

**YORK COUNTY COUNCIL
TEMPORARY EMERGENCY DWELLING PERMIT
INSTRUCTIONS & APPLICATION**

THE ATTACHED APPLICATION MUST BE FILLED OUT COMPLETELY AND PROVIDE APPLICABLE INFORMATION TO DEEM THE APPLICATION COMPLETE.

THE FOLLOWING INFORMATION CORRESPONDS WITH THE TEMPORARY EMERGENCY DWELLING PERMIT APPLICATION. THESE INSTRUCTIONS ARE PROVIDED TO AID THE INDIVIDUAL IN UNDERSTANDING WHAT INFORMATION IS REQUIRED TO BE SUBMITTED.

GENERAL INFORMATION:

PROPERTY OWNER: This is the person listed with the Tax Assessor as the property owner. Fill in name, full address, and phone numbers.

PROPERTY INFORMATION:

PROPERTY ADDRESS: Provide the address of the property. The address can be obtained from the York County Public Safety/Communications Department at 803-909-7482 or 803-909-7483 or by accessing the County GIS.

PROPERTY DIRECTIONS: Give specific directions to the property. Begin with a major, heavily traveled road. Landmarks, directional language (north, south, etc.), and distances should be included.

PROPERTY CONDITIONS: Explain the vegetative cover and topography of the land. Examples: partially wooded and sloping from rear to front or front no trees and flat with back wooded and rolling.

PROPERTY TAX MAP #: The Property Tax Map Number can be found on the property tax notice, obtained by calling 803-684-8526, or by accessing the County GIS.

LOT AREA: In this space, provide the size (area) of the lot. You may use either acreage or square footage.

ZONING DISTRICT: Fill in the zoning classification(s) that encumber the property.

USE OF PROPERTY: Describe in general terms the current use of the property.

FACTORS RELEVANT TO THE TEMPORARY EMERGENCY DWELLING PERMIT:

REQUEST: Explain the need for the temporary emergency dwelling permit.

COMPLIANCE STATEMENTS: Initial the applicable statements / requirements as outlined in §156.

SUPPORTING DOCUMENTATION: List addendums, petitions, pictures, etc. that the applicant will be submitting into the record at the meeting or have been included in the application packet.

OWNER'S SIGNATURE: This section must be signed by the property owner(s). Notarized written authorization from the property owner giving the applicant permission to act on his/her behalf can be substituted for property owner's signature.

ADDITIONAL INFORMATION

1. FOUR OF THE SEVEN COUNCIL MEMBERS MUST BE PRESENT BEFORE ACTION CAN BE TAKEN ON A TEMPORARY EMERGENCY DWELLING PERMIT. THE CONCURRING VOTE OF A MAJORITY OF THE YORK COUNTY COUNCIL PRESENT IS NECESSARY IN ORDER FOR A TEMPORARY EMERGENCY DWELLING PERMIT TO BE APPROVED.
2. THE APPLICANT MAY PRESENT, PER DISCRETION OF THE YORK COUNTY COUNCIL CHAIRPERSON, ANY ITEMS AND/OR INDIVIDUALS HE/SHE BELIEVES WILL HELP HIS/HER CASE.

IF FURTHER ASSISTANCE IS NEEDED, PLEASE CALL (803) 909-7278.

**YORK COUNTY COUNCIL
TEMPORARY EMERGENCY DWELLING PERMIT
APPLICATION**

GENERAL INFORMATION

PROPERTY OWNER'S NAME: _____

ADDRESS: _____

NUMBER

STREET

CITY

STATE

ZIP CODE

PHONE: _____

WORK

HOME

PROPERTY INFORMATION

PROPERTY ADDRESS: _____

PROPERTY DIRECTIONS: _____

PROPERTY CONDITIONS: _____

PROPERTY TAX MAP #: _____ USE OF PROPERTY: _____

LOT AREA: _____ ZONING DISTRICT: _____

DOES EXISTING HOA COVENANTS OR PROPERTY DEED RESTRICTIONS PROHIBIT THE PROPOSED APPROVAL BY YORK COUNTY COUNCIL? _____

PLAT/LOCATION OF TEMPORARY EMERGENCY DWELLING ON PROPERTY: PLEASE ATTACH TO APPLICATION

COPIES OF ISSUED APPLICABLE PERMITS FOR THE REPAIRING OR REBUILDING OF THE PERMANENT DWELLING INTENDED FOR THE OWNER'S OCCUPATION ON THE SUBJECT PARCEL: PLEASE ATTACH TO APPLICATION

A NOTARIZED STATEMENT SIGNED BY ALL OWNERS OF THE PARCEL (EXCLUDING LIEN HOLDERS) SETTING FORTH THE CIRCUMSTANCES WHICH NECESSITATE THE TEMPORARY EMERGENCY DWELLING: PLEASE ATTACH TO APPLICATION

RELEVANT FACTORS PERTAINING TO THE TEMPORARY EMERGENCY DWELLING

1. THE PROPERTY OWNER HEREBY REQUESTS APPROVAL OF THE TEMPORARY EMERGENCY DWELLING PERMIT BY THE YORK COUNTY COUNCIL AS DESCRIBED BELOW:

2. THE PROPERTY OWNER WILL MEET THE STANDARDS IN CHAPTER §156 AND ANY OTHER SECTIONS OF THE COUNTY CODE WHICH ARE APPLICABLE TO THE PROPOSED TEMPORARY EMERGENCY DWELLING IN THE FOLLOWING MANNER:

3. _____ INITIAL ACKNOWLEDGING THE FOLLOWING STATEMENTS / REQUIREMENTS:

- A. A temporary emergency hardship currently exists due to a fire, flood, or other accident that rendered the permanent dwelling uninhabitable.
- B. As the owner of the property, I/we are in the process of repairing or rebuilding a permanent dwelling on that parcel because a temporary emergency hardship rendered the permanent dwelling uninhabitable.
- C. As the owner of the property, I/we have occupied the permanent dwelling prior to the temporary emergency hardship and intend to occupy the repaired or rebuilt permanent dwelling.
- D. A current vehicular license will be maintained for any recreational vehicle used as a temporary emergency dwelling.
- E. A temporary emergency dwelling will be maintained in a manner which will facilitate its removal by the expiration date of the permit.
- F. The placement of the temporary emergency dwelling will meet and maintain SCDHEC requirements for water and wastewater connections and York County requirements for temporary electrical service.
- G. As the owner of the property, I/we have submitted copies of issued applicable permits for the repairing or rebuilding of the permanent dwelling intended for occupation.
- H. A submitted site plan has been provided drawn to a scale large enough to determine the following:
 - a. The size and boundaries of the parcel;
 - b. The size and location of access, including driveways and access easements, from the parcel to a county, state or public road;
 - c. The approximate location and size of all existing structures on the parcel; and
 - d. The proposed location and size of the temporary dwelling.
- I. A description of the proposed temporary emergency dwelling.

- J. A temporary emergency dwelling permit based on compliance with §156 is only valid for a period not exceeding ninety (90) days from the date of County Council approval.
- K. Occupancy of the temporary emergency dwelling shall cease immediately upon expiration or revocation of the temporary emergency dwelling permit. All utilities shall be disconnected and the temporary emergency dwelling shall be removed upon expiration or revocation of the temporary emergency dwelling permit. An unoccupied recreational vehicle may be stored on the property with all utilities disconnected so long as it meets the setback requirements for a residential structure and no one lives in the recreational vehicle. Once the owner completes repair or construction of the permanent dwelling, the recreational vehicle must comply with all requirements §155.446.
- L. Any violation of §156 shall constitute a misdemeanor punishable by a maximum fine of \$470 or imprisonment for no more than 30 days. Each day that a violation continues shall be deemed a separate and distinct offense. Violations shall be enforced by any duly commissioned code enforcement officer using the county ordinance summons or by the York County Sheriff or any deputy sheriff. In addition to the above penalty, the York County Council may institute an action for an injunction, abatement, or any other appropriate action to enforce the expiration or revocation of the temporary emergency dwelling permit.
- M. The proposed parcel for the placement of the proposed temporary emergency dwelling is at least 10,000 square feet in area or greater.
- N. The principal use of the parcel is residential and the principal structure on the parcel is a detached single-family residential building.
- O. No more than one (1) temporary emergency dwelling is permitted on the proposed parcel and shall be permitted only if a principal dwelling unit is located on the affected parcel or a principal dwelling unit is being constructed.
- P. The temporary emergency dwelling will not be served by a driveway separate from that serving the principal dwelling.
- Q. Setback requirements applicable to a residential structure will be met for the temporary emergency dwelling.

4. IF YOU ARE SUBMITTING ADDITIONAL INFORMATION, PLEASE ATTACH AND LIST BELOW:

I (WE) CERTIFY THAT I (WE) ARE THE OWNERS OF THE PROPERTY INVOLVED IN THIS APPLICATION AND FURTHER THAT I (WE) DESIGNATE THE PERSON SIGNING AS APPLICANT TO REPRESENT ME (US) IN THIS APPLICATION.

PROPERTY OWNER (S)

DATE

***ATTACHED OWNER'S NOTARIZED WRITTEN AUTHORIZATION IF OWNER'S SIGNATURE CANNOT BE OBTAINED.**

OFFICE USE ONLY

DATE RECEIVED: _____

COUNCIL MEETING DATE: _____

PERMIT EXPIRATION DATE: _____

ACCEPTED BY:

STAFF SIGNATURE

DATE

Any information provided on this document may be subject to the South Carolina Freedom of Information Act and may be disclosed to third parties in accordance with applicable law.