



Navigable Waters - Permit Transfer of Ownership Application

ePermitting



South Carolina Department of Health and Environmental Control
Healthy People. Healthy Communities.

Course Objective

The purpose of this training is for users to learn how to process the Navigable Waters - Permit Transfer of Ownership Application online in ePermitting.



Prerequisites

For ePermitting training opportunities, please visit scdhec.gov/ePermitting/training.

Helpful topics include:

- Creating an Account
- Logging In
- Locating Your Site





Sign into the ePermitting system. If you need assistance, please review the training, **Logging In**.

dhec South Carolina Department of Health and Environmental Control
ePermitting Online Services
Infectious Waste, Coastal Zone Consistency, Critical Areas, Agriculture, Dam Safety, Stormwater Construction, Wastewater, Asbestos

About Contact

 Sign In >

Permitting & Compliance

What can I do here?

- Apply for permits
- Manage your permits (pay fees, apply for renewals)
- Submit reports (required by your permit or certification)

To get started, you'll need an account.

CREATE AN EPERMITTING ACCOUNT

[Sign in with an existing account](#)

Public Services

These services are provided to be freely used by the public; no account is necessary to make use of them.

-  **Public Notice Search**
Keep informed about public notices and hearings, access related documents, and submit comments online. >
-  **SSO Discharge Search**
Search for Sanitary Sewer Overflow (SSO) discharge events >
-  **Site Map Explorer**
Use our Explorer mapping tools and advanced-search capabilities to navigate information on environmental sites. >





Log in to the system and use the menu on the left side of the screen to select the site you are applying for. In that Site, select 'Permits' in the left-hand menu, find the permit that needs to be changed in the list, and click the snowman menu (circled below). In the menu that opens, select **View Permit Change Forms**. Please ensure the permit number matches the permit you intend to change.

Permit Number	Permit Type	Agency Contact	Issue Date	Expiration Date	Permit Status	
1985-0-16 v1.0	Water - Navigable Waters and Water Quality Certification: WTR-Navigable Waters Individual or Coverage		01/01/1985		In Effect	





Select Navigable Waters - Permit Transfer of Ownership Application and click the green 'Begin Permit Change Submission' button to activate it. Clicking this button will take you directly to the change form. You can then follow the instructions shown in the COMPLETING AND SUBMITTING AN APPLICATION training.

Permit Number	Form Name	Form Description	
1985-0-16 v1.0	Navigable Waters - Permit Transfer of Ownership Application	Navigable Water - Permit Transfer of Ownership Application	Begin Permit Change Submission





The form will appear. You can verify the name of the form by looking at the title of the form at the top of the page. The form has instructions, contact information, and supplemental hyperlinks for the Navigable Waters program and the Department of Health and Environmental Control (DHEC). Click **Begin Form Entry**.

Navigable Waters - Permit Transfer of Ownership Application

VERSION 1.0

INSTRUCTIONS

Personal information provided in this document is subject to public scrutiny or release.

NOTE: Follow the provided link to download the *Assignment/Transfer affidavit*. This must be completed and uploaded along with this submission. This form requires witness signatures.



Begin Form Entry

CONTACT INFORMATION

Main Address

South Carolina Department of Health and
Environmental Control
Bureau of Water, Division of Water Quality
2600 Bull Street
Columbia, SC 29201

ADDITIONAL LINKS

[Assignment/Transfer Affidavit D-4157](#)





This form has sections which are laid out on the left side of the screen. Any question that has a * next to it is required and MUST be answered. On the right at the top of the form, there is a **Save Progress** button to save your work. *Tip: Additional questions or sections may appear depending on how some questions are answered.* The **NEXT SECTION** button will be at the bottom of each section. Click the button to proceed.

EXIT FORM to Home

Navigable Waters - Permit Transfer of Ownership Application ⓘ
Submission HPB-38HW-5NGXN Revision 1 Form Version 1.0

Last saved a few seconds ago
 SAVE PROGRESS

Existing Permit Information

CLEAR SECTION

Existing Permit Number
1985-0-16

Existing Permittee
UNKNOWN

NEXT SECTION
New Owner Information

Existing Permit Information

New Owner Information

Review

Certify & Submit





This is the **Review** section where you must review, correct and make changes to the application before submitting it. You also have an opportunity to print a copy of the form. You must scroll through and review the entire form before moving to the next section. **TIP:** *You have the option to print the review before you certify and submit your form.*

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EXIT FORM Home

NAVIGABLE WATERS - PERMIT TRANSFER OF OWNERSHIP APPLICATION ⓘ
Submission HPB-38HW-5NGXN Revision 1 Form Version 1.0

Last saved a few seconds ago

SAVE PROGRESS

Existing Permit Information

New Owner Information

Review

Certify & Submit

PREVIOUS SECTION
New Owner Information

Review

This step allows you to review the form to confirm the form is populated completely and accurately, prior to certification and submission.

EXISTING PERMIT INFORMATION
Existing Permit Number 1985-0-16
Existing Permittee UNKNOWN

NEW OWNER INFORMATION
Provide valid contact details for new owner.





This is the **Certify and Submit** section. Please read through this section before submitting the form. Once you are ready, click the **Submit Form** button to submit the form to DHEC. You can also click the **Save and Exit** button if needed.

ePermitting DHEC Online Services

IT FORM Home **Navigable Waters - Permit Transfer of Ownership Application** ?
Submission HPB-38HW-5NGXN Revision 1 Form Version 1.0 Last saved a few seconds ago SAVE PROGRESS

- Existing Permit Information
- New Owner Information
- Review
- Certify & Submit**

PREVIOUS SECTION Review

Certify & Submit

This step allows you to certify the form as complete and accurate and to submit the form to DHEC for review and processing.

At the time of submission, it will be transmitted to DHEC and it will become part of the public record.

I hereby certify the information contained in this application is true, complete, and fully represents the planned transfer of ownership as detailed in this application.

FINALIZE SUBMISSION Submit Form FINISH LATER Save and Exit





This screen verifies that your application has been received by DHEC.

Submission Complete

Print

Navigable Waters - Permit Transfer of Ownership Application

Submission [HPB-38HW-5NGXN](#) Revision 1 Form Version 1.0

Your submission has been received. It is recommended to [print](#) and retain a copy of this confirmation.

View Submission

Return to Home





South Carolina Department of Health and Environmental Control
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CONTACT US

scdhec.gov/ePermitting

This completes the training for **Navigable Waters - Permit Application for Construction in Navigable Waters (D-2065)**. If you have additional questions or need help, please contact us at the link on the screen. Thank you!

Stay Connected

