



RESIDENTIAL ADDITION/ACCESSORY/DECK PERMIT APPLICATION

BUSINESS AND DEVELOPMENT SERVICES
P.O. BOX 249 – 5 EAST BUTLER ROAD
MAULDIN * SOUTH CAROLINA 29662
(864)234-3475 / (864)234-3484
WWW.CITYOFMAULDIN.ORG

IN ORDER TO PROCESS, APPLICATION MUST BE COMPLETED IN ITS ENTIRETY.

APPLICATION SUBMITTAL DATE: _____	OFFICE USE	FACILITATOR INITIALS
BUILDING PERMIT #: _____	<input type="checkbox"/> B <input type="checkbox"/> F <input type="checkbox"/> Z <input type="checkbox"/> FLOOD <input type="checkbox"/> PW	_____

PROJECT LOCATION	PARCEL ID # / TAX PARCEL #: _____
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FOR ASSISTANCE COMPLETING THIS SECTION GO TO: WWW.GREENVILLECOUNTY.ORG (Real Property Services)

Zoning District: _____	Property Acres: _____	Subdivision Name: _____
Street Address: _____	City: _____	State: _____ Zip: _____
Property Owner Name: _____		New Owner: <input type="checkbox"/> Yes <input type="checkbox"/> No
Mailing Address: _____	City: _____	State: _____ Zip: _____
Phone Number: () -	Property Owner Email: _____	

BUILDING / ZONING PERMIT	<p>NOTE: Building Plans are Required for construction of Decks, Carports and Porches: Three (3) Copies of scaled Construction Plans including Survey or Site Plan (to include dimensions and setbacks) in each set. FOR DECK CONSTRUCTION REFER TO DECK CONSTRUCTION HANDOUT.</p>
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Project Information: <input type="checkbox"/> Addition <input type="checkbox"/> Remodel <input type="checkbox"/> Repair <input type="checkbox"/> Other		
Structure Type: <input type="checkbox"/> Single Family <input type="checkbox"/> Duplex <input type="checkbox"/> Carport / Porch <input type="checkbox"/> Garage <input type="checkbox"/> Deck <input type="checkbox"/> Accessory Structure <input type="checkbox"/> Other:		
Existing Square Feet of Home: _____	Demolition: <input type="checkbox"/> None <input type="checkbox"/> Structural <input type="checkbox"/> Non-Structural	Heating Source: <input type="checkbox"/> Electrical <input type="checkbox"/> Gas
Proposed Additional Square Feet: _____	DHEC APPROVAL REQUIRED: <input type="checkbox"/> Yes <input type="checkbox"/> No	Utility Company: <input type="checkbox"/> Duke <input type="checkbox"/> Laurens
Total Combined Square Footage: _____		

ACCESSORY STRUCTURE	Square Footage of Home: _____ Square Foot
Are there any Existing Accessory Structures on the Parcels (sheds, pools other structure not attached to house): <input type="checkbox"/> Yes <input type="checkbox"/> No (If yes, illustrate the location and size of the structure on site plan) Size: _____ Square Foot	
Will the Proposed Structure replace any Existing Structures? <input type="checkbox"/> Yes <input type="checkbox"/> No (If yes, illustrate on Site Plan)	
Size(s) of Accessory Structures (Decks, Porches, Sheds, Carports): X = Total Square Feet (Illustrate the location and size of the structure on site plan)	

DESCRIBE WORK IN DETAIL: 	
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CONTRACT AMOUNT / PROJECT COST: \$ _____	CONTRACTORS: If you have not purchased an annual license, upgrade fees can not be used. BUSINESS LICENSE UPGRADE \$ _____ X .002 = \$ _____
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PROPERTY AND USE	NOTE: If the property owner is performing the work or is taking responsibility for the proposed work, the owner must complete the Residential Disclosure Certification Form which is available at the permit office.
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Is the property owner performing this work? <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, skip contractor section below	Property Description: <input type="checkbox"/> Owner Occupied <input type="checkbox"/> Rental /Lease <input type="checkbox"/> Sale
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GENERAL CONTRACTOR INFORMATION		State License (LLR) #: _____	
Business Name:	DBA:	Business Phone Number: () -	
Mailing Address:	City:	State:	Zip:
Contact Name:	Email:	Mobile Phone: () -	

PERMITS REQUESTED			Check all permits below that will be required for the job.	
Permits Requested	Contractor Business Name	State License Number	Cost of Construction	Permit Fees
<input type="checkbox"/> Building			\$	\$
<input type="checkbox"/> Electrical			\$	\$
<input type="checkbox"/> Mechanical			\$	\$
<input type="checkbox"/> Plumbing			\$	\$
<input type="checkbox"/> Gas Piping			\$	\$
<input type="checkbox"/> Zoning				\$
Total Project Cost			\$	\$
Facilitator Notes:			Total Permit Fee	\$
			Deposit	\$
			Plan Review	\$
			BL / BL Upgrade (if applicable)	\$
			Total Fee	\$

SIGNATURE		
By signing this application I hereby certify that I am the owner or an authorized agent of the owner or company performing work stated above. I further certify that all information in this application is correct and that all work will comply with the South Carolina State Building Code and all other applicable state and local laws. I understand that if any information provided is found to be incorrect or falsely stated that this permit will be null and void and that I may be responsible for violation of other related laws and local ordinances. The Business and Development Services Department will be notified of any changes in the approved plans or specifications for the project as permitted.		
Applicant: - Printed Name: _____	Title: _____	Company Name: _____
Signature: _____	Phone Number: () -	Email Address: _____



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BUILDING PLAN REVIEW CHECKLIST REQUIREMENTS

**** ALL DECK CONSTRUCTION SUBMITTALS REQUIRE A PLAN REVIEW AND ISSUANCE OF A BUILDING AND ZONING PERMIT**

BUILDING PERMIT SUBMITTAL REQUIREMENTS: Complete the Residential Addition/Accessory application, supply two (2) copies of a building sketch plan illustrating checklist requirements listed below **OR** completion of the Building Plan Review handout attached (located on the back).

ZONING PERMIT SUBMITTAL REQUIREMENTS: Supply two (2) copies of a site plan that is drawn to scale and shows property lines, lot dimensions and area; the location and dimensions of proposed and existing structures and driveway should be included as well as setbacks from all property lines.

The building sketch plan must illustrate the following information:

<u>REQUIREMENT:</u>	<u>APPLICANT TO INITIAL</u>	<u>STAFF TO VERIFY</u>
Provide deck footing depth below grade and size of footing (width and thickness)		
Provide type of decay resistant lumber (pressure treated wood, cedar, etc.)		
Provide deck ledger board attachment to house- bolt & nail size, type and spacing. Note: Ledgers cannot be attached to/through masonry wall covering.		
Provide deck ledger board flashing material or indicate treated house band		
Provide deck joist size and column support and spacing		
Provide deck girder/beam size and methods of connections to girder		
Provide deck post size and method of connection to girder and footing		
Provide height of deck above finished grade. Indicated type of lateral bracing method for deck.		
Provide deck handrail and guardrail height and picket spacing.		
Provide deck/porch stairway rise and run, number and size stringers, handrail dimensions and stringer attachment method.		

A DETAILED EXPLANATION OF THE REQUIREMENTS NOTED ABOVE CAN BE LOCATED IN THE RESIDENTIAL DECK CONSTRUCTION MANUAL PROVIDED BY THE BUSINESS AND DEVELOPMENT SERVICES DEPARTMENT

PLEASE NOTE:

DECK BOARDS SHALL NOT BE INSTALLED UNTIL THE STRUCTURAL FRAMING INSPECTION HAS BEEN COMPLETED AND APPROVED

The purpose of this handout is to provide homeowners and contractors with a plan sheet that can be completed and used when submitting a deck permit application. Applicants who utilize this tool are encouraged to reference the residential deck construction manual when determining the structural components that will be required for the size of the deck that is proposed. A copy of the manual is provided at no charge.

****In order for this plan sheet to be accepted for review, all fill in the blank items below must be completed****

Wood Type:
 Cedar SYP

Joist Span: _____

L/4 Max Overhang: _____

Size of Beam/Girder: _____ x _____

Check One: Double Triple Quad.

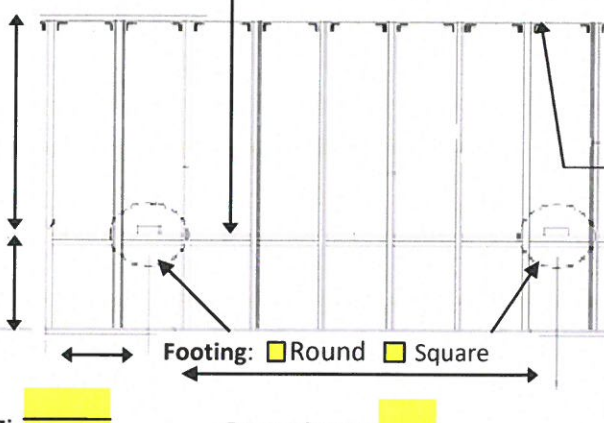
Ledger Board with approved lag bolts at _____ **on Center**

Joist Hanger

Ledger Strip (2"x2") w/ blocking

2 x _____ **Joist at**
 12" 16" 24" **on Center**

2 x _____ **Rim Joist** *refer to manual for beam if applicable*



L/4 Max Overhang: _____

Footing: Round Square

Beam Span: _____

Post Size _____ x _____

Grade

12" Minimum

Connection Type: _____

Width _____

Thickness _____

**** Guard required for all decks 30" above grade****

Picket Spacing: _____

Deck Height _____

Rail Height: _____

Bottom Rail Opening: _____

