



CATAWBA COUNTY PLAN REVIEW APPLICATION

P.O.BOX 389, NEWTON, NORTH CAROLINA 28658
NEWTON OFFICE NUMBER: (828) 465-8399
NEWTON FAX NUMBER: (828) 465-8962

FOR OFFICE USE ONLY:

DATE: _____
TIME: _____
NAME: _____
PAYMENT: _____

All plan submittals must contain a NC Building Code Summary (Appendix B). All Plans submitted shall be stapled into sets. Minimum scale shall be 1/8" per ft. & minimum sheet size shall be 11 x 17.

Name of Project:		Date of Application:	
Address of Project:		Parcel ID #:	
Applicant:		Phone #:	Fax:
Address of Applicant:		Email:	
Owner:		Phone#:	Fax:
Address of Owner:		Email:	
General Contractor:		Phone#:	Fax:
State License#:	License Classification: (i.e., H1, P1, Limited)	Federal ID #:	
Address of Contractor:		Email:	
Architect/Designer Coordinator:		Phone#:	Fax:
Address of Arch/Designer Coordinator:		Email:	
Contact Person for Project:		Phone#:	Fax:
Address of Contact		Email:	

For Commercial Projects ONLY:	Does the Project have a Fire Alarm System?	[] Yes [] No
	Does the Project have a Sprinkler / Standpipe System? *	[] Yes [] No
	*Sprinkler Plan Submission to the County, City of Hickory, Conover or Newton Fire Bureaus' is the responsibility of the customer. Plan Approval must be forwarded to the Permit Center when completed and approved.	
	Will this Project require Environmental Health Review? *	[] Yes [] No
	*If yes, submit one set of plans to Environmental Health with appropriate fee (Page 4 of this application Provides explanation as to when these are required and the fee amounts.).	
	Type of Sewage Disposal: Is Public Sewage available on or adjacent to this project? *	[] Yes [] No
	*If No, a Septic Permit must be applied for prior to project review approval, if not already approved.	
	Type of Water Service: Is Public Water available on or adjacent to this project? *	[] Yes [] No
	*If No, a Well Permit must be applied for prior to project review approval, if not already approved.	
	Are you disturbing more than 1 acre of soil? *	[] Yes [] No
*If yes, 3 sets of erosion control plans and one set of calculations must be submitted. A fee of \$200 for the first acre and \$150 for each additional acre of disturbed soil will be collected at the time of plan submittal. Additional applications will be required. Forms are at permit centers, or can be obtained from our website(See above for website address)		
Is this a New Building or Addition that is owned by a Government/Municipal Agency AND 20,000 sq ft or more? NCDOT Approval Letter MUST be submitted to this office before Permits will be issued!		[] Yes [] No
Is this Project being submitted for Phased Construction? *		[] Yes [] No
*If yes, please check which phase?		[] Footing / Foundation [] Shell / Hull-in [] Up-Fit



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Describe work to be done under this permit

Description of work

- | | | | | | |
|---|-----------------------------------|-------------------------------------|--|---|--|
| <input type="checkbox"/> New Building | <input type="checkbox"/> Addition | <input type="checkbox"/> Alteration | <input type="checkbox"/> Mixed Add/Alter | <input type="checkbox"/> Demolition | <input type="checkbox"/> Accessory Structure |
| <input type="checkbox"/> Interior Demo /Removal | <input type="checkbox"/> Re-Roof | <input type="checkbox"/> Pier | <input type="checkbox"/> Repairs | <input type="checkbox"/> Swimming Pool | |
| <input type="checkbox"/> Footing/Found | <input type="checkbox"/> Shell-In | <input type="checkbox"/> NC Rehab | <input type="checkbox"/> Up-fit | <input type="checkbox"/> Retaining Wall | |

Trades needed for this project: ☐ Building ☐ Electrical ☐ Mechanical ☐ Plumbing

Building Data: Construction Type (please circle): I-A I-B II-A II-B III-A III-B IV V-A V-B

Occupancy(s) Type & Square Footage (List all that apply with the associated square footage):

Occupancy: _____ Square footage: _____ Occupancy: _____ Square footage: _____

Occupancy: _____ Square footage: _____ Occupancy: _____ Square footage: _____

If this project includes ALTERATIONS to an existing building, what is the cost of the project? \$ _____

I hereby certify that all information in this application is correct and all work will comply with the State Building Codes and all other applicable State and local laws and ordinances and regulations. I understand that a Certificate of Occupancy is required prior to occupying the premises and the Building Services Department will be notified of any changes in the approved plans and specifications for the project permitted herein.

Appeal to cost- Cost of Construction for New Building square footage will be based on a standard rate within the Catawba County Permitting Software as calculated currently for the Building Permit. Appeal to the cost calculated may be submitted in the form of a certified bid that has been accepted for construction for the submitted project that also includes all designer fees. Costs that are more than 10% in difference will be adjusted up or down as needed.

Expired plans: All plans not resubmitted or permitted twelve months after the last review will be considered expired and will require a new submittal with review.

Applicant / Contact Person Signature

Print Name

Date