

# **NONRESIDENTIAL BUILDING PERMIT APPLICATION**

## **HERTFORD COUNTY CODE ENFORCEMENT**

252-358-7814 Office 252-358-1241 Fax

**Copies of Contract/Scope of Work REQUIRED\***

**Applicant Name** \_\_\_\_\_ **Date** \_\_\_\_\_

**Project Address** \_\_\_\_\_ **City** \_\_\_\_\_

**Parcel #** \_\_\_\_\_ **Building Project Cost \$** \_\_\_\_\_ **Total Project Cost \$** \_\_\_\_\_

**Email Address** \_\_\_\_\_ **Phone Number** \_\_\_\_\_

**Property Owner** \_\_\_\_\_ **Telephone Number** \_\_\_\_\_

**Address** \_\_\_\_\_ **City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Email Address** \_\_\_\_\_

**Project Contact Person** \_\_\_\_\_ **Telephone Number** \_\_\_\_\_

**Address** \_\_\_\_\_ **City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**License Number** \_\_\_\_\_ **Email Address** \_\_\_\_\_

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**Description of proposed work:** \_\_\_\_\_

**Type of Construction:** \_\_\_IA \_\_\_IB \_\_\_IIA \_\_\_IIB \_\_\_IIIA \_\_\_IIIB \_\_\_IV \_\_\_VA \_\_\_VB

**Type of Occupancy:** Check all that apply

- Assembly       Institutional       Business       Mercantile       Educational  
 Residential       Factory       Storage       High-Hazard       Utility

**Building Area:** Total Area sq. ft. \_\_\_\_\_ Area per floor sq. ft. \_\_\_\_\_

**Building Height:** \_\_\_\_\_ Feet      **No. of Stories** \_\_\_\_\_

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### State Agency Approvals:

**NC Department of Insurance:** Yes\_\_\_ No\_\_\_ N/A\_\_\_

Plan Approval \_\_\_\_\_ # of Sheets \_\_\_\_\_ Date \_\_\_\_\_

Specifications \_\_\_\_\_ #of Sheets \_\_\_\_\_ Date \_\_\_\_\_

**NC Department of Labor:** Yes\_\_\_ No\_\_\_ N/A\_\_\_

Elevators Date \_\_\_\_\_ Boilers \_\_\_\_\_ Date \_\_\_\_\_

**NC Sedimentation Pollution Control Commission:** Yes \_\_\_ No \_\_\_ N/A \_\_\_

Plan Approval \_\_\_\_\_ Date \_\_\_\_\_ Permit number \_\_\_\_\_

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### Utilities:

**Water:** \_\_\_ Public \_\_\_ Private      **Environmental Health Permit #** \_\_\_\_\_

**Sewer:** \_\_\_ Public \_\_\_ Private      **Environmental Health Permit #** \_\_\_\_\_

**Gas:** Provider \_\_\_\_\_

**Electric:** Provider \_\_\_\_\_

**Zoning Authorization:** \_\_\_Town of \_\_\_\_\_ \_\_\_County \_\_\_ N/A Permit # \_\_\_\_\_

**General Construction**

Contractor Name \_\_\_\_\_ Telephone # \_\_\_\_\_ Email \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
License # \_\_\_\_\_ Classification \_\_\_\_\_  
Design Professional \_\_\_\_\_ Telephone # \_\_\_\_\_  
\_\_\_\_ Architect \_\_\_\_ Engineer NC Reg. # \_\_\_\_ Owner \_\_\_\_ Other \_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Electrical**

Contractor Name \_\_\_\_\_ Telephone # \_\_\_\_\_ Email \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
License # \_\_\_\_\_ Classification \_\_\_\_\_  
Design Professional \_\_\_\_\_ Telephone # \_\_\_\_\_  
\_\_\_\_ Architect \_\_\_\_ Engineer NC Reg. # \_\_\_\_ Owner \_\_\_\_ Other \_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Mechanical**

Contractor Name \_\_\_\_\_ Telephone # \_\_\_\_\_ Email \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
License # \_\_\_\_\_ Classification \_\_\_\_\_  
Design Professional \_\_\_\_\_ Telephone # \_\_\_\_\_  
\_\_\_\_ Architect \_\_\_\_ Engineer NC Reg. # \_\_\_\_ Owner \_\_\_\_ Other \_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Plumbing**

Contractor Name \_\_\_\_\_ Telephone # \_\_\_\_\_ Email \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
License # \_\_\_\_\_ Classification \_\_\_\_\_  
Design Professional \_\_\_\_\_ Telephone # \_\_\_\_\_  
\_\_\_\_ Architect \_\_\_\_ Engineer NC Reg. # \_\_\_\_ Owner \_\_\_\_ Other \_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Life Safety**

Design Professional \_\_\_\_\_ Telephone # \_\_\_\_\_ Email \_\_\_\_\_  
\_\_\_\_ Architect \_\_\_\_ Engineer NC Reg. # \_\_\_\_ Owner \_\_\_\_ Other \_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Sprinkler Protection**

Contractor Name \_\_\_\_\_ Telephone # \_\_\_\_\_ Email \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
License # \_\_\_\_\_ Classification \_\_\_\_\_  
Design Professional \_\_\_\_\_ Telephone # \_\_\_\_\_  
\_\_\_\_ Architect \_\_\_\_ Engineer NC Reg. # \_\_\_\_ Owner \_\_\_\_ Other \_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Fire Alarm System**

Contractor Name \_\_\_\_\_ Telephone # \_\_\_\_\_ Email \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
License # \_\_\_\_\_ Classification \_\_\_\_\_  
Design Professional \_\_\_\_\_ Telephone # \_\_\_\_\_  
\_\_\_\_ Architect \_\_\_\_ Engineer NC Reg. # \_\_\_\_ Owner \_\_\_\_ Other \_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Sign**

Contractor Name \_\_\_\_\_ Telephone # \_\_\_\_\_ Email \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
License # \_\_\_\_\_ Classification \_\_\_\_\_  
Design Professional \_\_\_\_\_ Telephone # \_\_\_\_\_  
\_\_\_\_ Architect \_\_\_\_ Engineer NC Reg. # \_\_\_\_ Owner \_\_\_\_ Other \_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Accessory Structures**

\_\_\_\_ Accessory Building                      Size \_\_\_\_\_ Sq. ft.    Conditioned \_\_\_\_\_  
\_\_\_\_ Solid Fence                                \_\_\_\_ Tower                      \_\_\_\_ Swimming Pool                      \_\_\_\_ Other

I hereby certify that all information in this application is correct and all work will comply with the State Building Code and all other applicable State and local laws and ordinances and regulations. The Inspection Department will be notified of any changes in the approved plans and specifications for the project permitted herein.

Owner/Agent Signature \_\_\_\_\_ Date: \_\_\_\_\_

**ALL PERMIT FEES ARE NON-REFUNDABLE                      Make checks payable to: Hertford County Code Enforcement**

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**\*\*Please submit a copy of your North Carolina Contractor's License along with this permit application. For parcel numbers go to <http://maps2.roktech.net/hertfordags/#>. This page must accompany plans submitted for review.**

**\*Proof of Ownership or Owner's Agency is required to obtain permits.**

**All trades must sign for and purchase their permits**