RESIDENTIAL BUILDING PERMIT REQUIREMENTS

Code Requirements: 2015 International Residential Code
2009 International Energy Conservation Code

Stick Built Home – Modular Home - Additions

911 Address of Property or Apply for an Address in our office (This must be obtained first before a permit can be issued)
Recorded Plat of Property from Clerk of Courts Office
Tax Map Number
2 Complete Sets of Plans
Energy Code Compliance Certificate (Res Check) and Manual D and J
Proof of Water and Sewer (DHEC) or Water District
South Carolina Contractors License
Subcontractor’s list with their license
*We need Company Name, address & telephone # of each contractor along with their cell phone # and e-mail. Please complete attached form
Floodplain Elevation Survey & Elevation Certificate Completed by a Licensed Surveyor or Engineer If in the Flood Plain (our office checks to see if you are in the flood plain)
Power Company
Gas Company
Property lines must be staked out
*If you are building your own home you must fill out a disclosure statement, have it notarized and recorded at the Clerk of Courts office, bring a copy with the above information.

Plan Requirements

All Plans Must Include:
2 Complete Sets of Plans- bound together, total heated square footage, square footage of porches, decks, and garages Etc. Must Be on Plans
Foundation Layout
Plan Requirements Cont.

Electrical Layout
Plumbing Layout
Fireplace Type

Scheduling of Inspections

Inspections can be scheduled by calling our office (864-491-3195) between 8:30 a.m. and 5 p.m. When scheduling the inspection, please have permit information ready, such as: job site address, and type of inspection. If for any reason the work will not be ready after scheduling the inspection, please call and cancel the inspection between the hours of 8:30 a.m. and 9 a.m. This will prevent any re-inspection fees. Please be sure to leave access to dwelling. Inspectors cannot give a specific time. They will arrive on the day of the inspection. The inspectors normally leave around 9a.m. for daily inspections.

Temporary power is a courtesy given by this Department to expedite construction time. In no way shall a structure be occupied until a final inspection has passed and a Certificate of Occupancy is issued. Power will be disconnected if the dwelling has been occupied illegally. No exceptions

Residential House Inspections
Address posted on site-permit card in job box
Saw service power – (100-amp service)
Under slab – plumbing/electrical etc…
Slab
Footing
Foundation-open floor
Rough in – all trades – framing, electric, plumbing, HVAC
House wrap checked at rough in
Insulation- (R30 ceiling – R13 wall – R19 floor)
Temp. Power
Final approval from DHEC and Duct blast test must be in our office before a final inspection can be completed.
Final
C.O. Issued

Modular Home Inspections
Address posted on site-permit card in job box
Footing
Foundation
Marriage Wall
Temp Power
Final approval from DHEC must be in our office before a final inspection can be completed.
Final
C.O. Issued
Contractors List

General Contractor

Name: __________________________ License Number: __________________________

Company Name: __________________________

Company Address: __________________________

Company Telephone Number: __________________________

Contractor’s E-Mail Address: __________________________

Contractor’s Cell Phone Number: __________________________

Sub-Contractor’s

Name: __________________________ License Number: __________________________

Company Name: __________________________

Company Address: __________________________

Company Telephone Number: __________________________

Contractor’s E-Mail Address: __________________________

Contractor’s Cell Phone Number: __________________________

Name: __________________________ License Number: __________________________

Company Name: __________________________

Company Address: __________________________

Company Telephone Number: __________________________

Contractor’s E-Mail Address: __________________________

Contractor’s Cell Phone Number: __________________________

Name: __________________________ License Number: __________________________

Company Name: __________________________

Company Address: __________________________

Company Telephone Number: __________________________

Contractor’s E-Mail Address: __________________________

Contractor’s Cell Phone Number: __________________________