

SC Approved Modular Buildings

(Offices, Class Rooms, Sales, Etc.)

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. Complete both [Commercial Building](#) and [Zoning](#) Applications.

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 with the Label Number(s) is a designation of occupancy classification; circle the classification listed on the label: A B E M.

4. **Plan Requirements** (Two copies) - Drawn to scale and 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/ANSI - A117.1-2017**.
 - Shape and Dimension of lot and Modular Unit.
 - Dimension from Unit to property lines and between Unit and other buildings.
 - Location of all Right of Ways:

Greenville County maintained roads can be obtained by contacting the Road and Bridge Department at 864-467-7016.

**State maintained roads can be obtained by contacting the SCDOT Encroachment Office located at 13 Saluda Dam Road, Greenville, South Carolina, 29611.

This dimension is required application for processing.

** It is the responsibility of the applicant to verify all SCDOT right-of-way information.

Width of R/W Greenville County maintained _____. (to be completed by applicant)

Width of R/W SCDOT maintained _____. (to be completed and initialed by SCDOT). _____

5. Required, Permit information:

- Provide cost of unit: \$ _____
(Cost includes: setup cost and purchase price or rental price (duration times monthly rental fee))
- 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)
- Provide Amperage of Service: _____
- Plumbing is connected to: ___ Public Sewer, ___ Septic, ___ Holding Tank
- List all HVAC equipment not originally installed on unit: _____

6. Securing Permit:

- Permit is to be purchased in accordance with SC General and Mechanical Contracting Act section 40-11-360 (B)

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

(21 March 2017/Rev. 13 January 2020)