1 Public Square, Room 210 Darlington, South Carolina 29532 843-398-4100 Fax: 843-398-9679 www.darcosc.com



March 18, 2020

In response to the 2019 Novel coronavirus threat, Darlington County government and facilities will have modified operational procedures and processes. The intent of these changes include: meeting the needs of the citizens and visitors of Darlington County, protecting the health and safety of the citizens and visitors of Darlington County, protecting the health and safety of the employees of Darlington County, and protecting the ability of Darlington County to maintain continuity of government operations and services.

We ask that you have patience and understanding during this process. It is our desire to continue to provide services in a manner that reduces the risk to the public, the risk to our employees, and promotes and protects our ability to continue services as this situation evolves. Below you will find a list of facilities, departments and/or agencies of Darlington County Government, as well as state or federal agencies or services located inside Darlington County buildings. The listing will provide information about current contact information and planned operational processes. Please be aware this information may change rapidly. Darlington County will make every effort to keep current information posted and available to the public.

During this modified operational period, Darlington County has setup a public information line to address questions and concerns from citizens about these operation changes. The number is 843-398-4469. It will operate Monday - Friday from 8:30 a.m. until 5:00 p.m. Media inquiries should be directed to Molly Odom at (843) 398-4450 ext. 1102.

#### Courthouse

The Darlington County Courthouse will have very limited access due to our response to the 2019 Novel Coronavirus (COVID-19).

- Treasurer
  - Please call ahead so that we may help you most effectively (843) 398-4160
  - Pay vehicle and advanced mobile home taxes by phone at (844) 223-4140
  - Pay online
  - Pay taxes at local banks
    - Darlington
      - Carolina Bank 104 Orange St.
      - o SPC Cooperative Credit Union 609 N. Main St.
    - Lamar
      - o Carolina Bank 114 Main St.
    - Society Hill
      - o Carolina Bank 121 S. Main St.
    - Hartsville
      - South State Bank 817 S. Fifth St.

1 Public Square, Room 210 Darlington, South Carolina 29532 843-398-4100 Fax: 843-398-9679 www.darcosc.com



- Carolina Bank 525 S. Fifth St. or 1042 N. Fifth St.
- o First Citizens 130 S. Fifth St.
- o The Citizens Bank 206 S. Fifth St.
- o SPC Cooperative Credit Union 204 N. Fifth St.
- Wells Fargo 104 N. Fifth St.

#### o County Auditor

- Please call ahead so that we may help you most effectively (843) 398-4110
- Forms for services may be printed and filled out in advance of visiting the courthouse to minimize visit time
- For a high mileage reduction on vehicle taxes, please call the Auditor's Office (number above)

### o <u>Tax Collector</u>

- Call for appointment (843) 398-4170
- Delinquent property taxes (2019 and prior real estate taxes)

#### Assessor

- Please call ahead so that we may help you most effectively (843) 398-4180 or email kjohnson@darcosc.net
- Most forms are available online
  - Accept and process written appeals
  - Stamps deeds to be processed
  - Review Plats
  - 4% legal residence and agricultural applications.
  - Provide property record cards.
  - Print aerial and tax maps for sale upon request.
  - Exemptions for real property.
  - Multiple Lot Discount applications
  - Change mailing addresses for real property owners
  - Issue Mobile Home Stickers
  - Issue Mobile Home Moving Permits

#### o Codes/ Planning

- Codes Enforcement
  - Please call ahead so that we may help you most effectively (843) 398-4011 or email tcribb@darcosc.net
  - Forms available online
  - Building Plan Reviews
  - Building Permits
  - Electrical Reconnections
  - Animal Control

1 Public Square, Room 210 Darlington, South Carolina 29532 843-398-4100 Fax: 843-398-9679 www.darcosc.com



- Litter Control
- Nuisance Complaints

#### Planning

- Please call ahead so that we may help you most effectively (843)398-4610 or email <a href="mailto:pnewton@darcosc.net">pnewton@darcosc.net</a>
- Commercial Site Plan Reviews
- Mobile Home Parks
- Solar Farms/Solar Panel Installation
- Plat Reviews
- New Residential
- Camper Registration
- Flood Plain Issues
- Cell Towers
- Planning Commission
- Encroachment Permits
- Billboard Signs
- Stormwater
- GIS Mapping

#### **E-911**

- Please call ahead so that we may help you most effectively (843) 398-4604
- New Addresses
- Updating Addresses
- Address Changes

#### Humane Society

- For group activities, as well as activities away from the shelter, please call (843) 398-4402
- Shelter Operations
  - Drop offs and adoptions will be by appointment only
  - Please call ahead so that we may help you most effectively (843) 398-4402 or online

### o Probate Court

- Please call ahead so that we may help you most effectively (843) 398-4310
- There will be a temporary suspension of marriage licenses
- Emergency hearings for mental, alcohol, and drug abuse
- For all other services and questions, please call in advance

1 Public Square, Room 210 Darlington, South Carolina 29532

- o Clerk of Court
  - Please call ahead so that we may help you most effectively (843) 398-4330
  - Child support Payments
    - Online
    - In person at any Walmart or CVS
  - General Sessions Fines
    - Online
- Solicitor
  - Services will be provided by phone (843) 398-4300
    - Voicemails will be checked periodically
- o Veterans Affairs
  - Please call ahead so that we may help you most effectively (843) 398-4130 or email ewiliams@darcosc.net
- Human Resources
  - Please call ahead so that we may help you most effectively (843) 398-4100 or email gwinburn@darcosc.net
  - Apply online
  - Employee online at PEBA
- Administration and Finance
  - Please call ahead so that we may help you most effectively (843) 398-4100
- Public Safety
  - o EMS- no visitors
    - Please call ahead so that we may help you most effectively (843) 398-4450 and <a href="mailto:kbowen@darcoems.net">kbowen@darcoems.net</a>
      - Billing
        - Payments can be mailed to 1625 Harry Byrd Hwy, Darlington, SC 29532
        - Payments in person can be made by dropping checks or money orders off at the drop box in the lobby
  - o EMD- no visitors
    - Please call ahead so that we may help you most effectively (843) 398-4450 and modom@darcoems.net
  - o Fire- no visitors
    - Please call ahead so that we may help you most effectively (843) 339-9098 ext. 9 and rflowers@darcosc.net

1 Public Square, Room 210 Darlington, South Carolina 29532

- $\circ$  911- no visitors
  - Please call ahead so that we may help you most effectively (843) 398-4920 and mmoore@darcoems.net
- o <u>Darlington County Sheriff's Office</u>
  - Please call ahead so that we may help you most effectively (843) 398-4501 and online
- o W. Glen Campbell Detention Center
  - Please call ahead so that we may help you most effectively (843) 398-4220 and online
- Coroner's Office
  - o Please call ahead so that we may help you most effectively (843) 393-3851
- Magistrate- By appointment only
  - Hartsville
    - Please call ahead so that we may help you most effectively (843) 332-9661
  - Darlington
    - Please call ahead so that we may help you most effectively (843) 398-4340
- Airport
  - Please call ahead so that we may help you most effectively (843) 307-7710 and bkennett@darcosc.net
- Mozingo Building- this building is closed to the public
  - Darlington DSS
    - Please call ahead so that we may help you most effectively (843) 332-2231
  - o Clemson Ext- This service will be closed until further notice
    - Please call ahead so that we may help you most effectively (843) 269-5904 for Teresa Lott
  - o NRCS/USDA
    - Please call ahead so that we may help you most effectively (843) 395-1407
  - o Public Defender's Office- closed to the public
    - Please call ahead so that we may help you most effectively (843) 398-4069
- Probation, Pardon, Parole
  - o Please call ahead so that we may help you most effectively (843) 393-4741
  - o Office is closed to the public
  - Contact your agent for specific concerns

1 Public Square, Room 210 Darlington, South Carolina 29532

- Department of Juvenile Justice
  - o Please call ahead so that we may help you most effectively (843) 393-5641
- DHEC/ Local Health Departments
  - o Hartsville
    - **•** (843)332-7303
  - Darlington
    - **(843) 398-4400**
- Department of Social Services (DSS)
  - o Available by phone (843) 332-2231
  - This is for all Darlington County locations
- Council on Aging
  - For questions about services (843) 393-8521
  - The locations in Society Hill and Lamar will be closed to the public
- Environmental Services
  - o Landfill
    - Normal schedule and operations
    - Please call ahead so that we may help you most effectively (843) 398-4800 or email rhowel@darcosc.net
  - Convenience Stations
    - Please call ahead so that we may help you most effectively (843) 398-4800 or gwhite@darcosc.net
    - All locations will have normal schedules
    - Attendants at the convenience sites will only be permitted to assist with unloading of trash for those with disabilities
    - Attendants have been instructed to maintain a social distance of six feet.
- Elections and Registration
  - o Please call ahead so that we may help you most effectively (843) 398-4900
  - o Elections and Registration will continue to operate on a normal schedule
- Historical Commission
  - We will be closed to the public until further notice. Please contact us so that we may help you in the interim at (843) 398-4710 and bgandy@darcosc.net
- Grooms Building
  - o DSS
    - Please call ahead so that we may help you most effectively (843) 332-2231
  - Council on Aging
    - No public access

1 Public Square, Room 210 Darlington, South Carolina 29532



- For questions about services (843) 393-8521
- Parks, Recreation, and Tourism
  - o All facilities are closed until further notice
  - o This includes all county parks and facilities
- Prison Camp
  - o Please call ahead so that we may help you most effectively (843) 398-4210
  - No visitors until further notice
- Libraries
  - All locations will operate under modified operations, to include the buildings being restricted to the public
  - o For more information, see here
- County Shop
  - No public access
- Roads and Bridges
  - o Please call ahead so that we may help you most effectively (843) 398-4054 and pgeorge@darcosc.net