

ITEMS NEEDED TO OBTAIN A BUILDING PERMIT FOR COMMERCIAL PURPOSES

Inspections must be called in by 4:30 pm the business day prior.

** Site Plan-showing required parking, landscaping, building location, and any sign locations.

** Septic Approval- Health Dept. 910-997-8320

*** (3) Three sets of plans and specifications

** Completed building permit application

Make sure accurate directions are given

Make sure there is a detailed description of proposed work.

A list of licensed sub contractors is required.

** Development permit application is required for development activities in flood hazard areas.

** Completed Appendix B and Energy summary sheet (attached to plans)

** Survey

** Owner/builder statement if owner is acting as General Contractor

** Workman's compensation coverage form

** Appointment of Lien Agency (Print or Post) if project cost is \$30,000 or more, see exceptions at: www.liensnc.com or call 888-690-7384.

** An approved erosion control plan approved by the NC Dept of Natural Resources for land disturbing activity over 1 acre in accordance with GS 113A-52 (6) and GS 113A-57.

** Contractors need to provide a current State Contractor's License and Certificate of Insurance.

**Informal Internal Review of inspection decisions available upon request