

Permit Application
ONE & TWO-FAMILY

Phone 919-249-3418
Fax 919-249-3407



Permit # _____ - _____
Received Date: _____
File Close Date: _____

**Town of Apex
2010**

Applicant Name _____ Phone _____ Fax _____
Project Address _____ **Apex, NC** ZIP _____
Subdivision _____ Lot number (new construction only) _____
Project Contact Person _____ Phone _____ Fax _____
Property Owner _____ Phone _____ Fax _____
Address _____ City _____ State _____ ZIP _____
Email _____ Contact Preference: Phone Fax Email

Description of work _____ Number of stories _____
Building Use: Single Family Dwelling Duplex Townhome Total area of the new work (sf): _____
Permit Type: New Building (see next section) Addition to existing building Alteration to existing building
Total Construction Cost \$ _____ (unlicensed GC's must provide copies of all contracts)

New Dwellings Only

Basement? yes no Walk-up attic? yes no Height of building (grade to ridge - 36' max.): _____
Are accessory structures included? yes no If yes, complete the Accessory Structure Supplemental (page 3)

Wake County Approvals (required for the following)

Well Septic system Waste hauling Provide Wake Co. permit number(s) _____
 Wake County permits have been provided with this application Wake County approval is not required

Utilities

Sewer Public Private* (septic) Water meter requested → New water meter size _____
Water Apex° Private* (well) Irrigation meter requested → New water meter size _____
Electric Apex° Progress Energy Temporary board requested** → Temp board is not requested

°First time customers MUST apply with the Apex Finance Department for water and electric service

*Wake County Health Department permit(s) are a prerequisite for accepting this application

**Temporary power boards for townhomes require a separate Single Trade Permit for each temp board (apply separately)

Applicant's Statement

I hereby certify that I have the authority to make the necessary application; 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 or private building restrictions, if any, which may be imposed by deed. The Inspection Department will be notified of any changes in the approved plans and specifications for the project herein.

Check one of the following boxes: This is new work This permit is to legalize work performed without a permit, inspections or approvals. I understand that all work must be uncovered and inspected before an approval can be granted and that I cannot self-perform work subject to the NC Plumbing, Mechanical or Electrical codes if I do not intend to live in this house for the twelve (12) months from the date of permit final inspection approval.

Applicant (print) _____ Signature _____ Date _____

Zoning (to be completed by plans examiner)

This lot **is not** located in a regulatory (FEMA) or a non-regulatory (Calculated) flood plain.
 This lot **is** located in a flood plain (complete line below). FFE (finished floor elevation): _____
Type of flood plain: FEMA Calculated "Fill Placement in Flood Area" form is completed and attached
Are Zoning Conditions applicable to this property? Yes No If Yes, I confirm a copy has been provided: Yes
Zoning approval type: Plot plan Other: _____ Zoning District: _____ By: _____

Plans Designer

Name _____ NC Registration # _____
 Address/City/State/Zip (if not listed elsewhere) _____
 Architect Engineer Owner Other

General Construction (Building)

Contractor (Company Name) _____ Phone _____
 Address _____ City _____ State _____ ZIP _____
 License Number _____ Classification: Residential Building Limited Intermediate Unlimited
 Email _____ Construction Cost (contract amount) \$ _____

Choose one of the following:

- I am a general contractor duly licensed by the NC Licensing Board of General Contractors. I am permitted by my license to contract on projects on one property at one time not to exceed the following dollar value: _____dollars. The following contractors are considered subcontractors.
- I am an unlicensed contractor. I am permitted to contract on projects on one property at one time not to exceed \$30,000. I am not permitted to perform or subcontract plumbing, mechanical or electrical work so all of the following contractors are considered prime contractors and have contracts directly with the property owner.
- I am the property owner acting as the general contractor. I have provided the following form entitled: Applicant Questionnaire for Homeowner Acting as a General Contractor. If I have listed myself as a contractor below I do so knowing that I intend to live in this house for a period of 12 months and have presented an affidavit to the Building Official stating the same.

General Contractor (print) _____ Signature _____ Date _____

Electrical Permit Check here if this trade is not required

Contractor (Company Name) _____ Phone _____
 Address _____ City _____ State _____ ZIP _____
 License Number _____ Classification: Limited Intermediate Unlimited Owner Other
 Voltage: 50 or less 600 or less 600 or more
 Email _____ Construction Cost (contract amount) \$ _____
 Authorized Agent (print) _____ Signature _____ Date _____

Mechanical Permit* Check here if this trade is not required *Outdoor units must meet screening per UDO

Contractor (Company Name) _____ Phone _____
 Address _____ City _____ State _____ ZIP _____
 License Number _____ Classification: H-1 H-2 H-3 Owner Class I Class II N/A
 Email _____ Construction Cost (contract amount) \$ _____
 Authorized Agent (print) _____ Signature _____ Date _____

Plumbing Permit Check here if this trade is not required

Contractor (Company Name) _____ Phone _____
 Address _____ City _____ State _____ ZIP _____
 License Number _____ Classification: Class I Class II Owner N/A
 Email _____ Construction Cost (contract amount) \$ _____
 Authorized Agent (print) _____ Signature _____ Date _____

Irrigation Permit Check here if this trade is not required

Contractor (Company Name) _____ Phone _____
 Address _____ City _____ State _____ ZIP _____
 License Number _____ Email _____ Construction Cost (contract amount) \$ _____
 Authorized Agent (print) _____ Signature _____ Date _____

Project Address _____

Accessory Structures (to be completed only for items listed below)

Accessory structure # 1: Dimensions: _____ x _____ Area: _____ sq. ft.
 Accessory structure # 2: Dimensions: _____ x _____ Area: _____ sq. ft. Total Area: _____ sq. ft.

Please check the appropriate descriptor(s) below:

- | | | |
|---|--|--|
| <input type="checkbox"/> Carport, attached | <input type="checkbox"/> Porch with roof (screened or open) | <input type="checkbox"/> Sunroom, continuous masonry foundation |
| <input type="checkbox"/> Carport, detached | <input type="checkbox"/> Roof over existing deck or patio, enclosed with glazing ^o (see sunroom) | <input type="checkbox"/> Heated <input type="checkbox"/> Unheated |
| <input type="checkbox"/> Deck, wood (abutting the main dwelling structure) | <input type="checkbox"/> Roof over existing deck (screened or open) | <input type="checkbox"/> Sunroom, post or pier foundation ^o |
| <input type="checkbox"/> Deck, wood (not abutting the main structure, remote) | <input type="checkbox"/> Roof over patio (screened or open) | <input type="checkbox"/> Heated <input type="checkbox"/> Unheated |
| <input type="checkbox"/> Deck, wood (supporting spa or hot tub) ^o | <input type="checkbox"/> Roof over patio (screened or open) enclosed with glazing ^o (see sunroom) | <input type="checkbox"/> Trellis (supported by an existing structure) |
| <input type="checkbox"/> Garage, detached (use separate application) | <input type="checkbox"/> Storage building or structure | <input type="checkbox"/> Trellis, freestanding (permit not required) |
| <input type="checkbox"/> Porch, enclosed with glazing (see sunroom) | | <input type="checkbox"/> Gazebo (any size) |

Note: An electrical permit is required for all sunrooms and may be required for some decks and some porches
^oRequires foundation design by a NC Licensed PE or Architect (provide with application)

Two plot plans have been provided as required (see section below)

Swimming Pools, Spas and Hot Tubs

Definition:
Swimming Pool. Any structure intended for swimming or recreational bathing that contains water over 24 inches deep. This includes in-ground and aboveground swimming pools, spas or hot tubs.

- | | | |
|--|---|---|
| <input type="checkbox"/> Spa or hot tub supported by a deck | <input type="checkbox"/> Swimming Pool, Outdoor | <input type="checkbox"/> Decorative Fountain or Reflective Pool with electric |
| <input type="checkbox"/> Spa or hot tub supported by slab on grade | <input type="checkbox"/> Swimming Pool, Indoor | |

I affirm that I am aware of the following conditions and/or requirements (all boxes must be checked):

- I have provided two plot plans as required. (see section below)
- I am aware of the regulations outlined in the NC Residential Building Code Appendix G (Swimming Pools, Spas and Hot Tubs) and that a copy of this document will be provided by the Inspection Division upon request.
- I understand that a fence must be installed prior to a final inspection as required by the NCRC Appendix G.

Permits Required: Building (fence is required) \$40 Electrical required \$40 Plumbing (if connected to system) \$40

Plot Plans (required for all projects except interior alterations)

The plot plan must be drawn in ink showing the entire lot with the outline of all structures and buildings(s) to include, decks, porches, driveways, retaining walls, cantilevers, mechanical equipment, easements, buffers, and setbacks. Dimensions must be provided for all building and structures and the dimensions must be consistent with the plans provided for review. Indicate the distance from each property line to the structure at the nearest point. Include only the lot for which the permit applies - townhomes are single-family homes and so the plot plan should so reflect (do not include the complete multi-unit building). All plot plans must be to a designated scale (preferable 1":20'). Plot plans for swimming pools, spas or hot tubs must include the required barrier fencing. Plot plan provided