



## Residential Construction Information Packet

Welcome to the City of Goose Creek. We are excited that you have chosen to begin a residential construction project in our city. The following packet of information should help you as you apply for a building permit and complete your construction. Please feel free to contact City staff any time you have a question or need further information. We look forward to working with you.

### Important Notes:

- Contractors may secure an “express building permit” by paying an additional \$500.00 business license fee. This eliminates the requirement that each subcontractor pull a separate permit for each property and enables a streamlined and timely inspection process.
- The impact fee for residential construction is \$286.15 per dwelling unit.

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### CITY CONTACTS:

#### Department of Planning and Zoning

Mark Brodeur, Planning & Zoning  
Director 843.797.6220 x 1118  
[mbrodeur@cityofgoosecreek.com](mailto:mbrodeur@cityofgoosecreek.com)

Brenda Moneer, Planning & Zoning Specialist  
843.797.6220 x 1116  
[BMoneer@cityofgoosecreek.com](mailto:BMoneer@cityofgoosecreek.com)

#### Department of Public Works

Mandy Neumann  
843.824.2200 x 4260  
[mneumann@cityofgoosecreek.com](mailto:mneumann@cityofgoosecreek.com)

#### Building Permits & Business License

Renee Phillips, Permits & Licensing Specialist  
843.797.6220 ext 1100  
[rphillips@cityofgoosecreek.com](mailto:rphillips@cityofgoosecreek.com)

#### Residential Taps and Water Billing

Karen Hennessy  
843.797.6220 x 1104  
[khennesy@cityofgoosecreek.com](mailto:khennesy@cityofgoosecreek.com)

## **NEW RESIDENTIAL CONSTRUCTION SUBMISSION CHECKLIST**

Please submit your start packages to the City's Permitting Office at City Hall (519 N. Goose Creek Blvd.).  
Each package should include:

- Building Permit Application
- Business License Application
- Four Plot Plans which show the following (see example attached):
  - Tax Map Number (TMS) and Address
  - Subdivision Name and Lot Number
  - Lot Dimensions
  - House Dimensions
  - Flood Zone Status – If located within a Flood Hazard Area must show BFE and FFE)
  - Wetlands Status
  - Setbacks
  - Sidewalks
  - Driveways (Note: Driveways on corner lots must be at least 40' from the point of the intersection of the two property lines)
  - Drainage Flow (Use arrows to indicate direction)
  - Proposed Accessory Structures
  - Easements, if any
  - Date and Scale
  - North Arrow
  - Surveyor/Engineer Stamp or Signature
- Two Full Sets of Stamped Engineered and Architectural Plans which meet the City's current building codes (if engineered trusses are used you must include truss shop drawings)
- Berkeley County Water and Sanitation Availability Letter
- City of Goose Creek Water Availability Letter
- Subcontractor Listing (see attached)
- Copy of Residential Contractor's State Contractor's License
- Two Copies of the 2006 IECC Inspection Checklist – "RESCHECK"
- Two Copies of the Manual J for the Home
- Builder's Construction Affidavit (see attached)

## DOCUMENTATION

The City of Goose Creek requires that the following information appear within the construction documents (R106.1.1 Information on Construction Documents):

- Statement indicating the code referenced for design including wind zone and seismic zone design specs
- Square footage of entire project and breakdown of conditioned space, garages, decks, porches, and accessory structures
- Foundation plan – plan and section view, with all details
- Building sections
- Wall sections
- Floor plan - Identify all rooms
- Electrical plan – may be included on floor plan
- Elevations of all four sides including exterior covering and all details
- Roof plan, including roof pitch and overhangs. Indicate site built or manufactured truss type. Site built roof system plans shall be designed and sealed by a structural engineer.
- Window, door, and garage door schedule (Include window design pressure ratings furnished by a design professional)
- Connector schedule for continuous load path, including all bracing and exterior sheathing details
- Documentation required to comply with the provisions of R301.2.1 (wind limitations), R301.2.1.1 (design criteria), and R301.2.1.2 (protection of openings) of the IRC

NOTE: For the City of Goose Creek to complete a proper plan review, structural plans shall match the site plan exactly. Architectural plans may be reversed from the site plan, but structural plans must match exactly. Structural plans must also be included for any options affecting the footprint of the home; i.e. fireplaces, porches, sunrooms, screen porches, etc.

Following review and approval, a copy of the City-approved, stamped construction documents is required to be present at the jobsite for every inspection. In addition, the shop drawings for all engineered products and assemblies used in the construction of the home shall be available, as will any and all manufacturer's literature, installation instructions etc. No plans = no inspections. A second violation will result in a \$50 re-inspection fee. (R106.3.1 Approval of Construction Documents)

The City of Goose Creek will require amended construction documents for any of the following changes (R106.4 Amended Construction Documents):

- Changes to the footprint
- Changes to the window and/or door locations and/or sizes
- Additions to the structure such as decks, porches, screen porches, sunrooms
- Changes to the structural framing systems
- Changes to the exterior covering
- Alteration of the roof system

## INSPECTIONS

The required inspections are as follows (R109.1 Types of Inspections):

- Foundation: before concrete is placed, either in footers or a slab
- Plumbing and electrical slab roughs: will be inspected at time of slab inspection; all trenches can be filled and piping covered
- Floor system: If crawl space construction, prior to placing subfloor
- Exterior sheathing, diaphragming, and nailing: before housewrap is installed
- Rough framing and trade roughs
- Interim power inspection: after house is trimmed out
- Final Certificate of Occupancy inspection

Note that additional inspections may be required depending upon the method of compliance with Section R301.2.1.1. These may include but are not limited to:

- Single and double clad shear walls
- Continuous load path requirements
- Bracing and other details as specified by the Engineer

## EXTERNAL AGENCY CONTACTS

Berkeley Electric Cooperative  
2 Spring Hall Drive  
Goose Creek SC 29445  
843.553.5020

Berkeley County Roads and Bridges  
223 N. Live Oak Drive  
Moncks Corner SC 29461  
843.719.4129

Berkeley Water and Sanitation Authority  
212 Oakley Plantation Road  
Moncks Corner SC 29461  
843.761.8817