

**AN ORDINANCE  
AMENDING THOSE PORTIONS OF  
CHAPTER 2 / ARTICLE V / DIVISION 2 / SECTION 2 - 137  
DEALING WITH FEES IN THE ZONING AND PLANNING, BUILDING INSPECTIONS,  
AND PUBLIC WORKS DEPARTMENTS**

**WHEREAS**, Charleston County Council has determined that there is a need for more affordable and workforce housing units in Charleston County, and

**WHEREAS**, the County Council Special Housing Committee’s Affordable Housing Task Force has recommended waiving or reducing development application fees for projects that contain affordable and/or workforce housing units as one way to incentivize the development of affordable and workforce housing, and

**WHEREAS**, the Planning Commission has unanimously recommended approval of waiving zoning approval and permit application fees for developments that contain affordable and workforce housing units pursuant to Sec. 6.4.19 of the Charleston County Zoning and Land Development Regulations Ordinance (ZLDR) and corresponding amendments to the ZLDR to further incentivize the development of affordable and workforce housing, and

**WHEREAS**, upon receipt of the recommendation of the Planning Commission, County Council held at least one public hearing, and after close of the public hearing, County Council approved the proposed amendments, and

**WHEREAS**, County Council finds that development application fees for developments that contain affordable and/or workforce housing units pursuant to ZLDR Sec. 6.4.19 should be waived or reduced in the County’s Fee Schedule as described herein.

NOW, THEREFORE, BE IT ORDAINED, by the County Council of Charleston County, in meeting duly assembled, as follows:

**SECTION I. FINDINGS INCORPORATED**

The above recitals and findings are incorporated herein by reference and made a part of this Ordinance.

**SECTION II. AMENDMENTS TO SECTION 2-137 OF THE CHARLESTON COUNTY CODE OF ORDINANCES**

The pertinent portions of Section 2 - 137 of the Charleston County Code of Ordinances entitled “Schedule Established” are hereby amended to include the text amendments attached hereto as Exhibit “A” and made part of this Ordinance by reference.

**SECTION III. SEVERABILITY**

If, for any reason, any part of this Ordinance is invalidated by a court of competent jurisdiction, the remaining portions of this Ordinance shall remain in full force and effect.

**SECTION IV. EFFECTIVE DATE**

This Ordinance shall become effective immediately following third reading by County Council.

ADOPTED and APPROVED in meeting duly assembled this October 26th, 2021.

CHARLESTON COUNTY COUNCIL

By: \_\_\_\_\_  
Teddie E. Pryor, Sr.  
Chairman of Charleston County Council

ATTEST:

By: \_\_\_\_\_  
Kristen L. Salisbury  
Clerk to Charleston County Council

Public Hearing: September 14, 2021  
First Reading: September 30, 2021  
Second Reading: October 12, 2021  
Third Reading: October 26, 2021

**EXHIBIT "A"**  
**Sec. 2-137 – Schedule Established**

**Zoning and Planning Department Fee Schedule**

<u>Service</u>	<u>Fee</u>
<b>A. ORDINANCES AND PLANS</b>	
1. Charleston County Zoning & Land Development Regulations Ordinance	\$50.00
2. Charleston County Comprehensive Plan	\$90.00
3. Ordinance, Plans & documents in digital form	\$10.00
<b>B. COPIES</b>	
1. Black & White Single-Sided Copies 8.5 x 11	\$0.11
2. Black & White Double-Sided Copies 8.5 x 11	\$0.22
3. Color Single-Sided Copies 8.5 x 11	\$0.49
4. Color Double-Sided Copies 8.5 x 11	\$0.98
5. Black & White Copies 11 x 17	\$0.50
6. Color Copies 11 x 17	\$1.50
<b>C. MAPS</b>	
1. Entire County Zoning or Future Land Use data maps 11x17	\$2.00
2. Entire County Zoning or Future Land Use data maps 24x36	\$10.00
3. Specific Area County Zoning or Future Land Use data maps 11x17	\$5.00
4. Specific Area County Zoning or Future Land Use data maps 24x36	\$20.00
5. Special Requests (Customized maps); Example, parcel boundaries with CAMA Data or other associated data, study areas, municipal boundaries, etc.	\$60.00 per hour
6. House, Senate, <u>Or</u> Congressional Map (Voter Maps)	\$7.50
7. House, Senate, Congressional Map Set (Voter Maps)	\$22.50
8. Voting Precinct Map (Voter Maps)	\$7.50
9. Voting Precinct Map Set (2 maps) (Voter Maps)	\$15.00
<b>D. RECORDINGS</b>	
1. Copies of Tape/Digital Recordings	\$10.00
<b>9% SALES TAX WILL APPLY TO LETTERS A, B, C, AND D ABOVE</b>	
<b>E. SUBDIVISION PLATS</b>	
1. One Lot or Exempt Plat	\$50.00
2. 2-10 Lots or Minor Subdivision Plat	\$100.00 + \$10/lot
3. 11 or more Lots or Preliminary Plat for Major Subdivision	\$200.00 + \$10/lot
4. Conditional Plat	\$200.00 + \$10/lot
5. Final Plat	\$100.00 + \$10/lot
6. Public Improvement(s) Review (Engineering)	\$100.00 + \$10/lot
7. Appeals of Subdivision Related Administrative Decisions	\$250.00
<b>F. ZONING</b>	
1. Zoning Verification	\$10.00
<b>G. ZONING PERMITS</b>	

1. Temporary Zoning Permit Fee	\$50.00
2. Protected/Grand Tree Removal Permit (Zoning Permit)	\$25.00
3. Residential Land Disturbance	\$25.00
4. Residential Zoning Permit	\$25.00
5. Home Occupation	\$50.00
6. Commercial and Industrial Zoning Permits:	
a. Up to 5,000 SF and greater building size	\$50.00
b. 5,000 SF and greater building size	\$75.00
7. Short-Term Rental Permit: Limited Home Rental (LHR). Note that additional applications, processes, and fees may apply pursuant to the requirements for Short-Term Rentals contained in the Charleston County ZLDR.	\$100.00
8. Short-Term Rental Permit: Extended Home Rental (EHR) Note that in addition to the EHR Zoning Permit application and fee, Site Plan Review and Special Exception applications and required fees must be submitted pursuant to the requirements and processes contained in the ZLDR. Zoning Permits for VHRs will not be issued until/unless the Site Plan Review application is approved and the Board of Zoning Appeals approves the Special Exception application.	\$200.00
9. Short-Term Rental Permit: Commercial Guest House (CGH) Note that in addition to the CGH Zoning Permit application and fee, a Site Plan Review application (with the required fee) must be submitted pursuant to the requirements and processes contained in the ZLDR. Zoning Permits for CHRs will not be issued until/unless the Site Plan Review application is approved.	\$300.00
<b>H. ZONING AND COMPREHENSIVE PLAN AMENDMENTS</b>	
1. Zoning Map Amendments [Rezoning] including Form-Based Zoning District Applications	\$150.00 + \$10/acre
2. Planned Development (PD) Zoning District Applications	
a. Less than 10 acres	\$300.00 + \$10/acre
b. 10-99 acres	\$1,000.00 + \$15/acre
c. 100 acres or greater	\$1,500.00 + \$20/acre
3. Amendment to existing Planned Development text	\$300.00 + \$2/acre
4. Sketch Plan Amendment	\$300.00 + \$2/acre
5. Zoning and Land Development Regulations Ordinance Text Amendments	\$250.00
6. Comprehensive Plan Amendments	\$250.00
7. Form-Based Zoning District (FBZD) Rezoning and Land Development Applications: Unless specifically addressed in letters a – i below, refer to the Fee Schedule for all other applicable fees. Applicants may be required by Council to provide funds to the County to hire third party consultants and/or experts necessary to assist the County in reviewing and evaluating the applications listed below.	
a. New FBZD Rezoning Applications	\$150 + \$10/acre of the FBZD
b. Amendments to Approved FBZD Form District Master Plans. Note: The Zoning/Planning Director shall be authorized to make determinations regarding categorization of amendments not specifically addressed below as Major or Minor amendments.	
i. Minor Amendments: (a) Text amendments other than those associated with Major Amendments, as defined below	\$1,000

<ul style="list-style-type: none"> <li>(b) Changes to existing Transect Zones and/or related dimensional standards</li> <li>(c) Addition of new uses</li> <li>(d) Changes to existing uses</li> </ul>	
<ul style="list-style-type: none"> <li>ii. Major Amendments: <ul style="list-style-type: none"> <li>(a) Changes to approved Sector Maps</li> <li>(b) Changes to approved Settlement Maps (when Sectors are not utilized)</li> <li>(c) Increases in overall density</li> <li>(d) Addition of new Transect Zones and related dimensional standards</li> <li>(e) Addition of new Special Districts</li> <li>(f) Amendments to approved Special Districts (acreage, text, dimensional standards, and/or map location(s))</li> <li>(g) Addition of new complex Thoroughfare Types and Assemblies that utilize components not included in ZLDR Tables 7.4.G and 7.4.L and new Thoroughfare Types proposed at time of Community Plan submittal</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <u>Major Amendments to FBZDs that ARE part of Developments of County</u> <u>Significance:</u> \$150 + \$10/acre for the 25% acreage + \$1/acre for the 75% Acreage*</li> <li>• <u>Major Amendments to FBZDs that are NOT part of Developments of County</u> <u>Significance:</u> \$150 + \$10/acre of the FBZD*</li> </ul> <p>*Note: The fee for the addition of new Special Districts and/or amendments to approved Special Districts shall be \$150 + \$10/acre of the proposed Special District(s), including any proposed increases in Special District size.</p>
<ul style="list-style-type: none"> <li>c. Special Districts Requiring Planning Commission Approval</li> </ul>	<p>\$150 + \$10/acre for the total acreage of the Special District(s)</p>
<ul style="list-style-type: none"> <li>d. Community Unit Tract Boundary Subdivision</li> </ul>	<p>Subdivision fees contained in this Fee Schedule apply</p>
<ul style="list-style-type: none"> <li>e. Special District Tract Boundary Subdivision</li> </ul>	<p>Subdivision fees contained in this Fee Schedule apply</p>
<ul style="list-style-type: none"> <li>f. Infrastructure Plan Subdivision</li> </ul>	<p>Subdivision fees contained in this Fee Schedule apply</p>
<ul style="list-style-type: none"> <li>g. Community Plan Review (New Plans and Amendments to Approved Plans)</li> </ul>	<p>\$150 + \$10/acre of the Community Unit</p>
<ul style="list-style-type: none"> <li>h. Special District Plan Review (New Plans and Amendments to Approved Plans)</li> </ul>	<p>\$150 + \$10/acre of the Special District</p>
<ul style="list-style-type: none"> <li>i. Lot, Block, and Building Plans (New Plans and Amendments to Approved Plans). Other Subdivision and Site Plan Review Fees contained in this Fee Schedule do not apply.</li> </ul>	
<ul style="list-style-type: none"> <li>i. Residential Lots or Units</li> </ul>	<p>\$250 + \$50 per unit or lot</p>
<ul style="list-style-type: none"> <li>ii. Commercial/Industrial Lots or Mixed Use Buildings – Up to 10,000 Square Feet</li> </ul>	<p>\$250 + \$0.03 per square foot</p>
<ul style="list-style-type: none"> <li>iii. Commercial/Industrial Lots or Mixed Use Buildings – 10,000 Square Feet or More</li> </ul>	<p>\$500 + \$0.03 per square foot</p>
<ul style="list-style-type: none"> <li>iv. Institutional</li> </ul>	<p>\$250 + \$0.03 per square foot</p>
<p><b>I. DEVELOPMENT AGREEMENT APPLICATIONS</b></p>	
<ul style="list-style-type: none"> <li>1. Development Agreement Application Fees</li> </ul>	<ul style="list-style-type: none"> <li>• \$750 + \$10/acre; and</li> <li>• Applicants may be required by Council to provide funds to the County to hire third party consultants and/or experts necessary to assist the County in reviewing and evaluating the application.</li> </ul>

<b>J. SITE PLAN REVIEW</b>	
1. Limited Site Plan Review	\$50.00
2. Up to 5,000 SF building size or up to 10 acres if no buildings are included in the application	\$250.00
3. Greater than 5,000 SF building size or 10 acres or more if no buildings are included in the application	\$500.00
<b>K. BOARD OF ZONING APPEALS</b>	
1. Appeals of Zoning Related Administrative Decisions	\$250.00
2. Special Exceptions	\$250.00
3. Zoning Variances	\$250.00
4. Protected/Grand Tree Removal Zoning Variances	\$250.00 + \$50.00
<b>L. ADDRESSING</b>	
1. Street Name Change	\$50.00
2. Street Sign	\$200.00
<b>M. SIGNS</b>	
1. Billboards	Site Plan Review + \$50.00
2. Wall Signs (per use)	\$50.00
3. Free Standing Sign	\$50.00
4. Agricultural Sign	\$20.00
<b>N. COUNTY COUNCIL</b>	
1. Review of Tax Increment Financing (TIF) District and Residential Improvement District (RID) Proposals	<ul style="list-style-type: none"> <li>• The fee is equivalent to 0.005 multiplied by the requested County's portion of the proposed TIF or RID District; and</li> <li>• Applicants may be required by Council to provide funds to the County to hire third party consultants and/or experts necessary to assist the County in reviewing and evaluating the application.</li> </ul>
2. 208 Water Quality Management Plan Amendments	<ul style="list-style-type: none"> <li>• \$500.00; and</li> <li>• Comprehensive Plan Amendment fee (if applicable); and</li> <li>• Applicants may be required by Council to provide funds to the County to hire third party consultants and/or experts necessary to assist the County in reviewing and evaluating the application.</li> </ul>
<b>O. HISTORIC PRESERVATION APPLICATIONS AND ZONING PERMITS</b>	
1. Certificate of Historic Appropriateness	\$25.00
2. Designation of Historic Property/District	\$25.00
<b>P. FEE SCHEDULE NOTES</b>	
1. Zoning and Planning Department fees that are based on acreage include highland acreage and freshwater wetland acreage; OCRM Critical Line acreage is excluded from fee calculations.	
2. County Council may waive all or a portion of the above fees upon submittal of a request to Council and subsequent approval at a public meeting of County Council.	
3. If any type of zoning application/permit is required in order to bring properties that have current zoning violations into compliance with the Charleston County Zoning and Land Development Regulations Ordinance, the zoning application/permit fees shall be doubled.	

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| <p>4. Zoning Verification shall include, but may not be limited to:</p> <ul style="list-style-type: none"><li>(a) FEMA Flood Insurance Rate Map verification;</li><li>(b) Review for DHEC approval;</li><li>(c) Tattoo radius or manufactured home radius; and</li><li>(d) The Towns of Kiawah Island, Rockville, and Meggett zoning verifications, or any other zoning verification as determined by the Zoning/Planning Director.</li></ul> |
| <p>5. Separate applications and fees shall be filed for more than one Variance request to each requirement of this Ordinance. If an applicant requests a variance for removal of more than one Protected/Grand tree, each additional Protected/Grand tree shall require an additional fee.</p>  |
| <p>6. Fees for 911 street signs may be waived.</p>  |
| <p>7. Zoning Permit fees; Site Plan Review application fees; Planned Development Zoning District and Amendment application fees; and Subdivision Plat application fees shall be waived for developments containing Affordable and/or Workforce Dwelling Units pursuant to Sec. 6.4.19 of the Charleston County Zoning and Land Development Regulations Ordinance.</p>   |

## Building Inspections Department Fee Schedule

1. *Contractor license/registration fees*
  - License/registration application fee .....\$50.00
  - License/registration fee .....50.00
  - Annual license/registration renewal fee .....50.00
  - Existing journeyman annual license renewal fee .....25.00
  - Change license or registration classification (other than at renewal time) .....25.00
2. *Permit fees based on construction valuations for all permits except for those listed in [subsections] 3. and 4. below. ....*
  - (a) Valuation chart:

Total Valuation	Fee
\$1,000.00 and less	No fee, unless an inspection is required, in which case a permit is required and a \$50.00 fee shall be charged.
\$1,000.00 to \$2,000.00	\$50.00
\$2,001.00 to \$50,000.00	\$50.00 for the first \$2,000.00 + \$4.00 per \$1,000.00
\$50,001.00 to \$100,000.00	\$242.00 for the first \$50,000 + \$3.75 per \$1,000.00
\$100,001.00 to \$300,000.00	\$429.50 for the first \$100,000 + \$3.50 per \$1,000.00
\$300,001.00 to \$500,000.00	\$1,129.50 for the first \$300,000 + \$3.35 per \$1,000.00
\$500,001.00 and up	\$1,799.50 for the first \$500,000 + \$3.00 per \$1,000.00

- (b) Working without permits:
    - Double fee
3. *Other permit fees.*
  - (1) Permit fee when the contractor is working as a subcontractor for the following activities; painting/wallpaper; floor covering, drywall (unless part of fire related assembly, see section 2, number 2), trim, cabinet, shelving, countertops, closet systems, shower door, and solar panel installers \$25.00
 

*Exceptions:*

When permits are issued for work being done as the prime contractor, the fees shall be based on construction value as in section 2, number 2 for the appropriate type of work being performed.



4. *Manufactured housing permit fees.*

For setup on a new or existing site .....\$100.00

*Note:* Fees for modular construction as defined by the South Carolina Modular Construction Act shall be based upon the fee schedule for permits based on construction valuations.

5. *Inspection fees.*

- (1) Reinspection. When a reinspection fee is required, an additional fee of \$75.00 will be charged for each inspection. This fee shall be reduced to \$37.50 for developments that contain affordable and/or workforce dwelling units pursuant to Sec. 6.4.19 of the Charleston County Zoning and Land Development Regulations Ordinance.
- (2) Minimum permit or inspection fee .....\$50.00. This fee shall be reduced to \$25.00 for developments that contain affordable and/or workforce dwelling units pursuant to Sec. 6.4.19 of the Charleston County Zoning and Land Development Regulations Ordinance.
- (3) Floodplain management compliance inspection .....100.00. This fee shall be reduced to \$50.00 for developments that contain affordable and/or workforce dwelling units pursuant to Sec. 6.4.19 of the Charleston County Zoning and Land Development Regulations Ordinance.
- (4) Hazardous occupant permits .....100.00. This fee shall be reduced to \$50.00 for developments that contain affordable and/or workforce dwelling units pursuant to Sec. 6.4.19 of the Charleston County Zoning and Land Development Regulations Ordinance.
- (5) Fireworks stand permits .....50.00
- (6) Structural moving permit fee .....100.00. This fee shall be reduced to \$50.00 for developments that contain affordable and/or workforce dwelling units pursuant to Sec. 6.4.19 of the Charleston County Zoning and Land Development Regulations Ordinance.
- (7) Demolition permit fee .....50.00. This fee shall be reduced to \$25.00 for developments that contain affordable and/or workforce dwelling units pursuant to Sec. 6.4.19 of the Charleston County Zoning and Land Development Regulations Ordinance.

6. *Other fees. ....*

- (1) Plan review fees .....½ permit fee based on construction valuations
- (2) Construction in flood zones/filing fee .....\$20.00. This fee shall be reduced to \$10.00 for developments that contain affordable and/or workforce dwelling units pursuant to Sec. 6.4.19 of the Charleston County Zoning and Land Development Regulations Ordinance.  
*Note:* If a prime contractor has paid a flood zone filing fee, the subcontractor working for the prime contractor will not be charged an additional filing fee.
- (3) Fees for replacement of placards shall be .....25.00
- (4) Variance/appeal application fee .....100.00  
*Note:* Application fees for appeals successfully granted by the construction board of adjustment and appeals shall be reimbursed to the applicant.
- (5) Vehicle decal fee .....6.00/vehicle/set
- (6) Annual vehicle .....3.00
- (7) International Code Council plan review: Should the applicant seek an expedited review by the ICC in lieu of the county's plan review, the department may assess an additional one-half of the county's plan review fee, in addition to the county standard fee, for processing the application.
- (8) Re-notification fee: If the county issues any comments or requests additional information from an applicant during plan review, and the applicant thereafter either fails to comply with the request or the information is non-responsive to the request, the department may assess an additional one-half of the county's plan review fee to continue processing the application.

7. *Penalties.* Where work for which a permit is required by this Code is started or proceeded prior to obtaining said permit, the fees herein specific shall be doubled, but the payment of such double fee shall not relieve any persons from fully complying with the requirements of this Code in the execution of work nor from any other penalties prescribed herein.

### Public Works Department (Stormwater) Fee Schedule

Plan Review Fee	Fee
Single Family Residential (SFR)	\$100
Non-SFR (Disturbed Area)	
≤ 0.5 acres	\$100
> 0.5 acres ≤ 1.0 acres	\$200
> 1.0 acres	\$500 base fee plus \$200 per additional acre
Master Drainage Plan Review	\$500
Major Modification	\$500 base fee plus \$200 per additional acre of increased disturbed area
Variance Request	\$250
Affordable and Workforce Housing*	50% of above fee schedule

\*Pursuant to Sec. 6.4.19 of the Charleston County Zoning and Land Development Regulations Ordinance.

### Public Works Department (Encroachment Permit) Fee Schedule

Plan Review Fee	Fee
Single Family Residential (SFR)	\$35
Utility (non-SFR)	\$100
Subdivision (Individual Permit per encroachment)	\$250
Industrial/Commercial (Individual Permit per encroachment)	\$500
Affordable and Workforce Housing*	50% of above fee schedule
Abandonment Fee	\$500

\*Pursuant to Sec. 6.4.19 of the Charleston County Zoning and Land Development Regulations Ordinance.