

depending upon party responsible for construction.

5. Final Inspection: in order to occupy the structure, all structural components, drainage, and driveway installation is completed and successfully inspected.
6. NOTE: You must receive a Certificate of Occupancy prior to occupying the residence.

For Septic Tank Permitting questions
SC Department of Health
and Environmental Control
(Greenville Regional Office)
864-372-3273



DEPARTMENT CONTACT INFORMATION

PERMITTING and INSPECTION REQUEST

864.898.5950

Missy Mauldin
Permit Technician
864.898.5950

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Permit Technician
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Business Hours:
8:00 a.m. to 5:00 p.m.,
Monday – Friday

Department of Community Development

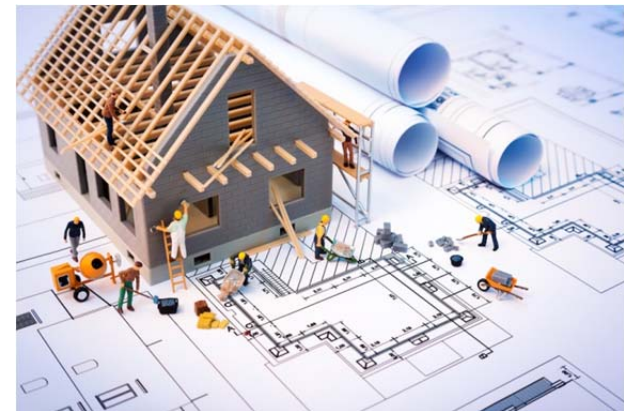
222 McDaniel Avenue, B-10
Pickens, SC 29671
Phone: 864-898-5950

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CONSTRUCTION PERMITTING PROCEDURES

RESIDENTIAL



www.co.pickens.sc.us

This is a general guide for the permitting of residential structures in Pickens County. For detailed information regarding the process and on the materials required to obtain a residential building permit, please contact a Building Codes staff member.

Frequently Asked Questions

Q. Can I build my own home?

A. Yes. Completion and recording of an owner/builder affidavit is required. By building your own home as an owner/builder, you agree and certify that you will occupy the home after completion for a minimum of two years and you will be prohibited from renting or selling the home.

Q. When do I need a building permit?

A. Any structure 200 square feet or larger, or any structure regardless of size that will require plumbing and/or electricity. Agricultural pole barns require a permit as well as an affidavit affirming the use of the building.

Q. What is the cost of obtaining a permit?

A. Your permit fee will vary according to size and valuation of your project. A sample fee schedule is included in this pamphlet for your convenience. The fee schedule is only a guide. Please ask a Permit Technician for assistance in obtaining a more accurate permit fee.

Q. Where do I get a permit?

A. In the Pickens County Administration Building at 222 McDaniel Avenue in Pickens, SC.

Q. Do I need a permit for a pre-assembled type storage building that will be delivered to my home?

A. No. Provided the structure is as an accessory use to the residence and the building will not be served by electricity and/ or plumbing.

Q. Do I need a permit to remodel my home?

A. If the remodeling and/or addition change the structural condition of the home in any manner or includes electrical, plumbing, or mechanical changes of any kind, a permit would be required.

PERMITTING PROCEDURES

1. Complete a SC DHEC Permit for an onsite septic system. This process will require a current, recorded plat of the property and a purchasing document if the property has just been purchased. The fee for the SC DHEC Permit Application is \$150. Its approval time frame is variable, however please allow for at least 4 to 5 weeks. The reviewing SC DHEC office will mail to you the approved septic permit.
2. Once the septic permit has been approved and a copy has been mailed to you, you may come to Building Codes to complete your Building Permit Application.
3. While SCDHEC is reviewing your septic permit, you may apply for a new 911 address for the construction project.
4. Once the application for construction has been completed, you will be required to pay all remaining associated permitting fees according to your project type. Once all fees are paid, the permit may be issued.
5. Construction must commence within 6 months from the date of permit issuance. The permit becomes null and void after 6 months of non-activity and all fees are forfeited.

Sample Permit Fee Schedule

(This schedule is to be used for estimation purposes only. Please contact a member of staff for a more detailed permit fee.)

Estimated Project Cost – Permit Fee

(The estimated project cost is the higher of the contractor evaluation or building codes evaluation)

\$20,000 - \$110.00	\$40,000 - \$210.00
\$60,000 - \$300.00	\$80,000 - \$380.00
\$100,000 - \$460.00	\$120,000 - \$520.00
\$160,000 - \$640.00	\$180,000 - \$700.00

TYPICAL INSPECTION SCHEDULE

Under normal conditions and for the construction of a single-family residence, the following sequence of inspections may be utilized. It is the responsibility of the contractor/owner/builder to call for inspections a minimum of one-business day before the inspection is needed.

1. **Footing and Slab Inspection:** When the footers, slab, and/or foundation system is completed and prior to pouring concrete.
2. **Framing Inspection:** This inspection includes framing, electrical, HVAC, and plumbing – all conducted at the same time. Successful completion of the framing inspection will allow the contractor/owner/builder to continue with the insulation and completion of the interior.
3. **Foundation Drainage:** If the residence has a basement and before backfilling against the foundation wall.
4. **Permanent Power:** Providing electrical power prior to final inspection. Requirements vary