

## BERKELEY COUNTY STORMWATER MANAGEMENT PROGRAM

### APPROVAL PROCESS FOR CONSTRUCTION ACTIVITY APPLICATION

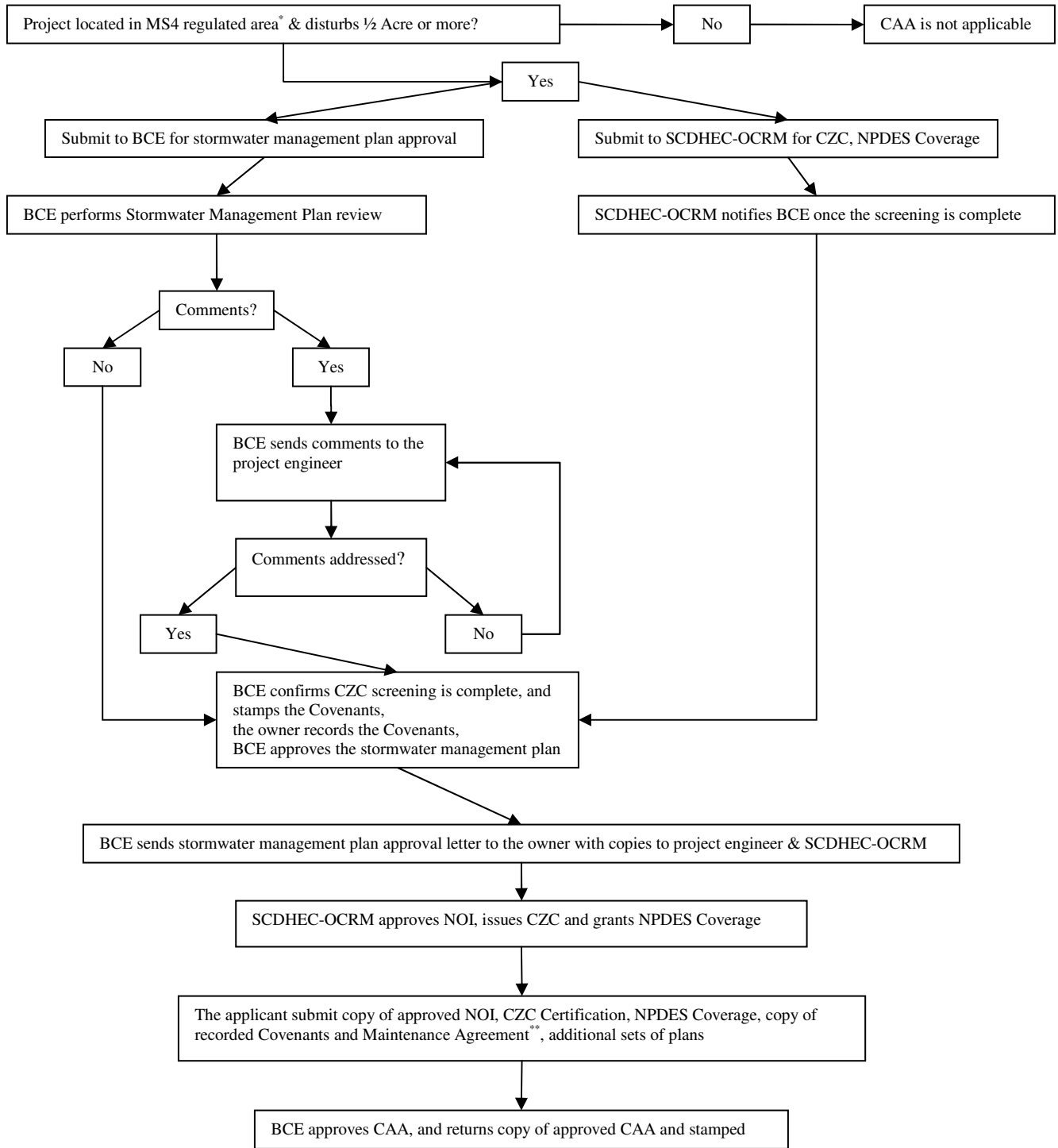
For projects (including subdivision plan, site/stormwater management plan, and encroachment permit application plan) located within **regulated area** (can be viewed from Berkeley County GIS Mapping Service: <http://gis.berkeleycountysc.gov/disclaimer.html> - MS4 Regulated Area) **and** disturbing **1/2 acre** or more:

1. Documents necessary to submit to Berkeley County Engineering (BCE) 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 BCE comments are addressed and review is complete, and BCE receives notification from SCDHEC-OCRM that Coastal Zone Consistency (CZC) screening is complete:
  - i. BCE 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. BCE approves the stormwater management plan.
  - iv. BCE 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 County: 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. BCE 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.**

## Construction Activity Application Review and Approval Flow Chart



BCE: Berkeley County Engineering  
 CAA: Construction Activity Application  
 CZC: Coastal Zone Consistency  
 NPDES Coverage: NPDES Phase II Construction General Permit Coverage  
 \*Regulated area can be viewed from Berkeley County GIS Mapping: <http://gis.berkeleycountysc.gov/disclaimer.html> - MS4 Regulated Area  
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