

# SC Approved Modular Units

(Assembly, Business, Educational, Mercantile)

## Greenville County

Greenville County Square 301 University Ridge, Suite 4100 Greenville, SC 29601 - 3686 864 - 467 - 7060

**Modular Building.** A building manufactured off site to be used for commercial purposes. As of May 01, 1985 every modular building and/ or components shipped to or in the State of South Carolina for use, must contain a label number issued by the State of South Carolina Building Codes Council.

(The only exception to this law is for units or their components manufactured prior to January 01, 1985)

1. Go to eTRAKit and Create an Account.

<https://grvlc-trk.aspgov.com/eTRAKiT/login.aspx?lt=either&rd=~/PermitApplication/step1.aspx&activityNo=>

2. Tax Map No. can be obtained from the owner of the property, the landlord, or through Real Property Services 864-467-7300 or Internet; <http://www.greenvillecounty.org/appsAS400/RealProperty/>

3. **South Carolina Label Number(s)** shall be visually inspected at time of the inspection.

List Label Number(s) \_\_\_\_\_

Included on the Label is a designation of occupancy classification; circle the classification listed on the label: **A B E M.**

4. **Plan Requirements** (See Commercial Plan Review Submittal Documents on-line) submittal must include:

- Modular building plans bearing SC Building Code Council Seal and third party Design Professional Seal shall be submitted if the unit has not been manufactured and a Label Number(s) is/are not assigned. For SC review or information contact: Maggie Castles, Program Coordinator SC Modular Building Program at (803) 896-4688.
- A scaled and dimensioned foundation plan (plan view, section, structural design criteria)
- Site plan to include:
  - Dimension and location of off street parking, means of egress and ingress including drawing of building access ramp, parking space in compliance with Handicap Accessibility per **ICC A117.1-2017**.
  - Shape and Dimension of lot and Modular Unit.
  - Dimension from Unit to property lines and between Unit and other structures (Fire Separation Distances).
  - Location of all Right of Ways and setbacks.

5. **Setbacks:** to property lines and Right of Way (R/W). This dimension is required for processing.

Greenville County maintained road: Road and Bridges Department 864-467-7016.

Width of R/W Greenville County maintained: \_\_\_\_\_. (To be completed by applicant)

State maintained road: SCDOT Encroachment Office at 13 Saluda Dam Road, Greenville, SC, 29611

Width of R/W SCDOT maintained: \_\_\_\_\_. (To be completed and initialed by SCDOT). \_\_\_\_\_

6. Required, Permit information:

- Provide Cost of Unit Installation: \$ \_\_\_\_\_  
(Cost includes: setup cost and purchase price or rental price (for duration of unit on site))
- Estimated duration of time unit is to remain on lot: \_\_\_\_\_  
(Unit is considered **Temporary** if on the lot 180 days or less, the Code Official may grant 1 – 180 day extension)
- Service Amperage: \_\_\_\_\_ Number of Site installed circuit breakers: \_\_\_\_\_
- Plumbing is connected to: Holding Tank \_\_\_\_ Septic Tank \_\_\_\_ Public Sewer \_\_\_\_
- List all HVAC equipment not factory installed on unit: \_\_\_\_\_

**A MANUFACTURED HOME SHALL NOT BE USED FOR ANY USE OTHER THAN A SINGLE FAMILY DWELLING.**