



# TOWN OF ATLANTIC BEACH

717 30<sup>th</sup> Avenue South Atlantic Beach, SC 29582  
Mailing Address: PO Box 5285, North Myrtle Beach, SC 29597  
Phone: 843 663-2284 Fax: 843 663-0601

## RESIDENTIAL BUILDING PERMIT APPLICATION (2018 IB C ODES)

**PIN NO, LEGAL OWNER OF PROPERTY AND PROPERTY OWNER ADDRESS MANDATORY**

Date: \_\_\_\_\_

Permit Requested By: \_\_\_\_\_

Relationship to Property Owner: \_\_\_\_\_

Contractor's Company Name: \_\_\_\_\_ License No. \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_

Tax Map# (TMS) \_\_\_\_\_ Pin No. \_\_\_\_\_

Legal Owner of Property: \_\_\_\_\_

Previous Owner of Property (if owned less than 12 months) \_\_\_\_\_

Property Owner Address: \_\_\_\_\_

Type work to be done: New Construction  Addition  Renovation  Repair  Demolition

### DESCRIPTION OF WORK

Type of Construction \_\_\_\_\_ Exterior Covering \_\_\_\_\_ No. of Rooms \_\_\_\_\_ No. of Baths \_\_\_\_\_

No. of Bedrooms \_\_\_\_\_ Type of Heat/Cooling \_\_\_\_\_

SQUARE FOOTAGE: Heated: \_\_\_\_\_ Unheated: \_\_\_\_\_ Total: \_\_\_\_\_

Estimated cost of Construction (Labor & Materials) \$ \_\_\_\_\_

Estimated Date of Completion: \_\_\_\_\_

I understand that all applications for Building Permits, along with all required information must be provided to the office of the Building Department. All information submitted will be reviewed prior to the issuance of a building permit. This process may take as long as two (2) weeks. Should information be missing or additional information be required, the review process may be delayed.

I also understand that, by ordinance, all contractors, subcontractors, architects, engineers, surveyors, other professionals, vendors and suppliers are required to have current business license for the Town of Atlantic Beach prior to start of their portion of the work. When required by State law they must also be in possession of the proper state licensing or registration. A subcontractor, vendor listing is included in the permit application and must be completed and returned with the application. Failure to comply with any of the ordinances of the Town of Atlantic Beach or laws of the State of South Carolina may result in suspension and/or termination of the building permit and the penalties of the ordinance imposed.

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Title: \_\_\_\_\_

**DO NOT WRITE BELOW THIS LINE - FOR OFFICE USE ONLY**

Date Received: \_\_\_\_\_ Fee Paid: \_\_\_\_\_

Received By: \_\_\_\_\_