

RESIDENTIAL INFORMATION

- Two (2) sets of construction (architectural/structural) drawings. One (1) set, including the site plan/ layout on the property, must be in digital format (prefer PDF) and may be on CD, 3.5 floppy disk or flash memory. Hard copy of the construction/site plans will be stamped and returned with the digital submittal being returned as well.
- A \$25.00 Administrative and a \$100.00 up-front plans review deposit will be collected at the time of your submission for a Single Family New Residence only. (All other projects require just the \$25.00 administrative fee.
- Application is valid for a period of 180 days from the submission date. Failure to pickup and pay for permit within that time frame will result in the denial of the application. After the 180 days, you will be required to resubmit for a new permit.
- Septic Tank Letter or Sewer Availability letter must accompany all requests. (BCW&SA, 572-4400, DHEC, 719-4649, City of Goose Creek, 824-2200, Town of Moncks Corner 719-71800 Summerville Public Works 871-0810 and Charleston Water System 727-6869).
- If the property is located in the Santee Cooper Dam Breach Area an Elevation Certificate from Santee Cooper is required before plans can be picked up.
- FEMA requires 3 elevation certificates during the building process. The 1st certificate is based on construction drawings and due at the time of submission for your permit. The 2nd is the lowest flood elevation due prior to vertical framing. The 3rd is the final elevation certificate due before a Certificate of Occupancy will be issued.

All plans must be designed by a design professional (engineer or architect registered in the state of South Carolina) unless the project meets the exception for residential plans as listed in Berkeley County Government Ordinance 08-06-30. Sec. 11-61:

- A. Attached one-story structures of 400 sq. ft. or less and maintain a 7/12 roof pitch or less
- B. Open porch or deck additions with or without roofs that maintain a 7/12 roof pitch or less.
- C. Detached accessory structures that are only one story in height, non-habitable, and maintain a 7/12 roof pitch or less

The above items, A, B and C shall be accompanied with construction and site drawings per prescriptive methods of required codes and ordinance requirements.

A copy(s) of the site plan, DHEC construction permit or water and sanitation approval letters, FEMA elevation certificates, if applicable, and other documents as requested by Engineering, Planning & Zoning, Building and Codes and Permitting as stated on the applicable application(s).

- 1) The structure must be designed per the 2006 International Residential Code. Plans must indicate the design criteria that was used per paragraph R301.2.1.1 of the 2006 International Residential Code.
- 2) Design of structure must meet 130 mph wind load. (Linear interpolation between wind contours is permitted per table R301.2(4) of the 2006 International Residential Code.
- 3) Design of the structure must meet at a minimum the D.2 seismic requirements per 2006 IRC.
- 4) Plans must indicate the assumed soils load bearing values per section R401.4.1 of the 2006 International Residential Code.
- 5) Plans must indicate the Design Pressure Ratings (D/P Rating) of all windows and exterior doors including garage doors per section R301.2.1; Table R301.2(2); Table R301.2(3); Figure R301.2(7). All of the 2006 International Residential Code and using exposure "B" in most cases.
- 6) Plans must provide construction details of load bearing and non-load bearing interior and exterior walls, roofs, ceilings and floors. Details need to be specific of methods for anchoring and bracing, types of materials, types of connectors and any information that is pertinent for the construction to meet the wind and seismic requirements. All construction must meet the 2006 International Residential Code.
- 7) At a minimum provide the required electrical service, location of service, breaker panel and location of all electrical outlets (such as switches, receptacles (GFI or not), lights, smoke detectors, arc faults, etc) that will meet the minimum requirements of the 2006 International Residential Code.
- 8) At a minimum provide location of plumbing fixtures (interior and exterior) and water heaters per the 2006 International Residential Code.
- 9) At a minimum provide the type and tonnage of all the HVAC equipment per the 2006 International Residential Code.
- 10) At a minimum provide the location of all gas operated equipment per the 2006 International Residential Code.
- 11) Energy Efficiency compliance with the International Energy Conservation Code (IECC) must be documented at the time of plans submittal.
- 12) Plats/site plan must indicate the required setback along with the storm water runoff requirements.

A CERTIFICATE OF OCCUPANCY WILL NOT BE ISSUED UNTIL THE PERMITTING DEPARTMENT RECEIVES THE WATER & SEWER TAP RECEIPTS AND/OR FINAL DHEC APPROVAL FOR SEPTIC, ALL APPLICABLE FEMA ELEVATION CERTIFICATES, AND VERIFICATION THAT ALL FEES HAVE BEEN PAID.