

Planning & Development Department

803-329-5590 / permits@cityofrockhill.com

Physical (By Appointment Only): 155 Johnston Street, Rock Hill, SC 29730

Mailing: PO Box 11706, Rock Hill, SC 29731-1706

www.cityofrockhill.com



IRRIGATION SYSTEM PERMIT APPLICATION INSTRUCTIONS

WHEN TO USE THIS PROCESS

Submit this application for:

- Commercial irrigation systems;
- Residential irrigation systems unless the option in the blue box is selected.

This application is *not* required for residential customers who would like for the City to install a separate irrigation meter and splice-in addition to the water meter.

- The fee for this is \$550, but the water bill will not include charges for sewer usage on the portion of the water that is used for irrigation.
- If you choose this option, call us at the number above. We will accept your payment and submit a work order to the Utilities Department for the installation, which will take about 6 weeks.
- Your irrigation contractor will connect the irrigation system to the new water meter box.
- No additional steps are required in terms of permitting or inspections.

APPLICATION AND INSPECTIONS PROCESS

1. **Submit this application in PDF format through** the Online Services website at www.cityofrockhill.com/onlineservices.
2. **We will email you an invoice for the required fees**, which will be paid online.
 - [Fee schedule](#)
3. **Commercial customers only: Install the tap and meter box.** A City Infrastructure Inspector must witness the installation; call 803-448-9747 to schedule this.
4. **Complete the work** on the irrigation system and connect it to the meter box.
 - The back flow device must be a testable double check or a reduced pressure principal valve.
5. **Test the backflow preventer and submit the results** using our [Cross Connection Control Test Form](#) to the Planning and Development Department.
 - For commercial customers, if you need a meter to test the device, call us at 803-448-9747.
6. **Schedule a final inspection** using our Online Application Portal. Our inspector will need access to the backflow prevention device.
7. **Submit annual test results** to the Utilities Department employee listed on the Cross Connection Control Test Form.

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IRRIGATION SYSTEM PERMIT APPLICATION

LICENSING REQUIREMENTS

- 1. State license:** The installer of the backflow prevention device is required to have a South Carolina plumbing license. The installer of the irrigation system itself is not required to have a State license.
- 2. City Business License:** All contractors require a City of Rock Hill [business license](#).

PROJECT DETAILS

Property Owner: _____ Phone: _____

Property Owner Address: _____ Email: _____

Job Site Address: _____

Description of Work: _____

Valuation of Work \$ _____ (total cost of project)

IRRIGATION SYSTEM INSTALLER

Company Name: _____ Phone: _____

Address: _____ Email: _____

Rock Hill Business License #: _____

BACKFLOW PREVENTION DEVICE INSTALLER

Company Name: _____ Phone: _____

Address: _____ Email: _____

Contract Cost \$ _____ State License # _____ Rock Hill Bus. License #: _____

CERTIFICATIONS

- I certify that to the best of my knowledge, all information provided herein is true and correct and all work performed under this permit shall conform to the plans and specifications herewith submitted and to all applicable Building Codes and Laws and Ordinances pertaining thereto. I further understand that if any information provided is found to be incorrect or falsely stated that this permit will be null and void and that I may be responsible for violation of other related state laws and local ordinances.
- If I am not the property owner, I certify that I have the authority to apply for this permit from the property owner.
- If I am the property owner, I certify that I understand that I must use contractors licensed by the State of South Carolina as described above.

Applicant Signature: _____ Applicant Printed Name: _____

Applicant Title: _____ (Contractor, Property Owner, Agent, etc.)