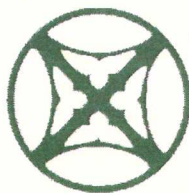


# City of Dillon

## Code Enforcement



401 West Main Street • P.O. Drawer 431  
DILLON, SC 29536  
(843) 774-0040 ext. 1012  
Fax (843) 774-0050  
Email: bennydilloncity@bellsouth.net

### CITY OF DILLON Guidelines for Contractors Effective July 1. 1993

The City of Dillon strives to make working in our community a pleasant experience. We are quite eager to assist contractors in the growth, development, and renovation of our town. We are enthusiastic about your projects in our community and know that you will help us in assuring that the construction industry meets or exceeds the standards of the International Building Codes. Public health, safety and general welfare of our citizens is a top priority within our city. It is our goal to insure that structures within our jurisdiction meet these standards.

We hope that you will find our inspections department knowledgeable, helpful, and efficient. Any suggestions that you may have are always welcome. Allow us to thank you in advance for your interest in the City of Dillon and your cooperation as you meet our guidelines.

#### What is needed to do business as a contractor?

A City of Dillon Business License is required of all contractors and subcontractors that will be working on a job. All construction projects must submit a listing of all subcontractors prior to beginning work. Final Inspection will be denied until all subcontractors have purchased the necessary business license and permits. The business license is based on the gross cost of the job. Rates for licenses are as follows:

City Resident Contractor- \$70.00 for first \$ 2,000 gross  
1.00 each additional \$1,000.

County Resident Contractor-\$95.00 for first \$ 2,000 gross  
1.50 each additional \$1,000.

Out of County Contractor- \$120.00 for first \$ 2,000 gross  
2.00 each additional \$1,000.

\*\*\* ALL permit types requires a contract price be given even though the cost of the job usually have nothing to do with the cost of the permit. This "cost of job" category relates directly to business license.\*\*\*

License # \_\_\_\_\_

Please remit with payment to:

**Complete and Mail**

City of Dillon  
Attn: Code Enforcement Department  
401 West Main Street - P.O. Drawer 431  
Dillon, SC 29536  
(843) 774-0040, ext. 1012  
Fax: (843) 774-0050  
Email: bennydilloncity@bellsouth.net

**\*Application cannot be emailed**

**City of Dillon  
BUSINESS LICENSE**



**APPLICATION**

**AUTHORIZED USE ONLY**

Date \_\_\_\_\_ Class \_\_\_\_\_

Fee \$ \_\_\_\_\_ Penalty \$ \_\_\_\_\_

Total \$ \_\_\_\_\_ Year \_\_\_\_\_

SCTC ☐ Taxes ☐

Zoning ☐ Permits ☐

Utility ☐ Other \_\_\_\_\_

APPLICATION TYPE: ☐ NEW ☐ RENEWAL ☐ OWNER CHANGE ☐ NAME CHANGE ☐ LOCATION CHANGE

Trade Name (Doing Business As) \_\_\_\_\_

Corporate Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Physical Location of Business \_\_\_\_\_ ☐ City ☐ County ☐ Outside County Limits

Business Web Address \_\_\_\_\_

Name of Point of Contact \_\_\_\_\_ Owner/Manager \_\_\_\_\_

Local Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

Home Office Phone # \_\_\_\_\_ Email \_\_\_\_\_

Federal Tax Id. Number \_\_\_\_\_ State Retail Sales # \_\_\_\_\_

Type of Business \_\_\_\_\_ Number of Amusement Machines \_\_\_\_\_ Owner of Machines \_\_\_\_\_

Type of License \_\_\_\_\_ (i.e. Contractor, Electrical, Medical, Message, etc)

PERMIT/LICENSED BY THE STATE OF SOUTH CAROLINA: A PHOTOCOPY OF THE LICENSE OR PERMIT MUST ACCOMPANY THIS APPLICATION

\_\_\_\_\_ Date \_\_\_\_\_ Applicant Signature \_\_\_\_\_

**AFFIDAVIT**

State of \_\_\_\_\_ County of \_\_\_\_\_

Personally appeared before me \_\_\_\_\_ and has made an oath  
that he is the owner or manager of \_\_\_\_\_ (Trade, business or profession)  
located at \_\_\_\_\_

South Carolina: that the gross income of said business, during the proceeding year did not exceed \$ \_\_\_\_\_

Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

\_\_\_\_\_, (L. S.)

Notary Public

- New Businesses must obtain a business license prior to beginning operation.
- Business Licenses Expire on June 1st of Each Year.
- RENEWAL BUSINESS LICENSES Must be Paid in Full On Or Before the Last Day of June to Avoid Penalties.

**PENALTIES WILL BE ASSESSED ACCORDING TO SECTION 7-1-12 OF THE CITY CODE**



All contractors involved with work on a residential structure are required to be registered with the South Carolina Home Builders Association. A copy of your wallet card will be required to obtain permits. Applications are available in the permit office. All specialty tradesmen are required to be registered. State licensed Residential Contractors will not need this registration card but will need to provide proof of license.

Proof of not less than five thousand dollars (\$5,000.00) corporate surety bond, executed by a surety company authorized to transact business in the State of South Carolina is required by all contractors regardless of trade. The said bond shall show the applicant as principals on the bond and condition such that the principal will comply with all provisions of all City of Dillon Ordinances and requirements, including, by way of example but not by way of limitation, building codes, building codes standards, plumbing codes, mechanical codes, housing codes, codes for the abatement of dangerous buildings, fire codes, and fire code standards, pertaining to the type of work that the contractor's or sub-contractor's license is required in respect of, and further conditioned that the City, in its sole discretion, or any person or entity that may be injured or damaged by the principal's failure to comply with such ordinances and requirements may bring action upon such bond to recover damages suffered in respect of such failure.

The City of Dillon has a nine member Board of Governors, appointed by Council, that regulates the rules and regulations imposed on the construction industry. Any complaints or grievances against the permitting process, fee schedules, testing, and items requiring a permit may be directed to their attention.

Tradesmen in the Electrical, Plumbing, Gas, and Mechanical fields are required to provide proof of proper licensing. South Carolina Master Certificates will be accepted as will City of Dillon Master cards. Other State licenses may also be accepted. After each individual card or State license is reviewed and verified by the Code Enforcement Office and the Board of Governors, a decision will be made on its validity. A 24 hour wait may be necessary so that we may better research the credentials of a Master Tradesman.





**SAMPLE**

# Western Surety Company

## LICENSE AND PERMIT BOND

For County, City, Town or Village Only-Not Valid for Bonds Required by the State. Not Valid for Contract, Performance, Maintenance, Subdivision, Agent to Sell Hunting and Fishing Licenses or Utility Guarantee Bond.

KNOW ALL MEN BY THESE PRESENTS:

BOND No. L & P-60401575

That we, \_\_\_\_\_ of \_\_\_\_\_, State of South Carolina, as Principal, and WESTERN SURETY COMPANY, a Corporation duly licensed to do business in the State of South Carolina, as Surety, are held and firmly bound unto the \_\_\_\_\_ City of Dillon, State of South Carolina, Obligee, in the amount

of Five Thousand and no/100 - - - - - (\$5,000.00) DOLLARS, (Valid only when a County, City, Town or Village is named as Obligee)

(NOT VALID FOR MORE THAN \$25,000)

lawful money of the United States, to be paid to the said Obligee, for which payment well and truly to be made, we bind ourselves and our legal representatives, jointly and severally.

THE CONDITION OF THIS OBLIGATION IS SUCH, That whereas, - the Principal has been licensed as a building contractor

by the Obligee. NOW THEREFORE, if the Principal shall faithfully perform the duties and comply with the laws and ordinances (including all amendments), pertaining to the license or permit, then this obligation to be void, otherwise to remain in full force and effect for a period commencing on the 31st day of March, 1995, and ending on the 31st day of March, 1996, unless renewed by continuation certificate.

This bond may be terminated at any time by the Surety upon sending notice in writing to the Obligee and to the Principal, in care of the Obligee or at such other address as the Surety deems reasonable, and at the expiration of thirty-five (35) days from the mailing of notice or as soon thereafter as permitted by applicable law, whichever is later, this bond shall terminate and the Surety shall be relieved from any liability for any subsequent acts or omissions of the Principal.

Dated this 31st day of March, 1995.

By: [Signature] Principal

WESTERN SURETY COMPANY

Countersigned

By [Signature] Resident Agent

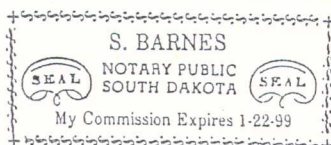
By [Signature] President

### ACKNOWLEDGMENT OF SURETY

STATE OF SOUTH DAKOTA }  
County of Minnehaha }

ss - (Corporate Officer)

On this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_, before me, the undersigned officer, personally appeared Joe P. Kirby, who acknowledged himself to be the aforesaid officer of WESTERN SURETY COMPANY, a corporation, and that he as such officer, being authorized so to do, executed the foregoing instrument for the purpose therein contained, by signing the name of the corporation by himself as such officer. IN WITNESS WHEREOF, I have hereunto set my hand and official seal.



[Signature]

Notary Public, South Dakota

Western Surety Company  
1-605-336-0850



City of Dillon cards are to be renewed on or before July 1 of each calendar year. Renewals will be reviewed annually by the Board of Governor's. Contractor's who have failed to acquire proper permits, pay fees, or fail to request inspections will be denied cards. Failure to renew a card within 90 days will result in cancellation of the license. A State license will be required before further permits will be issued. Effective July 1, 1994, the City of Dillon will grandfather those persons currently holding City Master Cards, all others will be required to show proof of a State license prior to permit issuance.

Other State regulations may apply to some trades. In the event that there is a more stringent State requirement, the City of Dillon will enforce the State of South Carolina laws.

When is a permit required?

The City of Dillon requires permits for all new construction projects as well as many alteration jobs. A Certificate of Zoning Compliance is required before any building or remodeling may take place. Zoning regulations within the corporate limits may prohibit some additions and enclosures. It is very important that these regulations be reviewed well before building is expected to begin.

It is always best to inquire about the need for a permit if there is a "gray" area. The penalty for work without a permit is a double fee. Fees charged or paid wrongfully will be refunded. It is always better to be safe than sorry.

New construction projects require a 24 hour wait once a complete application is received. All structures that exceed 5,000 square feet must present site plans as well as architectural plans prior to permits being issued. The seal of a registered South Carolina architect or engineer is required on all such structures. All assembly, educational, and institutional occupancies are required to submit sealed drawings as well. Every new construction project is required to submit a written or drawn description of the facility as well as a site schematic showing the location of the building and all side, front, and rear setbacks. No permits will be issued until the needed information is submitted. When a plan is required to be submitted, a plan-checking fee shall be paid along with the building permit fee. The plan-checking fee shall be equal to one-half of the building permit fee as based on the estimated cost of construction. There is no fee for site plan review.

Room enclosures, additions, appurtenant structures, porches, and decks must submit written or drawn intentions. These may be rough sketches but dimensions must be exact. The 24 hour application is required although the wait may be waived if sufficient evidence to assure zoning compliance is submitted.

Roofing, pool installation, siding installation and other similar jobs require separate permits. Be sure to check with the office before beginning such jobs. A wait is usually not required but a permit is.

Trailers are required to have permits. A copy of the bill of sale and a plat of the property that the trailer will be placed on is required. The requirement for plat will be waived if the trailer is being placed in a trailer park.

Building permits are based on a fee scale. The total gross cost of the job including all subcontracts will be used to factor the fee. A copy of the actual contract to construct or reliance on the SBCCI Building Valuation table will be used to determine a reasonable assessment of the contract price. (SBCCI updates this table quarterly--copies of the current table are available at the Permit office.)

BUILDING FEE TABLE:

Estimated Cost of  
Construction:

Permit Fee:

\$2000 or less	\$35.00
\$2,001 up to \$15,000	\$35.00 for the first \$2,000 plus \$5.00 for each additional thousand or fraction thereof up to \$50,000
\$15,001 up to \$50,000	\$87.00 for the first \$15,000 plus \$4.00 for each additional thousand or fraction thereof up to \$50,000
\$50,001 up to \$100,000	\$192.00 for the first \$50,000 plus \$3.50 for each additional thousand or fraction thereof up to \$100,000
\$100,001 up to \$500,000	\$317.00 for the first \$100,000 plus \$3.00 for each additional thousand or fraction thereof up to \$500,000
\$500,001 and up	\$1,117.00 for the first \$500,000 plus \$2.25 for each additional thousand or fraction thereof.

Demolition permits are required for properties being completely removed or torn down. Moving permits are required for houses and trailers that are moved within the City limits or being moved out of the corporate limits. Other requirements of the S.C. Highway Department must also be met. These arrangements are the responsibility of the contractor.



**Demolition Permits:**

A \$50.00 fee will be charged for the filing and clean-up inspection of structures being demolished.

**Moving Permits:**

A \$50.00 fee will be charged for moving any building or structure.

**Plan Checking Fees:**

When a plan is required to be submitted, a plan-checking fee shall be paid along with the building permit fee. The plan checking fee shall be equal to one-half of the building permit as based on the estimated cost of construction. There is no fee for site plan review. Residential Construction exceeding 5,000 square feet require plan review.

**Pool Permits:**

A \$60.00 fee will be charged to cover the inspections needed for the construction and plumbing of a pool.

A separate electrical permit will be required.

**Sign Permits:**

Sign permits are required. The permit fee will be based on the actual construction cost of the sign as if it were a building. Signs that exceed 25' in height will require drawings that carry an architect or engineer's seal.

A separate electrical permit will be required for lighted or animated signs.



## Mechanical Trades:

All new mechanical, electrical, plumbing, and gas work will require a permit. Appropriate calculations and information about equipment to be installed will be required.

Heat pump replacement, water heater change out, and service change out require permits. An electrical permit will be required when new branch circuits are added to the panel. Plumbing permits will be required when water supply lines have additions made to them that require a drain. The addition of a new fixture with a supply line and a drain requires a permit.

Simple replacement of an existing outlet or fixture can be made without a permit. The replacement of commodes or faucets does not require a permit.

Anytime that gas lines are disconnected and then reconnected, a pressure test is required.

Remember, if there is a question or "gray" area, it is better to ask than to be found doing work without a permit.

Electrical permits are based on service size.

Plumbing permits are based on total number of fixtures or appliances supplied with water and/or sewer.

Gas permits are based on the total number of fixtures.

Mechanical permits will be based on the tonnage or BTU's of the equipment being installed.

Fees are as follows:

### PLUMBING FEES

Permit Fee:	\$20.00
Sewer Connection:	\$10.00
Replace or Repair Sewer:	\$10.00
(10 L.F. or more requires a permit)	
Water Connection:	\$10.00
Fixture Fee:	\$ 2.50 (each fixture)
(including water and drainage piping)	
Sprinkler Heads:	\$ .50 (each)
(interior and lawn)	
Additional Inspections	\$20.00
Water Heater Change Out	\$20.00 flat fee
(Water line connection, Electric supply or gas lines will be inspected at this time. A Master license is required in Plumbing and Electrical or Gas to perform this change out.)	

Lawn Sprinklers require a permit and business license.

Remodeling: No permit required for replacing any fixture or valves as long as water lines or plumbing drainage lines are not moved or altered.

#### ELECTRICAL FEES

##### Residential:

Permit Fee	\$20.00
New Service-	
up to 200 amps	\$20.00
Additional amps over 200	\$ .15
Branch Circuits	\$ .50 per pole
Inspection Fee (card required)	\$20.00
Additional Inspections	\$20.00
Temporary Service Pole	\$20.00 flat fee
Change Out of Service	\$30.00 flat fee
Meter Base Change Out	\$30.00 flat fee

##### Commercial:

Permit Fee	\$30.00
New Service-	
up to 200 amps	\$20.00
Additional amps over 200	\$ .15
Branch Circuits	\$ 1.00 per pole
Inspection Fee (card required)	\$30.00
Additional Inspections	\$30.00
Temporary Service Pole	\$20.00 flat fee
Change Out of Service	\$35.00 flat fee
Meter Base Change Out	\$35.00 flat fee

#### HEATING AND COOLING

Permit	\$20.00
Up to 5 tons	\$ 4.00 per ton
Over 5 tons	\$ 2.00 per ton
Duct work (each unit)	\$20.00
Additional Inspections	\$20.00
Temporary Start-up Inspection	\$10.00

Each individual unit is calculated separately while multiple units on the same site may be covered under one permit.

Change Out of an existing unit without changing the duct system requires a \$10.00 permit fee and a \$20.00 inspection fee. This permit covers the changing of the electrical circuit to the unit or the installation of a disconnect at the unit. The permit also covers the installation of gas if the unit is replaced with a gas unit.



### REFRIGERATION

Permit fee	\$30.00
0.1 to 5 tons (H.P.)	\$10.00
5.1 to 15 tons (H.P.)	\$15.00
15 tons (H.P.)- up	\$20.00

### FOSSIL FUEL BURNING EQUIPMENT BOILERS - HEATING EQUIPMENT

Permit Fee	\$30.00
0.1 to 50,000 BTU	\$10.00
50,000 to 100,000 BTU	\$15.00
100,001 to 200,000 BTU	\$20.00
200,001 BTU - up	\$25.00

### GAS FEES

Permit Fee and First Outlet	\$20.00
Additional Outlets	\$ 5.00 each

### Other Requirements:

Inspections are required to close out a permit. It is the responsibility of the contractor to request inspections as work progresses, although it is not unusual for random progress inspections to be made. The Field Inspections Officer will be glad to review the inspections required of each permit issued. Failure to close out permits in a timely and reasonable manner will result in denial of additional permits. Final electrical inspections may be held up until all contractors on a job have been properly inspected and permits have been closed out.

Permits must be paid in full at the time they are issued. Permits must be applied for in person and signed at the time of issuance. Only those contractors that comply with local laws will be issued permits. Individual homeowners are allowed to perform work on their primary residence provided that a permit is obtained and that they have no intention of selling the residence within two years. No business license is required of the homeowner provided they do all of the work themselves.

CITY OF DILLON  
401 WEST MAIN STREET, DILLON, S.C. 29536  
(843)774-0040

( APPLICATION ONLY )

ISSUED DATE : MASTER BUILDING PERMIT PERMIT TYPE:  
APPLIED DATE : MASTER PERMIT # : PERMIT # :

PROJECT # :  
PROJECT ADDRESS :  
MAP# : BLK : LOT :

OWNER NAME :  
ADDRESS :  
CITY :  
STATE : ZIP-CODE :  
PHONE : ( ) -

CONTRACTOR :  
ADDRESS :  
CITY :  
STATE : ZIP-CODE :  
PHONE : ( ) -

PROPOSED USE :  
REPORT CODE :  
JOB DESCR :

USE ZONE : OCCUPANCY TYPE :  
FRONT : SIDES FT :  
REAR FT : SIDE STREET FT :

FIRE ZONE : FLOOD ZONE :  
CONSTRUCTION TYPE : @@@@

VALUATION : T.Sq Ft :  
FEE DUE : FEE PAID :

\*\*\*\*\* NOTICE \*\*\*\*\*  
This permit is hereby granted with the provision that the applicant will act in full accordance with all State Laws, Zoning, and other applicable ordinances of CITY OF DILLON, SC else this permit to be void. ISSUANCE OF THIS PERMIT DOES NOT IMPLY APPROVAL OF, OR CONSTITUTE A PRIVILEGE TO VIOLATE, ANY OTHER APPLICABLE STATE OR LOCAL ORDINANCES, CODES, LAWS, OR PRIVATE RESTRICTIVE COVENANTS. This permit expires 6 months from date of issue if work has not begun AND 1 month from date of issue for work performed on UNSAFE STRUCTURES unless extension has been granted by Director of Code Enforcement.

(SIGNATURE OF CONTRACTOR/AGENT/DATE

(SIGNATURE OF OWNER/AGENT/DATE

\*\* POST THIS PERMIT NEAR FRONT OF BUILDING \*\*

### INSPECTION RECORD

Inspection	Date	Inspector
Foundations		
Setback		
Trench		
Reinforcing		
Foundation wall &		
Weather Proofing		
POUR NO CONCRETE UNTIL ABOVE HAVE BEEN SIGNED.		
Concrete slab FL		
Elec Ground Work		
Plum Ground Work		
Gas Piping G Work		
DO NOT POUR FLOOR UNTIL ABOVE HAS BEEN SIGNED		
Rough Electrical		
Rough Plumbing		
Rough Gas Piping		
Rough Htg & Air		
Framing		
COVER NO WORK UNTIL ABOVE HAS BEEN SIGNED		
Lath&Plaster (IN)		
Lath		
Scratch Coat		
Brown Coat		
Finish Coat		
Wallboard		
Lath&Plaster (EX)		
Lath		
Scratch Coat		
Brown Coat		
Finish Coat		
Miscellaneous		
Roofing		
Sewer		
Refrigeration		
Elec Underground		
Final		
Elec Fixtures		
Plumbing Fixtures		
Gas Piping		
Heating & Air		
Job Completed		



(APPLICATION ONLY)

ISSUED DATE :  
APPLIED DATE :

MASTER ELECTRICAL PERMIT  
MASTER PERMIT #:

PERMIT TYPE:  
PERMIT #:

PROJECT #:  
PROJECT ADDRESS:  
MAP#: BLK: LOT:

OWNER NAME:  
ADDRESS:  
CITY:  
STATE: ZIP-CODE:  
PHONE: ( ) -

CONTRACTOR:  
ADDRESS:  
CITY:  
STATE: ZIP-CODE:  
PHONE: ( ) -

PROPOSED USE:  
REPORT CODE:  
JOB DESCR:

USE ZONE: OCCUPANCY TYPE:  
FRONT: SIDES FT:  
REAR FT: SIDE STREET FT:

FIRE ZONE: FLOOD ZONE:  
CONSTRUCTION TYPE: @@@@

VALUATION: T.Sq Ft:  
FEE DUE: FEE PAID:

\*\*\*\*\* NOTICE \*\*\*\*\*  
This permit is hereby granted with the provision that the applicant will act in full accordance with all State Laws, Zoning, and other applicable ordinances of CITY OF DILLON, SC else this permit to be void. ISSUANCE OF THIS PERMIT DOES NOT IMPLY APPROVAL OF, OR CONSTITUTE A PRIVILEGE TO VIOLATE, ANY OTHER APPLICABLE STATE OR LOCAL ORDINANCES, CODES, LAWS, OR PRIVATE RESTRICTIVE COVENANTS. This permit expires 6 months from date of issue if work has not begun AND 1 month from date of issue for work performed on UNSAFE STRUCTURES unless extension has been granted by Director of Code Enforcement.

(SIGNATURE OF CONTRACTOR/AGENT/DATE)

(SIGNATURE OF OWNER/AGENT/DATE)

\*\* POST THIS PERMIT NEAR FRONT OF BUILDING \*\*

INSPECTION RECORD

Inspection	Date	Inspector
------------	------	-----------

Foundations		
-------------	--	--

Setback		
---------	--	--

Trench		
--------	--	--

Reinforcing		
-------------	--	--

Foundation wall &		
-------------------	--	--

Weather Proofing		
------------------	--	--

POUR NO CONCRETE UNTIL ABOVE HAVE  
HAVE BEEN SIGNED.

Concrete slab FL		
------------------	--	--

Elec Ground Work		
------------------	--	--

Plum Ground Work		
------------------	--	--

Gas Piping & Work		
-------------------	--	--

DO NOT POUR FLOOR UNTIL ABOVE HAS  
BEEN SIGNED

Rough Electrical		
------------------	--	--

Rough Plumbing		
----------------	--	--

Rough Gas Piping		
------------------	--	--

Rough Htg & Air		
-----------------	--	--

Framing		
---------	--	--

COVER NO WORK UNTIL ABOVE HAS BEEN  
SIGNED

Lath&Plaster (IN)		
-------------------	--	--

Lath		
------	--	--

Scratch Coat		
--------------	--	--

Brown Coat		
------------	--	--

Finish Coat		
-------------	--	--

Wallboard		
-----------	--	--

Lath&Plaster (EX)		
-------------------	--	--

Lath		
------	--	--

Scratch Coat		
--------------	--	--

Brown Coat		
------------	--	--

Finish Coat		
-------------	--	--

Miscellaneous		
---------------	--	--

Roofing		
---------	--	--

Sewer		
-------	--	--

Refrigeration		
---------------	--	--

Elec Underground		
------------------	--	--

Final		
-------	--	--

Elec Fixtures		
---------------	--	--

Plumbing Fixtures		
-------------------	--	--

Gas Piping		
------------	--	--

Heating & Air		
---------------	--	--

Job Completed		
---------------	--	--



( APPLICATION ONLY )

ISSUED DATE :  
APPLIED DATE :

MASTER PLUMBING PERMIT  
MASTER PERMIT #:

PERMIT TYPE:  
PERMIT #:

PROJECT #:  
PROJECT ADDRESS:  
MAP#: BLK: LOT:

OWNER NAME:  
ADDRESS:  
CITY:  
STATE: ZIP-CODE:  
PHONE: ( ) -

CONTRACTOR:  
ADDRESS:  
CITY:  
STATE: ZIP-CODE:  
PHONE: ( ) -

PROPOSED USE:  
REPORT CODE:  
JOB DESCR:

USE ZONE: OCCUPANCY TYPE:  
FRONT: SIDES FT:  
REAR FT: SIDE STREET FT:

FIRE ZONE: FLOOD ZONE:  
CONSTRUCTION TYPE: @@@@

VALUATION: T.Sq Ft:  
FEE DUE: FEE PAID:

\*\*\*\*\* NOTICE \*\*\*\*\*  
This permit is hereby granted with the provision that the applicant will act in full accordance with all State Laws, Zoning, and other applicable ordinances of CITY OF DILLON, SC else this permit to be void. ISSUANCE OF THIS PERMIT DOES NOT IMPLY APPROVAL OF, OR CONSTITUTE A PRIVILEGE TO VIOLATE, ANY OTHER APPLICABLE STATE OR LOCAL ORDINANCES, CODES, LAWS, OR PRIVATE RESTRICTIVE COVENANTS. This permit expires 6 months from date of issue if work has not begun AND 1 month from date of issue for work performed on UNSAFE STRUCTURES unless extension has been granted by Director of Code Enforcement.

(SIGNATURE OF CONTRACTOR/AGENT/DATE

(SIGNATURE OF OWNER/AGENT/DATE

\*\* POST THIS PERMIT NEAR FRONT OF BUILDING \*\*

INSPECTION RECORD

Inspection	Date	Inspector
------------	------	-----------

Foundations		
Setback		
Trench		
Reinforcing		
Foundation wall &		
Weather Proofing		

POUR NO CONCRETE UNTIL ABOVE HAVE  
HAVE BEEN SIGNED.

Concrete slab FL		
Elec Ground Work		
Plum Ground Work		
Gas Piping G Work		

DO NOT POUR FLOOR UNTIL ABOVE HAS  
BEEN SIGNED

Rough Electrical		
Rough Plumbing		
Rough Gas Piping		
Rough Htg & Air		
Framing		

COVER NO WORK UNTIL ABOVE HAS BEEN  
SIGNED

Lath&Plaster (IN)		
Lath		
Scratch Coat		
Brown Coat		
Finish Coat		
Wallboard		

Lath&Plaster (EX)		
Lath		
Scratch Coat		
Brown Coat		
Finish Coat		

Miscellaneous		
Roofing		
Sewer		
Refrigeration		
Elec Underground		

Final		
Elec Fixtures		
Plumbing Fixtures		
Gas Piping		
Heating & Air		
Job Completed		



CITY OF DILLON  
401 WEST MAIN STREET, DILLON, S.C. 29536  
(843)774-0040

(APPLICATION ONLY)

ISSUED DATE :  
APPLIED DATE :

MASTER MECHANICAL PERMIT  
MASTER PERMIT #:

PERMIT TYPE:  
PERMIT #:

PROJECT #:  
PROJECT ADDRESS:  
MAP#: BLK: LOT:

OWNER NAME:  
ADDRESS:  
CITY:  
STATE: ZIP-CODE:  
PHONE: ( ) -

CONTRACTOR:  
ADDRESS:  
CITY:  
STATE: ZIP-CODE:  
PHONE: ( ) -

PROPOSED USE:  
REPORT CODE:  
JOB DESCR:

USE ZONE: OCCUPANCY TYPE:  
FRONT: SIDES FT:  
REAR FT: SIDE STREET FT:

FIRE ZONE: FLOOD ZONE:  
CONSTRUCTION TYPE: @@@@

VALUATION: T.Sq Ft:  
FEE DUE: FEE PAID:

\*\*\*\*\* NOTICE \*\*\*\*\*  
This permit is hereby granted with the provision that the applicant will act in full accordance with all State Laws, Zoning, and other applicable ordinances of CITY OF DILLON, SC else this permit to be void. ISSUANCE OF THIS PERMIT DOES NOT IMPLY APPROVAL OF, OR CONSTITUTE A PRIVILEGE TO VIOLATE, ANY OTHER APPLICABLE STATE OR LOCAL ORDINANCES, CODES, LAWS, OR PRIVATE RESTRICTIVE COVENANTS. This permit expires 6 months from date of issue if work has not begun AND 1 month from date of issue for work performed on UNSAFE STRUCTURES unless extension has been granted by Director of Code Enforcement.

(SIGNATURE OF CONTRACTOR/AGENT/DATE)

(SIGNATURE OF OWNER/AGENT/DATE)

\*\* POST THIS PERMIT NEAR FRONT OF BUILDING \*\*

### INSPECTION RECORD

Inspection	Date	Inspector
------------	------	-----------

Foundations		
Setback		
Trench		
Reinforcing		
Foundation wall &		
Weather Proofing		
POUR NO CONCRETE UNTIL ABOVE HAVE		
HAVE BEEN SIGNED.		

Concrete slab FL		
Elec Ground Work		
Plum Ground Work		
Gas Piping G Work		
DO NOT POUR FLOOR UNTIL ABOVE HAS		
BEEN SIGNED		

Rough Electrical		
Rough Plumbing		
Rough Gas Piping		
Rough Htg & Air		
Framing		
COVER NO WORK UNTIL ABOVE HAS BEEN		
SIGNED		

Lath&Plaster (IN)		
Lath		
Scratch Coat		
Brown Coat		
Finish Coat		
Wallboard		

Lath&Plaster (EX)		
Lath		
Scratch Coat		
Brown Coat		
Finish Coat		

Miscellaneous		
Roofing		
Sewer		
Refrigeration		
Elec Underground		

Final		
Elec Fixtures		
Plumbing Fixtures		
Gas Piping		
Heating & Air		
Job Completed		

All applicable tap fees and construction fees relating to City utilities are due and payable at the time of application for permits. No permits will be issued until tap fees are paid. Properties located outside of the City limits are required by Council policy to sign to annex into the corporate limits in exchange for access to City owned utilities. No permits will be issued until proper papers are signed.

No permits will be issued until the property owner has had proper clearance of the Planning and Zoning Board. This rule pertains primarily to properties that have recently subdivided or to persons that have purchased more than one lot and desire to build across lot lines.

Other Information:

Permits may be obtained in the City of Dillon Code Enforcement Department between the hours of 8:00 - 10:00 am and 3:00 - 5:00 pm.

Inspections will be perform between the hours of 10:00 - 12:00 am and 1:00 - 3:00 pm, except in cases of emergency such as electrical, gas, sewer or water service repair.

Business Licenses may be obtained in the Business License Department between the hours of 8:00 am - 5:00 pm.

Commercial State trade licensing information may be obtained by contacting South Carolina Licensing Board for Contractors at 110 Centerview Drive, Columbia, South Carolina 29211--(803) 896-4686.

The South Carolina Residential Home Builders Commission may be contacted at 110 Centerview Drive, Columbia, South Carolina 29211--(803) 896-4696.

The International Code Council (ICC) may be contacted at 900 Montclair Road, Birmingham, Alabama 35213--(205) 591-1853.

Copies of all current codes may be reviewed in the local Code Enforcement Office. Copies are also available to purchase at the current ICC membership rate.



#### § 4-4-7 WATER SALES TO CASUAL USERS IN CONTAINERS FURNISHED BY THE USERS.

The city may sell water to a casual user in containers furnished by the user at the rate of two dollars (\$2) per one thousand (1,000) gallons. The user must secure prior written permission from the Utilities Director. The person, firm, or corporation receiving the water shall pay for the same to the city before the water is secured.

(Ord. passed 10-14-1985)

#### § 4-4-8 CONSTRUCTION WATER.

Construction water will be furnished for each tap fee received at the following rate of ten dollars (\$10) minimum, four thousand (4,000) gallons per minimum, and two dollars (\$2) for each additional one thousand (1,000) gallons.

(Ord. passed 10-14-1985)

#### § 4-4-9 NEW CONNECTIONS.

(A) *Exemptions.* Churches are hereby exempt from the requirements to pay a tap-in fee for each new water and/or sewer connection as outlined within this ordinance.

(B) For each new water or sewer connection (excluding churches) the person or firm applying for service shall pay a tap-in fee as follows:

(1) For each single-family residence, a fee of five hundred and fifty dollars (\$550).

(2) For each multi-family residence unit and other residential units occupied by more than a single family, a fee of five hundred and fifty dollars (\$550) for each unit.

(3) For all other types of construction (non-residential) the water or sewer connection fee shall be based on the size of the water meter service installed at the following rates:

<i>Meter Size</i>	<i>In-Town</i>	<i>Out-of-Town</i>
3/4 inch	\$550	\$675
1 inch	\$650	\$850
1-1/2 inch	\$950	\$1,250
2 inch	\$1,200	\$1,600
3 inch	\$3,200	\$3,700
4 inch	\$4,500	\$5,100

## Charges and Fees

<i>Meter Size</i>	<i>In-Town</i>	<i>Out-of-Town</i>
6 inch	\$5,600	\$6,300
Fire Sprinkler	-0-	-0-

(C) Tap fees shall be due and payable by the applicant and collected by the city at the time the building or zoning permit is issued to the applicant.

(D) Water and/or sewer service taps made of lines constructed by the city (excluding replacement taps) will be subject to a four hundred dollars (\$400) construction cost in addition to all other appropriate tap fees.

(E) Upon payment of all applicable fees the city will provide water and sewer service to the property line of all single-family dwellings within the corporate limits of the city. The city will also provide water and sewer service to the property line of all commercial businesses within the corporate limits of the city for a three-fourths (3/4) inch meter at the cost of one thousand one hundred dollars (\$1,100) for water and/or at the cost of one thousand one hundred dollars (\$1,100) for sewer, for a one (1) inch meter at the cost of one thousand three hundred dollars (\$1,300) for water and/or at the cost of one thousand three hundred dollars (\$1,300) for sewer and a two (2) inch meter at the cost of two thousand four hundred dollars (\$2,400) for water and/or at the cost of two thousand four hundred dollars (\$2,400) for sewer provided that the city shall not incur any associated costs and/or expenses such as, but not limited to grinder pumps or the city having to cut into the paved surface of a highway, street or road right-of-way. For all other types of construction, water and sewer taps must be made by the owner's private contractor.

(F) Each person or firm applying for a replacement tap shall pay a fee of three hundred dollars (\$300).  
(Ord. 97-02, passed 2-10-1997; Am. Ord. 02-18, passed 10-14-2002; Am. Ord. 03-26, passed 1-19-2004; Am. Ord. 10-15, passed 1-12-2011)

### § 4-4-10 BILL AND PAYMENT SCHEDULE.

(A) All meters shall be read each month and each bill shall be mailed at the end of every month. Bills shall be for the amounts shown in § 4-4-4 and due prior to the 16th of each month. If bills are not paid prior to the 16th, a ten percent (10%) penalty will be charged. If bills are not paid prior to the first of the next month, a thirty-five dollar (\$35) late charge shall be imposed for all delinquent bills.

(B) When water, sewer and garbage services are billed out monthly and a previous amount has not been paid, the total bill past due and current has to be paid in full before cut-off date, which is five (5) working days following the first day of the month, or services will be discontinued until the customer has paid all bills, current and in arrears, with all penalties. No partial payments shall be accepted.  
(Ord. passed 5-1980; Am. Ord. 00-04, passed 4-10-2000; Am. Ord. 16-01, passed 2-8-2016)