

NUMBER OF PLANS NEEDED:								
	Catawba, Town of	Claremont	Conover	County	Hickory	Longview	Maiden	Newton
COMMERCIAL								
New	A	RR	I	F	G	PP	OO	K
Addition	A	RR	I	F	G	PP	OO	K
Alteration (exterior only)	B	B	M	E	F	C	D	C
Alteration (interior only)	NN	NN	M	U	W	QQ	NN	M
Foundation only	A	RR	I	F	G	PP	OO	K
Shell-in	A	RR	I	F	G	PP	OO	K
Up-fit	A	RR	I	F	G	PP	OO	K
Multi-family (Apartments w/ 3 or more units)	A	RR	I	F	G	PP	OO	K
Job Trailer	#	#	T	T	T	#	#	T
Mobile claRRroom/ Office	A	RR	C	F	G	RR	OO	C
Spray Booth	NN	U	B	U	U	QQ	U	M
Dust Collection System	RR	RR	C	F	G	NN	OO	K
Generator/ Commercial (over 400 amp)	D	E	C	H	Y	B	E	C
Appliance/ gas or electrical/ New Installation	E	E	E	E	E	E	E	E
Ductwork/ New installation or addition to existing	E	E	E	E	U	B	E	E
Fire Alarm System/ New bldg or addition to bldg	NN	E	DD	U	U	QQ	U	DD
Fire Alarm System/ Alteration or extending existing	EE	CC	AA	CC	CC	EE	CC	AA
Grease Trap	T	T	BB	#	CC	BB	T	BB
Hood System	U	U	B	U	U	QQ	H	B
Mechanical Unit(s)/ Inside/change out same size	#	#	#	#	FF	#	#	#
Mechanical Unit(s)/ Outside/change out same size	#	#	#	#	FF	#	#	#
Mechanical Unit(s)/ Inside/New or different size	D	E	D	H	F	B	E	D
Mechanical Unit(s)/ Outside/New or different size	D	E	D	H	F	B	E	K
Roofing/ Structural Repair or complete replacement	E	E	E	E	N	B	E	E
Roofing/ Reroof (no structural changes)	#	#	#	#	FF	#	#	#
Service Change (over 400 amp)	E	E	E	E	U	E	E	E
Service Repair (over 400 amp)	E	E	E	E	U	E	E	E
Sprinkler System/ New bldg or addition	NN	NN	DD	E	U	QQ	U	DD
Sprinkler System/ Alteration or extending	EE	CC	MM	CC	CC	EE	CC	AA
Walls/ Interior non-load bearing	NN	NN	B	U	U	U	H	M
Public Pool	A	C	I	H	G	C	D	K
Commercial Dock	A	#	C	H	H	#	#	#
Demolition (interior)	Q	Q	#	#	Q	#	T	Q
Demolition (exterior: total & partial)	#	#	#	#	HH	#	T	HH
Revision to Plans or Permit	L	L	L	L	L	L	L	L
TOWNHOUSE/ CONDO								
New	A	RR	I	F	G	RR	OO	K
Addition	A	C	I	H	G	C	D	K
Alteration (interior)	#	Q	#	#	#	#	#	GG
Temporary Events								
	JJ	P	R	P	P	II	P	R
SIGN								
Wall	C	C	C	H	H	C	C	C
Ground	C	C	C	H	H	C	C	C
Monument	C	C	C	H	H	C	C	C
Pole (under 12' high or 32 sq.ft.area)	C	C	C	H	H	C	C	C
Pole (over 12' high or 32 sq.ft.area)	C	C	C	H	H	C	C	C
AWNING								
Without lettering	C	C	C	H	H	C	C	C
With lettering	C	C	C	H	H	C	C	C
Erosion Control								
	KK	KK	KK	KK	KK	KK	KK	LL
ENVIRONMENTAL HEALTH								
	S	S	S	S	S	S	S	S

notes that no plans are required
See Key for number of plans on page 2

Key for Number of Plans Needed

A. 4 site plans / 2 construction drawings to jurisdictions Planning Department; 4 full sets of drawings to Permit Center														
B. 1 set construction drawing to jurisdictions Planning Department; 3 sets construction drawings to Permit Center														
C. 1 full set of drawings to jurisdictions Planning Department; 3 full sets of drawings to Permit Center														
D. 1 site plan to jurisdictions Planning Department; 3 full sets of drawings to Permit Center														
E. 3 sets construction drawings to Permit Center														
F. 5 full sets of drawings to Permit Center														
G. 7 full sets of drawings to Permit Center														
H. 4 full sets of drawings to Permit Center														
I. 5 site plans / 3 construction drawings to jurisdictions Planning Department; 3 full sets of drawings to Permit Center														
J. 2 site plans / 4 construction drawings to jurisdictions Planning Department; 3 full sets of drawings to Permit Center														
K. 3 full sets of drawings to jurisdictions Planning Department; 3 full sets of drawings to Permit Center														
L. Revisions to plans or permit require the same # of plans originally submitted, unless otherwise specified														
M. 3 construction drawing to jurisdictions Planning Department; 3 sets construction drawings to Permit Center														
N. 2 construction drawings to jurisdictions Planning Department; 3 sets construction drawings to Permit Center														
O. 1 full set of drawings to Permit Center														
P. 1 site plans that show locations of vendors, stages, bleacher, ect to jurisdictions Planning Department; 2 site plan to Permit Center														
Q. 1 set construction drawings to jurisdictions Planning Department														
R. 1 site plan that shows locations of vendors, stages, bleacher, ect to jurisdictions Planning Department; 1 site plan to Permit Center														
S. The following require 1 full set of plans for Environmental Health review in addition to sets needed per spread sheet: <table style="width: 100%; border: none;"> <tr><td style="width: 50%;">a) Restaurant (any facility selling food to the public) - new, alterations, additions,</td><td style="width: 50%;">b) Meat Market</td></tr> <tr><td>c) School Bldg or Lunchroom, public or private</td><td>d) Commissaries</td></tr> <tr><td>e) Elderly Nutrition Site</td><td>f) Sport Concession Stand</td></tr> <tr><td>g) Hotel, Motel or other lodging establishment, including Bed & Breakfast home or Inn</td><td>h) Summer Camp</td></tr> <tr><td>i) Rest or Nursing Home</td><td>j) Hospital or residential care</td></tr> <tr><td>k) Child Day Care Facility, Orphanage, Children's Home or similar</td><td>l) Migrant housing</td></tr> <tr><td>m) Swimming pool, spa, water spray area or other public impoundment of water (not inc residential pools)</td><td>n) Jail</td></tr> </table>	a) Restaurant (any facility selling food to the public) - new, alterations, additions,	b) Meat Market	c) School Bldg or Lunchroom, public or private	d) Commissaries	e) Elderly Nutrition Site	f) Sport Concession Stand	g) Hotel, Motel or other lodging establishment, including Bed & Breakfast home or Inn	h) Summer Camp	i) Rest or Nursing Home	j) Hospital or residential care	k) Child Day Care Facility, Orphanage, Children's Home or similar	l) Migrant housing	m) Swimming pool, spa, water spray area or other public impoundment of water (not inc residential pools)	n) Jail
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T. 1 site plan to jurisdiction Planning Department														
U. 4 sets of construction drawings to Permit Center														
V. 5 sets construction drawings to jurisdictions Planning Department														
W. 5 sets of construction drawings to Permit Center														
X. 2 full sets of drawings to jurisdictions Planning Department; 4 full sets to Permit Center														
Y. 6 full sets of plans to Permit Center														
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GG. 3 sets construction drawings to jurisdictions Planning Department														
HH. 2 site plans to jurisdictions Planning Department														
II. 2 site plan that shows locations of vendors, stages, bleacher, ect to jurisdictions Planning Department; 2 site plan to Permit Center														
JJ. 3 site plan that shows locations of vendors, stages, bleacher, ect to jurisdictions Planning Department; 1 site plan to Permit Center														
KK. 5 sets erosion drawings and 1 set of calculations for projects disturbing 1 acre or more of soil to Permit Center.														
LL. 3 sets erosion drawings and 2 sets of calculations for projects disturbing 1 acre or more of soil to City of Newton.														
MM. 2 sets construction drawings to Permit Center														
NN. 1 set construction drawings to jurisdiction Planning Department; 4 sets construction drawings to Permit Center														
OO. 1 site plan to jurisdictions Planning Department; 4 full sets of drawings to Permit Center														
PP. 2 site plans / 4 construction drawings to jurisdictions Planning Department; 4 full sets of drawings to Permit Center														
QQ. 1 set construction drawing to jurisdictions Planning Department; 4 sets construction drawings to Permit Center														
RR. 1 full set fo drawings to jurisdictions Planning Deptment; 4 full sets of drawings to Permit Center														
DEFINITIONS														
* SITE PLAN: The following are items that may be required per each jurisdiction. Utilities, landscaping, parking, buffering, building dimensions, percentage of impervious surface if located in the water shed area, graphic scale, property lines, easements, loading areas, driveway entrances and exits, dumpster locations, and service areas.														
*CONSTRUCTION DRAWINGS: Drawings include foundation, structural, electrical, mechanical, plumbing, architectual, elevations and appendix B.														
* FULL SET OF DRAWINGS: Drawings including site plan and Construction drawings.														
*NEW CONSTRUCTION: New building being constructed that did not exist prior.														
*FOUNDATION ONLY: Phase construction that will allow the pouring of footings and construction of basement walls only.														
*SHELL IN: Phase construction including the foundation, underslab work and all exterior walls and roof only.														
*UPFIT: Phase construction including the foundation, shell in, and all finish work to completion.														
*ALTERATIONS: Modifying an existing structure.														
*VANILLA BOX: Completing a space but not receiveing a Certificate of Occupancy due to no tenant.														
*SAFETY INSPECTION: Inspection performed when changing occupancy classifications or obtaining an ABC license.														
*TEMPORARY EVENT: Approved event with vendors and entertainment that is open to the public.														