



PROCEDURE FOR ACQUIRING ELECTRICAL, PLUMBING, MECHANICAL, AND FIRE SPRINKLER PERMITS

The Catawba County Permit Center needs the following approvals and applications submitted to either Newton or Hickory office before a permit can be issued for an electrical, plumbing, mechanical, or fire sprinkler permit.

1. For the number of plans needed for review, please contact the Catawba County Permit Center at 828 465-8399. This number may vary depending on the type of work and location of project.
2. Complete sets of working drawings (i.e.: but not limited to: PLUMBING: isometric drawings, fixture floor plan enlarged to 1/4" scale, fixture specifications, UL designs of all penetrations of rated assemblies, complete appendix B, plumbing site plans. MECHANICAL: equipment schedule, fire damper layout on floor plan, complete appendix B, gas piping layout showing Btu's and maximum pipe length, UL designs of all penetrations of rated assemblies, gas piping riser diagram. ELECTRICAL: riser diagram, panel diagram, bonding grounding details, outlet layout, and UL design of penetrations in all rated assemblies. FIRE SPRINKLER: layout of complete system and all calculations, manufactures safety data sheets if hazardous building occupancy. Also in addition to the plans for the Building Inspections office, one set must be submitted to the fire inspector having jurisdiction: NEWTON FIRE DEPT. (828)465-7450, CONOVER FIRE DEPT. (828)464-1295, CATAWBA COUNTY, MAIDEN, CLAREMONT, LONGVIEW, TOWN OF CATAWBA (828)465-8239.

**** SUFFICIENT CLARITY WILL BE REQUIRED ON ALL PLANS ****

3. An application for permit completed by the appropriate contractor.
4. Zoning approval must be obtained from the appropriate jurisdiction. (See phone numbers below)

The building inspection department will make inspection at the following stages of progress:

- Footings (before any concrete is poured)
- Plumbing and electrical under slab (before being covered up)
- Slab (before any concrete is poured)
- Foundation (when floor system is started before any subflooring placement)
- Rebar/Reinforcement (if required, when Rebar is in place, before pouring concrete)
- Chimney inspection (when firebox and throat are in place and starting up with the flue liner)
- Stucco *(must be inspected before the stucco material is to be installed)
- Rough-In inspection (framing, electrical, plumbing, and mechanical)
- Insulation
- Water and/or Sewer lines
- Final Inspection

Catawba County Permit Center	828 465-8399
Newton Zoning Office	828 465-7400
City of Conover	828 464-1191
Town of Longview	828 322-3921
Claremont Zoning (TUES. AM only)	828 459-7009
Catawba County Zoning	828 465-8380
Town of Maiden	828 428-5007
City of Hickory (DAC)	828 323-7410
Environmental Health	828 465-8270
Town of Brookford	828 322-4903

IF THERE ARE ANY FURTHER QUESTIONS PLEASE CALL THE PERMIT CENTER AT 465-8399 BETWEEN 8AM & 5PM