

Commercial Project Basic Information

Greenville County Planning and Code Compliance

Greenville County Square

301 University Ridge, Suite 4100

Greenville, SC 29601 - 3686

864 -467 - 7060

Requirements to secure a permit and additional information for typical projects:

- 1 A design Professional is required if:
 - Building or tenant space is over 5000 square feet.
 - Building or tenant space is classified as an Assembly, Educational, Institutional or Hazardous, regardless of size.
- 2 A Contractor is required if:
 - Cost of work is over \$5000; or
 - Structural, electrical or mechanical work is done as required by the Building Official.
- 3 Grading approval required if:
 - There is any land disturbance on the property Greenville County Land Development shall be contacted. Telephone: 864-467-4610
- 4 Sewer or Septic information required to secure permit if:
 - Building a new building, additions, or changing the occupancy. Sewer permits from Renewable Water Resources (Re-Wa) and from the company that owns the lines (Metro, Parker, Taylors, Gantt, Berea, Etc.) will/may be required before a permit can be purchased.
 - Areas that do not have availability of sewer will be required to apply for a Septic Tank Permit. Applications are completed and submitted to our office, fee \$160.00. The application is then sent to the Health Department for review and testing. This process takes approximately 4 to 6 weeks. Permit must be approved before a building permit can be issued.
 - Re-Wa will size all grease traps for restaurants.
- 5 Preliminary Building Plan Reviews:
 - A preliminary review can be done on any project. Preliminary reviews are available by appointment only.
- 6 Zoning approval is required if:
 - The property is zoned PD, FRD, NC, POD. These Review Districts must receive zoning approval prior to building plan submittal.
- 7 Floodplain approval is required if:
 - Floodplain is on or adjacent to parcel.
- 8 When and what is required for demolishing existing structures on a site:
 - A demolition permit is required when a building is completely or partially demolished. This enables the tax office to remove said building or portion of a building from the tax rolls. A site plan and a project description may be required.
 - Permits are not required to do demolition work inside a building.
- 9 Sign info:
 - Applications are available with submittal guidelines, containing required information, for permitting.