

# Kershaw County Planning and Zoning Department

515 Walnut Street, Room 160, Camden, SC 29020 803-425-7233



## BUILDING-RELATED PERMIT INFORMATION

### TYPES OF BUILDING-RELATED PERMITS

- Development and Improvement Permit (Building Permit)
- Demolition Permit
- Electrical, Gas, Mechanical, Plumbing, Roofing, and Specialty Permit

### WHEN IS A PERMIT REQUIRED?

Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert, or replace any electrical, mechanical, or plumbing system, the installation of which is regulated by the International Building Code, or to cause any such work to be done, shall first make application to the Building Official and obtain the required permit. Permits may be applied for at the office of Planning and Zoning, Room 160, Kershaw County Government Center, 515 Walnut Street, Room 160, Camden, SC 29020. Telephone number: 803-425-1500, Ext. 5340. Office hours are 8:30-5:30, Monday through Friday.

### WHAT TYPE WORK DOES NOT REQUIRE A PERMIT?

#### A Building Permit is not required for:

- One-story detached accessory structures used as tool and storage sheds, playhouses, and similar uses where the floor area does not exceed 120 square feet, the value of the structure is less than \$1000, the structure is not serviced with electricity, the structure is not supplied with water, or an inspection is not required.
- Fences not over six feet high.
- Retaining walls not over four feet in height, unless supporting a surcharge or impounding Class I, II, or III-A liquids.
- Water tanks supported directly on grade with less than 5000 gallons capacity and height to diameter or width ratio that does not exceed two to one.
- Sidewalks and driveways not more than 30 inches above grade, and not over a basement or story below, and are not part of an accessible route.
- Painting, papering, tiling, carpeting, cabinets, counter tops, and similar finish work.
- Pre-fabricated swimming pools that have a depth of less than 24 inches, do not exceed 5000 gallons capacity, are installed entirely above ground, and are located at single-family residences only.
- Shade cloth structures for nursery or agricultural purposes and not including service systems.
- Movable cases, counters, and partitions not over 5'9" in height.
- Swings and other playground equipment at detached one-and two-family dwellings.
- Window awnings on single-family residences, agricultural buildings, aircraft hangers, barns, carports, greenhouses, private garages, sheds, stables, and private garages that are supported by an exterior wall, do not project more than 54 inches from the exterior wall, and do not require additional support.

#### An Electrical Permit is not required for:

- Minor repair work, including the replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles.
- Electrical equipment for television and radio transmissions, but a permit is required for equipment and wiring for power supply and the installation of towers and antennas.
- Installation of any temporary system required for the testing or servicing of electrical equipment or apparatus.

#### A Gas Permit is not required for:

- Portable heating, cooking, or clothes drying appliances.
- Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe

### **A Mechanical Permit is not required for:**

- Portable evaporative coolers, cooling units, heating, or ventilation appliances.
- Steam, hot or chilled water piping within any heating or cooling equipment regulated by the International Building Code.
- Replacement of any part that does not alter approval of equipment or make such equipment unsafe.
- Self-contained refrigeration systems containing 10 pounds or less of refrigerant or that are actuated by motors of one horsepower or less.
- Portable fuel cell appliances that are not connected to a fixed piping system and are not inter-connected to a power grid.

### **A Plumbing Permit is not required for:**

- The stopping of leaks in drains, water, soil, waste, or vent pipes. If, however any concealed trap, drainpipe, water, solid waste, or vent pipe becomes defective and it becomes necessary to remove and replace the same with new material, such work shall be considered as new work and **a permit shall be obtained** and inspection made.
- The clearing of stoppages or the repairing of leaks in pipes, valves, or fixtures, and the removal and reinstallation of water closets, **if** such repairs do not involve or require the replacement or rearrangement of valves, pipes, or fixtures.

### **Emergency Repairs**

- In some cases, emergency replacement and repair work must be done as quickly as possible, so it is not practical to take the necessary time to apply for, and obtain approval. A permit for the work must be obtained the next day that the Planning and Zoning Department is open for business. Any work performed before the permit is issued must be done in accordance with code and corrected if not approved by the Building Official.

### **WHO APPLIES FOR THE PERMIT?**

Applications for residential Development and Improvement Permits (Building Permits) must be obtained by the property owner or a licensed Residential or General Contractor. Permits for commercial buildings must be obtained by a licensed General Contractor.

### **WHAT DOCUMENTS DO I NEED WHEN APPLYING FOR A BUILDING PERMIT?**

The application for a building, structure, or appurtenance must be accompanied by:

- A recorded plat and/or a site plan, if applicable, prepared from a final recorded subdivision plat on file with the Planning and Zoning Department. The plat shall include any applicable Water Quality Buffers as required under 5:3.6-2 D of the ZLDR and/or 3:7.4-6 E of the ZLDR Lake Wateree Overlay District (LWOD).
- A deed to the property if it is not listed on County records in current owner's name.
- Permit to Construct Onsite Sewage Treatment and Disposal System (perk test) or sewer tap payment receipt. If property has existing septic tank, property owner will sign Existing Septic Letter at the Planning and Zoning office. Any new or replacement Onsite Sewage Treatment and Disposal System (septic tank) installed within the Lake Wateree Overlay District is required to include an access manhole built into the lid over each compartment of the tank, and over the outlet end of the septic tank. An appropriate mechanism shall be provided to make the access manholes vandal, tamper, and child resistant.
- If any part of the property is located in a special flood hazard area, you must bring: A Plot Plan from a Registered Land Surveyor which demonstrates that the proposed structure will not be in a flood hazard area. - **OR** - A flood Elevation Certificate from a Registered Land Surveyor if the home will be located in a special flood hazard area.
- If the property is located within the Lake Wateree Overlay District, a Residential Building Sediment and Erosion Control Certification and/or an On-Site Sewage Disposal System Inspection Report shall be required, as applicable.

### **WHEN DO PERMITS EXPIRE?**

Per the South Carolina State Legislature joint resolution R215, permits issued after December 31, 2007 will expire on December 31, 2012. Thereafter, if the work described in any **Building Permit** has not begun within six (6) months from the date of issuance, the permit will expire. Work will not be deemed started until verified by an scheduled inspection. Furthermore, a building permit will expire 24 months after date of issuance. A new permit must be purchased after expiration. **Electrical, Gas, Mechanical, Plumbing, Roofing, and Specialty Permits** will also expire 24 months after date of issuance and may be re-purchased.