



GASTON COUNTY BUILDING INSPECTIONS DEPARTMENT
 PO BOX 1578 . 128 W. MAIN AVE. GASTONIA, NC. 28053
 PHONE (704) 866 -3155 FAX: (704)-866-3966
 Web Address: www.gastongov.com

COMMERCIAL BUILDING PERMIT APPLICATION

PERMIT NUMBER _____

PROJECT NAME: _____

PROJECT ADDRESS: _____

DIRECTIONS TO PROJECT: **Must be provided**

OWNER'S NAME: _____ **ADDRESS** _____
CITY _____ **STATE** _____ **ZIP** _____ **PHONE** _____

GENERAL CONTRACTOR _____ **GENERAL CONTRACTOR'S**
STATE LICENSE NUMBER _____
ADDRESS _____ **CITY** _____ **ZIP** _____ **GASTON CO.COMPUTER NO.** _____
OFFICE PHONE _____
CONTACT PERSON _____ **PHONE** _____ **CELL PHONE** _____

SUBCONTRACTORS: Provide the full name of the company, State License No. and, if known, the Gaston County computer number.

ELECTRICAL _____	LIC. NUMBER _____	COMPUTER NO. _____
MECHANICAL _____	LIC. NUMBER _____	COMPUTER NO. _____
PLUMBING _____	LIC. NUMBER _____	COMPUTER NO. _____
SPRINKLER _____	LIC. NUMBER _____	COMPUTER NO. _____
FIRE ALARM _____	LIC. NUMBER _____	COMPUTER NO. _____

DESCRIPTION OF WORK :

NEW: _____, ADDITION: _____, REMODEL: _____, UPFIT: _____, FIRE RESTORATION _____,
 OTHER _____.

DESCRIPTION OF STRUCTURE:

TYPE OF CONSTRUCTION: _____, OCCUPANCY CLASSIFICATION: _____, BUILDING HEIGHT: Stories _____ Feet _____
 BUILDING AREA _____ SQ. FT. SPRINKLERED: YES _____ NO _____ FIRE DISTRICT: YES _____ NO _____
 PROJECT WORK AREA _____ SQ. FT. ELEVATOR: YES _____ NO _____ FIRE ALARM: YES _____ NO _____

TOTAL CONTRACT PRICE (INCLUDE ALL TRADES): _____

UTILITIES:

CITY WATER _____ CITY SEWER _____ PRIVATE WELL _____ PRIVATE SEWER _____

NOTICE

This permit becomes null and void if work or construction authorized is not commenced within 6 months or if construction or work is suspended, or abandoned for a period of 12 months at any time after work is started. Inspections are required to confirm work in progress. A Saw Service is not considered a start.

I hereby certify that I have read and examined this document and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. Granting of a permit does not presume to give authority to violate or cancel the provisions of any state or local law regulating construction or the performance of construction.

DATE: _____

SIGNATURE OF PROPERTY OWNER.

MAY BE SIGNED BY CONTRACTOR ACTING AS AUTHORIZED AGENT OF PROPERTY OWNER.

REV 01/15



GASTON COUNTY BUILDING INSPECTIONS

Mailing Address: P.O. Box 1578 Gastonia, N.C. 28053-1578 , Phone Number (704) 866-3155
Street Address: 128 W. Main Ave., Gastonia, N.C. 28052 , Fax Number (704) 866-3966

Commercial Plan Review Submittal Requirements

Listed below are the items required for a complete plan submittal. Please review this checklist. Your plans **could be** delayed if any of the required items or information is missing. Please note that these are the minimum requirements for **ALL COMMERCIAL PLANS**, including those that do not require a design professional (per Section 204.3.5, NC Administration and Enforcement Code). Additional drawings or information could be required. You will need to include this checklist with your plan submittal packet – mark all appropriate items and if not applicable write NA to the side of the bullets.

- A **completed** Gaston County Commercial Building Permit Application must be submitted.
- Approval from the **Local** Zoning Jurisdiction (City) or **Gaston County Zoning is required** and verification **must be provided**.
- In all cases**, address verification from Gaston County Zoning (704.866.3075) is required. Written verification of this must be provided **unless** done in person at the front desk area.
- Gaston County Environmental Health Department (704.853.5200) approval is required when utilizing a private water **and/or** sewer system. Verification of this **must be provided**.
- Most new construction and additions to existing buildings will require approval/permit from the Gaston County Department of Natural Resources (704.922.4181). Verification of this **must be provided**.
- It is also the owner's and/or lead designer's responsibility to get approval letters from all other agencies (city, county, state etc) and verification **must be provided**.
- The affidavit for workers compensation coverage Appendix D must be submitted.
- The lien agent information form must be filled out and provided when required.
- The owner/contractor license exemption application must be submitted when applicable.
- Plan approval from the NC Department of Insurance, Engineering Division is required only for City/County owned buildings 20,000 square feet or greater, per Table 104.1 NC Administrative Code. Gaston County is approved to review all other buildings.
- Three complete** sets of plans (bounded in appropriate sets) must be submitted for review.
- Drawings submitted for review shall be finalized design drawings ready "**For Construction**".
- Please note the architect or lead designer will be the point of contact for this Department.
- Plans must be submitted with a **completed Appendix-B**.
- Project drawings must be drawn to scale (minimum paper size 11"x 17") with sufficient detail to fully indicate the nature and scope of work to be permitted. Drawings must be legible.
- Provide sealed, signed and dated plans by the design professional when required. **Refer to Section 204.3.5** of the NC Administration and Enforcement Requirements Code.
- Site plans **must be** included in your drawings. Show all parking, handicap parking and access aisles, handicap parking signage details, all walkways, accessible egress, distances to the property lines, distances from other structures on the lot, all utility locations and sizes (proposed and existing), existing and proposed grades, curb openings, ramps, landings, retaining walls etc.
- All construction within a **flood hazard area** must be clearly shown and designed per the NCBC.

- Include footing /foundation/slab plans with details and dimensions (including footing sizes, reinforcing steel, soil bearing capacity, anchor bolt details etc).
- Provide structural plans and details as needed (including columns, girders, joists, rafters, beams, headers, lintels, connection details etc).
- If the building being constructed is a **pre-engineered metal building** you must submit three sets of the metal building plans or a letter of engineering certification sealed, signed and dated from the designer with your project drawings.
- Review Chapter 17 NCBC for Special Inspection requirements. If your building falls into one of the categories of **Section 1704.1.2**, then special inspection and testing by a third party **will be** required (provide a schedule of special inspection services in Appendix-B **and** on the structural drawings).
- Provide elevation drawings with dimensions defining height details.
- For complex buildings, please show an exiting and life safety plan. Identify all rated walls and shafts, show calculations for the means of egress widths for all exits, all stairs, doors, corridors and ramped exits for each entire floor occupant load.
- If the work involves only a portion of a building, an overall plan shall be provided showing the entire building with the area of new construction highlighted.
- Floor plans for each floor (**identify the names and uses of each room**) including dimensions.
- Provide wall sections for all interior and exterior walls and other framing details as needed.
- Show construction designs and details for all rated walls, floors, ceilings, roofs, shafts, etc.
- Provide penetration designs and details for protecting all rated walls, floors, ceilings, roofs, shafts, etc.
- Finish schedule identifying all interior finishes for all rooms/spaces in the building.
- Ceiling plan layout and details (ceiling heights, type of ceiling, soffits, sprinkler heads etc.)
- Roof plan layout and details (roof slopes & drainage, scuppers, concentrated loads, access, etc.)
- Show how **NC Accessibility Code** requirements are met with reference to path-of-travel (outside/inside the building), area of refuge, restrooms, shower rooms, break-rooms, reception areas, cashier and customer service counters, elevated stages and platforms, etc.
- Window and Door schedules **must be** included in your drawings (identify all rated doors and windows, frame types, door hardware, sizes of glazing and tempered safety glass etc).
- Stairway details (width, risers, treads, handrails, guardrails, landings, headroom etc)
- If appropriate, please show the extent of any hazardous locations. Submit complete data on the type and the amount of hazardous materials stored, processed, manufactured, or used in this facility (provide MSDS Sheets).
- Provide a **complete** layout plan with details for the **Plumbing** Systems.
- Provide a **complete** layout plan with details for the **Mechanical** Systems.
- Provide a **complete** layout plan with details for the **Electrical** Systems.
- Fire Alarm plans and details, when appropriate or required by code, **must be** supplied to this Department and to the City or County Fire Marshal Official having jurisdiction. Refer to Section 907.1.1 of the NC Building Code for required construction documents.
- General layout and details of a Sprinkler System, when appropriate or required by code **must be** supplied to this Department. Detailed plans, shop drawings, calculations, etc. **must be** submitted to this Department and to the Fire Official having jurisdiction (City or County Fire Marshal).



GASTON COUNTY

Department of Building Inspections

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General Contractor Exemption Application

AN ACT TO REGULATE THE PRACTICE OF GENERAL CONTRACTING

"G.S. 87-1 'General Contractor' defined; exceptions.

(a) For the purpose of this Article, any person or firm or corporation who for a fixed price, commission, fee, or wage, undertakes to bid upon or to construct or who undertakes to superintend or manage, on his own behalf or for any person, firm or corporation that is not licensed as a general contractor pursuant to this Article, the construction of any building, highway, public utilities, grading or any improvement or structure where the cost of the undertaking is thirty thousand dollars (\$30,000) or more, or undertakes to erect a North Carolina labeled manufactured modular building meeting the North Carolina State Building Code, shall be deemed to be a 'general contractor' engaged in the business of general contracting in the State of North Carolina.

(b) This section shall not apply to the following:

(1) Persons, firms, or corporations furnishing or erecting industrial equipment, power plant equipment, radial brick chimneys, and monuments.

(2) Any person, firm, or corporation who constructs or alters a building on land owned by that person, firm, or corporation provided (i) the building is intended solely for occupancy by that person and his family, firm, or corporation after completion; and (ii) the person, firm, or corporation complies with G.S. 87-14. **If the building is not occupied solely by the person and his family, firm, or corporation for at least 12 months following completion, it shall be presumed that the person, firm, or corporation did not intend the building solely for occupancy by that person and his family, firm, or corporation.**

(3) Any person engaged in the business of farming that constructs or alters a building on land owned by that person and used in the business of farming, when the building is intended for use by that person after completion."

Section 2. G.S. 87-14 Regulations as to issue of building permits.

(a) Any person, firm, or corporation, upon making application to the building inspector or such other authority of any incorporated city, town, or county in North Carolina charged with the duty of issuing building or other permits for the construction of any building, highway, sewer, grading or any improvement or structure where the cost thereof is to be thirty thousand (\$30,000) or more, shall, before entitled to the issuance of a permit, satisfy the following:

(1) **Furnish satisfactory proof to the inspector or authority that the person seeking the permit or another person contracting to superintend or manage the construction is duly licensed under the terms of this Article to carry out or superintend the construction or is exempt from licensure under G.S. 87-1(b).**

If an applicant claims an exemption from licensure pursuant to G.S. 87-1(b)(2), the applicant for the building permit shall execute a verified affidavit attesting to the following:

—That the person is the owner of the property on which the building is being constructed or, in the case of a firm or corporation, is legally authorized to act on behalf of the firm or corporation.

—That the person will personally superintend and manage all aspects of the construction of the building and that the duty will not be delegated to any other person not duly licensed under the terms of this Article.

—That the person will be personally present for all inspections required by the North Carolina State Building Code, unless the plans for the building were drawn and sealed by an architect licensed pursuant to Chapter 83A of the General Statutes.

Mission Statement

Gaston County seeks to be among the finest counties in North Carolina. It will provide effective, efficient and affordable services leading to a safe, secure and healthy community, an environment for economic growth, and promote a favorable quality of life.

The building inspector or other authority shall transmit a copy of the affidavit to the Board, who shall verify that the applicant was validly entitled to claim the exemption under G.S. 87-1(b)(2). If the Board determines that the applicant was not entitled to claim the exemption under G.S. 87-1(b)(2), the building permit shall be revoked pursuant to G.S. 153A-362 or G.S. 160A-422.

(2) Furnish proof that the person has in effect Workers' Compensation insurance as required by Chapter 97 of the General Statutes.

(b) It shall be unlawful for the building inspector or other authority to issue or allow the issuance of a building permit pursuant to this section unless and until the applicant has furnished evidence that the applicant is either exempt from the provisions of this Article and, if applicable, fully complied with the provisions of subdivision (a)(1) of this section, or is duly licensed under this Article to carry out or superintend the work for which the permit has been applied; and further, that the applicant has in effect Workers' Compensation insurance as required by Chapter 97 of the General Statutes. Any building inspector or other authority that is subject to and violates the terms of this section shall be guilty of a Class 3 misdemeanor and subject only to a fine of not more than fifty dollars (\$50.00).

Section 4. G.S. 160A-420 Inspections of work in progress.

As the work pursuant to a permit progresses, local inspectors shall make as many inspections thereof as may be necessary to satisfy them that the work is being done according to the provisions of any applicable State and local laws and of the terms of the permit. In exercising this power, members of the inspection department shall have a right to enter on any premises within the jurisdiction of the department at all reasonable hours for the purposes of inspection or other enforcement action, upon presentation of proper credentials. If a permit has been obtained by an owner exempt from licensure under G.S. 87-1(b)(2), **no inspection shall be conducted without the owner being personally present, unless the plans for the building were drawn and sealed by an architect licensed pursuant to Chapter 83A of the General Statutes.** Failure to comply will result in a \$50.00 re-inspection fee.

I, the undersigned, have read and understand the above General Statute. As the owner of the land upon which a building permit was applied for, I hereby affirm or swear that I qualify under the exemptions to assume all responsibility and liability of a general contractor upon this project.

Violation of G.S. 87.1 will result in legal action, a stop work order, revocation of the building permit and you may be found guilty of a misdemeanor punishable of a fine not less than \$500, imprisonment of three months, or both.

Affidavit

I, _____, hereby declare that I am requesting to purchase a permit to build a
(Print name)

_____ located at _____
(Address of property)

Unlicensed Building Permit Applicant Questionnaire

By Signing this Application I also certify to all of the following:

Initial and sign

I own the land on which this building will be constructed? _____

I have not hired or intend to hire an individual to superintend and manage construction of the project? _____

I intend to superintend and manage construction activities? _____

I intend to schedule, contract, and directly pay for all phases of construction work to be done? _____

I intend to personally occupy the building (commercial: own and operate your business) for at least 12 consecutive months following completion of construction and do you understand that if you do not do so, it creates the presumption under law that you fraudulently secured the permit? _____

Under penalties of perjury and fraud, I declare the answers to the above questions to be true and accurate.

Applicant signature _____ Date _____

I certify that the above person personally appeared before me and acknowledged the execution of the foregoing instrument. Witness my hand and notary seal on the _____ day of _____, 20__

Notary Public

My commission Expires: _____

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Gaston County Health Department

Food, Lodging, Institutions, Tattoos and Swimming Pools

Permitting, Inspections and Educational Information

Gaston County Environmental Health Division is responsible for the inspections and permitting of the following establishments. Please contact their office at 704-853-5200 for more information:

- Adult Daycares
- Bed & Breakfast Homes
- Bed & Breakfast Inns
- Caterers
- Commissary for Push Carts & Mobile Food Units
- Daycares
- Educational Food Service
- Elderly Nutritional Sites
- Food Stands
- Hospitals
- Institutions
- Institutions (Cafeterias)
- Limited Food Services
- Lodging Establishments
- Meat Markets
- Mobile Food Units
- Nursing Homes
- Nursing Homes (Cafeterias)
- Park & Recreation Food Stands
- Private Board Schools/Colleges
- Push Carts
- Residential Care
- Rest Homes
- Rest Homes (Cafeterias)
- Restaurants
- School Buildings (Private & Public)
- School Cafeterias (Private & Public)
- Street Fairs, Festivals & Carnivals
- Summer Camps
- Swimming Pools (Public)
- Tattoos
- Temporary Food Establishments

Lien Agent Information

*The following information is being supplied in accordance with North Carolina Senate bill 42
In order to obtain a building permit*

Address of project _____ Permit # _____

Lien Agent/Agency _____

Agent's address _____

Agent's Phone number _____

Agent's fax number _____

Agent's email _____

This information **MUST** be posted in a conspicuous place and **MUST** remain for the duration of the project.

NO inspections may take place without this document onsite.

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APPENDIX D

AFFIDAVIT OF WORKERS' COMPENSATION COVERAGE

NCGS 87-14

The undersigned applicant for Building Permit # _____ being the

_____ Contractor

_____ Owner

_____ Officer / Agent of the Contractor or Owner

Do hereby attest under penalties of perjury that the person(s), firm(s), or corporations(s) performing the work set forth in the permit:

_____ has/have three (3) or more employees and have obtained workers' compensation insurance to cover them,

_____ has/have one (1) or more subcontractor(s) and have obtained workers' compensation insurance to cover them,

_____ has/have one (1) or more subcontractor(s) who has/have their own policy of workers' compensation covering themselves,

_____ has/have not more than two (2) employees and no subcontractors,

While working on the project for which this permit is sought. It is understood that the Inspection Department issuing the permit may require certificates of coverage of workers, compensation insurance prior to issuance of the permit and at any time during the permitted work from any person, firm, or corporation carrying out the work.

Firm Name: _____

By: _____

Title: _____

Date: _____