

FOR OFFICE USE ONLY



**TOWN OF
MONCKS CORNER**
P.O. BOX 700
MONCKS CORNER, SC 29461

**APPLICATION FOR BUSINESS OR
PROFESSIONAL LICENSE**

FOR THE YEAR _____

LICENSE # :
LICENSE FEE:
PENALTY:
TOTAL:
CHECK #: CASH CC#:
DATE ISSUED:
STAFF INITIALS:
CLASSIFICATION: RATE:
APPROVAL
PLANNING/ZONING: _____ DATE: _____
FIRE MARSHAL: _____ DATE: _____
BLDG OFFICIAL: _____ DATE: _____

PLEASE ANSWER QUESTIONS 1-16. IF YOU NEED ASSISTANCE CALCULATING YOUR LICENSE,
PLEASE CALL **843-719-7900** OR FAX **843-719-7902**

Local Hospitality Tax Establishment: _____ Yes _____ No (2% local hospitality tax applied on prepared meals, food, and beverages)

1. NAME OF BUSINESS:	2. BUSINESS TYPE:
3. BUSINESS OWNER:	4. FEDERAL ID/SSN:
5. MAILING ADDRESS:	6. BUSINESS PHONE:
7. BUSINESS LOCATION:	8. TMS#:
9. HOME ADDRESS:	10. HOME PHONE: MOBILE:
11. DRIVERS LIC# AND STATE:	12. EMAIL ADDRESS:
13. EMERGENCY CONTACT:	14. BUSINESS PHONE:
15. PREVIOUS OWNER (IF APPLICABLE):	16. PREVIOUS USE:

HAVE YOU EVER HAD A BUSINESS OR CONTRACTOR'S LICENSE REVOKED OR SUSPENDED BY ANY LICENSING AGENCY:
____ YES ____ NO IF YES, PLEASE EXPLAIN: _____

HAVE YOU EVER HAD A BUSINESS LICENSE IN ANOTHER CITY, COUNTY OR STATE? ____ YES ____ NO
IF YES, WHERE? _____

ANY TRADE REQUIRED TO HOLD A STATE LLR LICENSE AND/OR A RETAIL LICENSE MUST PROVIDE A CURRENT COPY OF THE LICENSE
STATE LICENSE # _____ RETAIL LICENSE _____
OUT OF TOWN CONTRACTORS ONLY: JOB LOCATION(S) _____

****PEDDLERS ONLY:** JOB LOCATION: _____ DL/STATE# _____
(MUST SUBMIT A COPY OF DL AND REGISTER WITH POLICE DEPARTMENT BEFORE LICENSE WILL BE ISSUED.)

****BUSINESS LICENSE MUST BE CARRIED ON YOUR PERSON OR READILY AVAILABLE FOR INSPECTION BY AN OFFICER OF THE TOWN. FAILURE TO PRODUCE THE LICENSE IS A MISDEMEANOR, PUNISHABLE FOR UP TO \$500 FINE AND/OR 30 DAYS IN JAIL.**

*GROSS RECEIPTS \$ _____ (*OUT OF TOWN CONTRACTORS PLEASE PUT CONTRACT AMOUNT HERE.)

RATE:/BASE\$ _____ \$0 - \$2,000 PLUS _____ PER \$1,000 GROSS RECEIPTS
For gross receipts in excess of \$1,000,000 please see attached chart for declining rates. (If chart is not attached please call for rate).

I (we) do hereby certify that the information given in this application is true. That the gross income is accurately reported or estimated for a new business without any unauthorized deduction, and that all assessments and personal property taxes due and payable to the Town have been paid. I understand that issuance of a Town business license does not relieve me of the responsibility of meeting all Town of Moncks Corner Zoning and Building Code requirements, and that I am subject to all provisions of the business license ordinance of the Town of Moncks Corner. I also understand and authorize the Town of Moncks Corner and its Agents to utilize all information on this application for the purposes of obtaining a business license and insuring that all other Federal, State and Local Laws are followed.

(Print) _____ (Signed) _____ Date: _____
(Signature of Applicant)

APPLICATION WILL NOT BE PROCESSED WITHOUT SIGNATURE OR PAYMENT. RENEWALS-DELINQUENT MAY 1ST. PENALTY APPLIED AFTER APRIL 30TH. 5% PENALTY PER MONTH COMPOUNDED. NEW BUSINESS MUST OBTAIN LICENSE PRIOR TO OPERATION TO AVOID FINES AND/OR PENALTIES.



ZONING COMPLIANCE REVIEW
Moncks Corner Community Development



Applicant Business Name

Property Address Mailing Address

Phone Number E-Mail Address

Type of Business

Additional Comments:

This form must be completed to open a business at any location in Moncks Corner, regardless of current business license. The provision of utilities does not imply compliance with the Official Zoning Ordinance of the Town of Moncks Corner.

NOTE: A SEPARATE PERMIT IS REQUIRED BEFORE THE ERECTION OF ANY SIGN

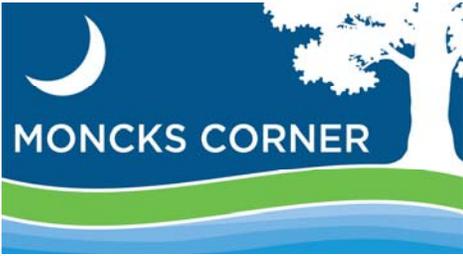
Applicant's Signature Date

For Official Use Only

Zoning Classification Tax Map No.

- Permitted Use New Construction Home Occupation
 Conditional Use Existing Structure

Zoning Administrator Approval Date



The Lowcountry's Hometown

PO Box 700 | Moncks Corner, SC 29461 | 843.719.7900 | monckscornersc.gov

**Community Development Department
118 Carolina Avenue
Moncks Corner, SC 29461**

Home Occupation Application

Applicant _____

Business Name _____

Property Address _____

Mailing Address _____

Phone number _____

E-Mail Address _____

Briefly describe the purpose and operation of the business:

Please answer “yes” or “no” to the following questions about your business:

1. Will the business be operated by a resident of the building? _____
2. Will any stock in trade, or other materials be stored at the residence? _____

If “yes”, please explain:

3. Will any physical products be sold from the residence? _____

If “yes”, please explain:

4. Will any mechanical equipment, other than normally used for routine domestic, family or household purposes be used in the operation of the business? _____

If "yes", please explain:

5. Do you plan on having a sign? _____

6. Will your business require that any employees, other than resident employees, park their vehicles at the residence? _____

If "yes", please explain:

PLEASE NOTE: A PERMIT IS REQUIRED BEFORE THE ERECTION OF ANY SIGN OR THE ERECTION/ALTERATION OF ANY BUILDING.

This form must be completed to open a business at any residential location in Moncks Corner, regardless of a current business license. The provision of utilities by Moncks Corner Public Works does not imply compliance with the Official Zoning Ordinance of the Town of Moncks Corner.

I attest that the above statements are true to the best of my knowledge.

Signature: _____ Date: _____

Approved By: _____ Date: _____



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TOWN OF MONCKS CORNER ZONING ORDINANCE SECTION 9-1-HOME OCCUPATIONS

Occupations, professions, or trades customarily carried on by occupants of dwelling units as secondary uses which are clearly incidental to use of dwelling units for residential purposes are allowed as accessory uses in districts where dwelling units are permitted or permissible, subject to the following provisions; provided however, contractor offices, barber shops, and beauty shops are classified as special exceptions which must be approved by the Board of Zoning Appeals.

1. No one other than members of a family residing on the premises shall be engaged in the occupation.
2. The use of the dwelling unit for the home occupation shall be clearly incidental and subordinate to its use for residential purposes by its occupants, and not more than twenty-five (25) percent of the floor area of the dwelling unit shall be used in the conduct of the home occupation.
3. There shall be no sign or change in the outside appearance of the building or premises, or other visible evidence of the conduct of the home occupation to include the parking of more than one commercial vehicle on the premises.
4. The home occupation shall be conducted only within the principal structure.
5. There shall be no sales of merchandise on the premises in connection with the home occupation.
6. No traffic shall be generated by the home occupation in greater volumes than would normally be expected in a residential neighborhood, and any need for parking generated by the conduct of the home occupation shall be met off the street and other than in a required front yard.
7. No equipment or process shall be used in the home occupation which creates noise, vibration, glare, fumes, odors, or electrical interference detectable to the normal senses off the lot, if the occupation is conducted in a single family residence, or outside the dwelling unit if conducted in other than a single family residence. In the case of electrical interference, no equipment or process shall be used which creates visual or audible interference in any radio or television receivers off the premises, or causes fluctuations in line voltage off the premises;
8. No outdoor storage shall be allowed in connection with any home occupation.

WASTE ROLL CART DELIVERY TICKET

Name: _____

Address: _____

Subdivision: _____

Transfer? No Yes

Previous Address if transferring: _____

Green Roll Cart Number: _____

Brown Roll Cart Number: _____

Date Delivered: _____

Initials: _____



Solid Waste Schedule Requirements

GENERAL INFORMATION

The Town of Moncks Corner provides sanitation services to each residence once (1x) a week. It is our goal to provide you with the best possible sanitation service. We ask that you follow these guidelines to assist us in achieving that goal.

An initial non-refundable \$35.00 fee will be charged to all waste services recipients. This \$35.00 fee provides each resident one green roll cart for household solid waste and one brown roll cart for yard debris disposal only. Household solid waste is NOT to be placed in the brown yard debris can.

All refuse and debris must be:

- **Properly containerized**
(No unauthorized containers will be emptied)
- **DO NOT put plastic bags or household solid waste** inside the brown yard debris carts.
- **Place Roll Cart(s) curbside for collection by 6 a.m. each Thursday**
(Trucks will not return for containers placed out late for pick-up)
- **DO NOT** over load the roll cart.

SERVICE DAY

All waste removal including yard debris and recycling will occur on **Thursday**. Please have your roll carts near the road at least 3-5 feet away from any obstruction with the lid opening facing the road by **6:00 a.m.**

SORTING SOLID WASTE

Regular household solid waste should be placed in your green roll cart. This is the solid waste generated from food preparation and other regular daily activities.

Small appliances such as toasters and microwave ovens are collected with regular household solid waste along with clothing and bicycles.

Cardboard boxes must be flattened and placed inside your roll cart or they can be recycled. Please do not use boxes as trash receptacles.

ITEMS NOT COLLECTED

- Televisions/Computer Monitors (see E-scrap on following page)
- Concrete/Asphalt sidewalks, driveways
- Ashes or Cinders (hot or cold)
- Dirt/compost
- Bricks and/or concrete blocks or similar items
- Ceramic tile
- Shingles
- Large Automobile parts (fenders, doors, hoods, trunks, lids, bumpers, etc.)
- Contractor Generated Building & Yard debris
- Animal Feces

If you are unsure about the category of an item please call 843-719-7900 for clarification.

YARD DEBRIS

Small debris such as grass clippings, straw, leaves, etc. must be placed in the Town issued yard waste roll cart.

Large yard debris, such as branches and limbs, may be stacked curbside for pickup. Maximum dimensions for pick up are 4 ft. long and 4 in. in diameter and no more than 50 lbs. in weight. Dirt must be removed from the roots.

Commercial businesses **DO NOT** have yard debris pick up service.

Contractors performing work at residential or commercial sites are responsible for removing litter and/or waste material by the end of each work week. The Town will NOT pick up their waste/debris.

RECYCLING

Recycling is offered through Republic Services and can be obtained by contacting them at 843-552-4751.

The following items can be recycled:

- Newspapers
- Magazines
- Mixed office paper
- Brown paper bags
- Empty aluminum cans/pans/foils
- Empty glass food/beverage containers
- Empty bi-metal cans
- Empty oil bottles with closed lids
- Plastics #1-#7
- Corrugated cardboard. All cardboard needs to be flattened.

If you choose not to subscribe to the use of a recycling roll cart the above items can still be deposited at Berkeley County recycling drop off sites; Berkeley County Office Building, 1003 Highway 52 and Berkeley Intermediate School, 777 Stoney Landing Road.

BULKY ITEMS

Very large items such as storage sheds, garage doors or trailers should be dismantled into manageable pieces. Metal appliances such as refrigerators, washers/dryers, stoves, etc., will be collected AFTER all yard debris has been picked up. Please call 843-719-7900 to arrange bulk item removal.

CARPET & CONSTRUCTION DEBRIS

- If you are a HOMEOWNER replacing carpet, without the assistance of a contractor, carpet will be picked up ONLY if it is dry, and rolled neatly in 4 ft. sections. Carpet installation companies are required to haul off carpet.
- We will NOT pick up construction and demolition debris, such as doors, windows, or lumber. However, the Convenience Center at the Berkeley County Landfill, located on Oakley Road, is open most evenings until 7 p.m. There are specific dumpsters on site for the disposal of such debris. Please call their office at 843-761-8817 for schedule and any questions you may have concerning C&D items.

E-SCRAP

Please place electronic scrap such as televisions, computers, computer monitors or printers in the trailer labeled E-SCRAP located at 103 White Street.

COMMERCIAL DUMPSTER PICK UP

Pick up is once (1x) per week—Additional lifts may be contracted with service provider of choice.

Dumpsters may be obtained by calling 800-521-1797

HOLIDAYS

The following holidays will cause a one (1) day delay in waste removal services as Republic Services will be closed:

- **New Year's Day**
- **Memorial Day**
- **4th of July**
- **Labor Day**
- **Thanksgiving**
- **Christmas**

USED OIL COLLECTION SITES

- Advance Auto Parts
109 S Highway 52, Moncks Corner, SC 29461
- Santee Cooper— corner of One Riverwood Drive and U.S. 52 Bypass.

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www.monckscornersc.gov