



Swain County Inspections Department

101 Mitchell Street Bryson City, NC 28713

Phone: 828-488-9134 Fax: 828-488-9601

BUILDING PERMIT APPLICATION CHECKLIST

Who needs a permit to build?

North Carolina General Statutes require issuance of a building permit prior to construction, alteration, or repair of any building or building system.

Exceptions

Farm buildings (except those that contain dwelling units)

Projects costing \$5000 or less unless the work involves:

1. Load bearing structures
2. Plumbing systems
3. Heating or Air Conditioning systems
4. Electrical systems
5. Roofing, excluding replacement of like materials

Documents Required to Issue a Permit

1. One of the following types of septic system documentation:
 - A. An authorization to construct a septic system from Swain County Health Department
 - B. A waiver for an existing septic system from the Swain County Health Department
 - C. A letter from the Town of Bryson City authorizing connection to the Town's septic system.
2. Tax I.D. Card and Parcel number
3. A copy of plans that meets requirements of the plans review checklist
4. A completed application
5. Certification of Workman's Compensation
6. A completed affidavit as to status of licensure



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BUILDING PERMIT APPLICATION

PROPERTY OWNER _____ DATE _____

PROPERTY IDENTIFICATION NUMBER _____ PHONE # _____

MAILING ADDRESS _____

911 ADDRESS (If different from above) _____

BUILDING CHARACTERISTICS

ESTIMATED COST _____ DIMENSIONS _____

NUMBER OF STORIES _____ SQUARE FOOTAGE _____

TYPE CONSTRUCTION _____ # OF BEDROOMS _____

OF BATHROOMS _____ TOTAL # OF ROOMS _____

OF CHIMNEYS _____ SERVICE AMPERES _____ DUKE W/O # _____

SOIL EROSION INFORMATION

I WILL _____ WILL NOT _____ BE DISTURBING MORE THAN ONE (1) ACRE OF
LAND OR INSTALLING OVER FIVE (5) MILES OF ROAD.

CONTRACTOR IDENTIFICATION

GENERAL CONTRACTOR _____ LICENSE # _____

ELECTRICAL CONTRACTOR _____ LICENSE # _____

PLUMBING CONTRACTOR _____ LICENSE # _____

MECHANICAL CONTRACTOR _____ LICENSE # _____

Expiration: A building permit shall expire six (6) months, or any lesser time fixed by local ordinance, after the date of issuance if the work authorized by the permit has not been commenced. If after commencement the work is discontinued for a period of twelve (12) months, the permit shall expire. In either of the above cases, an inspection must have been called for to verify continuation of work.
[N.C.G.S. 153A-358, 160A-418]

I AGREE TO CONFORM TO ALL STATE CODES AND REQUIREMENTS OF THE STATE OF NORTH CAROLINA REGULATING SUCH WORK AND THE SPECIFICATIONS OR PLANS SUBMITTED.

SIGNATURE OF APPLICANT _____ DATE _____



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PLANS REVIEW CHECKLIST

Engineered Plans

The following plans must be designed or approved with a stamped seal of a registered North Carolina architect or engineer:

1. Log Homes
2. Post & Beam Homes
3. Non-traditional Construction (IE Deltec, Structural Insulated Panel, etc.) not covered by the Residential/Building Code
4. Commercial Buildings exceeding \$30,000.00 (Note: **ALL** commercial building plans shall include a completed copy of Appendix "B" to the North Carolina State Building Code, Vol IA.

Engineered Components

The following components of buildings built in accordance with the Residential/Building Code will require engineered design/specification provided prior to an inspection being performed on that component. These designs/specifications must be stamped by a registered North Carolina architect or engineer.

1. Footers on soft soil or backfill
2. Foundation walls over nine feet in height
3. Decks over twenty feet in height
4. LVL's, LAM Beam's, engineered floor joists, engineered trusses, etc.

Plan Requirements

1. Elevation
2. Setback from streams/lakes
3. Footing/pier size & locations
4. Foundation wall/vent details
5. Monolithic slab details
6. Floor system joist/girder size and spacing
7. Deck details
8. Exterior and load bearing wall details
9. Building dimensions
10. Roof system/ventilation details
11. Egress window sizes in bedrooms
12. Heat source and location
13. Electrical panel size and location
14. R values for floor, ceiling and walls



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AFFIDAVIT AS TO STATUS OF LICENSURE

N.C.G.S. § 87-1

To Permit Applicant: Please initial the appropriate lines, provide the requested information, and sign and date below.

_____ I propose to construct a new building.

_____ I propose to set up a properly labeled modular building.

_____ I am a North Carolina licensed general contractor. My license number is _____.

_____ I am not a North Carolina licensed general contractor. The cost of the project I am entering into does not exceed \$30,000.00 per N.C.G.S. § 87-1.

_____ I am not a North Carolina licensed general contractor. I am providing to the local inspection jurisdiction a \$5,000 surety bond in accordance with N.C.G.S. § 143-139.1. (Modular set up only)

_____ I am the owner of the proposed building. It is my intention to act as my own general contractor for constructing the proposed building or for setting up the proposed modular building. I have entered into a construction project where the cost of the undertaking exceeds \$30,000. I have read N.C.G.S. § 87-1. I certify that I am not allowing an unlicensed general contractor to perform the duties of a general contractor, which, I understand from reading N.C.G.S. § 87-1 include construction superintending and managing in addition to, among other things, signing written contracts. I intend to retain the finished house (or other project) exclusively for my own use, and to be occupied by me or my family for a minimum of one year after completion. I am not building a "speculation" project with the intention of selling the project once it is completed. I understand that building a "speculation" project without proper licensure is a violation of N.C.G.S. § 87-13 and may be considered a criminal offense. I also understand that problems which may arise due to construction of the building or set up of the properly labeled modular building such as inaccurate or insufficient foundation, improper or inadequate marriage line connections, improper plumbing, mechanical, or electrical connections between the units, etc., will be solely my responsibility, and I will be left with no recourse and must assume total liability for correction of the problems. I personally have a thorough knowledge of the requirements of the NC State Building Code with regards to construction and/or setting up modular buildings.

Signature of Permit Applicant

Date

Sworn to and subscribed before me this _____ day of _____, 20_____.

Notary Public

Permits applications shall be dropped off at front desk , they will be reviewed within 3 business days and you will be contacted to pick up permit or make any necessary changes to permit application prior to permit being issued .

Emergency permits such as loss of power will be issued at the time of completion of application.

Thank you for your patience
SWAIN COUNTY INSPECTION
DEPARTMENT

All inspections shall be called in one day prior to inspection being made.

All inspections shall be made , any inspections not signed off will result in an stop work order until inspections have been signed off.

Any significant change to plans must be resubmitted to inspection department.

Minimum requirements for C/O

1. All electrical, mechanical, plumbing and structural building finished.
2. Operation permit on septic system.
3. 911 address posted.
4. All sub contractors to sign off on permit.
5. All inspections signed off on inspection card.
6. Duke power work order permanent work order number.