



ARB Residential Demolition Application and Guidelines

Note, approval from the ARB does not constitute any opinion or representation by the Board or Staff that plans comply with any municipal, state, or federal laws, guidelines, ordinances, or building codes. The ARB does not assume liability for the structure, design, or material sufficiency.

General Information:

Property Address:	
Property Owner:	
Property Owner Phone:	
Property Owner Email:	
Builder Name:	
Builder Phone:	
Builder Email:	

Demolition Construction Deposits

(to be paid electronically)

The demolition construction deposits are required to be paid prior to the start of any site work. The demolition construction deposit will be refundable at the end of demolition, upon request and approval of the ARB final inspection, minus any fees or fines deducted during the demolition process.

- \$7,500 to be paid by the Property Owner
- \$7,500 to be paid by the Builder

Demolition Permit Fees:

(to be paid electronically)

The demolition permit review fee is due at the time of submission of the demolition application.

- \$2,500 Review Fee (demolition of complete structure)
- \$1,500 Review Fee (partial exterior demolition)
- \$500 Stormwater Inspection Fee
- \$500 Street Sweeping Fee

Type of Building(s) to be Demolished:

(check one)

- Single Family Residential Home
- Detached Accessory Building on Single Family Residential Lot
- Attached Duplex/Condominium/Townhome

Number of "Units" to be Demolished:

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Demo Type:

(check one)

- Demolition of Complete Structure
- Demolition of Partial Structure (exterior)

Project information:

Please provide a detailed description of the proposed demolition and work to be completed:

Estimated Start Date:

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Estimated Completion Date/Project Timeline:

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Required Supporting Documents and Demolition Guidelines:

The following supporting documents and plans are required to be submitted to the ARB as a PDF by the Friday prior to the scheduled ARB meeting for review:

- Builders must be an active builder within the Daniel Island Builder Program and have a signed Daniel Island Builder Master Agreement. Provide a copy of the signed agreement for our records.
- Provide a copy of the General Contractors License for the builder.
- Provide a copy of a current Certificate of Insurance (COI) from the builder. The builder shall name the following entities as additionally insured:
 - ❖ *Daniel Island Company Inc.*
 - ❖ *Daniel Island Town Association Inc.*
 - ❖ *Daniel Island Park Association Inc.*
 - ❖ *Daniel Island Community Association Inc.*
- Provide foundation or as-built survey of the existing site showing the structure to be demolished for reference
- Provide information indicating the date of construction of the original structure for reference.
- Provide a site plan based upon the current survey, to scale, depicting the structure or portions of structure to be demolished. Please include the site features such as existing and protected trees, buildings adjacent to this property, and adjacent streets or public right of way.
- Photographs of all sides of the structure or portions of structure, including the existing site conditions and site features.
- Provide a report signed and sealed by an SC licensed structural engineer detailing how the demolition will be carried out and any phasing proposed. The report should include the structural integrity and overall condition of the building.
- The ARB will require the use of a SC Registered Landscape Architect or engineer to provide the documents necessary to demonstrate how any existing underground drainage pipes, pumps, catch basins, pop ups, irrigation etc.... will be removed.
- If there is an inground pool, spa, or fountain on the property, please provide information on how this structure will be demolished and excavated area infilled.
- Provide a tree removal plan for review if necessary. City of Charleston street trees and grand trees are required to be protected and preserved throughout demolition.
- All existing trees to remain are required to be treated and monitored by an ISA Certified Arborist during demolition. A letter from the arborist verifying the treatment of all existing trees to remain will be required before construction deposits will be returned.
- It is the responsibility of the property owner and builder to install and maintain all erosion control measures and protective fencing on the property. The erosion control shall comply with all current City of Charleston erosion control requirements and ARB construction guidelines. All erosion and sediment control devices must remain intact and functional until construction is complete, and the site is stabilized. Clearing or disturbing the site without erosion control measures in place will result in fines and mitigation.

- Provide an Erosion/Sediment control and protective fencing plan for review. The ARB will require the following erosion control measures and protective fencing installed on the lot prior to the start of demolition:
 - ❖ *4'+ chain link fencing with silt fencing installed around the perimeter of the property*
 - ❖ *One construction entrance per lot with chain link fence gate*
 - ❖ *4+ chain link fencing with silt fencing installed around all street trees and protected grand trees (24" caliper or larger) on or adjacent to the lot*
 - ❖ *Gutter Buddies in all curb inlets on or adjacent to the lot*
 - ❖ *Silt Sacks installed all drop inlets on your adjacent to the lot*
- Provide any additional measures to be implemented to protect adjacent properties during demolition.
- If the property is adjacent to a protected wetland, wetland buffer, visual buffer zone, critical area, or other buffer zones then the ARB reserves the right to require additional erosion control and fencing on the lot prior to the start of demolition.
- The ARB will require that all stormwater control BMPs for curb inlets and catch basins located on or adjacent to the property be properly maintained and kept clean and clear of dirt and debris by the builder until all construction activities are completed. Any damage or need for replacement of the devices will be done by the ARB at the builder's expense.
- Clarify the number of dumpsters required for this demolition and show the location of the dumpster(s) on the site plan for review.
- Provide a copy of the permit/approval from the City of Charleston Traffic and Transportation Department for any dumpsters required to be located in the street.
- Dumpsters must be installed on a job site prior to the start of demolition. Dumpsters are required to be securely covered at the end of the workday and over the weekend when not in use. If a dumpster uncovered
- Dumpsters that are proposed to be located in the street are required to have a permit from the City of Charleston Traffic and Transportation Department prior to leaving the dumpster in the street. Dumpsters are required to be securely covered when not in use and after work hours are over.
- Show the location of the crane (if required) on the site plan for review
- Provide information if the crane will block the located in/or block any public street or right of way.
- Provide a copy of the permit/approval from the City of Charleston Traffic and Transportation Department for any street blocking permits.
- Provide written confirmation from the each of the utility providers (such as water, electrical, and gas) stating that services are safely disconnected and detached from the building
- If present, verify if sanitary/sewer lines have been capped.
- Please verify if there are any rules or regulations applicable to this property due to any protected species, such as eagle's nests, that may be on or adjacent to this property. It is the responsibility of the builder and property owner to verify with local, state, and federal authorities and abide by any applicable rules or regulations.

- Any damage to the existing sidewalk will be required to be repaired prior to the approval of the final inspection and deposit returns. Should the sidewalk become damaged due to demolition, the portion of damaged sidewalk is required to be blocked off to prevent any potential hazards.
- There shall be no negative impacts to adjacent properties as a result of final grading, drainage, or stabilization.
- The ARB construction guidelines are applicable to this project, please ensure your builder, sub-contractors, and vendors are aware of all ARB rules and regulations.

On Site Meeting Prior to Demolition:

- The builder is required to attend an on-site meeting with the ARB Administrator to discuss the demolition project, the demolition guidelines, and construction guidelines after the demolition application and all supporting documents have been submitted for review and the demolition is approved by the ARB. Please contact the ARB Administrator within **10 days** after receiving the demolition approval from the ARB to schedule the on-site meeting.

Required City Division Reviews:

- It is the owner's responsibility to verify and obtain all applicable permits and approval from any entities that have jurisdiction over this property. It is our understanding that a permit/approval is required for the demolition from one or more of each of the following City of Charleston entities:
 - ❖ City of Charleston Zoning Department
 - ❖ City of Charleston Stormwater Department
 - ❖ City of Charleston Engineering Division
 - ❖ City of Charleston Building Inspection Division

You may apply in person or online at www.charleston-sc.gov/css

- Please provide the ARB with a copy of approval from all applicable City of Charleston Departments and Divisions for the proposed demolition for our records.

Required ARB Final Inspection:

- The ARB will complete a final inspection of the property once the demolition has been completed and the lot has been stabilized in order to return the construction deposits. Please contact the ARB office within **10 days** of demolition completion to request the ARB perform the final inspection.
- A letter from the arborist verifying the treatment of all existing trees will be required before construction deposits will be returned.
- Should the demolition be non-conforming with the authorized and approved plans for demolition, the ARB demolition guidelines, or ARB construction guidelines, the ARB reserves the right to mitigate and implement any means necessary to restore and stabilize the property at the cost of the property owner. In the event that the owner fails to commence and diligently pursue to completion all approved work, the Association shall be authorized to enter upon the property and remove or complete any incomplete work and to assess all costs which will be incurred by the property owner.