

Horry County Government

Code Enforcement  
[www.horrycounty.org](http://www.horrycounty.org)



Horry County Government & Justice Center  
1301 Second Avenue  
Conway, South Carolina 29526  
Phone 843.915.5090 || Fax 843.915.6090

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# Permit Requirements For: Demolition

1. Application
2. Scope of work
3. Authorization from the property owner (notarized or witnessed)

# HORRY COUNTY PERMIT

## APPLICATION

(Must be fully completed in ink)

FLOOD ZONE \_\_\_\_\_  
BFE \_\_\_\_\_  
PANEL# \_\_\_\_\_  
ECERT REQ \_\_\_\_\_  
APPROVED \_\_\_\_\_

DATE IN \_\_\_\_\_  
FEES PD \$ \_\_\_\_\_ P/R \_\_\_\_\_ Z  
CLERK \_\_\_\_\_  
PLAN CASE # \_\_\_\_\_  
REF \_\_\_\_\_  
APPD \_\_\_\_\_ DATE \_\_\_\_\_

Name of Owner (as listed on Tax Records) \_\_\_\_\_

( ) \_\_\_\_\_  
Telephone \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Site Address \_\_\_\_\_ Subdivision /Phase # \_\_\_\_\_ Lot# \_\_\_\_\_

Project Name \_\_\_\_\_ Bldg. # \_\_\_\_\_ # of Units \_\_\_\_\_ Occupant Load \_\_\_\_\_

Type of Work: New ( ) Addition ( ) Alter ( ) Repair ( ) Move ( ) Demolish ( ) Other \_\_\_\_\_

Use of Improvements: Single Family ( ) Mobile Home ( ) Duplex ( ) Apartment ( ) Commercial ( ) Institutional ( ) Utility ( )

Warehouse ( ) Manufacturing ( ) Condo ( ) Industrial ( ) Farm Building ( ) Sign ( ) Other \_\_\_\_\_

Type of Construction: Metal ( ) Wood ( ) Steel ( ) Concrete ( ) Other \_\_\_\_\_

Exterior: Brick ( ) Conc. Block ( ) Stone ( ) Brick Veneer ( ) Stucco ( ) Metal ( ) Wood ( ) Glass ( ) Vinyl ( ) Other \_\_\_\_\_

No of Stories \_\_\_\_\_ No. of Bedrooms \_\_\_\_\_ No. of Baths \_\_\_\_\_ No. of Half Baths \_\_\_\_\_ Total # Rooms \_\_\_\_\_

Type of Heating: Central Air Cond. ( ) Heat Pump ( ) Other \_\_\_\_\_ Sprinkler Req \_\_\_\_\_ Provided \_\_\_\_\_ N/A \_\_\_\_\_

Type of Fuel: Oil ( ) Gas ( ) Electricity ( ) Wood ( ) Other \_\_\_\_\_

Unheated areas: Garage ( ) Carport ( ) Porches ( ) Decks ( ) Masonry Fireplaces # \_\_\_\_\_

Total No. of Square Feet \_\_\_\_\_ Heated Space \_\_\_\_\_ Unheated \_\_\_\_\_

Description of Work \_\_\_\_\_

Value of Construction \$ \_\_\_\_\_ Permit # \_\_\_\_\_

Building Permit Fees \$ \_\_\_\_\_ Mobile Home Sticker # \_\_\_\_\_

Zoning Fees \$ \_\_\_\_\_ Farm # \_\_\_\_\_

M I G C Fire Fee \$ \_\_\_\_\_ MIGC Fire Receipt # \_\_\_\_\_

\$ \_\_\_\_\_ Plan / Bin # \_\_\_\_\_

TOTAL FEES \$ \_\_\_\_\_ App Code \_\_\_\_\_

Contractor or Builder \_\_\_\_\_ Tele # ( ) \_\_\_\_\_ State License # \_\_\_\_\_

Address \_\_\_\_\_ Email \_\_\_\_\_

Architect or Engineer \_\_\_\_\_ Tele # ( ) \_\_\_\_\_ Fax # ( ) \_\_\_\_\_

Address \_\_\_\_\_ Email \_\_\_\_\_

Est Date of Completion \_\_\_\_\_ TMS # / PIN # \_\_\_\_\_ Dist. # \_\_\_\_\_ Zone \_\_\_\_\_ Verified \_\_\_\_\_

THIS PERMIT MAY BE SUSPENDED OR REVOKED FOR VIOLATION OF ANY REGULATION IN EFFECT BY  
ORDINANCE OR OTHERWISE BUILDING PERMITS ARE NOT REFUNDABLE OR TRANSFERABLE.

Issued By: \_\_\_\_\_ Signature \_\_\_\_\_  
Owner ( ) Contractor ( ) Agent ( )

Date \_\_\_\_\_ Print name \_\_\_\_\_

SCOPE OF WORK FOR ALTERATIONS / REPAIRS / ADDITIONS

\_\_\_\_\_ COMMERCIAL

\_\_\_\_\_ RESIDENTIAL

SITE LOCATION \_\_\_\_\_

APPLICANT PLEASE DESCRIBE IN DETAIL EXACTLY WHAT YOU ARE DOING:

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\_\_\_\_\_  
APPLICANT

\_\_\_\_\_  
DATE

REVIEWER COMMENTS:

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\_\_\_\_\_  
REVIEWER

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PERMIT#

# Property Owner Letter of Authorization

DATE: \_\_\_\_\_

I, \_\_\_\_\_ authorize \_\_\_\_\_  
Print – Property Owner/ HOA Rep Person obtaining permit

to obtain a building permit from HC Code Enforcement for \_\_\_\_\_  
Type of work

on behalf of myself or agency for property located at:

\_\_\_\_\_

\_\_\_\_\_ will be responsible for the work listed.  
(Print – Property Owner or Licensed Contractor Name)

\_\_\_\_\_  
Property Owner / HOA Rep Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Telephone Number

Sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

(OR)

Witnessed By:

\_\_\_\_\_  
Notary of South Carolina

\_\_\_\_\_  
Witnesses Signature

\_\_\_\_\_  
My Commission Expires