



# CITY OF FOREST ACRES PLAN REVIEW FORM

ADDRESS OF PROJECT: \_\_\_\_\_

APPLICANT: \_\_\_\_\_ PHONE:(\_\_\_\_\_) \_\_\_\_\_

EMAIL: \_\_\_\_\_

ADDRESS: STREET: \_\_\_\_\_

CITY: \_\_\_\_\_ ST.: \_\_\_\_\_ Zip: \_\_\_\_\_

\_\_\_\_\_ I AM AN OWNER/BUILDER

OR

\_\_\_\_\_ I AM A RESIDENTIAL BUILDER, GENERAL CONTRACTOR OR DESIGN PROFESSIONAL LICENSED WITH THE STATE OF SOUTH CAROLINA.

\_\_\_\_\_ I HAVE A CURRENT CITY OF FOREST ACRES BUSINESS LICENSE.

IF YOU ARE A SPECIALTY CONTRACTOR PLEASE LIST YOUR LICENSE(S): \_\_\_\_\_

DESCRIPTION OF WORK TO BE DONE IN DETAIL: \_\_\_\_\_

**Two sets of construction documents are required:**

- Plat of property including proposed location of current building(s) and proposed construction.
- Detailed footing and foundation information.
- Detailed cross section or full framing details including floor joist, rafters, roof pitch, ceiling joist, floor joist with all spans, spacing between framing members and method of wall bracing per IRC 602.10
- Floor Plan
- Elevations – Views from all sides.
- All electrical information including receptacle locations, GFCI locations, smoke detector locations and panel box location.
- Energy Code Information or Reschek -2009 International Residential Code
  - Manual J (equipment sizing)
  - Manual D (duct work)

I understand that failure to provide two complete sets of plans with the required items indicated above may result in the delay of my plan review, a disapproval of the plans, a re-submittal fee and/or a stop work order on the construction.

I also understand that if I am an owner builder working on my own home or property that a statement of disclosure and understanding provided by the City of Forest Acres at the time of issuance of the building permit shall be signed by, and filed by me with the Richland County Register of Deeds.

**Please Read the Following Before Signing**

*SC Code Section 40-59-260 "State law requires residential construction to be done by licensed residential builders and specialty contractors. You have applied for a permit under an exemption to that law. The exemption allows you, as the owner of your property, to act as your own builder, to improve the property, structures, appurtenances or accessory structures on the property even though you do not have a license. You must supervise the construction yourself. You may build or improve a one-family or two-family residence. **The building must be for your own use and occupancy. It may not be built for sale or rent. If you sell or rent a building you have built yourself within two years after the construction is complete, the law will presume that you built it for sale or rent, which is a violation of this exemption.** You may not hire an unlicensed person as your residential builder or specialty contractor. It is your responsibility to make sure that people employed by you have licenses required by state law and by county or municipal licensing ordinances. Your construction must comply with all applicable laws, ordinances, building codes, and zoning regulations."*

**If a residential building or structure has been constructed by an owner under the exemption provided for in this section, the owner of the residential building or structure must promptly file as a matter of public record a notice with the register of deeds, indexed under the owner's name in the grantor's index, stating that the residential building or structure was constructed by the owner as an unlicensed builder. Failure to do so revokes the statutory exemption.**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_