



City of Hardeeville

Permitting Procedures

We are here to assist you!

If you are planning to make changes to your property, please contact the **planning department** for information on permitting procedures. Staff is here to assist you!

The following are some common procedures that require a permit:

- new businesses
- new home construction
- additions / expansions
- signs (new or temporary)
- accessory uses (sheds, garages, etc)
- home occupations (home business)
- clearing of land
- tree removal

If you are unsure if your actions require a permit, please contact us.

We need your help...

The City of Hardeeville would like your assistance in staying informed of suspected codes violations. Most code enforcement cases are already initiated by citizens themselves. City staff works diligently to help resolve situations and mediate solutions.

If you have a concern about a codes issue, please follow these steps:

1. Contact the planning office (see "How to Reach Us")
2. A service request is created and the matter will be investigated.
3. If necessary, Code Enforcement may be contacted and take action.
4. City staff will follow-up with the citizen to ensure the issue has been resolved. If the issue reoccurs after having been corrected, please report the problem again.

The City is committed to...

- attaining compliance with City codes regarding land use regulations and maintenance of structures and property through education, cooperation and enforcement.
- providing timely professional code enforcement for all citizens.
- ensuring neighborhoods are maintained and improved through code enforcement effort while protecting property values.
- achieving a healthier and safer environment for all residents.

How to Reach Us...

The planning department office is in the Growth Management building, located at **30 Martin Street**.

Phone: (843) 784-2231

Hours: Mon-Fri, 8:30 am - 5:00 pm

Planning Staff:

Brana Snowden, Planning Director
bsnowden@cityofhardeeville.com

LeNolon Edge, Planner III
ledge@cityofhardeeville.com

Chris Damgen, Planner I
cdamgen@cityofhardeeville.com

If planning staff cannot resolve the issue, we can connect you with the appropriate staff member or agency.

City Codes...

Hardeeville's city ordinances (including the zoning ordinance) can be found at the City's website:

www.cityofhardeeville.com

If you do not have internet access, planning staff will be happy to assist you further.

