**RESIDENTIAL BUILDING PERMIT REQUIREMENTS**

You can now apply for permits on-line at evolvepublic.infovisionsoftware.com/chester/

**Code Requirements:** 2018 International Residential Code  
2009 International Energy Conservation Code

**Stick Built Home – Modular Home - Additions**

911 Address of Property or Apply for an Address in our office (This must be obtained first before a permit can be issued)  
Recorded Plat of Property from Clerk of Courts Office  
Tax Map Number  
2 Complete Sets of Plans  
Energy Code Compliance Certificate (Res Check) and Manual D and J  
Proof of Water and Sewer (DHEC) or Water District  
South Carolina Contractors License  
Subcontractor’s list with their license  
*We need Company Name, address & telephone # of each contractor along with their cell phone # and e-mail. Please complete attached form*  
Floodplain Elevation Survey & Elevation Certificate Completed by a Licensed Surveyor or Engineer If in the Flood Plain (our office checks to see if you are in the flood plain)  
Power Company  
Gas Company  
Property lines must be staked out  
*If you are building your own home you must fill out a disclosure statement, have it notarized and recorded at the Clerk of Courts office, bring a copy with the above information.*

**Plan Requirements**

All Plans Must Include:  
2 Complete Sets of Plans- bound together, total heated square footage, square footage of porches, decks, and garages Etc. Must Be on Plans  
Foundation Layout
Plan Requirements Cont.

Scheduling of Inspections

Inspections can be scheduled anytime on-line at https://evolvepublic.infovisionsoftware.com/chester/ or by calling our office between 8:30 a.m. and 5 p.m. When scheduling the inspection, please have permit information ready, such as: job site address, and type of inspection. If for any reason the work will not be ready after scheduling the inspection, please call and cancel the inspection between the hours of 8:30 a.m. and 9 a.m. This will prevent any re-inspection fees. Please be sure to leave access to dwelling. Inspectors cannot give a specific time. They will arrive on the day of the inspection. The inspectors normally leave around 9 a.m. for daily inspections.

Temporary power is a courtesy given by this Department to expedite construction time. In no way shall a structure be occupied until a final inspection has passed and a Certificate of Occupancy is issued. Power will be disconnected if the dwelling has been occupied illegally. No exceptions.

Residential House Inspections
Address posted on site-permit card in job box
Saw service power – (100-amp service)
Under slab – plumbing/electrical etc…
Slab
Footing
Foundation-open floor
Rough in – all trades – framing, electric, plumbing, HVAC
House wrap checked at rough in
Insulation- (R30 ceiling – R13 wall – R19 floor)
Temp. Power
Final approval from DHEC and Duct blast test must be in our office before a final inspection can be completed.
Final
C.O. Issued

Modular Home Inspections
Address posted on site-permit card in job box
Footing
Foundation
Marriage Wall
Temp Power
Final approval from DHEC must be in our office before a final inspection can be completed.
Final
C.O. Issued
### Contractors List

#### General Contractor

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#### Sub-Contractor’s

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Planning/Planning&Zoning/CountyofChester/forms