

CATAWBA COUNTY



REQUIREMENTS FOR PHASED CONSTRUCTION PERMITS

Due to the increased demand within the area for issuance of building permits in specific phases to allow construction while finalizing the design requirements, Catawba County has adopted the following guidelines for the issuance of phased construction permits.

FOOTING FOUNDATION SLAB PERMIT

1. Site plan (screening, landscaping and parking, etc.) and utility plan (erosion control, storm drainage, driveways, hydrants, water & sewer, etc.) required.
2. Completed appendix B with appropriate signatures.
3. Footing and foundation wall plan with associated details and sections.
 - a. Prefabricated metal buildings require erection plans detailing design loads & anchor bolt placement or a letter from the metal building engineer addressing design loads along with approved anchor bolt plan.
4. Scope of construction is limited to footings, slab and foundation walls only.
 - a. Portions of the electrical and plumbing systems needed below the slab may be installed with the appropriate plans and permits.
 - b. It is recommended that areas identified for future plumbing facilities be left open for future placement of concrete.
5. If DOI approval is required, letter must state foundation approval prior to permit issuance.

NOTE: Foundation wall – a wall below the first floor extending below the adjacent ground level and serving as support for a wall, pier, column or other structural part of a building. This does not include any exterior walls enclosing a building.

SHELL-IN (HULL-IN) PERMIT

1. Site plan (screening, landscaping and parking, etc.) and utility plan (erosion control, storm drainage, driveways, hydrants, water & sewer, etc) required.
2. Completed appendix B with appropriate signatures.
3. Submit building elevations, wall sections, and structural details along with any associated (P, M&E) systems authorized during shell-in (hull-in) work.
 - a. Prefabricated metal buildings require erection plans detailing design loads & anchor bolt placement or a letter from the metal building engineer addressing design loads along with approved anchor bolt plan.
4. Shell (hull) includes exterior walls, interior load bearing walls, elevated floors, grade level floor slabs and roof.
5. Shell (hull) may include setting rooftop mechanical units; **installation of ductwork, gas lines or electrical circuits for the rooftop units is prohibited.** (Installation of ductwork, gas lines and electrical circuits in a multi-story building may be permitted with approved plans on a case-by-case basis.)
6. Shell (hull) may include the installation of electrical and plumbing systems needed below the slab with the appropriate plans and permits.
7. Shell (hull) may include house panel with exterior parking lot lighting and soffit lighting with plans and permits.
8. If DOI approval is required appropriate letter of approval shall be submitted prior to permit issuance.

NOTE: Plumbing & electrical work below slab must be adequate for intended occupancy or slab may have to be removed to accommodate occupancy requirements at time of upfit.

INTERIOR UPFIT PERMIT

1. Site plan (screening, landscaping and parking) and utility plan (erosion control, storm drainage, driveways, hydrants, water & sewer, etc.) required.
2. Completed appendix B with appropriate signatures.
3. Anticipated changes to the original shell-in (hull-in) shall be accompanied by the appropriate plans such as:
 - a. Footing and foundation wall plan with associated details and sections.
 - b. Building elevations, wall sections, and structural details along with any associated changes in P, M & E systems authorized by previous phased construction permits.
4. Submit complete interior building plans and associated details for the tenant space or building and all service systems (P, M&E).
5. If DOI approval is required, appropriate letter of approval shall be submitted prior to permit issuance.

Any questions regarding these guidelines may be directed to the Catawba County Permit Center (828) 465-8399.