

# **Medical Exception Applicant** **Packet** **Un-Zoned Areas**

Anderson County Development Standards

401 E River Street Anderson, SC 29624

Office: 864-260-4719

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### **A letter from the Anderson County Development Standards Department:**

When applying for a medical exception with the county it is usually accompanied with a range of emotions because of the reasonings a medical exception may be sought out. This conducive packet is to help navigate the process of opening a medical exception file with the county or to weigh what other options can be taken if a potential medical exception applicant may feel that this is not the best option for them. Please read the packet in its entirety to help in deciding weather to move forward with the application or to help to see if another route is best. Thank you.

Anderson County Development Standards

### **What is a medical exception?**

Per Anderson County Ordinance, for residential areas, only one dwelling is allowed and permitted per a parcel. A medical exception is a special exception and permit that can potentially be granted to allow a temporary mobile to placed on a property where a dwelling may already exist. A medical exception is a temporary use until the applicant no longer wishes to utilize it or if the medical exception is no longer needed. Medical exceptions are required to be renewed every year and are accompanied by an annual renewal fee. Medical exceptions are usually sought after to take care of loved one who may need assistance in day to day living.

### **What other options do I have if I do not want to move forward with a medical exception application?**

If a medical exception is not the route a potential applicant may want to take, there are two possible alternative options that maybe chosen if the circumstances are applicable.

Medical Exception Alternative One: Subdividing property

To subdivide property, it must meet the minimum lot size for its zoning verification, property must have access to sewer or septic, and the existing dwelling on the property must meet minimum set back requirements. The process of subdividing the property includes the following process: obtaining a survey, submitting the survey to the Development Standards department for review, is the survey is approved by Development Standards the survey will need to be taken to the Register of Deeds department to be recorded, next a new address will need to be received from the GIS & E-911 Addressing department, last all appropriate permits will need to be obtained from the Building and Codes department.

Medical Exception Alternative Two: Constructing an addition and attaching it with a breezeway to an existing dwelling (home).

To construct an addition and attach it with a breezeway to an already existing dwelling, a compliance letter must be issued from the Development Standards department. Once the compliance letter has been issued, all other appropriate permits will need to be obtained from the Building and Codes department.

# Medical Exception Checklist for New Applicants (Un-Zoned Areas)

This checklist is to help assist and provide guidance in opening new medical exception files for applicants that live in un-zoned areas.

Steps	Date Received	Check if Completed
1. Application		
2. Physician's Statement (must be recent)		
3. Sewer or Septic Tank Permit (DHEC will issue)		
4. Application Fee (\$50)		
5. Approval Letter Received for Development Standards (Approval Letter needed for step 6)		
6. Receive New Address from E911 Addressing (needed for step 8)		
7. Compliance Letter (Development Standards will issue)		
8. Building Permit (Building and Codes will issue)		
9. Add to Medical Exception Renewal Fee List (\$100)		

## Side notes:

- **Septic Tank**

If an applicant is able to have the existing septic tank on the property tied into the mobile home that will be placed on the property for the medical exception, a second septic tank will not be required. The applicant will need to verify this with DHEC and have a written statement to place on file.

- **Medical Exception Renewal Fee**

The medical exception renewal fee went into effect July 2021. All medical expectations prior to this are grandfathered in and exempt to the medical exemption renewal fee. All medical exceptions that have been enacted after the renewal fee went into effect are required to pay an annual renewal fee of \$100. All applicants that fall under this category are listed on the medical exception renewal fee list.



## **Development Standards Medical Exception Application** **(Un-Zoned Areas)**

Please submit applications, supporting documents, and processing fees simultaneously to avoid delay in processing.

**Processing Fee: \$50**

**Application Approval or Denial Date:** \_\_\_\_\_ **Application Status:** \_\_\_\_\_

Date: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

The medical exception is for (please list name): \_\_\_\_\_

Relationship between the applicant and who medical exception for (examples, self, mother, daughter,  
father, son, parents, etc.): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

TMS#: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Alternate Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Reasons for a medical exception: \_\_\_\_\_

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**Anderson County Development Standards**

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Email: [dsapplications@andersoncountysc.org](mailto:dsapplications@andersoncountysc.org)

Is there an existing septic tank on the property? Yes ☐ No ☐

Required: If yes, please provide a statement from DHEC stating whether or not the existing septic tank can be tied into the temporary mobile home that will be placed on the property. If the already existing septic tank cannot be tied into the temporary mobile home that will be placed on property a new septic tank permit will need to be issued by DHEC and submitted with your medical exception application

Has a septic tank permit been obtained for the structure/home? Yes ☐ No ☐

Required: If yes, please provide a copy of the issued septic tank permit along with the medical exception application to the Development Standards department.

Are there any covenants or deed restrictions on the property (please reference page)? Yes ☐ No ☐  
If you checked no, your signature is required:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

If you checked yes, please provide a copy of your covenants and deed restrictions with this application. Pursuant to State Law (Section 6-29-1145: July 1, 2007) *Determining existence of restrictive covenants*. Copies may be obtained at the Register of Deeds Office. If your property is deed restricted or has a current mortgage, please check to ensure there is no conflict with your financial institution.

All medical exception request for zoned areas are required to be reviewed by Anderson County Board of Zoning appeals at a regularly scheduled public hearing. It is strongly encouraged for all applicants to attend the public hearing in which their medical exception application is to be reviewed. This is highly suggested to applicants in case that the board may have questions about an application or if those that live in the surrounding vicinity may not be in-favor of the medical exception request.

**Medical Exception Renewals** (for future use): Please note that annual medical exception renewals are accompanied by a \$100 renewal fee.

I, \_\_\_\_\_ have read and understand the requirements for a Medical Exception.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Required:** Please attach a recent physician statement (please reference physician statement page) of approval indicating that constant care is needed for the individual the medical exception is for and a copy of your DHEC approved septic tank permit or letter indicating that an existing septic tank can be tied-in (please reference sewer or septic tank page). Please note that we cannot accept any medical exception applications without a physician's statement of approval or DHEC issued septic tank permit.

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**For Office Use Only:**

Application Received on (Date): \_\_\_\_\_

Application Received by (Development Standards Official): \_\_\_\_\_

**Anderson County Code of Ordinances Chapter 30, Article II, Division 3, Sec. 30-91.**  
**Additional requirements for individual mobile home.**

For residential occupancy only, and only so long as annually certified by a physician for medical necessity or for a caregiver, a mobile home and a house or two mobile homes may occupy one lot subject to DHEC approval, if not restricted by deed. Exception: On large tracts of ten acres or more two mobile homes on ten acres and one additional mobile home on each additional ten acres will be permitted without a variance.

Medical exception applicants will be contacted on an annual basis to provide an updated status for the request. As stated in the ordinance, a medical statement must be submitted to the Development Standards department on an annual basis to remain in compliance.

The Development Standards department is to be contacted when the medical necessity and exception is no longer needed. This includes if a loved one has passed away or has moved to another location. The medical exception applicant will be required to obtain the necessary permits from Building and Codes and have the home moved within thirty days and will be required to bring a copy of the permit to the Development Standards department to close the medical exception file.

Medical exceptions are not a permanent situation; it is only temporary until the medical necessity is no longer needed and would require the temporary mobile home to be moved within 30 days prior to the annual renewal. If the annual renewal is not received by the approved date, your medical exception will be null and void and will require a new application

# Covenant and Deed Restrictions

- For the medical exception applications process it is required for all applicants to check to see if there are any covenant and deed restrictions that could potentially prohibit a mobile home from being placed on the property for a medical exception.
- If a property potentially being used for a medical exception has any covenant and deed restrictions a copy has to be provided to the Development Standards department along with the medical exception application, processing fee, signed physician's statement, and sewer or septic tank permit.
- To check if a property has any covenants or deed restrictions please contact register of deeds.

## **Register of Deeds**

Office Address: 401 E River Street, Anderson, SC 29624

Mailing Address: P.O Box 8002, Anderson, SC 29622

Phone: 864-260-4054

Fax: 864-260-4443

Website: <https://www.andersoncountysc.org/departments-a-z/register-of-deeds/>

# Physician Statements

- What is a Physician's Statement?
  - A physician's statement is a statement from a primary care physician stating that their patient needs their care or services.
- Do I only need to submit a physician's statement to open a medical exception file?
  - A signed physician's statement is required to be provided to Anderson County's Development Standards Department for all initial medical exception application submittals, and upon approval, on a yearly basis until the use of the medical exception is no longer needed.
- Why do I have to submit a physician's statement on a yearly basis?
  - Submitting a physician's statement on a yearly basis will keep medical exception files open and active.
- What happened if I do not submit a physician's statement on a yearly basis?
  - If a yearly physician's statement is not provided to Anderson County's Planning and Development Standards Department the medical exception applicant poses risk of becoming non-compliant.
  - Non-compliant applicants may be subject to non-compliance letters, stop orders, and non-compliance fees.
- Will I be notified when it is time to submit a new physician's statement?
  - Once a medical exception application has been approved and all the appropriate documents received, applicants will receive a medical exception renewal letter as a reminder to submit a new physician's statement a month prior to its due date.
  - Upon receiving an initial medical exception renewal letter, applicants have until the disclosed due date to provide a new physician's statement for their medical exception file.
  - If a new physician's statement is not received by the disclosed due date, a second notice will be sent, if no physician's statement has been received after the second notice, the medical exception applicant poses risk of becoming non-compliant.
- How do I submit physician's statement to renew my medical exception to keep my file active?
  - All new, updated, and signed physician statements can be submitted to Anderson County Planning and Development Standards Department through the following ways:
    - Email: [dsapplications@andersoncountysc.org](mailto:dsapplications@andersoncountysc.org)
    - Mail: Anderson County Development Standards
      - Address 1: 401 E River Street, Anderson, SC 29624
      - Address 2: P.O Box 8002 Anderson, SC 29624
    - In-Person: Office hours are 8:30 AM- 5:00 PM Monday through Friday with the exception of state recognized holidays.
- Important
  - All physician statements provided to Anderson County's Planning and Development Standards department have to be from the current year and must include the physician's or medical provider's signature.



# Sewer and Septic Tank Permits for Medical Exceptions

A sewer or septic permit has to be obtained before a compliance letter or building permit can be issued by Development Standards and Building Codes.

How do I obtain a Sewer permit?

- The current sewer provider for your designated jurisdiction will be the one to issue a sewer permit for the temporary mobile home that will be put into place for the medical exception.

How do I obtain a septic tank permit?

- All septic tank permits will be issued by DHEC. DHEC has implemented a new system to request septic tank permits, please view the next page to read details about how to apply for a DHEC issued septic tank permit.

How do I submit a sewer or septic tank permit to Development Standards?

- A sewer or septic tank permit can be submitted by bringing a copy of the permit in person to Development Standards office, by mail, or to Development Standards email ([dsapplications@andersoncountysc.org](mailto:dsapplications@andersoncountysc.org))
- If submitting a sewer or septic tank permit through email be sure to specify that it is for a medical exception for the email subject.
- If submitting a sewer or septic tank permit by mailing it to Anderson County's Development Standards office, be sure to include a memo or letter along with the permit stating that the permit being provided is for a medical exception file.

## **Important: Sewer Tap and Septic Tank Tie-ins**

- When requesting a sewer or septic tank permit, inquire if it could be tied into the current sewer tap or septic tank on the property. If the answer is yes, then a new sewer tap and septic tank will not need to be installed. To confirm this, a statement from the sewer provider or DHEC will need to be provided to the Development Standards department to keep on file.
- Sewer and septic tank permits should be submitted simultaneously with medical exception applications, physician statements, and processing fees.



## Septic Tanks Permitting

### Helpful [scdhec.gov](https://dhec.sc.gov) Webpages



- /Septic
- /ePermittingSeptic
- /ePermitting

Questions? Contact our customer service team at 1-855-731-2504 or by email at [OSWWCentral@dhec.sc.gov](mailto:OSWWCentral@dhec.sc.gov).

### WHAT

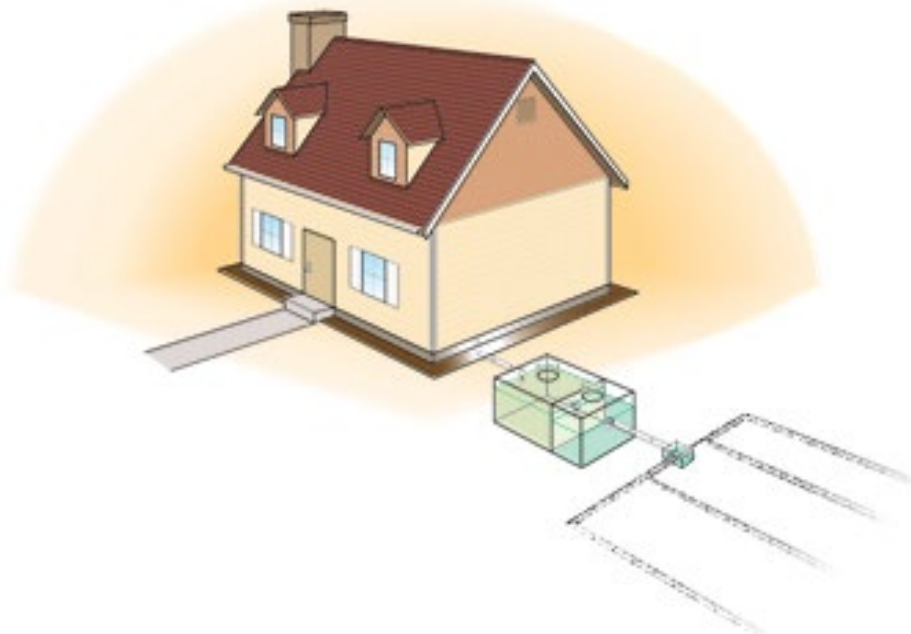
DHEC will be offering an online option for Septic Tank permit applications through our ePermitting system beginning Jan. 17, 2023. ePermitting will streamline the application process, allow you real-time access to your application status and associated permitting information, and provide 24-hour access to your account.

### WHEN

Beginning Jan. 17, 2023, Septic Tank permit applications may be submitted online through ePermitting by visiting <https://epermweb.dhec.sc.gov>.

### SPECIAL NOTICE

If you need assistance completing the online application, please contact our Customer Service Center at 1-855-731-2504 or by email at [OSWWCentral@dhec.sc.gov](mailto:OSWWCentral@dhec.sc.gov).



# GIS & E911 Addressing

- What is GIS & E911 Addressing?
  - The GIS & E911 Addressing Department is responsible for the determination, maintenance, and analysis of all geographic information pertinent to Anderson County and ensures systematic assignment and maintenance of all addresses and street data in Anderson County.
  - GIS & E911 Addressing Responsibilities: "GIS & E911 Addressing compiles data from outside sources, aerial views, site visits, GPS, survey plats, and owner descriptions. The streets and addresses are updated daily. The parcel data is updated daily from the Assessor and Mapping Departments information. Ensure correct information from addressing applicants for the 911 Dispatch and all emergency services, Fire Law, and EMS. Corroborate with other departments for data and map request. Allocate data with the SC State GIS Coordinator, USGS, DNR, Census, and other entities. Continuous data reviewing, maintenance, and corrections. Create political, emergency, school, zoning, and other cartographic maps."- *GIS & E911 Addressing Webpage*
- How is an addressed assigned for a medical exception?
  - An application will be required for the issuance of the temporary address from Anderson County's GIS & E911 Addressing department.
- Why is E911 Addressing needed for a medical exception temporary mobile home?
  - All approved medical exceptions will be required to obtain a temporary address for the temporary mobile home that will be placed on the property.
  - This temporary address will be associated with the required compliance letter issued from Development Standards and mobile home permit issued from Building and Codes.

## **GIS & E911 Addressing**

Office Address: 401 E River Street, Anderson, SC 29624

Mailing Address: P.O Box 8002, Anderson, SC 29622

Phone: 864-260-4392(E911 Addressing) 864-260-4217 (GIS)

Fax: 864-260-4099

Website: <https://www.andersoncountysc.org/departments-a-z/gis-e911-addressing/>

# Compliance Letters for Medical Exceptions

- What is a compliance letter?
  - A compliance letter is a document issued by the Development Standards department, that the proposed use requested for a parcel or property, is in accord with all applicable requirements, and certifies that the actual construction and use of the property by the owner/developer shall be consistent with the application for the preliminary *certificate of compliance* and accompanying documents.
- Why is one needed for a medical exception?
  - Compliance letters are required by Anderson County's Chapter 24 Ordinance anytime a new structure is being erected or change is occurring on a parcel regardless if its use is temporary or not. Failure to obtain a compliance letter can result in an issuance of non-compliance letter, stop work orders, and non-compliance fees.
- How do I obtain one?
  - Compliance letters are issued from Anderson County's Development Standards Department.
- Is there a compliance letter processing fee?
  - There is processing fee for a compliance letter of \$50.00 (this does not include the processing fee if payment is paid with debit or credit card).
- Can I get a building permit without a compliance letter?
  - Building permits cannot be issued with a compliance letter issued from the department of Development Standards.

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