



HOW TO OBTAIN A COMMERCIAL BUILDING PERMIT

To obtain a Commercial Building Permit, you will need to have an approved plan review application and a completed Building Permit Application.

- If you are planning to build on property that is not served by a public or community sewer system, you must provide approval and a permit for septic tank installation from SC DHEC. Without this approval and permit, a Commercial Building Permit will not be issued.
- For construction costs greater than \$5,000.00, a state licensed general contractor is required.

The contractor shall provide the Permit Clerk the following information in order to obtain a building permit:

- Cost of the project (must provide signed contract)
 - Size of the project
 - Use of structure
 - List of sub-contractors
 - Contractor phone
- The Permit Clerk will guide you on how to request inspections and how to obtain inspection results.

The building may be occupied ONLY after a final inspection and a Certificate of Occupancy (C.O.) has been issued by the Building Official.

If you have any questions, please do not hesitate to contact the Permit Clerk or Building Official by calling (864) 586-6111.