# PENDER COUNTY PLANNING AND COMMUNITY DEVELOPMENT

*APPLICATION TYPE*: **RELOCATED STRUCTURE**

(PLEASE PRINT CLEARLY & ANSWER ALL QUESTIONS)

Project Responsibility Permit # _____

**APPLICANT'S NAME**: _____ **DATE**:_____
**APPLICANT'S ADDRESS**: _____**PHONE**:_____
**CITY / STATE/ ZIP CODE**_____

**PROJECT ADDRESS**: _____ **CITY**_____ **STATE**_____ **ZIP**_____

**DIRECTION TO PROPERTY**:_____

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**CONTRACTOR:** _____ **LICENSE #** _____
**ADDRESS:** _____ **CITY:** _____ **STATE:** ___ **ZIP:** _____
**PHONE #** _____

**OWNER'S NAME:** _____ **PHONE:** _____
**OWNER'S ADDRESS:** _____**CITY:** _____**STATE:** ___ **ZIP:** _____

**PROJECT CONTACT PERSON:** _____ **PHONE:** _____

**TYPE OF STRUCTURE BEING RELOCATED: RESIDENCE / ACCESSORY / ADDITION / OTHER:** _____
**(Circle/Highlight One)**

**Description of Work:** _____

**IS PROPERTY LOCATED IN A FLOODPLAIN? YES** ____ **NO** ____ **TOWNSHIP:** _____

TOTAL BLD HEIGHT: _____ NO. OF STORIES: _____ NO. OF BEDRMS ____ NO. OF BATHS: _____
BUILDING INSULATION REQUIRED: YES ____ NO ____ TEMPORARY POLE REQUESTED: YES ____ NO ____

**TOTAL SQUARE FOOTAGE OF STRUCTURE (HEATED):** _____ **(UNHEATED):** _____

**DECK: YES** ____ **NO** ____ **SQ. FT.** ____ **PORCH: YES** ____ **NO** ____ **SQ. FT.** ____ **CARPORT: YES** ____ **NO** ____

**WATER SOURCE: COUNTY / COMMUNITY SYSTEM / PRIVATE WELL / OTHER:** _____
**(Circle/Highlight One)**

**SEWER SOURCE: COUNTY / COMMUNITY SYSTEM / PRIVATE SEPTIC / OTHER:** _____
**(Circle/Highlight One)**

**COST OF CONSTRUCTION:** _____

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

**Signature:** _____ **Date:** _____

*** SEPARATE PERMITS REQUIRED FOR ELECTRICAL, MECHANICAL, PLUMBING AND GAS PIPING ***

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**(FOR OFFICE USE ONLY)**

ZONING DISTRICT: _____ SETBACKS: F _____ LH _____ RH _____ BACK _____

BUILDING PLANS APPROVED BY: _____ DATE PLANS APPROVED: _____

PERMIT TECHNICIAN'S SIGNATURE: _____ DATE: _____

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**AFFIDAVIT OF WORKERS' COMPENSATION COVERAGE N.C.G.S. 87-14**

(Must be submitted for each project)

The undersigned applicant for Building Permit # _____ being the

_____Contractor _____Owner _____Officer/Agent of the Contactor or Owner

do hereby assert under penalties of perjury that the person(s), firm(s) or corporation(s) performing the work set forth in the permit:

_____has/have three (3) or more employees and have obtained workers' compensation insurance to cover them.

_____has/have one or more subcontractor(s) and have obtained workers' compensation insurance covering them.

_____has/have one or more subcontractor(s) who has/have their own policy of workers' compensation covering themselves.

_____has/have not more than two (2) employees and no subcontractors,

while working on the project for which this permit is sought. It is understood that the Inspection Department issuing the permit may require certificates of coverage of workers' compensation insurance prior to issuance of the permit and at any time during the permitted work from any person, firm or corporation carrying out the work.

Firm name: _____

By: _____

Title: _____

Date: _____

**§ 87-14. Regulations as to issue of building permits.**

Any person, firm or corporation, upon making application to the building inspector or such other authority of any incorporated city, town or county in North Carolina charged with the duty of issuing building or other permits for the construction of any building, highway, sewer, grading or any improvement or structure where the cost thereof is to be thirty thousand dollars ($30,000) or more, shall, before he be entitled to the issuance of such permit, furnish satisfactory proof to such inspector or authority that he or another person contracting to superintend or manage the construction is duly licensed under the terms of this Article to carry out or superintend the same, and that he has paid the license tax required by the Revenue Act of the State of North Carolina then in force so as to be qualified to bid upon or contract for the work for which the permit has been applied, and that he has in effect **Workers' Compensation insurance** as required by Chapter 97 of the General Statutes; and it shall be unlawful for such building inspector or other authority to issue or allow the issuance of such building permit unless and until the applicant has furnished evidence that he is either exempt from the provisions of this Article or is duly licensed under this Article to carry out or superintend the work for which permit has been applied; and further, that the applicant has paid the license tax required by the State Revenue Act then in force so as to be qualified to bid upon or contract for the work covered by the permit; and further, that the applicant has in effect **Workers' Compensation insurance** as required by Chapter 97 of the General Statutes. Any building inspector or other such authority who is subject to and violates the terms of this section shall be guilty of a Class 3 misdemeanor and subject only to a fine of not more than fifty dollars ($50.00). (1925, c. 318, s. 13; 1931, c. 62, s. 4; 1937, c. 429, s. 7; 1949, c. 934; 1953, c. 809; 1969, c. 1063, s. 6; 1971, c. 246, s. 4; 1981, c. 783, s. 2; 1989, c. 109, s. 2; 1991 (Reg. Sess., 1992), c. 840, s. 2; 1993, c. 539, s. 603; 1994, Ex. Sess., c. 24, s. 14(c).)

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**FOUNDATION SURVEY REQUIREMENT**

Permit #_____

**Unified Development Ordinance 3.2.2 Setback Certification**

A. Upon submittal of a building permit application or prior to approval of a site plan or preliminary subdivision plat, the Administrator shall confirm all required setbacks and make clear note of these requirements on the application, plat or plan documents, as applicable.

B. Foundation Survey Requirements: Foundation surveys will be required and must be submitted in its original form to verify that a new structure meets the set back requirements of this ordinance prior to occupancy. A foundation survey is required when the foundation wall is completed. Foundation surveys shall be required for all principal structures and accessory structures greater than 600 square feet with the exceptions noted below. The foundation survey submission shall consist of a map prepared by a Professional Land Surveyor showing the structure, lot boundaries and distance from the structure to the lot boundaries, and be signed and sealed by the surveyor. A signed and sealed letter from a Professional Land Surveyor, identifying the property and structure and certifying that the structure meets or exceeds the setbacks for the zoning district in which it is located may be provided in lieu of a survey map.

C. Prohibition on Inspections: No inspections shall be provided by the Pender County Building Inspector on a structure after the "foundation inspection" unless the Foundation Survey is complete. The Inspector shall place a stop work order on any construction when the foundation verification is not submitted when required and shall not provide an occupancy permit or any authorization for power connection until the required foundation survey verification is submitted and approved by the Administrator or their designated representative.

D. Exceptions to Survey Requirements: A foundation survey will not be required in the following circumstances:

1) For a structure erected on a bona fide farming operation.
2) For individual mobile homes located in a mobile home park.
3) For structures when the approved site plan shows the setbacks to be double those required by this ordinance and a building inspector upon visit to the site can observe and confirm that the structure has been located as shown on the site plan. The inspector shall verify his observation by providing a signed copy of the site plan or a permit for the structure to the Administrator. Other form of certification satisfactory to the Building Inspections Director and Administrator may be provided.
4) For structures when the conditions noted below are met and a building inspector upon visit to the site can observe and confirm that the structure has been located as shown on the site plan. The inspector shall verify his observation by providing a signed copy of the site plan or a permit for the structure to the Administrator. Other form of certification satisfactory to the Building Inspections Director and Administrator may be provided. The following conditions must be met for this exception to apply:
a) Site plan approved by Administrator and Environmental Health shows front yard setbacks to be 20 feet above minimum required and side and rear yard setbacks to be 10 feet above minimum required and is available at site.
b) A survey map of the site showing the property corners is available at the site.
c) The permanent property corners are clearly marked and flagged.
d) The owner or his representative is available at the site to provide measurements if necessary to confirm structure location.

_____ Date_____
Applicant (Signature indicates Foundation Survey requirements has been discussed.)

_____ Date_____
Technician ((Signature indicates Foundation Survey requirements has been discussed.)

**According to structure drawing on site plan the following is required**:

____double setback (exception 3 above) ____20+10+10 (exception 4 above) ____Survey required no exception

___Double Wide Mobile Home – Foundation survey or setback verification must be submitted **BEFORE** the first inspection i.e. marriage wall, electrical, plumbing, mechanical finals, etc.

___Single Wide Mobile Home – Foundation survey or setback verification must be submitted **BEFORE** the first inspection i.e. electrical, mechanical and plumbing finals.

***The inspector reserves the right to request that a licensed surveyor submit the Foundation Survey**.*

Print Form