



## GASTON COUNTY BUILDING INSPECTIONS

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*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. 28053-1578*

### Residential Permit Application Requirements: Interior Remodels

The steps listed below should be used as a general guideline to submitting a completed application for review. Please know that additional documents *may be* required depending upon the project being completed.

**Step 1: Written Approval from City or County Zoning Department:**

**Step 2: Written Approval from Health Department:**

Needed if a septic system is on-site and the bedroom count of the home will be increasing. Gaston County Health Department can be contacted at **704-853-5200**.

**Step 3: Completed residential application including:**

- All Contractor & Sub-Contractor information
  - Owner may act as General Contractor, however the **General Contractor Exemption** form must accompany the application when being submitted if the estimated job is **\$30,000 or greater**.
  - All projects with an estimated cost of **\$30,000 or greater** must have a licensed General Contractor unless the Owner of the property is acting as such.

**Step 4: Appendix D / Workers Compensation:**

Required for all jobs

**Step 5: Interior Remodel Checklist:**

Included in application packet

*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.*



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

RESIDENTIAL BUILDING PERMIT APPLICATION

PERMIT NUMBER \_\_\_\_\_

MASTER PLAN NUMBER \_\_\_\_\_

PROJECT ADDRESS (Including Lot Number) \_\_\_\_\_

DIRECTIONS TO PROJECT (must be provided)

OWNER'S NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE \_\_\_\_\_

CONTRACTOR \_\_\_\_\_ STATE LICENSE NUMBER \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_ GASTON CO.COMPUTER NO. \_\_\_\_\_

OFFICE PHONE \_\_\_\_\_ CELL PHONE \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_ PHONE \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

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

ELECTRICAL \_\_\_\_\_ LICENSE # \_\_\_\_\_ COMPUTER # \_\_\_\_\_

Phone Number \_\_\_\_\_

MECHANICAL \_\_\_\_\_ LICENSE # \_\_\_\_\_ COMPUTER # \_\_\_\_\_

Phone Number \_\_\_\_\_

PLUMBING \_\_\_\_\_ LICENSE # \_\_\_\_\_ COMPUTER # \_\_\_\_\_

Phone Number \_\_\_\_\_

DESCRIPTION OF STRUCTURE: (check ALL that apply to your project.)

- SINGLE FAMILY RESIDENCE, DUPLEX RESIDENCE, TOWNHOME, MODULAR HOME, ON FRAME, OFF FRAME, ATTACHED GARAGE, DETACHED GARAGE, ATTACHED CARPORT, DETACHED CARPORT, ACCESSORY STRUCTURE, PIER/BOAT DOCK

NUMBER OF STORIES \_\_\_\_\_ NUMBER OF BEDROOMS \_\_\_\_\_

(no room plans may be listed as a "bonus room")

DESCRIPTION OF WORK: (Check One - Please describe if "OTHER")

NEW, ADDITION, REMODEL, DEMOLITION, FIRE RESTORATION, OTHER \_\_\_\_\_

If this section is not filled out and matching the plans it will cause delay in the review process.

SQUARE FOOTAGES: APPLICANT MUST PROVIDE THE SQUARE FOOTAGE OF EACH PORTION OF STRUCTURE

TOTAL NEW HEATED AREAS (Includes all new heated areas on all floors, including finished basements, etc.)

UNFINISHED ROOMS \_\_\_\_\_ TOTAL OF ALL COVERED/UNCOVERED PORCHES, DECKS \_\_\_\_\_

UNFIN. BASEMENT \_\_\_\_\_ ATTACHED GARAGE \_\_\_\_\_ DETACHED GARAGE \_\_\_\_\_ STORAGE BLDG \_\_\_\_\_

PIER/BOAT DOCK \_\_\_\_\_ ATTACHED CARPORT \_\_\_\_\_ DETACHED CARPORT \_\_\_\_\_ OTHER \_\_\_\_\_

UTILITIES:

- CITY WATER, COMMUNITY WELL, PRIVATE WELL, CITY SEWER, COMMUNITY SEWER, 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



# 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*

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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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**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: \_\_\_\_\_



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## GASTON COUNTY BUILDING INSPECTIONS CHECKLIST FOR REMODELING OR FIRE RESTORATION

*\*All IRC Codes must be met: It shall be the Homeowners / Contractors responsibility to confirm to all the technical codes\**

*\*Per General Statute's 156a-357 Issuance of this permit shall not prevent the Inspections dept from requiring corrections of errors in plans, constructions or violations of the code\**

### CHECK ALL THAT APPLY

#### EXTERIOR:

REPLACING ROOFING MATERIALS ONLY (**shingles, etc.**)

REPLACING RAFTERS OR SHEATING

ADDING ROOF VENTS

REPLACING GUTTERS

NEW SIDING (**Must have approved water-resistive barrier behind siding**)

NEW WINDOWS OR REPLACING OLD WINDOWS

(**Windows must meet new "U" factor of .35 or below**)

NEW DOORS

RAILS ON DECK OR PORCH

(**All portions of a porch or deck from the header down, including posts, guardrails, pickets, steps and floor structure must be pressure treated lumber. Repair or replacement of a deck must meet Appendix M of the North Carolina Residential Code**)

OTHER:

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#### STRUCTURAL:

REPLACING OR REPAIRING FLOOR JOIST

(**Must be correctly sized for load and span with the proper amount of bearing on both ends**)

REPLACING PIERS UNDER HOUSE

REPLACING SILLS (PLATES) UNDER DWELLING

REPLACING GIRDERS

(**Must be correctly sized for load and span with the proper amount of bearing on both ends**)

ADDING FOUNDATION VENTS

ADDING DRAIN OR SUMP PUMP IN BASEMENT OR CRAWL SPACE

(**Must be piped outside of the basement or crawl space to daylight**)

REPAIRING FOUNDATION; PIERS OR COLUMNS

OTHER:

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**INTERIOR:**

REPLACING DOORS

MOVING OR RELOCATING INTERIOR WALLS

**(If wall is a load bearing wall all existing load paths must be maintained to foundation)**

REPLACING SHEETROCK

**(Insulate all exterior walls; if replacing ceiling, then attic insulation will have to be replaced.**

**Walls require R-15; Floors require R-19; Attics require R-30CI or R-38)**

IF REPLACING SHEETROCK PLEASE LIST HOW MANY ROOMS \_\_\_\_\_

REPLACING CABINETS OR REPAIRING EXISTING CABINETS

**OTHER:**

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**PLUMBING: (All new plumbing must meet the latest edition of the North Carolina Plumbing Code)**

NEW WATER CLOSET (Toilet) – HOW MANY? \_\_\_\_\_

NEW LAVATORY/SINK – HOW MANY? \_\_\_\_\_

NEW TUB OR SHOWER – HOW MANY? \_\_\_\_\_

NEW KITCHEN SINK, DISHWASHER, DISPOSAL, ETC.

REPLACING WATER HEATER

REPLACING WATER SUPPLY LINES OR DRAIN LINES

**(Must be tested in accordance with the North Carolina Plumbing Code)**

**OTHER:**

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**ELECTRICAL: (All new electrical must meet 2017 NEC code)**

**\*\*\*note\*\*\* If new electrical wiring is done and there is access to walls and ceilings then you will have to install smoke detectors that are hardwired and interconnected, any area of the home that is not accessible will require smoke detectors to be installed that are battery operated**

NEW SERVICE

REWIRING PARTS OF HOUSE AS NEEDED

REPLACING LIGHT FIXTURES

ADDING RECEPTACLES

**OTHER:**

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**MECHANICAL:** (Must meet the latest edition of the North Carolina Mechanical Code and the Fuel Gas Code, as well as all Manufacturers installation instructions)

NEW FURNANCE OR OTHER GAS FUELED APPLIANCE

NEW AIR CONDITIONER

NEW OR REPAIRED DUCTWORK

NEW BATHROOM VENTS

**OTHER:**

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**ESTIMATED COST OF ALL WORK \$ \_\_\_\_\_ .00**

\_\_\_\_\_  
SIGNATURE OF CONTRACTOR/OWNER OR AUTHOIZED AGENT

\_\_\_\_\_  
DATE

\_\_\_\_\_  
ADDRESS OF PROPERTY

\_\_\_\_\_  
CITY

**THIS FORM MUST BE LEFT ON THE JOB SITE FOR ALL INSPECTIONS.**