

Oconee County Building Codes

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BUILDING PERMIT CHECKLIST

All construction work or placement of structures located in the county is governed by the building codes as mandated by the State of South Carolina.

If your **residential** project exceeds 5000 square feet in area, has a firewall, or has alternate method not prescribed by the code, you must submit drawings for review, prior to a permit being issued. The drawings should be complete enough that a contractor can build the structure without trouble. The more complete the drawings the less chance of experiencing costly delays during construction. Residential plans are not required to be drawn by an architect. Professional engineering may be required on alternate method. A residential plan review can take from 1 to 10 days depending on workload, the complexity and size of the structure. There is no fee for individual single family plan review. License is not required for residential work, if work is to be done at an owner occupied residence by the owner. All other regulated work, not performed by the owner, requires licensed contractors.

Commercial plans are required to meet the information required in the handout, "Minimum Standards for Plan Review". Partial applications will not be accepted. Plan Review must be paid for by the contractor or design professional at time of submission.

If you need to schedule an inspection, you should call two days before work will be ready for inspection. For example, if your work will be ready to be inspected on Wednesday, request inspection on Monday. Work should be accessible to the inspector. You may leave the door unlocked or leave a key onsite for the inspector (please notify the permitting staff of the specific location of the key when requesting inspection). Owner builders must personally supervise construction. If work is not accessible, a re-inspection fee will be charged.

All work should be ready to be inspected at 8:30 AM on the day the inspection is scheduled. Because of the volume of inspection requests, we are not able to schedule a specific appointment time, however you may request AM or PM.

Fees are specified by Ordinance 2008-13. Fees are based on the cost of construction and design but not the land. Commercial plan review is ½ the permit fee. Oconee County utilizes a minimum valuation chart set by the ICC.

The following information is needed for permitting:

1. _____ **Application** completed in full and signed
2. _____ **Floodplain Check Form** and verify E-911 address
3. _____ **Septic tank permit** from DHEC or approval from Sewer Commission
4. _____ **Contractors' SC license #**, limitations, bonding, and expiration date verified
5. _____ **Plans** submitted (1 set for single family dwelling over 5000 sq. ft. or if an alternate method is used for construction, i.e. log homes, heavy timber, etc.) (2 sets commercial)
6. _____ **Site plan** if adjacent to lake or streams within 1000' of lakes or if structure is within 5' of property line.
7. _____ **Owner/Builder affidavit** (if applicable) signed, recorded with the Register of Deeds
If the landowners name on tax roll (Floodplain Check Form) is different than owners name verified by permit application, applicant must provide a copy of the recorded deed
8. _____ **Roadway Permit** (if applicable) (must have copy of Tax Map from the Map Room)
9. _____ **Subdivision approval** (if applicable) from Planning for more than one building
10. _____ **Westminster zoning approval** (if applicable)