



**Town of Surfside Beach
Construction Board of Appeals
Application for Appeal of Building Official Decision**

843-913-6341(Phone) 843-839-0057(Fax)

OFFICE USE ONLY	
Application #:	_____
Date Filed:	_____
Appeal No.:	_____
Meeting Date:	_____

Instructions – Submit this application, along with the required information and fee, to the Planning, Building & Zoning Department at 115 Hwy. 17 North, Surfside Beach, SC 29575. Applications are due 30 days prior to the scheduled meeting date and must be complete to be accepted and placed on the agenda. A public hearing will be conducted by the Construction Board of Appeals.

THE APPLICANT HEREBY REQUESTS:

An Appeal of a decision of the Building Official and/or Code Enforcement Official

Property Address _____ TMP# _____

Property Owner _____ Daytime Phone _____

Applicant _____ Daytime Phone _____

Applicant's Mailing Address _____

_____ E-Mail Address _____

Relationship of applicant to owner (same, representative, prospective buyer, other) _____

Zoning of Property _____ Commercial Residential Planned Development

Information required with application: (Check information submitted)

Survey of lot, including locations of existing structures

Filing fee of \$175.00

DESIGNATION OF AGENT [Complete only if owner is not applicant]:

I (we) hereby appoint the person named as Applicant as my (our) agent to represent me (us) in this application.

Owner Signature

Date

Owners Signature

I hereby certify that the information on this application and any attachments is correct, that the proposed improvement(s) comply with private neighborhood covenants, if there is any, and that I am the owner of the subject property or the authorized agent of the owner. I authorize the subject property to be posted with a notice of the Board hearing and inspected.

Date

Owners / Authorized Agent Signature

APPEAL OF A DECISION OF THE BUILDING AND/OR CODE OFFICIAL

This form is to be used to appeal a decision of the Certified Building Official which the appellant believes to be contrary to the meaning of the International Building Code.

Applicants appealing the decision of the Building Official or Code Enforcement Official where it is alleged there was an error in any order, requirement, decision, or determination made must submit the following information with the Application and fee to the Planning, Building and Zoning Department at 115 Hwy. 17 N. Surfside Beach, SC 29575.

It is the power of the Construction Board of Appeals to hear and decide appeals where it is alleged there is error in an order, requirement, decision, or determination made by the Building official or Code Enforcement official in the enforcement of the Building Code.

Explain Appeal:

Decision of the Building Official and/or Code Official in which you are appealing (Include Section of Zoning Ordinance): _____

Please explain the reasons you feel the decision is contrary to the meaning of the Building Code.

If you are requesting multiple appeals you must file each appeal separately.

It is understood by the undersigned that while this application will be carefully reviewed and considered, the burden of proving the Building Official or Code Enforcement Official erred in an order, requirement, decision, or determination rest with the applicant.

Signature of Applicant/Owner

Date