

IREDELL COUNTY

INSPECTION DEPARTMENT

PHONE: 704-878-3113

FAX: 704-878-3171

PO BOX 788 STATESVILLE, NC 28687

349 NORTH CENTER ST.

STATESVILLE, NC 28677

INFORMATION PACKET

PLAN REVIEW & PERMITTING GUIDELINES

COMMERCIAL PLAN REVIEW APPLICATION

STAFF DIRECTORY

INFORMATION SHEET

FEE SCHEDULE

Iredell County Inspection Department Plans Review Section

Commercial Plan Review is mandatory. Residential plan review is not mandatory, however we reserve the right to review residential plans as needed.

In an effort to eliminate confusion and maximize time utilization, the Plans Review Section has prepared this document about the plans review process for commercial projects. The following is a list of things that must be done prior to the issuance of a building permit.

I) Per the North Carolina Sedimentation Pollution Control Act any construction that will disturb more than an acre of land (or half an acre in a watershed) requires a soil erosion and sedimentation control plan. The Erosion Control Division in the Planning & Development Department must approve these plans. This office can be reached by phone at (704) 878-5362. Please note, in all cases sediment control is required.

II) Zoning approval must be obtained from the proper zoning authority. The following is the list of zoning authorities in Iredell County:

Iredell County Planning Department
349 North Center St.
P.O. Box 788
Statesville, NC 28687
Phone: (704) 878-3118.

Mooresville Zoning/Planning Department
413 North Main St.
Mooresville, NC 28115
Phone: (704) 662-7040

Statesville Zoning
301 South Center St.
P. O. Box 1111
Statesville, NC 28687
Phone: (704) 878-3575

Troutman Zoning
400 North Eastway Dr.
Troutman, NC 28166
Phone: (704) 528-7600

III) The proper authority must approve water Delivery and Sewer Removal plans. A list of the proper authorities follows:

Iredell County Health Department
318 Turnersburg Hwy
Statesville, NC 28625
Phone: (704) 878-5305

Mooresville Public Works Department
422 West Moore Ave.
Mooresville, NC 28115
Phone: (704) 663-3800

Statesville Public Works
301 South Center St.
P. O. Box 1111
Statesville, NC 28677
Phone: (704) 878-3552

Troutman Water/Sewer Department
400 North Eastway Dr.
Troutman, NC 28166
Phone: (704) 528-7600.

Iredell Water Corporation
571 Jennings Rd.
PO Box 711
Statesville, NC 28687
Phone: 704-876-0672 ext. 16

IV) Please submit one set of plans to the Iredell County Health Department: Food and Lodging Personnel for the following establishments:

Summer Camps.
Hospitals, Nursing and Rest Homes, etc.
Residential Care Facilities
Public Swimming Pools and Bath Houses
Restaurants and other Food Handling Establishments
Meat Markets
Child Day Care Facilities.
Contact: Charles Lindler, Iredell County Health Department, 318 Turnersburg Hwy, Statesville, N. C. 28625, Phone (704) 878-5305.

Also, Hospitals, Schools, Nursing and Rest Homes are subject to licensure, plans review and inspection by the North Carolina Department of Human Resources – Division of Facility Services, 701 Barbour Drive, P. O. Box 29530, Raleigh, N. C. 27626-0530, Phone (919) 733-2420, Fax (919) 733-6592.

V) Day Care Facilities are subject to licensure and inspections by the North Carolina Department of Health and Human Services – Division of Child Development, P. O. Box 29533, Raleigh, N. C. 27626-0553, Phone (919) 662-4527, Fax (919) 622-4568.

VI) The North Carolina Department of Insurance: Engineering Division must review and approve plans for buildings in the following categories¹: (new construction & additions)

High Rise	All Buildings
Covered Mall Buildings	All Buildings
Group E-Educational	Over 2 stories or over 20,000 sq. ft. per story
Group I-Institutional	Over 3 stories or over 10,000 sq. ft. per story
Group A-Assembly	Occupant load over 1,000
Group H-Hazardous	Occupant load over 100
State buildings	All Buildings 10,000 sq. ft. or greater
City or County buildings	All Buildings 10,000 sq. ft. or greater
Residential	Over 4 stories or over 100 units per building

Note: These plans should be submitted to the North Carolina Department of Insurance – Engineering Division, P. O. Box 26387, Raleigh, N. C. 27611, Phone (919) 661-5880

VII) Commercial projects are subject to review and inspections by the appropriate Fire Marshal's Office. A set of plans must be delivered to the appropriate office. A list of these offices follows:

Iredell County Fire Marshal
349 North Center St.
P. O. 788
Statesville, N. C. 28687
Phone (704) 878-3035

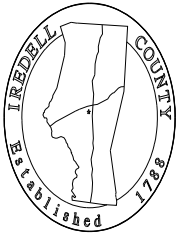
Mooresville Fire Marshal
457 North Main St.
Mooresville, N. C. 28115
Phone (704) 664-1338

Statesville Fire Marshal
349 North Center St.
Statesville, N. C. 28677
Phone (704) 878-3401

¹ These categories were taken from the North Carolina State Building Code Vol. 1-A Table 602.

VIII) The Iredell County Department of Inspections – Plans Review Section, per the North Carolina State Building Code Vol. I-A section 302, requires three (3) copies of drawings and specifications for all commercial projects. Please submit one (1) set of these plans to the appropriate Fire Marshal’s office. These must be scale drawings with sufficient clarity and detail to indicate the nature and character of the proposed work, including site, architectural, plumbing, mechanical, electrical and sprinkler plans. Please note additional data may be required, per section 302.2 of vol. I-A of the North Carolina State Building Code. Also, a design professional’s seal and signature are generally required, for all drawings, for all commercial projects. This requirement is subject to the exceptions listed in section 302.4 subparagraphs 1 –7 of Vol. I-A of the North Carolina State Building Code. The plans should be delivered to a code clerk at the permit window. Additionally, the Plans Review Section requests, when possible, a copy of the drawing on computer disks (3.5” or CD-ROM) for review and an as built drawing for archival purposes. Please note that this office understands the need for fast track building projects, however the department’s storage space is very limited, therefore the department asks that a full set of plans be submitted (when they become available) so that we can eliminate the storage of multiple sets of incomplete plans. Plans will be disposed of six (6) months after receipt if permits have not been obtained.

Also, note that failure to secure proper approvals and to follow these guidelines will result in delays in the review process and in the processing of permit applications.



Iredell County INSPECTION DEPARTMENT

349 North Center St.
Inspections 704-878-3113

PO Box 788

Statesville, NC 28687
Fax 704-878-3122

Commercial Plans Review Application

Please provide **all** of the following information so that we may enter your request into our plans review queue. Most of the entries can be found on the Building Code Summary sheet that is required on all plans submitted for review. The area below the line is for office use only.

Project Name: _____

Project Owner: _____

Project Description: _____

Location of Job Site: _____

Construction Type: _____

Occupancy Type: _____

No. of Stories: _____

Total Area of Building (SF): _____

Area Heated (SF): _____ Area Unheated (SF): _____

General Contractor: _____

Design Contact Person: _____ Phone Number: _____

Estimated Construction Cost: _____

Applicant Signature: _____

Plans Received By: _____

Date: _____

Tracking No: _____

INSPECTION DEPARTMENT

MISSION STATEMENT

To provide the services necessary to protect the lives & safety of the citizens of Iredell County in a professional and courteous manner, through the enforcement of the North Carolina State Building Codes and associated State and Local Regulations.

Inspection Department

Office Hours 8:00 AM - 5:00 PM

Permits and Zoning Clearances issued 8:00 AM - 4:00 PM

Inspection Division

Phone: (704) 878-3113

Fax: (704) 878-3171

Planning and Zoning Division

Phone: (704) 878-3118

Fax: (704) 928-2025

Selectron Interactive Voice Response System

704-878-3116

Schedule Inspections

Cancel Inspections

Obtain Results

Fax on demand Certificates of Occupancy

Iredell County Inspection Web Site

<http://www.co.iredell.nc.us>

<http://www.mspection.com/counties/iredell>

Schedule Inspections

Cancel Inspections

Obtain Results

Certificates of Occupancy

Online Permit Applications

Information

Street Address

349 North Center Street

Statesville, NC 28677

Mailing Address

PO Box 788

Statesville, NC 28687

Directions:

From I 40 take exit 150 (Hwy 115).

Go South on Hwy 115 (North Center St.) toward downtown Statesville.

Go approximately one (1) mile and turn right at the Iredell County Building Standards Center, 349 North Center Street, Statesville, NC

Administrative Staff

**Lynn S. Niblock, M.C.P. C.B.O. Director of Code Enforcement & Special Projects
704-878-3120**

Richard Boyd, Assistant Director 704-902-0537

Darlene Miller, Administrative Assistant 704-928-2016

Bruce Kuete, Plan Review Coordinator/Data System Administrator 704-878-5434

Carissa Plyler, Office Manager 704-928-2007

Office Staff

Elaine Marlowe, Building Code Clerk 704-878-3129

Walter McGervey, Plan Review Specialist 704-878-3174

David Montgomery, Project Specialist 704-832-2319

Lorrie Moore, Plan Review Clerk 704-928-2021

Daniel Poole, Plan Review Specialist 704-878-3119

Debbie Williams, Account Technician 704-878-3115

Field Inspectors

Sam Bailey

Melvin Baxley

Jeff Chuby

Rick Cline

Jack Harwell

Dana Lapish

Jimmy Meadows

Martin Perry

Gerald Smith

Wesley Steele

Danny Stewart

Randy Trivette

Jim Webb

Robby Wilkinson

INFORMATION SHEET

ONLINE PERMITTING

Online Permitting is available at our websites; www.mspection.com/counties/iredell or www.co.iredell.nc.us . To utilize this service to obtain a building permit a zoning permit has to have been issued and a master number assigned. In addition the applicant will have to have an account which allows us to charge the cost of the building permit to their account. For blanket sub-trade permits on which a blanket building permit has been issued the application is available to anyone who has a valid PIN number. This new functionality will enable us to process the permit applications faster and will allow you to obtain your permits in a timelier manner. We will be able to process applications submitted in this manner much quicker and more efficiently than those submitted by fax or mail. You will be notified by email of the receipt of your application and also when it is approved or denied.

Don't forget that your Certificates of Occupancy are available online or through the IVR, along with scheduling, canceling, results and other information. Your PIN number is your online password.

INSPECTION REQUEST

A request for an inspection prior to our cut off time of 11:00 pm. may be scheduled for the following workday. Our workweek is Monday-Friday 8:00 am – 5:00 p.m. except holidays. Requests made after the cut off time, or holidays may be scheduled for the second workday. We do not schedule appointments for inspections. To prevent wasted trips and subsequent Re-inspection charges please follow the following guidelines:

1. Do not request an inspection unless all required work is complete.
2. Do not request an inspection unless all required prior approvals are complete.

We normally perform all requested inspections within three workdays unless there is a problem with the request. If our personnel have not completed your requested inspection within two working days please contact our office @ 704-928-2007 to determine why the inspection has not been made.

If you have an emergency or extenuating circumstances please contact our office.

PLEASE REMEMBER

- By State Law permits are void if work is not started within six months of the issuance of a permit, or if work is discontinued for a period of twelve months or more after work commences.

- Wasted trips due to work not being ready, buildings locked, etc. are subject to a Re-inspection fee.
- It is the contractor's responsibility to request the required inspections at the proper times and to make sure that they are approved before proceeding to the next phase of the project.
- Work concealed without the proper approvals from our department will be exposed to the extent necessary for the proper inspections to be made, at the contractor's expense.
- Job cards must be displayed conspicuously on the job site. Inspections *will not* be performed if the job cards are not properly posted. The job cards are the only way our personnel can be sure they are at the right location.
 - Footings, which meet the requirements of Vol. VII of the NC State Building Codes, are required for underpinning on mobile homes when the wall exceeds 40". These footings must be inspected prior to pouring.
 - Post your street address numbers before requesting the final building/CO inspection. The address numbers must be present for a CO to be issued.
 - Masonry underpinning and foundation footings are required on all multi-section Manufactured (mobile) Homes. These footings must be inspected prior to pouring. In addition the piers must be laid with mortar or be covered with a structural bonding product such as sure wall.
 - Residential piers require plans sealed by an Engineer registered in NC.

IVR INSPECTION REQUEST CODES

BUILDING	ELECTRICAL	PLUMBING	MECHANICAL
102 Footing	202 Saw Service	302 Slab	402 Slab
103 Slab	203 Slab	303 Rough	403 Rough
104 Foundation	204 Underground	304 Sewer	404 Refrigeration
105 Framing	205 Rough	305 Water Supply	405 Ventilation
106 Insulation	206 Service Change	306 Gas Piping Rough	406 Fireplace
107 Final Building	207 Final Electrical	307 Gas Piping Final	407 Final Mechanical
108 Certificate of Occupancy	208 Temporary Power	308 Final Plumbing	306 Gas Piping Rough
109 Sign Footing			307 Gas Piping Final
110 Sign Final			
111 Swimming Pool Foundation			
112 Swimming Pool Final			
113 Sheathing/Flashing			
<i>The following are only available for obtaining results, cannot schedule through IVR.</i>			
City Sewer 502	Health Department Septic Tank Inspection 503		

FIELD INSPECTOR CONTACT INFORMATION

The best method to contact of field Inspectors is by Nextel Direct Connect. Please contact them only when necessary as it decreases their response time and efficiency if they have to spend too much time on the phone. Please remember we do not schedule times to perform inspections.

INSPECTOR	NEXTEL DIRECT CONNECT NUMBER
SAM BAILEY	150*21*3696
MELVIN BAXLEY	150*21*32402
RICHARD BOYD	150*21*20537
JEFF CHUBY	150*21*3708
RICK CLINE	150*21*14240
JACK HARWELL	150*21*3709
DANA LAPISH	150*21*3703
JIMMY MEADOWS	150*21*34468
DAVID MONTGOMERY	150*21-7182
MARTIN PERRY	150*137*30
GERALD SMITH	150*21*9948
WESLEY STEELE	150*21*3706
DANNY STEWART	150*21*3707
RANDY TRIVETTE	150*21*3704
JIM WEBB	150*21*35682
ROBBY WILKINSON	150*21*3700

If you do not have Nextel Direct Connect you may contact the inspector by phone by calling 704-878-3113 and pressing the following extensions.

INSPECTOR	EXTENSION	INSPECTOR	EXTENSION
SAM BAILEY	51	DAVID MONTGOMERY	62
MELVIN BAXLEY	52	MARTIN PERRY	63
RICHARD BOYD	25	GERALD SMITH	64
JEFF CHUBY	54	WESLEY STEELE	67
RICK CLINE	55	DANNY STEWART	68
JACK HARWELL	56	RANDY TRIVETTE	71
DANA LAPISH	58	JIM WEBB	72
JIMMY MEADOWS	61	ROBBY WILKINSON	74

IREDLELL COUNTY CODE ENFORCEMENT FEE SCHEDULE

Effective 7-1-2010

An individual permit is required for each individual building; structure; electrical service or tenant space in multiple occupancy buildings.

Permit fees shall be calculated according to the following:

There is a 3% technology and administrative fee added to all permits.

A non-refundable \$60.00 application fee is included in the charge on all permits. Refunds may only be made on active permits which have had no inspections made subject to subtraction of the application fee.

COMMERCIAL PROJECTS					
Occupancy	Building	Electrical	Mechanical	Plumbing	Blanket Permit**
Assembly	0.20	0.12	0.12	0.12	0.44
Business	0.16	0.12	0.12	0.12	0.41
Educational	0.20	0.12	0.12	0.12	0.41
Factory/industrial	0.12	0.09	0.09	0.09	0.29
Hazardous	0.12	0.09	0.09	0.09	0.25
Institutional	0.25	0.16	0.16	0.16	0.44
Mercantile	0.16	0.10	0.10	0.10	0.34
Residential *	0.20	0.12	0.12	0.12	0.44
Storage	0.12	0.07	0.07	0.07	0.24
Sprinkled Buildings <i>(addition charge to recognize increased value of sprinkled buildings)</i>					0.04
Fire					0.02
Dry In Only (Spec. Bld.) Includes slab inspections for sub trades.					0.24
Plan Review Fee					0.03
Gas Piping (per job)					\$75.00
Commercial Construction Saw Pole (per pole)					\$75.00
Retaining Walls	1' to 50' \$100.00	51' to 100' \$150.00		> 100' \$175.00	
Fencing	\$75.00	<i>The new Commercial code requires permits for certain fencing.</i>			
**Blanket Permit Fee includes Initial (primary) Electrical, Mechanical, and Plumbing permit fees only.					
<i>It Does Not Include Zoning, Environmental, Gas Piping, Saw Service, or any other permit fees. All contractors must fill out the appropriate permit application form for their portion of the project. Permit applications must be approved prior to performing inspections.</i>					
* Not single family					
Fee Calculation for All New Construction Including Additions					
A= Building Floor Area from 1 sf to 50,000 sf (includes heated & unheated area)					
B= Building Floor Area Greater than 50,000 sf (includes heated & unheated area)					
C= Fee per Square Foot from the Table Above					
From 0-50,000 sf: A X C = Permit Fee			Above 50,000 sf (AxC) +1/2(BxC)		
Fee Calculation for Up Fits and Renovations to Existing Buildings (without change of use)					
A = Total Gross Floor Area (includes heated & unheated area)					
C= Fee per Square Foot from the Table Above					
$\frac{1}{2} (A \times C)$					

Re-review plan review fee: Each project is allowed two reviews for the basic plan review fee. A fee of \$50.00 per hour (or portion thereof) will be charged on any project for each additional plan review beyond the second review. Re-stamp lost approved plans (plans maintained on the construction site) \$8.00 per sheet.

INDIVIDUAL PERMITS ASSOCIATED WITH COMMERCIAL PROJECTS

Items not covered by blanket permit or listed in table above

Commercial Grading Permit		\$100.00
Change of Use/CO:		\$150.00
Tank Permit:		\$75.00 (per tank)
Temporary Certificate of Occupancy (Good for thirty days. It can be renewed in 30 day increments if justified.)		\$150.00
Temporary Power: (Good for sixty days. For construction purposes only and is limited to lighting; equipment and GFI protected outlets.)		\$200.00
Renewal of Temporary Power (Can be renewed in 30 day increments if justified.)		\$100.00
Construction Trailers:		\$150.00 (per unit)
Cell towers:	New: \$1,500.00	Collocations: \$1,000.00 (each)
Swimming Pools:		\$150.00
Demolition: (valid for 60 days)		\$.02 per sq ft. (\$200.00 min.)
Commercial Service Change:		\$150.00
Safety Inspection:		\$75.00
Refrigeration Systems:		\$10.00 per ton
Commercial Ventilation System:		\$200.00 per system
Day Care:		\$125.00
Signs:	1—100 sf \$100.00 (each) 101—200 sf \$150.00 (each)	>200 sf \$200.00 (each)
Sprinkler Additions/Modifications		\$0.05 per sf (\$250.00 min)
Permits, Certificates or Inspections Required by Other Governmental Agencies		\$75.00 (each)

Single Family Residential					
	Building	Electrical	Mechanical	Plumbing	Blanket Permit**
	0.20	012	012	012	.40
Gas Piping (per job)					\$60.00
Construction Saw Pole (per pole)					\$60.00
**Blanket Permit Fee Includes Initial (primary) Building Electrical, Mechanical (Heating & Air) & Plumbing Permits Only.					
It Does Not Include Zoning, Environmental, Gas Piping, Saw Service, or any other permit fees. All contractors must fill out the appropriate permit application form for their portion of the project. Permit applications must be approved prior to performing inspections.					
Fee Calculation for all New Construction Including Additions & Moved Houses					
A= Total Gross Building Floor Area (includes heated & unheated area)					
C= Fee per Square Foot from the Table Above					
(A X C) = Permit Fee					
Fee Calculation for Residential Renovations and Accessory Buildings					
A= Total Gross Building Floor Area (includes heated & unheated area)					
C= Fee per Square Foot from the Table Above					
1/2(A X C) = Permit Fee					

Mobile Homes: Single Wide \$350.00 Double Wide \$450.00 Triple Wide \$500.00

INDIVIDUAL PERMITS ASSOCIATED WITH SINGLE FAMILY RESIDENTIAL

Items not covered by blanket permit or listed in table above

Recovery fee per NC GS 87-15.6 (Homeowners Recovery Fund)	\$10.00
Residential Grading Permit:	\$60.00
Residential Service Change:	\$75.00
Day Care:	\$125.00
Change of Use/CO:	\$150.00
Temporary Certificate of Occupancy <i>(Good for thirty days. It can be renewed in 30 day increments if justified.)</i>	\$150.00
Temporary Power: <i>(Good for thirty days. For construction purposes only and is limited to lighting; equipment and GFI protected outlets. It is good for thirty days and can be renewed in 30 day increments if justified.)</i>	\$150.00
Residential Sprinkler Systems:	\$75.00
Permits, Certificates or Inspections Required by Other Governmental Agencies	\$75.00 (each)
Demolition Single Family Projects: (valid for 60 days)	\$150.00

INDIVIDUAL PERMITS & MISCELLANEOUS

Permits for Individual Installations Where a Blanket Permit is not Issued and the Installation is not Listed Above.

Replacement or Installation of Electrical Equipment: (per unit) Fee based on amperage of service, disconnect, or feeder. \$0.75 per amp.

New Electrical Service: Fee based on amperage of service, disconnect, or feeder. \$0.75 per amp.) (per unit)

Replacement or Installation of Mechanical Equipment: (per unit) 1-5 tons or 1-150,000 BTUs \$60.00; 6-10 tons or 151,000-250,000 BTUs \$75.00; 11-25 tons or 251,000-500,000 BTUs \$100.00; Over 25 tons or 500,000 BTUs \$6.00 per ton or per 12,000 BTUs; Prefab fireplaces, floor furnaces, unit heaters, gas appliances (logs, grills, etc), unit exchange, addition of ductwork, and other installations covered by Vol. III \$60.00

Replacement or Installation of Plumbing Equipment: (per unit) Replacement water heater \$60.00; Septic/sewer connection \$60.00; Addition of Fixtures \$15.00 per fixture or trap.

A \$100.00 re-inspection fee will be charged for the first unnecessary (wasted) trip, and a \$125.00 re-inspection fee for subsequent unnecessary trips for the same inspection (per inspection category).

Reinstatement of expired permits \$75.00 per permit category. (must have proof of compliance with GS 153A-357 (6 month 12 month rule).

Change of contractor, owner, etc. on existing permit \$75.00 per change for each permit category.

All Permit Categories Listed Have a \$60.00 Minimum Fee. Any item not otherwise addressed in this schedule that requires an inspection will be charged at the rate of \$15.00 per \$1,000.00 based on the entire cost of the project.

Work started without a permit will be charged a double fee for the first offense, and shall be charged a triple fee for additional offenses by the same contractor.

Re-inspection fees and or other additional fees or penalties will result in the suspension of inspections on that project until the re-inspection fees have been paid. Misrepresentations on an application shall result in the revocation of a permit. Any major deviation from the approved plans must be submitted for review and approval prior to proceeding with the project. Failure to do so will result in the revocation of the permit. No refunds will be made for revoked permits.

Additional Fees Collected by the Inspection Department for Other Departments.

Zoning Permit:		\$75.00
Commercial Site Plan Review (Iredell County):		\$100.00
	Erosion & Sedimentation Control	
Plan Review		\$175.00 (per acre & part thereof)
Revised Plan Review:		\$50.00 (per acre & part thereof)
Water Supply Watershed		\$50.00
	Environmental Health	
Existing septic systems		\$150.00
Gravity System		\$500.00*
Pump System		\$1,210.00
Well		\$495.00
In Office Plan Review for Additional New Construction Requiring a Septic System Approval with No Site Visit.		\$25.00

* \$500.00 is collected up front by the Iredell Co. Inspection Department on new systems or \$335.00 up front if the fast track process is utilized. The balance will be collected by Environmental Health after the type system is determined.

There may be other fees for other departments or governmental units which are collected by those entities which are not reflected in this fee schedule.