

## Inspections and Final Approval

Various inspections may be required throughout the construction of your project. Upon the issuance of your building permit you will receive an inspection card that will need to be kept visible and protected from the weather. Once you're ready for an inspection, call City Hall to have that inspection scheduled. Failure to schedule a required inspection may result in project delays and additional costs.



Once your project is completely finished, you will need to schedule a final inspection. If your project passes final inspection, you will be issued a corresponding certificate.

Now enjoy the fruit of your labors!



## Contact Information

- ❑ Simpsonville City Hall - (864) 967-9526
  - Planning and Zoning Department
  - Permit information
  - Business License information
  - Building Inspectors
- ❑ Simpsonville Public Works - (864) 967-9531
- ❑ Greenville County Land Development Division - (864) 467-4610
- ❑ Simpsonville Ordinances and Applications
  - [www.simpsonville.com](http://www.simpsonville.com)



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Simpsonville, SC 29681  
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# Residential Development Process



  
**Simpsonville**  
SIMPLY HOME.

## Introduction

Undertaking a development project can feel overwhelming. This guide will help to break down the project into an easy to follow process. By becoming familiar with the development process risk is minimized, and you will be able to make informed decisions.

## Conceptualize & Research

Begin by conceptualizing and researching the project:

- What are the needs and wants of the project?
- Do the City's zoning laws allow your project?



## Design the Project

What is your budget?

- Remember to leave 5%-10% for contingencies.

What are the site and/or building requirements?

- The City's Planning and Zoning Dept. can tell you about applicable site requirements such as minimum setbacks requirements, maximum height restrictions, etc.
- The City's building inspector can tell you about applicable building requirements.
- Failure to understand these requirements may result in project delays and additional costs.

What materials and tools will you need?

Do you need to hire professionals?

- More on this in the next section.

How long will the project take from start to finish?

- Develop a timeline/schedule which includes all the steps along the way.

## Considering Professional Help

One of the most important skills for any do-it-yourselfer is to know when not to. If you are considering a project that involves skills and tools beyond your abilities, turning to professionals is a good choice.

Some of the most commonly hired professionals are:

- Architects**—Design and supervise construction of buildings.
- Landscape Architects**—Design and supervise construction of outdoor spaces and structures.
- Engineers**—Design and supervise the development of a site, including infrastructure.
- General Contractors**—Assumes responsibility for completing a construction project. They hire, supervise and pay all subcontractors.
- Sub-contractors**—Specialize in specific areas of construction such as running heavy equipment, plumbing, carpentry, etc.
- Surveyors**—Measures land, marks property lines and collects information on land characteristics.



If you find yourself needing to hire a professional, do your homework.

- Get multiple bids.
- Ask for and check references.
- Do they have a current City business license?

Once you've hired a professional, communication between you and your hired professional will be crucial to the success of the project. Even though the professional will largely manage the project for you, you should be continually informed throughout the project. Is the project on schedule? Is the project within budget?

## Obtain Permits & Licenses

Various permits may be required for certain types of construction projects. Some of the permits you may need include the following:

- Building**—Required when constructing a new building or structure or an addition to a building.
- Grading**—Required if reshaping or moving the earth. Some grading projects may also require you to obtain a Land Disturbance Permit issued by the Greenville County Land Development Division.
- Electrical**—Most electrical work will require a permit.
- Plumbing**—Required for activities such as, but not limited to, work on water heaters, underground piping, alteration of piping within walls, floors or ceilings, new plumbing installations, relocation of piping, and installation of sewers, water service and exterior drains.
- Mechanical**—Required for work on mechanical systems such as, but not limited to, heating, cooling, or ventilation systems, gas piping between the meter and an appliance or other equipment will require a permit.
- Right-of way/encroachment**—Required when doing any type of excavation, construction, or maintenance next to a public road or within public right-of-way.
- Swimming pool**—Required for the installation of an in-ground pool.
- Sewer tap**—Required if there will be a new sewer line connecting to the public sewer line.

In addition, any professionals that you hire are required to have a current City business license. Permit applications and business license applications are available online at [www.simpsonville.com](http://www.simpsonville.com).

Failure to obtain permits may result in project delays and additional costs. If your plans change, be sure to contact the City's Planning and Zoning Dept. to make sure the changes still meet regulations.