

Permit No. \_\_\_\_\_  
Zoning Permit No. \_\_\_\_\_

Total Project Cost: \_\_\_\_\_

**CITY OF WHITEVILLE  
PLANNING & INSPECTIONS  
COMMERCIAL PERMIT APPLICATION**

Applicant/Property Owner: \_\_\_\_\_ Date \_\_\_\_\_

Project 911 Address: \_\_\_\_\_

Project Name: \_\_\_\_\_

Developer: \_\_\_\_\_ Telephone No. \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Project Contact Person \_\_\_\_\_ Telephone No. \_\_\_\_\_

Description of Proposed Work: \_\_\_\_\_

Type of Building: [ ] New [ ] Addition [ ] Renovation/Up fit [ ] Deck/Ramp [ ] Garage/Covered Walkway

Construction Type: Wood \_\_\_\_\_ Masonry \_\_\_\_\_ Steel \_\_\_\_\_

Occupancy Type: Assembly \_\_\_\_\_ Business \_\_\_\_\_ Educational \_\_\_\_\_ Hazardous \_\_\_\_\_ Utility \_\_\_\_\_

Factory-Industrial \_\_\_\_\_ Institutional \_\_\_\_\_ Mercantile \_\_\_\_\_ Residential \_\_\_\_\_ Storage \_\_\_\_\_ Townhouse \_\_\_\_\_

Building Area: Total Area \_\_\_\_\_ sq. ft. Area per Floor \_\_\_\_\_ sq. ft.

• If existing structure calculate total area of renovation only \_\_\_\_\_ sq. ft.

Building Height: \_\_\_\_\_ Ft. No. Stories \_\_\_\_\_ Sprinklered or Unsprinklered

State Agency Approvals:

NC Department of Insurance Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_

NC Department of Labor Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_ (Elevator, Boiler)

Utilities: Water/Sewer Public \_\_\_\_\_ Private \_\_\_\_\_

Energy Calculation Sheet: Yes \_\_\_\_\_ No \_\_\_\_\_ Fire District: Yes \_\_\_\_\_ No \_\_\_\_\_

General Construction Permit:

Contractor Name \_\_\_\_\_ Telephone No. \_\_\_\_\_

Address \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

License# \_\_\_\_\_ Classification \_\_\_\_\_

Architect \_\_\_\_\_ Engineer \_\_\_\_\_ NC Reg. # \_\_\_\_\_

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I hereby certify 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. The Inspection Department will be notified of any changes in the approved plans and specifications for the project permitted herein.

**Owner / Agent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

CITY OF WHITEVILLE  
INSPECTIONS DEPARTMENT

**CERTIFICATION AS TO STATUS OF LICENSURE  
FOR THE GENERAL CONTRACTOR TO SIGN:**

Permit # \_\_\_\_\_

I understand that I am signing this document under oath: I certify that I am making a truthful statement. I have read G.S. Sections 87-1 and 87-14 as amended July 6, 1992. I have entered into a construction contract where the cost of the undertaking exceeds \$30,000.00; the contract, whether written or oral, is in the exact name as listed with the North Carolina Licensing Board for General Contractors. I am not in a partnership (including any "joint venture" [unless in compliance with 21 N.C.A.C. 12.0207]) with any unlicensed entity. I certify that I am presently licensed under the name \_\_\_\_\_ and under license number \_\_\_\_\_. My license is active and in good standing – I have filed all necessary renewal forms with the North Carolina Licensing Board for General Contractors. I am not presently under any disciplinary order issued by the North Carolina Licensing Board for General Contractors, which disqualifies me for a building permit.

I certify to this Building Inspections Division that I have paid license tax(es) as required by the N.C. Department of Revenue; I have in effect all required workers compensation insurance coverage. I have filled out the attached worksheet/affidavit regarding workers' compensation and I agree to submit certificates of responsible for ascertaining whether I am obligated by law to obtain workers' compensation insurance and to assure that our insurance coverage is adequate. I have made all reasonable inquiries of the appropriate authorities and/or sought private legal counsel to assure that I am providing all workers' compensation coverage required by law.

I understand that a licensed general contractor must pay a \$10.00 fee upon applying for a residential permit pursuant to G.S. Section 87-15.5 "Homeowner's Recovery Fund" Act of North Carolina, \$9.00 of which the permitting official shall forward to the North Carolina Licensing Board for General Contractors.

I understand that the unlicensed practice of general contracting is a criminal offense under G.S. Section 87-13 and that I may be sued by the North Carolina Licensing Board for General Contractors for an injunction if I practice without a license as required by law. I also understand that, under North Carolina case law, an unlicensed practitioner may be barred from recovery of any civil damages if the job owner refuses to pay me.

I have been informed that any authority issuing a building permit to an unlicensed contractor where a license is required may be found guilty of a misdemeanor and I certify that this Department may rely on my statement as a truthful statement regarding the status of my license.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRINT NAME:

\_\_\_\_\_  
TITLE:

\_\_\_\_\_  
TELEPHONE NUMBER:

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

MY COMMISSION EXPIRES: \_\_\_\_\_

(Seal)

City of Whiteville  
Building Inspections

**CONFIRMATION AS CONTRACTOR / SUBCONTRACTOR**

Permit # \_\_\_\_\_

If building permit is approved, I agree to conform to all laws of the State of North Carolina regulating such work. I confirm that the information listed below is true and accurate.

Project Address: \_\_\_\_\_

Gen. Contractor Name: \_\_\_\_\_ NC License # \_\_\_\_\_

Contractor Signature \_\_\_\_\_

Electrical Contractor Name: \_\_\_\_\_ NC License # \_\_\_\_\_

Electrical Contractor Signature \_\_\_\_\_

Plumbing Contractor Name: \_\_\_\_\_ NC License # \_\_\_\_\_

Plumbing Contractor Signature \_\_\_\_\_

Mechanical Contractor Name: \_\_\_\_\_ NC License # \_\_\_\_\_

Mechanical Contractor Signature \_\_\_\_\_

Fuel Piping Contractor Name: \_\_\_\_\_ NC License # \_\_\_\_\_

Fuel Piping Contractor Signature \_\_\_\_\_

Refrigeration Contractor Name: \_\_\_\_\_ NC License # \_\_\_\_\_

Refrigeration Contractor Signature \_\_\_\_\_

Sprinkler Contractor Name: \_\_\_\_\_ NC License # \_\_\_\_\_

Sprinkler Contractor Signature \_\_\_\_\_

# Lien Agent Information

**Effective April 1, 2013**

In accordance with North Carolina General Assembly Session Law 2012-158, Inspection Departments are not allowed to issue any permit where the project cost is \$30,000 or more unless the application is for improvements to an existing dwelling that the applicant uses as a residence **OR** the property owner has designated a lien agent and provided the inspections office with the information below:

Name of Lien Agent: \_\_\_\_\_

Mailing address of Agent: \_\_\_\_\_

\_\_\_\_\_

Physical address of Agent: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

The information will be attached to the permit record and a copy provided to the applicant. The applicant is required to post a copy on the construction site.

Excerpt from North Carolina G.S. 160A-417:

“ **(Effective April 1, 2013)** No permit shall be issued pursuant to subdivision (1) of subsection (a) of this section where the cost of the work is thirty thousand dollars (\$30,000) or more, other than for improvements to an existing single-family residential dwelling unit as defined in G.S. 87-15.5(7) that the owner occupies as a residence, or for the addition of an accessory building or accessory structure as defined in the North Carolina Uniform Residential Building Code, the use of which is incidental to that residential dwelling unit, unless the name, physical and mailing address, telephone number, facsimile number, and electronic mail address of the lien agent designated by the owner pursuant to G.S. 44A-11.1(a) is conspicuously set forth in the permit or in an attachment thereto. The building permit may contain the lien agent's electronic mail address. The lien agent information for each permit issued pursuant to this subsection shall be maintained by the inspection department in the same manner and in the same location in which it maintains its record of building permits issued.”

You can complete online at:

[www.liensnc.com](http://www.liensnc.com)