

**PICKENS COUNTY BUILDING CODES ADMINISTRATION**

**COMMERCIAL**

***Construction Permit Procedures***

***FREQUENTLY ASKED QUESTIONS:***

***Q. When do I need a building permit?***

**A.** Any construction or remodeling of a new or existing commercial structure including any structure that is classified as educational, institutional or assembly.

***Q. What is the cost of obtaining a permit?***

**A.** The fees for obtaining a commercial permit are based upon nationally recognized commercial construction costs plus construction plan review fees and a site review plan fee. See "Sample Permit Fee".

***Q. Where do I get a permit?***

**A.** Pickens County Administration Building 222 McDaniel Avenue, Pickens. This is the same building where taxes are paid.

***Q. Will I need a licensed General Contractor to get a permit?***

**A.** If the cost of the structure is greater than \$5000.00 including labor and material, a Licensed General Contractor is required.

***Q. Do I need to provide handicapped accessibility for the structure?***

**A.** Yes. (Compliance to ANSI 117.1 – 2009 and Chapter 11 – IBC)

***Q. What Building Codes are currently in effect for Pickens County?***

**A.** The 2015 Edition of The International Building Codes and 2014 National Electrical Code.

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**PERMITTING PROCEDURES**

1. It will be necessary to contact Pickens County Building Codes and set up a pre-construction conference to discuss construction and site plans. It will be helpful to provide a set of construction and site plans for this process. Plans required for review will be specified at this time. Approval from Building Codes, Planning Department, Stormwater Management Department will be required prior to issuing a construction permit.
2. Two (2) sets of sealed (State of South Carolina Architect/Engineer) construction plans are required for those structures that are 5,000 square feet or greater, and are required on all hazardous, assembly, institutional and educational classified structures. Regardless of size.
3. A Licensed General Contractor is required on commercial projects over \$5,000 in cost.
4. Apply for a new 911 address for the project and State DHEC septic tank permit. The cost of the septic tank permit is \$155.00. This can be accomplished at the pre-construction process.
5. Once the septic tank permit is approved, State DHEC will contact you to come into the office and continue the permitting process.
6. After all necessary approvals are obtained and the permit issued, construction must commence within 6 months from the date of issue, or the permit becomes null and void. Without prior approval, the associated fees could be forfeited.

SAMPLE PERMIT FEES (construction cost range and **Fee**)

- From** \$ 1,000 **to** \$ 50,000 - \$15.00 for first \$1,000.00 plus \$5.00 per \$1,000.00 after that
- From** \$ 50,000 **to** \$100,000 - \$260.00 for first \$50,000.00 plus \$4.00 per \$1,000.00 after that
- From** \$100,000 **to** \$500,000 - \$460.00 for first \$100,000.00 plus \$3.00 per \$1,000.00 after that.
- \$500,000 and up – Permit fee \$1660.00 plus \$2.00 per \$1,000 after that.

Note: The construction plan review fee equals 1/2 of the permit fee and the planning site review fee is based upon square feet and ranges from \$40.00 to a maximum of \$500.00.

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**TYPICAL INSPECTION SCHEDULE**

Under normal conditions, the following sequence of inspections will be utilized, and is the responsibility of the contractor to call for:

1. **Footing/ Slab and Foundation Inspection:** When the footers slab and/or foundation system is completed and prior to pouring concrete, an inspection is required before proceeding. Any plumbing within the slab requires an inspection prior to pouring concrete.
2. **Framing Inspection:** This inspection includes framing, electrical, HVAC and plumbing, and is completed at the same time. Successful completion of the framing inspection will allow the contractor/owner/builder to continue with the insulation and hanging of the interior.
3. **Foundation Drainage:** If the structure has a basement and before backfilling against foundation wall.
4. **Temporary Permanent Power:** Upon completion of all electrical rough in and completion of framing inspection.
5. **Final Inspection.** Final inspection and the issuance of a Certificate of Occupancy shall require approval from Building Codes, Planning and Stormwater Management departments.

*If you have any additional questions, or if we can be of further assistance, please don't hesitate to contact our office.*