

Dewees Island Short-Term Rental Property (STRP) Zoning Permit Application Process/Checklist

Pursuant to *Article 6.8* of the *Charleston County Zoning and Land Development Regulations Ordinance*, Zoning Permits for Short-Term Rental Properties must be renewed annually. Short-Term Rental Property renewal applications must demonstrate compliance with all current requirements of *Article 6.8* of the *Charleston County Zoning and Land Development Regulations Ordinance* (see *Article 6.8* for more information, including enforcement and penalties) with the exception of occupancy status requirements, parking requirements, and maximum number of rental days pursuant to ZLDR Sec. 5.16.A.3.

- **Completed Short-Term Rental Property Zoning Permit Application and Fee.**
- **Completed and signed Restrictive Covenants Affidavit.**
- **Written Documentation of the Dewees Island Property Owners Association approval is required as part of each Short-Term Rental Permit Application.**
- **STRP Administrative Site Plan Review Approval and Fee: Requires submittal of aerial photographs and photographs of the property. At the discretion of the Zoning and Planning Director, a site plan drawn to engineer's scale depicting existing and proposed conditions, including required parking, shall be submitted, and site visits by Zoning and Planning Staff may be required.**

Note: See the *Charleston County Zoning and Land Development Regulations Ordinance* for all Short-Term Rental Property Zoning requirements including annual renewal requirements and Business License requirements.

Important Contact Information:

Phone: Planning & Zoning 843-202-7220

Email: shorttermrental@charlestoncounty.org



Zoning and Planning Department
 Joel H. Evans, AICP, PLA, Director
 Lonnie Hamilton III Public Services Building
 4045 Bridge View Drive
 North Charleston, SC 29405
 843.202.7200

Dewees Island Short Term Rental Permit Application

Owner Information	
<i>First Name:</i>	<i>Last Name:</i>
<i>Mailing Address:</i>	
<i>Home/Cell Phone #:</i>	
<i>Email Address:</i>	

Applicant Information (if not being submitted by owner)	
<i>First Name:</i>	<i>Last Name:</i>
<i>Mailing Address:</i>	
<i>Home/Cell Phone #:</i>	
<i>Email Address:</i>	

Short-Term Rental Property Information	
<i>Address:</i>	
<i>TMS #:</i>	
<i>Zoning:</i>	
<i>Type of Dwelling Unit to be used as a Short-Term Rental (e.g. single-family home, principal dwelling unit, accessory dwelling unit, etc.):</i>	
<i>Maximum Number of Bedrooms to be used for Short-Term Rentals (Note: The use of 5 or more bedrooms for Short-Term Rental purposes may result in the application of building code requirements. Please speak to the Building Inspections Department regarding any potential building code requirements):</i>	
<i>Number and location of Parking Spaces Provided:</i>	
<i>Maximum Number of Guests:</i>	
<i>Maximum Number of Nights the Short-Term Rental Property is Proposed to be Rented Per Year:</i>	

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Notes:

- After receiving a Zoning Permit for a Short-Term Rental – Dewees Island, a **Business License must be obtained** prior to offering, advertising, or providing Short-Term Rental Properties for lodging.
- The advertisement of a Short-Term Rental shall include the County issued Zoning Permit Number and Business License Number.
- Zoning Permits for all Short-Term Rentals must be renewed annually, on or before December 31st of each year (see the Short-Term Rental Property zoning requirements contained in the *Charleston County Zoning and Land Development Regulations Ordinance* for details).
- The property owner is responsible for contacting the Charleston County Building Services Department (843-202-6930) to ensure the Short-Term Rental Property complies with all Charleston County Building Code requirements. This will include applying for and receiving a Building Safety Permit.
- See the Charleston County Zoning and Land Development Regulations Ordinance for all Short-Term Rental Property Zoning requirements.

By signing this application, I certify that I understand and will comply with the Short-Term Rental Property requirements contained in the *Charleston County Zoning and Land Development Regulations Ordinance*, and that all required information has been submitted and is accurate.

Property Owner Signature (required):		Date:	
Applicant Signature (if not the owner):		Date:	

OFFICE USE ONLY

Amount Received: _____ Cash Check # _____ **Invoice Number:** _____

Permit Specialist/Planner’s Signature

Date

SHORT-TERM RENTAL ZONING PERMIT APPLICATIONS FEES	
a. Short-Term Rental Zoning Permit Fee: <i>Note that additional applications, processes, and fees may apply pursuant to the requirements for Short-Term Rentals contained in the Charleston County ZLDR.</i>	\$100.00 Zoning fee.