



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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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

11/30/05

MOBILE HOME INSPECTIONS

SINGLE WIDE MOBILE HOMES:

Call for an inspection after the following items have been completed (**before underpinning is installed**):

1. The home has been set and properly anchored.
2. The drain lines have been hooked up. (**we need to see the septic tank connection before it is covered**).
3. The electric is ready for Duke Power to hook up.
4. The steps and/or decks are installed. (steps and decks must be self supporting, cannot be attached to the mobile home. **There must be at least two sets of steps.**
5. If a gas connections is to be made, the installer must obtain a permit must be obtained from this office and an inspection done before the gas lines are covered and while a pressure test in on the lines.

DOUBLE WIDE HOMES:

Call for the following inspections:

1. Footer inspection (when footers are dug, **before being poured.**)
2. Marriage wall inspection (when the two halves are fastened together, **Before roof cap and end walls are trimmed out.**)
3. Final inspection (**same as 1 thru 5 above**).

All mobile homes are required to be set at least ten (10) feet from property lines. (If the home is being set up in a mobile home park, check mobile home park regulations.)

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.