

# **GUIDELINES TO BUILDING A HOME IN CALHOUN COUNTY**

## **SITE APPROVAL**

Present a copy of the recorded plat of your property to the Building Department. Your plat will be reviewed by the Building Official and/or Planning Administrator to determine if the property is suitable for the type of construction you are proposing. Items such as drainage, easements, set-backing, etc., will be checked for compliance with building codes and County ordinances. Once you have site approval, you will need to apply to DHEC for a soil evaluation test (Fee \$150).

## **Residential Plan Review Required Days**

1. On the day that the plans are submitted they will be stamped and the time for first review will start the next business day.
2. First review of submitted documents will take from 5 to 7 working days. This also depends on the work load of the department but we will do all we can to follow this time line.
3. If items on the first review need to be submitted for a second review, we will inform you as soon as the first review is completed.
4. The second review will take 3 working days starting the day after the new information is submitted.

## **Note:**

**All items on the plan review list shall be submitted and approved before a permit is issued.**

## **Residential Plan Review Guidelines**

### **Site Plan:**

1. Shall be fully dimensioned.
2. Show building as it is to be constructed on the lot with dimensions to all property lines and other structures on the lot.
3. Show all easements and right of ways.

### **Foundation Plan:**

1. Shall be fully dimensioned and show, but not limited to, garages, porches, and fireplaces.
2. Details showing type foundation- stem wall, curtain wall, slab on grade, and monolithic slab.
3. Details showing all vertical and horizontal reinforcement.
4. Show type and placement of wind up lift anchorage.

### **Floor Framing/Floor Plan:**

1. Drawn to scale or show building dimensions.
2. Show details of all framing to include spacing and direction of joist.
3. Show window and door sizes and locations on plans.
4. Label all rooms and show dimensions.
5. Show location of electrical panel.
6. Include all porches, decks, and garages.
7. Show wall framing

### **Roof Framing:**

1. Show all rafter and joist dimensions with spacing and locations.
2. Show beam sizes and locations.
3. Show all bracing, supports, collar ties.

### **HVAC:**

1. Show all duct sizes and location on floor plan.
2. Manual J and Manual D information shall be submitted with all plans.
3. Show location and sizing of all equipment to be used.

### **Misc.**

1. Submit all information showing that construction meets IECC requirements. RESCHECK can be used to show the energy requirements are met.

## **BUILDING PERMIT**

Prior to any construction, you must first obtain a building permit from the Building Department. To obtain the permit, you will need the following:

1. A copy of the installer's copy of the septic permit;
2. A plot plan;
3. Two (2) copies of the building plans;

4. Completed building permit application;
5. A copy of the contractor's State license (not required if homeowner is doing his own work; however, sub-contractors will need to be licensed)

### **YARD CARD**

A yard card will be issued and must be displayed at the job site in a readily visible location (protection from the weather will be needed). All inspection notices will be left where the yard card is posted unless someone is at the job site to receive the notice.

### **Requirements for Scheduling Inspections**

1. 24-hour notice is required for all inspection requests. With the following information needed when scheduling the inspection.
  - a. Address
  - b. Permit Number
  - c. Type inspection requested
  - d. Name of contractor
  - e. Contact number

### **NOTE:**

**Times for inspections are not guaranteed. We will do our best to tell you if the inspection is going to be before or after lunch. Our normal times for inspections will be between 9:00 and 12:00 and 2:00 and 4:30.**

### **INSPECTIONS**

A series of inspections must be made on the project during construction. It is up to the contractor/owner to schedule these inspections by contacting the Building Department. When requesting an inspection, please be ready to furnish the permit number and/or the name in which the permit was issued. The Building Department will make every effort to make inspections promptly and no later than 24 hours after they are called in and the results will be left at the job site. The Building Department does **NOT** call the owner/applicant with the results of the inspection. The necessary inspections are as follows:

1. Temporary Power: Please try to coordinate this inspection with footing/slab inspection.
2. Footing/Slab: After the footing/slab is dug, reinforcement, bulkheads, step-downs, etc. are in place. Install two (2) #4 rebar set on chairs overlapped two (2) feet. Rebar must make turns around corners. If a slab, under slab plumbing is to be installed with a leak test. Please try

to coordinate this inspection with the temporary power inspection.

3. Foundation: When the foundation is complete, blocks grouted, anchors in place, vents as required, crawl space clear and graded. Use type “S” mortar mix on bearing foundation and piers.

4. Rough-in: When home is framed, roofed, windows and doors in place, electrical, mechanical and plumbing rough-ins are complete. A leak test is required on plumbing at this time. **Do not install insulation.**

5. Insulation: All insulation that is to be covered by a finished wall and inaccessible areas that is to be covered by a finished ceiling.

6. Final – Electrical Release: When the home is completely insulated, sheetrock is complete, all electrical devices are in place or wire ends protected and smoke detectors are installed. If all of the above conditions are met, the Building Department will authorize temporary power to the home. **This is not an approval to occupy or move into the home.**

7. Certificate of Occupancy: This is the last inspection. This home should have everything completed inside and out other than landscaping. If you are an owner building your own home, a disclosure statement must be on file with the Register of Deeds Office, and a recorded copy must be given to the Building Department. If all of the above conditions are met, the home may be occupied and the Building Department will authorize permanent power to the home. A Certificate of Occupancy (C.O.) will be issued at this time.

- The Building Department will make any other inspections that you feel are necessary.

### **CORRECTIONS REQUIRED**

If any inspection reveals that a correction is required, the inspector will leave a copy of the necessary correction/corrections at the job site. The corrections need to be performed before any other work continues. You must call for a re-inspection! You will receive one re-inspection free. Additional re-inspections are \$50.00 each.

It is important to know that just because you have been allowed to proceed after an inspection that everything may not be perfect. There may be additional corrections required if the inspector finds another problem during another inspection, even if it pertains to a previous inspection. Every effort is made to avoid this happening. The contractor is also responsible to ensure that all codes are met.

### **LICENSE AND PERMITS REQUIRED**

Contractor and sub-contractors must be licensed by the State of South Carolina and on file in the Building Department. Permits for all trades must be issued prior to the starting of any

work. If you are a homeowner, you may do your work, but permits are still required.

**CODES ENFORCED**

1. **2015** International Residential Code\*
2. **2009** International Energy Compliance Code\*
3. **2014** National Electrical Code.\*

\*All South Carolina amendments to these codes apply.