

Requirements and Special Conditions

City's Mandatory Compliance

All construction must meet the requirements of the 2015 International Building, Mechanical, Plumbing and Gas (2015) Codes as well as the National Electrical Code (2014). Residence must meet 2015 International Residential Code as well as all City ordinances and codes.

Commercial

The Building Department requires one (1) set of plans for each of the following:

I. Architectural Plans must be wet-sealed and signed by personal and corporate seals, and must be a South Carolina registered architect on the following:

- A. Group assembly, educational, institutional occupancies, and hazardous use facilities regardless of size.
- B. Buildings three (3) or more stories in height
- C. Buildings over 5,000 square feet
- D. Architecture to show:
 - 1. Door and window schedules
 - 2. Handicap details
 - 3. Fire-rated wall shown on floor plan
 - 4. Type of construction shown on plan
 - 5. Total square footage

NOTE: *State law mandates all architects to have personal and corporate seals. Plans will not be accepted without them.*

II. Structural Plans to comply as follows:

- A. Must be wet-sealed and signed by a South Carolina engineer.
 - B. Anchor bolts detail must be shown with hurricane ties.
 - C. Design loads must be shown – live, dead, wind and Seismic.
 - D. Stair and railing details
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- A. Contact James Friday, Public Utilities Director for the cost of these fees.
 - B. Stormwater run-off and tie-ins must be to the satisfaction of Kevin Chestnut, Public Works Director. You may contact Mr. Chestnut at (843) 248-1730.

- IV. All zoning, parking, landscaping and appearances must be as required by the City of Conway Planning Department.
- V. The general contractor, plumbing, mechanical, and electrical subcontractors must be properly licensed by the State of South Carolina Licensing Board for Contractors. Separate permits must be obtained by the general contractor and each subcontractor.
- VI. All contractors and subcontractors must have a City of Conway Business License. To obtain this license you may contact the Business License Department at (843) 248-1780.
- VII. Sewer tap, water tap and all capital recovery fees must be paid at the issuance of the building permit.
 - A. Contact James Friday, Public Utilities Director for the cost of these fees.
 - B. Stormwater run-off and tie-ins must be to the satisfaction of Kevin Chestnut, Public Works Director. You may contact Mr. Chestnut at (843) 248-1730.

Residential

- All plans must be approved by Planning and Zoning
- Residential dwellings are to be engineered by a South Carolina registered engineer.
- Residential buildings that house more than two (2) families require an architect.
- Any subdivision regulations such as zoning, parking, landscaping and appearance must be as required by the City of Conway Planning Department.
- The contractor, plumbing, mechanical and electrical subcontractors must be properly licensed by the State of South Carolina. All other subcontractors must be licensed as required by state law as well as properly licensed by the requirements of the City of Conway.
- All contractors and subcontractors must have a City of Conway business license. To obtain this license you may contact the Business License Department at (843) 248-1780.
- Sewer tap, water tap and capital recovery fees must be paid at issuance of permit. Contact James Friday, Public Utilities Director at (843) 248-1730.
- Storm water run-off and tie-ins must be to the satisfaction of Kevin Chestnut, Director of Public Works. Contact Kevin Chestnut at (843) 248-1730.

The City of Conway is located in the D1 and D0 seismic zones, and is a hurricane prone region. With the additional protection from windborne debris, D1, and D0 requirements, all new single and two-family residences will be better prepared to withstand seismic forces and hurricane winds.

Flood Information: The City of Conway actively participates in the National Flood Insurance Program (NFIP) with updated ordinances to accommodate the highest flood created by Hurricane Floyd in September, 1999.

Any project in a flood zone must be reviewed by Billy Joe Sawyer, Building Official.