

Major Land Development Online Submittal Checklist

APPLICANT CHECKLIST	<ul style="list-style-type: none"> <input type="checkbox"/> Application Fee (see Fee Schedule) <input type="checkbox"/> \$368.59 Inspection Fee <input type="checkbox"/> One (1) complete set of civil plans and landscape plans <input type="checkbox"/> One (1) Traffic Management Plan <input type="checkbox"/> DHEC storm water application (NOI) Click for application <input type="checkbox"/> Storm water calculations (if applicable)/C-SWPPP Click for application <input type="checkbox"/> Tree Protection and Replacement Plan (if applicable, may be included in civil set) <input type="checkbox"/> Digital submission <input type="checkbox"/> Copy of Encroachment Permit application submitted to SCDOT <input type="checkbox"/> Letters of water and sewer availability or DHEC approval of on-site sanitary and well <input type="checkbox"/> One (1) Lighting Plan
DESIGNER CHECKLIST	<ul style="list-style-type: none"> <input type="checkbox"/> Title block with project name and designer information <input type="checkbox"/> Required map elements to include scale, north arrow, location map, and tax map sheet (TMS) number <input type="checkbox"/> Property zoning <input type="checkbox"/> Property boundary lines <input type="checkbox"/> Adjacent roads with road name and right-of-way width <input type="checkbox"/> Adjacent owners and parcel numbers (TMS numbers) <input type="checkbox"/> Lighting Certification, signed and dated <input type="checkbox"/> Parking calculations based on proposed use (LDC Sec. 26-173) <input type="checkbox"/> Waters/Wetlands Survey or Line and Curve Tables (notes which identify the origin of boundaries). If not, statement that no waters/wetlands are on the site <input type="checkbox"/> SCDHEC Stormwater Management and Sediment and Erosion Control Plan Review Checklist for Design Professionals (completed and signed). Click for checklist <input type="checkbox"/> Richland County Design and Applicant Certification, signed and dated. Click for certification form <input type="checkbox"/> Permanent Water Quality Calculations per DHEC Checklist. Click for checklist <input type="checkbox"/> SCDHEC Permanent Stormwater System Maintenance and Responsibility agreement. (Completed and Signed) Click for form <input type="checkbox"/> Stormwater Pollution Prevention plan and manual <input checked="" type="checkbox"/> Storm drainage profiles showing hydraulic grade lines <input type="checkbox"/> Striping and Signage Plan with note stating “All Sidewalks, Striping and Signage to be ADA and MUTCD compliant” <input type="checkbox"/> Location of Hydrants (IFC 508.5.1: Within 500 ft. to all portions of structure[s]) <input type="checkbox"/> Fire Department Connections (IFC 912.2: Where sprinkler systems are present or required. FDC shall be within 100 ft. of hydrant) <input type="checkbox"/> Access drives (IFC 503.1.1: Minimum of one access extending to within 150 ft. of all portions of the exterior walls of a building)

DISCLAIMER: This is not to be construed as containing all items, documents, or written information to be addressed or required by the Richland County Land Development Code (Chapter 26 of the Richland County Code of Ordinances) and/or other Richland County ordinances and laws. Project submittals that are mailed to Richland County are subject to the same review process and requirements as projects that are hand-delivered. Richland County does not assume responsibility for projects that are considered incomplete and not picked up as required.