

City of Walhalla

RCI of SC, Inc.

Residential Building Plan Review Submittal Requirements

1. 911 Address
2. Tax Map Number
3. Recorded Plat of Property
4. One electronic copy of plans.
 - a. This includes foundation plan, floor plans, elevations, sections/details, and an electrical basic plan.
5. South Carolina Residential Builder or a General Contractor's License to apply for permit along with name, address, and telephone number of the company, & contractors email address.
6. Subcontractor's list with their applicable SC contractor's license number along with name, address, and telephone number of companies, & contractors email address.
7. Completed Building Permit Application.
8. Residential Energy Code Compliance Check verifying the insulation values are correct for residential applications.
 - a. <https://www.energycodes.gov/rescheck>
9. Site Plan – showing easements, lot dimensions, setbacks, proposed house location and flood zone (if applicable).
10. Project specific Manual J & D HVAC design (project address and square footage must be included).
11. Please provide confirmation letter from applicable agency confirming adequate water and sewer to accommodate proposed project(s).
12. Any other additional information required by the Building Official.

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.

Please allow up to five days for residential plan review / permit issuance.