



Multifamily/Commercial/Industrial/Other Building Plan Review & Zoning Requirements

200 North Main Street ♦ Fountain Inn, SC 29644
Phone: (864)409-3334 ♦ Fax: (864)862-4812
Email: planning.development@fountaininn.org

- 911 Address: _____
- Tax Map Number: _____
- Recorded Plat of Property (Provide Plat Book and Page Number): _____
- A copy of the Land Disturbance Permit from the appropriate County if applicable.
- Zoning Site Plan Review
 - Check Zoning district for setbacks and supplemental regulations for landscaping, parking, lighting, and sign regulations for requirements.
 - Flood Plain Compliance
- Site Plan signed and sealed by a S.C. registered architect/engineer showing:
 - Building height
 - Distance between main buildings
 - Location of property lines
 - Setbacks
 - Abutting rights of way
 - Tax Map Numbers and Zoning of Adjacent Parcels
 - Parking layout, including accessible parking and ramps
 - Ingress/Egress entrances to site
 - Curb and gutter detail
 - Fire hydrants
 - Location of fire department connections and fire lanes
 - Landscaping
 - Lighting
 - Signage (include locations, size, etc)
- Show vicinity sketch of surrounding contiguous zoning districts.

Building Permits/Plan Review

- Please submit one electronic copy of plans. Plans must be stamped, sealed, and signed by a licensed S.C. registered architect/engineer when required.
- All plans** – must contain full code summary of specific information required by the **2021 SC Codes, 2020 National Electrical Code, and ICC-A1117.1-2017.**
- If your building is a pre-engineered structure, you will need a letter of certification from the building's manufacturer as a S.C. registered engineer or stamped with seal.
- If your building requires an alarm or a sprinkler system, you will need to send it to the State Fire Marshall's Office.
- South Carolina General Contractor's License to apply for permit along with name, address, and telephone number of the company, & contractors email address.

- Subcontractor's list with their license number along with name, address, and telephone number of company, & contractors email address.
- State Sediment & Erosion Control Permit (DHEC)
- NPDES Storm Water Construction Permit (DHEC)
- Soil compaction test – letter from third party including required chapter 17 application.
- Commercial Energy Code Compliance Check verifying the insulation values are correct for commercial applications along with Manual J and D.
- Completed City of Fountain Inn Building Permit Application submitted via the **iWORQ** online permitting portal.
- REWA Sewer Impact Fees Receipt/Permit number
- Encroachment Permit from SCDOT or City of Fountain Inn if a City owned street.
- A City of Fountain Inn Business License for **ALL** contractors working on the job.
- Any additional information required by the SAFEbuilt Building Official,
- Total cost of the job including work, labor, and profit.

Plan Review Fees are ½ of the total permit cost. These are due at the time of submittal.

Submittals that include conflicting or incomplete information will not be considered.

You are not permitted to begin work until a permit has been issued. If a job is started before a permit is issued it will result in a fine double the total permit cost.