

Sales Trailer

Permit Type(s) and Work Class(es)

- “Manufactured Building - “Commercial”

Notes

- A trailer must either meet all the requirements for new construction in the Flood Zone or be temporary (180 days) and fully licensed and ready for highway use.
- Trailers are prohibited from being placed in coastal high-hazard flood zones (VE and Coastal A Special Flood Hazard Areas (SFHA))
- Requires a separate Business License and Certificate of Occupancy to occupy and open to the public

Required Sub Permits

- Electrical T-Pole (temporary electrical utility service)
- Plumbing (if water and/or sewer utility/purveyor service connection)
- Fuel gas (if connecting to fuel gas utility/purveyor system)

Required Documents for Permit Application

- City of Charleston [Commercial Permit Application](#)
- Site Plan – indicate trailer size(s) and location(s), distance(s) to lot-lines, flood zones (if located in the Special Flood Hazard Area (SFHA))
- Foundation & Tie Down Plan & Details (signed & sealed by SC Registered Design Professional) (Note: City is within the 150mph wind design speed zone)
- Floor Plan - include: exits, accessible restroom, accessible entrance/exit (ramp, stairs, landing), drinking fountain
- Demonstrate S.C. Building Codes Council modular building label attached to the electrical panel cover door. (photo of label is preferred)

Applicable Fees

- [Building and Trade Permit Fee Schedule](#)

Required City of Charleston and South Carolina Licenses

- Business License, City of Charleston
- Contractor License, South Carolina

Required [R] / Optional [O] City Division Reviews

- Board of Architectural Review (BAR) [O] – *only if located in designated district*
- Design Review Board (DRB) [O] – *only if located in designated district*
- Building Inspections [R]
- Fire Marshal [R]

- Engineering [O] – *If in Right of Way (ROW) or creating new access through City ROW*
- Zoning [R]
- Flood Design [O] – *only if located in designated district*

Required [R] / Optional [O] City Field Inspections

- Commercial Electrical T-Pole; Pre-power & Service [R]
- Commercial Building Foundation [R]
- Commercial Building Strapping [R]
- Elevation Certificate – Final (if located in the Special Flood Hazard Area (SFHA)) [O]
- Commercial Plumbing Rough (if applicable) [O]
- Commercial Plumbing Final (if applicable) [O]
- Commercial Fuel Gas Rough (if applicable) [O]
- Commercial Fuel Gas Final (if applicable) [O]
- Commercial Electrical Final [R]
- Fire Marshal Final [R]
- Commercial Building Final [R]

Required Non-City Approvals

- Architectural Review Board (ARB) - *Daniel Island Only*

Certificate of Construction Completion

- Not Required – *only if requested by applicant*