



BUILDING PERMIT APPLICATION

100 WEST END STREET
803-581-2123

JOB ADDRESS: _____ DATE: _____

APPLICANT: _____ Phone: _____

APPLICANT ADDRESS : _____ (Owner _____ Contractor _____)

APPLICANT PHONE: _____ EMAIL ADDRESS: _____

TAX # _____ Lot# _____ ZONING: _____

TYPE OF PERMIT:

- New Bld. () Mechanical () Moving () Manufactured Home ()
- Addition () Demolition () Occupancy () Grading ()
- Renovation () Plumbing () Electrical () Other ()

Manufactured Home

Make: _____

Model: _____ Year: _____

SN: _____

Length: _____ Width: _____

Multifamily: # of units _____ **# Accessible Units** _____ **Sprinklered:** _____ **Type** _____

Project Size (sf): Heated _____ Unheated _____ #Stories _____ Basement _____ Elevation (ft) _____

Description of work: _____

Other structures on property: _____

ELECTRICAL - New () Existing () Total Amps: _____ Phase: _____

Mechanical - Gas () Elec () Other _____ Type System: _____ Ton? _____ CFM? _____

Plumbing - **Water:** Well New? () Well Existing? () Public New? () Public Existing? ()
Sewer: Private New? () Private Existing? () Public New? () Public Existing? ()

Contractors: Provide Copy of Contract

Type	Name	Address	SC License	City License	Phone	Cost

OFFICE USE ONLY

BUILDING PLAN REVIEW FEE _____ (PAID AT TIME OF APPLICATION)

VALUATION: \$ _____ ZONING FEE: \$ _____

MOVING FEE: \$ _____ PERMIT FEE: \$ _____

TOTAL : \$ _____

*Zoning Compliance Certificate Required? Yes () No () *Statement of Intended Use Required? Yes () No ()

*Sign Permit Application Required? Yes () No () *Sealed Plans Required? Yes () No ()

JOB ADDRESS: _____ Date: _____

I understand the following:

1. All subcontractors are required to be properly licensed or registered in accordance with state law.
2. The permit card must be posted in a conspicuous place on the premises and a means of personnel toilet facilities provided on site.
3. Permit is void if work is not started within six months from date of issuance. Permit is void if work is abandoned for a six month period.
4. Asbestos abatement will be conducted in accordance with SCDHEC Regulation 61-86.1 STANDARDS OF PERFORMANCE FOR ASBESTOS PROJECTS.
5. The undersigned owner or agent understands that the approval of this application does not constitute a privilege to violate any applicable government ordinances, codes, or laws and that any omission of or misrepresentation of fact with or without intention of the undersigned or any alteration or change from this application shall constitute grounds for the revocation of any permit issued which was based on the approval of this application.

Contractor's Signature Date

Plan Review: All plans must be legible and drawn to scale.

Commercial Projects:

- 3 Sets of Building Plans that includes site plans
- 3 Site Plans
- Water/Sewer Tap Fee Receipts or DHEC Permits
- Verification of Zoning Compliance

Residential Projects:

- 2 Sets of Building Plans
- 1 Site Plan
- Water/Sewer Tap Fee Receipts or DHEC Permits
- Energy Code Compliance Certificate
- Verification of Zoning Compliance

A design professional is required when:

For buildings greater than 5,000 sq ft or with occupancies classified by chapter 3 of the International Building Code as assembly, educational, institutional, or hazardous.

A design professional is required when:

The construction contains structural elements exceeding the limits of the code and is considered irregular construction and/or in the 110 mph wind area.

General Contractor - Commercial Projects

"The South Carolina Contractor's Licensing Act requires general and mechanical construction to be performed by licensed contractors". Work performed on projects is exempt from this requirement only for the following reasons:

1. The total cost of construction is less than \$5,000.00 (includes materials and labor for entire project);
2. The property will be used solely by the owner and his immediate family as a residence for a period of at least two years;
3. For non- residential projects, work performed by the owner is limited to nonstructural and non- mechanical portions of the project, or;
4. The project is a wood frame farm building or portable storage building less than five thousand square feet used only for livestock or storage.

Residential Builder - Residential Projects

A Residential Builder is not required when exempt by Section 40-59-260 (A) of Title 40, Chapter 59.

1. The project is a one-family or two-family residence.
2. The building must be for your own use and occupancy.
3. It may not be built for sale or rent.
4. State law prohibits the sale or rent of such property for two years after the completion date of the project.
5. You may not hire an unlicensed person as your residential builder or specialty contractor.
6. It is your responsibility to make sure that people employed by you have licenses required by state law and by county or municipal licensing ordinances.
7. Your construction must comply with all applicable laws, ordinances, building codes and zoning regulations.

Owner/Builder Exemption form must be completed and filed with the Chester County Clerk of Court prior to processing by the permitting staff.