

Permit Application
COMMERCIAL



TOWN OF APEX

Permit # _____ - _____

Received Date: _____

File Close Date: _____

Applicant Name _____ Phone _____ Email _____

Project Address _____ Suite _____ Apex, NC ZIP _____

Subdivision or Project Name _____ Lot Number _____

Project Contact Person _____ Phone _____ Fax _____

Email _____ Contact preference: Phone Fax Email

Property Owner _____ Phone _____ Email _____

Address _____ City _____ State _____ ZIP _____

Developer _____ Phone _____ Email _____

Description of Work _____

Proposed Use _____

Bldg. Type: New Existing Addition Total bldg. area (SF) _____ Bldg. no. of stories _____

Total project area (SF) _____ Project no. of stories _____ **Total Construction Cost \$** _____

PLANNING DEPARTMENT APPROVAL

Planning approval date: _____ Approval Type: Site Const. Drawings Administrative App Cert Zoning Compliance

Site Plan expiration date: _____ Site Plan requirements satisfied (10%) per _____ Checked by _____

Flood Plain Lot: No Yes Zone: _____ If Yes, Type: FEMA Calculated FFE (finished floor elevation): _____

OCCUPANCY

Shell Building Pre-tenant Improvement (occupancy classification has not been determined)

A-1 A-2 A-3 A-4 A-5 B E F-1 F-2 H-1 H-2 H-3 H-4 H-5 I-1 I-2

I-3 I-4 M R-1 R-2 R-4 S-1 U Mixed (check all)

CONSTRUCTION TYPE

I-A I-B II-A II-B III-A III-B IV-A IV-B V-A V-B

WAKE COUNTY APPROVALS (required for the following)

Food preparation Waste hauling Lodging facilities Institutional Daycare Pool or pool house

Well and/or septic permit, provide Wake Co. permit number(s) _____

Completed Wake County application is attached Wake County approval is not required

UTILITIES

Water Apex Private (well) **Water meter requested** **New water meter size** _____

Sewer Public Private (septic)

Electric Apex Progress Energy **Temporary board requested** **Temp board is not requested**

First time customers MUST apply with the Apex Finance Dept. for water and electric service

APPLICANT 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.

Applicants Name (print) _____

Signature _____

Date _____

Project Address _____ Suite _____ Apex, NC ZIP _____

Signature approval required for issuance of single trade permits (Supervisor Signature) _____

Instructions for completing the remainder of the application:

- A) Lines 1 – 4: Complete contractor information for each contractor performing the work for this project.
- B) Line 5: Original signature required by each contractor.
- C) Construction Cost: The combined construction cost of each trade should match the total construction cost on page 1 of the application.

GENERAL CONSTRUCTION (BUILDING) Check here if this trade is not required.

1) Contractor (Company Name) _____ Phone _____

2) Address _____ City _____ State _____ ZIP _____

3) License Number _____ Classification: Commercial Limited Intermediate Unlimited

4) Email _____ **Construction Cost (contract amount) \$** _____

I am a general contractor duly licensed by the NC Licensing Board of General Contractors. I am permitted by my license to contract on project on one property at one time not to exceed the following dollar value \$ _____. 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.

5) Authorized Agent (print) _____ Signature _____ Date _____

ELECTRICAL Check here if this trade is not required.

1) Contractor (Company Name) _____ Phone _____

2) Address _____ City _____ State _____ ZIP _____

3) License Number _____ Classification: Limited Intermediate Unlimited Owner Other
Voltage: 50 or less 600 or less 600 or more

4) Email _____ **Construction Cost (contract amount) \$** _____

5) Authorized Agent (print) _____ Signature _____ Date _____

HVAC (Mechanical) Check here if this trade is not required.

1) Contractor (Company Name) _____ Phone _____

2) Address _____ City _____ State _____ ZIP _____

3) License Number _____ Classification: H-1 H-2 H-3 Owner Class I Class II N/A

4) Email _____ **Construction Cost (contract amount) \$** _____

5) Authorized Agent (print) _____ Signature _____ Date _____

Effective July 19, 2016: all new backflow preventers installed on Apex water system are required to be lead free. Backflow preventers installed must be per the USC manual and Town of Apex Cross Connection Control Ordinance. Approved lead free backflow preventers can be found at <http://www.usc.edu/dept/fccchr/list.html>

PLUMBING Check here if this trade is not required.

1) Contractor (Company Name) _____ Phone _____

2) Address _____ City _____ State _____ ZIP _____

3) License Number _____ Classification: Class I Class II Owner N/A

4) Email _____ **Construction Cost (contract amount) \$** _____

5) Authorized Agent (print) _____ Signature _____ Date _____

SPRINKLER (PLUMBING/FIRE) Check here if this trade is not required. **Additional fee per schedule**

1) Contractor (Company Name) _____ Phone _____

2) Address _____ City _____ State _____ ZIP _____

3) License Number _____ Classification: Fire Sprinkler (only)

4) Email _____ **Construction Cost (contract amount) \$** _____

5) Authorized Agent (print) _____ Signature _____ Date _____

REFRIGERATION (MECHANICAL) Check here if this trade is not required. **Additional fee per schedule**

1) Contractor (Company Name) _____ Phone _____

2) Address _____ City _____ State _____ ZIP _____

3) License Number _____ Classification: H-1 H-2 H-3 Owner Class I Class II N/A

4) Email _____ **Construction Cost (contract amount) \$** _____

5) Authorized Agent (print) _____ Signature _____ Date _____

HOOD SUPPRESSION (MECHANICAL) Check here if this trade is not required. **Additional fee per schedule**

1) Contractor (Company Name) _____ Phone _____

2) Address _____ City _____ State _____ ZIP _____

3) License Number _____ Classification: H-1 H-2 H-3 Owner Class I Class II N/A

4) Email _____ **Construction Cost (contract amount) \$** _____

5) Authorized Agent (print) _____ Signature _____ Date _____

ALARM SYSTEM (ELECTRICAL/FIRE) Check here if this trade is not required. **Additional fee per schedule**

1) Contractor (Company Name) _____ Phone _____

2) Address _____ City _____ State _____ ZIP _____

3) License Number _____ Classification (Electrical only): Limited Intermediate Unlimited Low Voltage

4) Email _____ **Construction Cost (contract amount) \$** _____

5) Authorized Agent (print) _____ Signature _____ Date _____

PARKING OR SITE LIGHTING (ELECTRICAL) Check here if this trade is not required. **Additional fee per schedule**

1) Contractor (Company Name) _____ Phone _____

2) Address _____ City _____ State _____ ZIP _____

3) License Number _____ Classification: Limited Intermediate Unlimited Owner Other

 Voltage: 50 or less 600 or less 600 or more

4) Email _____ **Construction Cost (contract amount) \$** _____

5) Authorized Agent (print) _____ Signature _____ Date _____

UNDERGROUND TANKS (FIRE) Check here if this trade is not required. **Additional fee per schedule**

1) Contractor (Company Name) _____ Phone _____

2) Address _____ City _____ State _____ ZIP _____

3) License Number _____ Classification: _____

4) Email _____ **Construction Cost (contract amount) \$** _____

5) Authorized Agent (print) _____ Signature _____ Date _____

IRRIGATION

Irrigation permits are issued separately. See new irrigation system application on website.