



**BEAUFORT COUNTY, SOUTH CAROLINA**

**FINAL CERTIFICATION OF COMPLETION (COC)**

**DEVELOPMENT PERMIT AND STORMWATER PERMIT**

**INSPECTION CHECKLIST**

*(This list is not all inclusive, other information may also be required)*

Project Name: \_\_\_\_\_ Development Permit No.: \_\_\_\_\_  
 Engineer of Record: \_\_\_\_\_ Stormwater Permit No.: \_\_\_\_\_  
 Date Submitted: \_\_\_\_\_ Date Completed: \_\_\_\_\_  
 Contractor Name: \_\_\_\_\_ Inspector Name: \_\_\_\_\_

All submitted record drawings and asbuilt surveys must include and reference the latest permitted plans dated \_\_\_\_\_. All construction must meet the requirements set forth in the Beaufort County Community Development Code and Best Management Practice Manual. Place initials on the line to verify all items were completed per the approved permitted plans.

**ROADS, STREETS AND PARKING LOTS**

***TO BE INSPECTED BY ENGINEERING DEPARTMENT***

- \_\_\_\_\_ Public or Private Street / roadway - constructed per approved plans
- \_\_\_\_\_ Parking Lot –constructed per approved plans
- \_\_\_\_\_ Bridges / Culverts –constructed as per approved plans
- \_\_\_\_\_ Construction fencing, signage – see Signing and Striping Plan
- \_\_\_\_\_ Construction cross-section specifications and design (curb thickness, base thickness, mix design, testing, type and location of pedestrian facilities / sidewalks)

**Comments**

\_\_\_\_\_

**SIGNAGE**

***TO BE INSPECTED BY TRAFFIC ENGINEERING DEPARTMENT***

- \_\_\_\_\_ Traffic sign(s); location, design, functional; ADA compliance
- \_\_\_\_\_ Location of sign(s) installed per plan.
- \_\_\_\_\_ Striping Plan; location, material, application, etc. – center line, edge line, skip line, stop bar, messages, symbols, etc., per standard drawing.

**Comments**

\_\_\_\_\_

**DRIVEWAYS– Access / Approaches**

***TO BE INSPECTED BY ENGINEERING DEPARTMENT***

- \_\_\_\_\_ Verify elevations, specifications and width match approved permitted plans.

**Comments**

\_\_\_\_\_

## DESIGN REVIEW BOARD

### *TO BE INSPECTED BY COMMUNITY DEVELOPMENT DEPARTMENT*

- \_\_\_\_\_ Location of Sign (if applicable)
- \_\_\_\_\_ Landscape Plan complete and installed per approved plans.
- \_\_\_\_\_ Tree Protection removed
- \_\_\_\_\_ Building/Elevations/Material-DRB Requirements
- \_\_\_\_\_ Historic Preservation compliance with Certificate of Appropriateness (If applicable)

#### Comments

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## PEDESTRIAN ACCESS – Non-Motorized Facilities; Sidewalks, Trails, Bicycles

### *TO BE INSPECTED BY ENGINEERING DEPARTMENT*

- \_\_\_\_\_ Sidewalk Construction
  - \_\_\_\_\_ Sidewalk and boulevard width per approved construction plans
  - \_\_\_\_\_ Construction cross-section specifications and design
  - \_\_\_\_\_ Backfill boulevard and adjacent to sidewalk
- \_\_\_\_\_ ADA compliance; location, width, ramps / grades, landings, cross-slope, detectible warning / truncated domes, etc.
- \_\_\_\_\_ Trail (width, location)
- \_\_\_\_\_ Connections; between on-site pedestrian facilities, parks, common area(s), with adjacent property(ies) / subdivision(s), etc.
- \_\_\_\_\_ Street-crossing (mid-block, bulb-out, etc.)
- \_\_\_\_\_ Bike lanes (width, location)
- \_\_\_\_\_ Bridges, non-motorized access; pedestrians, bicycles, trails, etc.
- \_\_\_\_\_ Street Lights

#### Comments

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## STORMWATER DRAINAGE

### *TO BE INSPECTED BY STORMWATER REGULATORY DEPARTMENT*

- \_\_\_\_\_ Rain Gardens: throughout project / development / subdivision
- \_\_\_\_\_ Reuse system installed for irrigation system
- \_\_\_\_\_ Porous Pavement
- \_\_\_\_\_ Detention / Retention
- \_\_\_\_\_ Structures: inlets, sumps, manholes; location, design, capacity, etc.
- \_\_\_\_\_ All temporary BMP's are removed and site is stabilized.

#### Comments

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**DELIVERABLES**

**ALL DELIVERABLES SHOULD BE SUBMITTED TO COMMUNITY DEVELOPMENT DEPARTMENT AND THEN SENT TO APPROPRIATE DEPARTMENT. ALL DELIVERABLES AFTER REVIEWED WILL BE RETURNED TO COMMUNITY DEVELOPMENT DEPARTMENT**

- \_\_\_\_\_ Submit 2 original asbuilt hard copies, signed and sealed by a South Carolina Licensed Land Survey or Engineer. Asbuilts will include all ponds, pavement, swales, outlet structure, storm boxes etc... If changes are made from original permitted plans a call out shall be included on the draft asbuilts. Submit one digital copy of asbuilts in GIS format .lyr, shp or gdb file with the coordinate system being state plane AD\_1983\_StatePlane\_South\_Carolina\_FIPS\_3900\_Feet\_Intl
- \_\_\_\_\_ Tree Survival/Road/Drainage Maintenance Bond
- \_\_\_\_\_ Maintenance Agreement (County will record / keep original and give applicant copy).
- \_\_\_\_\_ BMP's operation manual if applicable.
- \_\_\_\_\_ Contractors weekly NPDES Inspection Reports
- \_\_\_\_\_ Density Reports on both Public and Private
- \_\_\_\_\_ Road Compaction Results
- \_\_\_\_\_ Video/ Laser Profile or provide a letter of certification from Contractor that storm water infrastructure is clean.
- \_\_\_\_\_ Fire Marshall Approval Letter
- \_\_\_\_\_ Copy of letter requesting Notice of Transfer to SCDHEC
- \_\_\_\_\_ Permits to Operate Water/Sewer (if applicable)

**Comments**

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**ENGINEER CERTIFICATION:**

To the best of my knowledge all Beaufort County Development Permit requirements have been satisfied and this submittal is true and accurate.

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Engineer's Signature

Date