-797-6220 x 121 lfarrell@cityofgoosecreek.com	Two Weeks
8. Building Inspections	<ul style="list-style-type: none"> Two sets of final approved plans 	Bob Yarnall, Building Official 843-863-5213 ext. 245 byarnall@cityofgoosecreek.com	Three Days
9. Certificate of Occupancy Issued	<ul style="list-style-type: none"> Final Structural Inspection Final Site Inspection 	Renee Wilcox, Permits Specialist 843-797-6220 x 100 rwilcox@cityofgoosecreek.com	One Week



Requirements for Connection to the City of Goose Creek Water System

Commercial Development

- _____ Request a letter of availability for water service.
- _____ Submit one full set of approved utility construction plans. A Water Service Cost Worksheet, an Application for Water Service Tap, and a Cross-Connection Control Questionnaire will be returned.

All fees for water service are due prior to a tap being made.

- _____ Return the completed application and questionnaire with payment. Make payment to The City of Goose Creek.
- _____ Upon receipt of payment, a letter authorizing the contractor to connect to the City’s water system will be returned.

No work may be performed prior to the issuance of authorization to connect.

- _____ The project’s design engineer is responsible for submitting applications for encroachment permits required for connection. A copy of the encroachment permits should be forwarded to GCDPW.
- _____ A pre-construction conference must be scheduled with GCDPW.
- _____ The contractor is responsible for performance of the work to make the connection. GCDPW will inspect materials before contractor installs them on the system.
- _____ Connection to the City’s water system must be coordinated with GCDPW prior to performance of the work. All installations will be inspected by GCDPW personnel before being covered by soil.

Only GCDPW personnel will operate existing water system valves and hydrants.

Contacts:

Plan submittal, engineering questions, pre-construction schedule:

Chuck Denson, P. E.
Assistant Director of Public Works
843-824-2200, extension 263
cdenson@cityofgoosecreek.com

Letter of availability request, general information:

Chick Foster
Projects Coordinator
843-824-2200, extension 270
cfoster@cityofgoosecreek.com

Field inspections and coordination of connection:

David Fennell Water
Division Supervisor
843-824-2200, extension 265
dfennell@cityofgoosecreek.com

Address:

Post Office Drawer 1768
200 Brandywine Boulevard
Goose Creek, SC 29445

Fee Schedule for Water Service: Inside City Limits of Goose Creek

Tap Fee per tap	\$500
Impact Fee	\$1,050 per Residential Equivalent Unit*
Deposit	\$50 Minimum (deposit is based upon 1 month’s projected billing)
Origination Fee	\$25

**Residential Equivalent Unit: 6,100 gallons per month or any portion thereof*



Stormwater Management Plan Approval Process City of Goose Creek Water

Submit an original Notice of Intent (NOI) application along with a completed original 'Stormwater Management and Sediment and Erosion Control Plan Review checklist for Design Professionals'. The checklist specifies all items that should be submitted with the NOI. Instructions, forms and general information are available through DHEC's website listed below.

Do not send fees to the City of Goose Creek.

The Stormwater Pollution Prevention Plan will be reviewed by City personnel. Once plans have been reviewed and approved, an approval letter will be sent to the applicant and copied to DHEC. Communication will also be e-mailed whenever possible followed by an original letter via USPS.

Once approved by the City and DHEC, DHEC-OCRM will issue the Construction General Permit.

No work may be performed prior to the issuance of DHEC-OCRM's Construction General Permit.

Upon completion of the project, the project's design engineer is responsible for submitting the Notice of Termination to DHEC. A copy should be submitted to the City.

Contacts:

Plan submittal and engineering questions,

Chuck Denson, P. E.
Assistant Director of Public Works
843-824-2200, extension 263
cdenson@cityofgoosecreek.com

Address:

Post Office Drawer 1768
200 Brandywine Boulevard
Goose Creek, SC 29445

DHEC Web Address for Stormwater:

General Information Instructions Forms

<http://www.scdhec.gov/environment/ocrm/permit/stormwater.htm>



Land Use Application: Site Plan

Date: _____

Part I: Purpose of Submittal

Site Plan (See Checklist A)

Part II: General Information

1. Development Name: _____
2. Street Address: _____
3. TMS #: _____ - _____ - _____
4. Zoning Classification: _____

Goose Creek Zoning Districts	
CO: Conservation Open Space	GC: General Commercial
LI: Light Industrial	NC: Neighborhood Commercial
R-1: Residential Low Density	RC: Restricted Commercial
R-2: Residential Medium Density	PD: Planned Development
R-3: Residential High Density	PD-MH: PD for Mobile Home

5. Total Site Acres: _____

Part III: Contact Information

Owner/Developer Name: _____

Street Address: _____ City: _____ St: _____ Zip: _____

Telephone: _____ Cell Phone: _____ Fax: _____

E-mail Address: _____

Part IV: Submittal Information (If Applicable)

Proposed Building Use: _____

Proposed Total Building Area (gross sq. ft.): _____

Max. Building Height: _____ Total Number of Buildings/Units/Lots: _____

AGENT WAIVER

In filing this plan as the property owner, I do hereby agree and firmly bind myself, my heirs, executors, administrators, successors and assignees jointly and severally to construct all improvements and make all dedications as shown on this proposed site plan as approved by the City of Goose Creek, SC. I hereby designate _____ to serve as my agent regarding this application, to receive and respond to administrative comments, to resubmit plans on my behalf, and to represent me in any public meetings regarding this application.

Print Name: _____ Date: _____

Signature: _____



Checklist A: Site Development Plan

Site plans at a scale of 1"=40', or such other scale as agreed upon by the Administrator, shall be provided in triplicate to the Department of Planning and Zoning. Where applicable, sheets shall contain a referenced name of project, name of plan phase, date, scale, north arrow, list of revisions and associated dates, sheet number, contact information, stamp of registered professionals responsible for the content of said sheet, applicable notes, and other appropriate information. Although additional sheets are permitted, the site plan shall consist of the following sheets in the following designated order:

Cover Sheet	Sheet 5: Site Layout Plan
Sheet 1: Site Context Map	Sheet 6: Site Materials Plan
Sheet 2: Site Survey, Analysis, and Existing Conditions	Sheet 7: Site Grading Plan
Sheet 3: Site Design Sketch (Should demonstrate how proposed design corresponds to existing site encumbrances, resources and opportunities conveyed in Sheet 2.)	Sheet 8: Landscaping Plan
Sheet 4: Plan Information	Sheet 9: Drainage & Erosions and Sedimentation Control Plan
	Sheet 10: Site Utilities Plan
	Sheet 11: Lighting Plan

General Information to be Indicated on Plans:

(May appear in the Notes section of the plans)

- Name of the development, phase number, name of the owner, TMS number
- Designated zoning district
- Zoning compliance with Land Use Table (Reference Annex B)
- Location and size of proposed parks, school sites, useable open spaces, and designated ownership of said areas
- Building setbacks; required and proposed
- Lot coverage, building size, number of buildings, number of units, building height and the number of stories
- Proposed streets with right-of-way widths and cross sections
- Site acreage within the project boundaries
- Percentage of impervious surface areas; before and after development

Trees:

- Clear cutting is prohibited.
- Provide a complete tree survey. See Section 501.2 (Tree Conservation) of the Zoning Ordinance.
- Coordinate with staff on clearing of areas based on approved clearing and grading plan.
 - Staff's approval is required prior to clearing property.

Landscaping:

- A detailed landscape plan must be provided.
- Preserve mature vegetation.
- Landscape requirement is 10 % of total developable area.
 - Grass does not count toward landscaping percentage
 - Landscaped area should include trees, densely planted islands, areas around the base of buildings, areas around detention ponds, etc. (Sec 504)
- Identify landscaping around retention/detention ponds
- Identify landscaping for building foundations where building foundations are visible from the public street or from adjacent uses.
- Landscaping is required at the base of a fence. Use shrubbery and trees to break up the continuous horizontal line of a fence. (Note that fences are not required.)

Buffer:

- A 15' buffer is required between incompatible zoning districts. It shall separate districts, address undesirable effects of noise, glare, odor, incompatible uses, significant use intensity, and/or density changes. (Sec 506)
- Height of buffer screen is required to be 6' in 3 years.

Open Space:

- Open space must be incorporated into the plan and not left to the peripheral layout.
- Wetlands do not count toward open space requirements.
- The open space equation is:

$$\frac{\# \text{ of Units} \times \text{Sq. Ft. of Average Unit} \times .375 \text{ Density Factor}}{43,560 \text{ sq. ft.}} = \text{Required Acreage for Incorporated Open Space}$$

- The required acreage for open space shall be indicated on the plan. In addition, each area designated for open space shall be labeled with acreage and ownership.
- For residential sites, open space must be useable (i.e. amenitized parks, recreation areas, and dog parks.)
- For office parks and similar commercial sites, open space shall be amenitized for employees (i.e. picnic table.)

Pedestrian Paths (For residential developments):

- Pedestrian connectivity shall be considered throughout the site.
- Sidewalks are required on both sides of the street.
- Paths shall connect to neighboring sites to provide pedestrian/bike access
- A trail network shall be provided. (Does not have to be asphalt.)

Design:

- Indicate location of awnings, if applicable. Specify awning materials, width and height. Awning materials shall not be plastic, fiberglass, or metal. No bar or framing shall be less than eight (8) feet above the ground or walkway, and skirt shall be less than seven (7) feet above the ground or walkway at the lowest point.
- Eaves may not encroach into setbacks
- Indicate building color(s). The number of colors on a building should not exceed three (3).
- Site furniture must be compatible in form, colors, materials, and finish. Style must coordinate with existing or proposed site architecture.
- Architectural conformity is required, (e.g. style, general design, area in sq ft of living area, external siding material, and overall treatment.) (Sec 503.1)

Drainage:

- Must comply with MS4 requirements. (Submit two copies of drainage plan to Department of Public Works.)
- Indicate all Stormwater Management Facilities. Include proposed off-site improvements to convey stormwater
- Show connection to existing public or private systems. Show Places where runoff enters the site from adjacent area and how it will be conveyed.
- Identify existing and proposed drainage easements
- Identify existing and proposed impervious surface areas.
- Delineation of the 100-year floodplain
- Delineation of any federally regulated wetlands on site.
- Identify drainage conflicts (clogged/undersize systems) in and downstream of the site that may result in system surcharge or flooding.
- Provide temporary erosion and sediment control measures to be implemented during construction.
- Provide detail drawings of swales, ditches, inlets, head walls, detention ponds, and outlet structures.
- Permit will be required prior to the commencement of land clearing and construction activities.

Lighting:

- Requires BEC approval.
- For Commercial and Industrial sites, security lighting shall be 1/2,000 sq. ft. of leasable area.
- Site lighting shall be comprised of wood fixtures and fixtures mounted on wood poles are encouraged; naturally-stained or painted with earth tones. The light source fixture shall be concealed.
- Landscaping shall be provided at the base of lighting poles.

Parking/Special Lanes:

- Adequate off-street parking spaces must be provided and paved. Parking spaces must comply with 9' width and 18' length minimum, excluding curb and gutter. (Sec 507 and Annex A).
- Disabled parking spaces shall be 13' wide. The first handicap space should include an 8' access aisle, 16' total width, designated van-accessible, and shall be located near building entrances.
- Disable parking signs: 12" x 18" and should include international designation "reserved parking."
- Loading spaces: At least 12' wide, 40' long, and 14' high.
- Fire lanes: should be over 7,000 sq ft, or 100' setback, 20' minimum. Must be posted "No Parking—Tow Away Zone."
- All parking areas shall include curbing and spaces shall be striped.
- Landscape islands are required every ten (10) parking spaces; At least 5' wide, with at least one (1) tree and two (2) shrubs, or two (2) trees in each landscape island. (Sec 1008.3.3.4)

Equipment:

- All junctions and access boxes must be screened with appropriate landscaping.
- Mechanical equipment attached to the side or roof of a building, including heating vents, must be kept as low as possible and covered or painted to blend with the environment.
- Mechanical equipment on the ground must be screened with a fence or plant material or housed in a structure that is in harmony with the surroundings.

Refuse Issues:

- Refuse areas must be screened on three (3) sides with a six (6) foot fence or wall, finished with landscaping at the base of the fence or wall. (Sec 1008.3.3.2)

SIGN PERMIT APPLICATIONS

Sign permit applications are available at City Hall or www.cityof-goosecreek.com. Please check the Architectural Review Board schedule for submittal deadlines.



Building Permit Application

City of Goose Creek

Office Use Only: Permit Numbers	
_____ - X _____ - E	
_____ - B _____ - M	
_____ - G _____ - SP	
_____ - P	
BL# _____	

Street Address _____	Type of _____	Construction _____
Tax Map Number _____	Lot _____	Block _____
Subdivision _____		
Property Owner _____	Phone _____	
Contractor _____	Phone _____	
Address _____	Contractor's State License # _____	

Description of Work _____

Use of Improvement: Single Family Duplex Apartment Commercial Other _____

1st Floor Heated Sq. Ft. _____ 2nd Floor Heated Sq. Ft. _____ Porches Sq. Ft. _____ Patios Sq. Ft. _____

Garage Sq. Ft. _____ Attached / Detached (please circle) Unheated Room Over Garage Sq. Ft. _____

Exterior Finish: Brick Brick Veneer Vinyl Wood Other _____

Number of: Baths _____ Bedrooms _____ Fireplaces _____ Rooms _____ Stories _____ Units _____

Type of Heat/Air: Forced Air Heat Pump Solar Other _____

Type of Fuel: Electric - # Amps. _____ Gas - # Outlets _____ Specify Outlet Type _____

Cost of: Mechanical \$ _____ Land \$ _____ Construction \$ _____

Applicant Certification

Permit becomes void if work authorized is not begun and/or completed within six months of the permit issue date. I have examined this application and certify it to be true and correct. I agree the work will be accomplished in accordance with all city, state and federal codes or laws regulating construction or the performance thereof.

_____	_____
Signature of Contractor or Agent	Date
_____	_____
Signature of Owner (if owner is the builder)	Date

OFFICE USE ONLY

Primary Structure (sq. ft. _____)

Cost per sq. ft. \$ _____ Construction Value: \$ _____

Secondary Structure (sq. ft. _____)

Cost per sq. ft. \$ _____ Construction Value: \$ _____

Permit Fees

Primary Structure Permit Fee	\$ _____
Primary Structure Plan Review Fee	\$ _____
Secondary Structure Permit Fee	\$ _____
Secondary Structure Plan Review Fee	\$ _____
Impact Fee	\$ _____
Electrical Permit Fee	\$ _____
Plumbing Permit Fee	\$ _____
(_____ sq. ft. x \$2.30 = _____ Construction Value)	
Mechanical Permit Fee	\$ _____
Gas Permit Fee	\$ _____
Pool Permit Fee	\$ _____
Total Fee Due	\$ _____

Notes:

Zoning Administrator _____ Date _____

Building Inspector _____ Date _____



Building Permit Fee Worksheet

OPTIONAL: Use this worksheet to determine your building permit fees. This worksheet is for your reference only, and should not be submitted with your permit application.

<p>(1) Cost of Construction</p> <p><u>FOR NEW CONSTRUCTION:</u> For both residential and commercial construction, use the ICC Building Valuation Data Sheet to determine square foot construction cost for the Primary Structure. Multiply this figure times square footage, then use the chart below to determine the fee. For new residential construction, use the same process as above to determine fee for the Secondary Structure (includes garages & porches). Add fees for primary and secondary buildings (if applicable), and write total on line 1.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="text-align: left;">Cost of Construction</th> <th style="text-align: left;">Fee</th> </tr> </thead> <tbody> <tr> <td>\$0 - \$1,000</td> <td>\$15</td> </tr> <tr> <td>\$1,001 - \$50,000</td> <td>\$15 for the first \$1,000, plus \$5 for each additional thousand or fraction thereof</td> </tr> <tr> <td>\$50,001 - \$100,000</td> <td>\$260 for the first \$50,000, plus \$4 for each additional thousand or fraction thereof</td> </tr> <tr> <td>\$100,001 - \$500,000</td> <td>\$460 for the first \$100,000, plus \$3 for each additional thousand or fraction thereof</td> </tr> <tr> <td>\$500,001 and up</td> <td>\$1,660 for the first \$500,000, plus \$2 for each additional thousand or fraction thereof</td> </tr> </tbody> </table> <p><u>FOR REPAIRS/ADDITIONS:</u> Determine fee based on table above and enter total on line 1.</p>	Cost of Construction	Fee	\$0 - \$1,000	\$15	\$1,001 - \$50,000	\$15 for the first \$1,000, plus \$5 for each additional thousand or fraction thereof	\$50,001 - \$100,000	\$260 for the first \$50,000, plus \$4 for each additional thousand or fraction thereof	\$100,001 - \$500,000	\$460 for the first \$100,000, plus \$3 for each additional thousand or fraction thereof	\$500,001 and up	\$1,660 for the first \$500,000, plus \$2 for each additional thousand or fraction thereof	<p>(1) _____</p>
Cost of Construction	Fee												
\$0 - \$1,000	\$15												
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\$500,001 and up	\$1,660 for the first \$500,000, plus \$2 for each additional thousand or fraction thereof												
<p>(2) Plan Review Fee</p> <p>Divide figure on line 1 by 1/2. Enter on line 2.</p>	<p>(2) _____</p>												
<p>(3) Electrical Fee</p> <p>Total applicable items below, enter on line 3.</p> <p>200 amp service: \$35 Every amp. above 200 amps: \$0.15 x _____ amps = _____ Temporary power (pole/meter): \$10</p>	<p>(3) _____</p>												
<p>(4) Mechanical Fee</p> <p>Add the permit issue fee to the appropriate inspection fee and enter the total on line 4.</p> <p>Permit issue fee - for new construction & all repairs): \$10.00</p> <p><u>FOR NEW CONSTRUCTION:</u> \$10 for the first \$1,000, or fraction thereof, of the valuation of the installation plus \$2 for each additional \$1,000 or fraction thereof</p> <p><u>FOR REPAIRS/ADDITIONS:</u> \$5 for the first \$1,000, or fraction thereof, of the valuation of the installation plus \$2 for each additional \$1,000 or fraction thereof</p>	<p>(4) _____</p>												

<p>(5) Plumbing Fee Determine the appropriate fee based on the formula and chart below, and enter fee on line 5. For residential construction, be sure to include attached garages when determining total square footage.</p> <p>_____ sq. ft. x \$2.30 = _____ Line B</p> <table border="0"> <tr> <td>If Line B is:</td> <td>Fee is:</td> </tr> <tr> <td>Less than \$100</td> <td>No fee, \$5 per required inspection</td> </tr> <tr> <td>\$101 - \$1,000</td> <td>\$10</td> </tr> <tr> <td>\$1,001 - \$2,500</td> <td>\$40</td> </tr> <tr> <td>\$2,501 - \$4,000</td> <td>\$50</td> </tr> <tr> <td>\$4,001 - \$5,500</td> <td>\$70</td> </tr> <tr> <td>\$5,501 - \$7,000</td> <td>\$90</td> </tr> <tr> <td>\$7,001 - above</td> <td>\$110</td> </tr> </table>	If Line B is:	Fee is:	Less than \$100	No fee, \$5 per required inspection	\$101 - \$1,000	\$10	\$1,001 - \$2,500	\$40	\$2,501 - \$4,000	\$50	\$4,001 - \$5,500	\$70	\$5,501 - \$7,000	\$90	\$7,001 - above	\$110	<p>(5) _____</p>
If Line B is:	Fee is:																
Less than \$100	No fee, \$5 per required inspection																
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\$4,001 - \$5,500	\$70																
\$5,501 - \$7,000	\$90																
\$7,001 - above	\$110																
<p>(6) Gas Fee Total applicable items below, enter on line 6.</p> <p>Permit issue fee: \$5 Gas pressure test: \$10 Inspections: Piping 1-4 outlets: \$5 More than 4 outlets: \$1/outlet Burners, furnace, CH/CAC: \$5 for first unit, \$1 each additional unit Vented wall furnace, H₂O heater: \$2.50 for first unit, \$1 each additional unit</p>	<p>(6) _____</p>																
<p>(7) Swimming Pool (above ground & in-ground, includes electrical)</p> <p>\$50</p> <p><i>Please note: You will need to contact Berkeley Electric Cooperative and request a "Pool Letter" before constructing/installing a pool. BEC will survey your property and check the relationship between your pool and any area power lines.</i></p>	<p>(7) _____</p>																
<p>TOTAL: Add lines 1 - 7</p>	<p>_____</p>																

IMPACT FEES

The City of Goose Creek charges the following impact fees for new construction:
\$286.15 - Per Residential Dwelling Unit
\$0.33 - Per Square Foot for Commercial Construction



Contractor Listing City of Goose Creek

Street Address of Construction: _____

Type of Construction	Name of Contractor	State License # Spec. Registration #	Contract Amount
General/Builder			
Land Clearing			
Surveyor			
Foundation			
Concrete Finisher			
Brick/Block Mason			
Termite Company			
Framing			
Roofing			
Aluminum/Vinyl Siding			
Heating/AC			
Electrical			
Plumbing			
Gas			
Window Installer			
Insulation			
Sheetrock			
Trim/Cabinetry			
Countertops			
Painter			
Carpet Layer			
Vinyl Floorcovering			
Tile Setter			
Hardwood Floor			
Final Grading			
Landscaping			
Construction Cleaning Crew			

**Affidavit of Construction
City of Goose Creek**

TO: Steve Chapman
Fire Chief
City of Goose Creek
PO Drawer 1768
Goose Creek, SC 29445
843-553-8350

The _____ plans to conform to the laws as to egress, type of construction and general arrangement as shown on the structural design drawings and/or permit application.

The plans and design conform to the requirements of the International Building Codes and local City Ordinances as to the strength, strains, loads and stability.

I certify that the structure will be erected in accordance with the requirements of the current adopted code edition of the International Codes and local ordinances of the City of Goose Creek, South Carolina.

STATE OF SOUTH CAROLINA
County of Berkeley

Personally appeared before me _____ above named applicant, who first being duly sworn, says the above information is true and correct.

Sworn to before me this _____ day of _____, 20_____.

Notary Public of South Carolina

Applicant's Signature

Commission Expiration Date



Business License Application City of Goose Creek

Office Use Only	
Date _____	Issued: _____
License #: _____	
Class: _____	
SIC _____	Code: _____
Permit #: _____	

<input type="checkbox"/> New Business	<input type="checkbox"/> Corporation	<input type="checkbox"/> Location Change	<input type="checkbox"/> NWS Contractor
<input type="checkbox"/> Renewal	<input type="checkbox"/> Individual	<input type="checkbox"/> Name Change	<input type="checkbox"/> Contractor
<input type="checkbox"/> Update	<input type="checkbox"/> Partnership		

Business Name _____

Mailing Address _____

City _____ State _____ Zip _____

Physical Location of Business (If contractor, please put job location) _____

Contact Name _____

Local Phone Number _____ Fax _____

Home Office Phone Number _____ E-mail _____

Federal Tax ID Number _____ State Retail Sales Number _____

**Enter Gross Receipts for preceding calendar year ending December 31, or for preceding fiscal year.
If this is a new business license application, please enter start date with December 31 of current year as end date.**

From Date: _____ To Date: _____	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="4" style="text-align: left;">Computation of Fees</th> </tr> </thead> <tbody> <tr> <td style="width: 20%;">Business</td> <td style="width: 20%;">License</td> <td style="width: 20%;">Fee:</td> <td style="width: 40%;">\$ _____</td> </tr> <tr> <td></td> <td></td> <td>Poker Machine:</td> <td>_____</td> </tr> <tr> <td></td> <td></td> <td>x \$150</td> <td>= _____</td> </tr> <tr> <td>Amuse. Machine:</td> <td></td> <td>x \$12.50</td> <td>= _____</td> </tr> <tr> <td>Penalty:</td> <td>_____ %</td> <td></td> <td>= _____</td> </tr> <tr> <td>Express Permit:</td> <td></td> <td></td> <td>\$ _____</td> </tr> </tbody> </table>	Computation of Fees				Business	License	Fee:	\$ _____			Poker Machine:	_____			x \$150	= _____	Amuse. Machine:		x \$12.50	= _____	Penalty:	_____ %		= _____	Express Permit:			\$ _____
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Receipts/Contract Amount:																													
\$ _____																													

If corporation, do not complete owner information:

Business Owner's Name _____

Address _____

City _____ State _____ Zip _____

Social Security Number _____ Date of Birth _____ DL# _____

Type of Business _____

***** Certification of Applicant*****

I (We) do hereby certify that the information given in this application is true. That the gross income is accurately reported or estimated for a new businesses without any unauthorized deduction, and that all assessments and personal property taxes due and payable to the city have been paid. I understand that issuance of a city business license does not relieve me of the responsibility of meeting all City of Goose Creek Zoning and Building Code requirements, and that I am subject to all provisions of the business license ordinance of the city of Goose Creek. I also understand and authorize the City of Goose Creek and its Agents to utilize all information on this application for the purposed of obtaining a business license and insuring that all other Federal, State and Local laws are followed.

Signature of Owner or Authorized Agent

Printed Name of Owner or Authorized Agent

For Office Use Only	
Police Dept: _____	Attachments: <input type="checkbox"/> yes <input type="checkbox"/> no
Building Inspector: _____	
City Planner: _____	
Finance Director: _____	
City Administrator: _____	

Title

Date



Business License Fees Class 8: Construction

Type: 1510-1599 - Construction: Building, General Contractors & 1710-1799 - Construction: Special Trade Contractors

Having a place of business within City limits:

First \$2,000 of income	\$35.50 for the first thousand of gross income or fraction thereof \$35.50 for the second thousand of gross income or fraction thereof
\$2,000 to \$1 million	\$2.30 per thousand of gross income or fraction thereof

Having a place of business outside City limits:

First \$2,000 of income	\$71.00 for the first thousand of gross income or fraction thereof \$71.00 for the second thousand of gross income or fraction thereof
\$2,000 to \$1 million	\$4.60 per thousand of gross income or fraction thereof

All businesses with gross income over \$1,000,000:

Gross Income	Percentage of Fee
First \$1,000,000	100%
\$1,000,001 - \$2,000,000	90%
\$2,000,001 - \$3,000,000	80%
\$3,000,001 - \$4,000,000	70%
\$4,000,001 - above	60%

Example: Class 8 Business - Inside City - Gross Income \$2,500,000

First \$1,000.00 at \$35.50 per thousand	1 x \$35.50 = \$35.50
Second \$1,000.00 at \$35.50 per thousand	1 x \$35.50 = \$35.50
Over first \$2,000.00 to \$1 million at \$2.30 per thousand	998 x \$2.30 = \$2,295.40
\$1 million to \$2 million at 90% of \$2.30	1000 x \$2.07 = \$2,070.00
\$2 million to \$3 million at 80% of \$2.30	500 x \$1.84 = \$920.00
Total License Fee Due	\$5,356.40

Contractors not having a permanent, principal place of business in the City of Goose Creek:

Contractors must have a permanent, principal place of business within the City Limits of Goose Creek in order to be classified as inside City limits. Contractors who temporarily occupy a trailer, model home, structure or office space during construction will not constitute a permanent place of business under this ordinance, and will be classified as outside City limits.

The total fee for the full amount of the contract shall be paid prior to commencement of work and shall entitle contractor to complete the job without regard to the normal license expiration date. No contractor shall be issued a business license until all State and City Qualification examination and trade license requirements have been met. Each contractor shall post a sign in plain view on each job identifying all subcontractors.

Subcontractors shall be licensed on the same basis as general or prime contractors for the same job. No deductions shall be made by a general or prime contractor for value of work performed by a subcontractor.

No contractor shall be issued a business license until all performance and indemnity bonds required by the Building Code have been filed and approved. Zoning permits must be obtained when required by the Zoning Ordinance.