



Buncombe County Permits and Inspections

30 Valley Street, Asheville, N.C. 28801
 Phone: (828) 250-5360 Fax: (828) 250-6082

COMMERCIAL CHECKLIST

SOME ITEMS MAY NOT APPLY

Application *	SUBMIT APPLICATION WITH PLANS, BEFORE PLAN REVIEW PROCESS CAN BEGIN AN APPLICATION MUST BE ATTACHED
Appendix B *	www.ncdoi.com/OSFM/Engineering/Documents/AppendixB.doc CAN BE OBTAINED AT THE ABOVE LINK AND AFFIXED TO PLANS
Plans *	PROVIDE 3 SETS OF PLANS, PLANS ARE TO BE DRAWN TO SCALE AND IN CLARITY
Floor Plan *	FLOOR PLAN TO SHOW ALL ROOMS, DOORS & DOOR SWING, ROOM NAME OR NUMBER, FIXTURES, TABLES, CHAIRS, AND EQUIPMENT
Plans sealed	BY REGISTERED ARCHITECT OR LICENSED PROFESSIONAL ENGINEER LEGALLY REGISTERED OR LICENSED UNDER THE LAWS OF THIS STATE
Pre-Engineered Metal building *	PROVIDE 2 SETS OF PLANS FROM BUILDING MANUFACTURER SEALED BY ENGINEER LEGALLY REGISTERED OR LICENSED UNDER THE LAWS OF THIS STATE.
Modular Building *	PROVIDE 2 SETS OF PLANS FROM BUILDING MANUFACTURER SEALED BY ENGINEER LEGALLY REGISTERED OR LICENSED UNDER THE LAWS OF THIS STATE.
Fire rating systems	PROVIDE <u>COMPLETE DESIGN ON PLANS</u> IF REQUIRED
Penetration systems	PROVIDE <u>COMPLETE DESIGN ON PLANS</u> IF REQUIRED
Draft stopping	PROVIDE <u>DETAILS ON PLANS</u>
Site Plan *	INDICATE TOTAL NUMBER OF PARKING SPACES, HANDICAP SPACES, ACCESS AISLES, SIDEWALK WIDTH, CURB CUTS AND HANDICAP SIGNAGE, DISTANCE TO PROPERTY LINES AND ANY OTHER STRUCTURES
Life safety plan	INDICATE BY DIRECTIONAL ARROWS OCCUPANT LOAD UTILIZING EXIT AND
Egress *	ALL REQUIRED OR IDENTIFIED EXITS SHALL BE ACCESSIBLE AND LEAD BACK TO PARKING AREA OR PUBLIC WAY
Stair details	RISER: MINIMUM HEIGHT 4" MAXIMUM HEIGHT 7" TREAD DEPTH: MINIMUM 11"
Handrail details	PROVIDE DETAILS: TO INCLUDE MOUNTING HEIGHT, SIZE OF HANDRAIL
Guardrail details	GUARDRAILS ARE REQUIRED WHEN WALKING SURFACE IS GREATER THAN 30" ABOVE GRADE. THE MINIMUM HEIGHT OF GUARDRAIL IS 42"
Restroom Details *	PROVIDE ENLARGED FLOOR DRAWING OF RESTROOM SHOWING DIMENSION TO INTERIOR WALLS, LOCATION OF FIXTURES, GRAB BARS, CLEAR FLOOR SPACE AND CLEAR FLOOR AREA AS REQUIRED BY NORTH CAROLINA ACCESSIBILITY CODE
Door/Hardware Schedule *	INDICATE ON PLANS
Interior Finish *	INDICATE ON PLANS THE FINISH OF WALLS , FLOORS, CEILINGS
Exterior wall details *	DISPLAY SIDE VIEW ON PLANS, TO INCLUDE EXTERIOR FINISH, FLASHING,SHEATHING, STUDS, INSULATION, INTERIOR FINISH
Exterior	ALUMINUM FLASHING IS NOT ALLOWED. WHEN USING TREATED WOOD ENSURE MATERIAL USED FOR FASTENING IS

Balconies/Decks	COMPATABLE WITH TREATED WOOD
Roof slope *	INDICATE ON PLANS
Roof covering *	INDICATE ON PLANS
Wind design *	90 MPH IN BUNCOMBE COUNTY, SOME ELEVATIONS ARE A HIGHER WIND SPEED CATEGORY, CHECK ELEVATION
Seismic design *	BUNCOMBE COUNTY IS LOCATED IN SEISMIC ZONE C
Snow load *	15 PSF IS THE SNOW LOAD (GROUND)
Frost Line *	FROST LINE IN BUNCOMBE COUNTY IS 18"
Shear wall details	PROVIDE IN DETAIL ON PLANS
Retaining walls	RETAINING WALLS GREATER THAN 5 FEET IN HEIGHT ARE REQUIRED TO BE DESIGNED AND CONSTRUCTED UNDER THE RESPONSIBLE CHARGE OF A REGISTERED PROFESSIONAL ENGINEER. A PERMIT IS STILL REQUIRED
Foam/plastics	IF ANY FOAM PLASTIC IS USED IN CONTACT WITH GROUND, TERMITE TREATMENT IS REQUIRED
Signs	LOCATION AND DETAILS INDICATE IF PART OF CONTRACT OR SEPARATE
Details *	PROVIDE DETAILS FOR THE FOLLOWING IF THEY APPLY: CABINETS, TOILET FIXTURES, SINKS, ETC.
ACCESSIBILITY *	ALL PORTIONS PERTAINING TO ACCESSIBILITY WILL BE GOVERNED BY VOLUME 1-C. THE NORTH CAROLINA ACCESSIBILITY CODE 1999 EDITION WITH 2004 AMENDMENTS

- * INDICATES ALWAYS REQUIRED
- PLANS ARE SUBJECT TO \$50.00 RE-SUBMITTAL FEE OF ITEMS MARKED WITH AN * THAT ARE NOT ON PLANS (SEE FEE SCHEDULE)
- ✚ PLANS ARE NOT REQUIRED TO BE SEALED IF LESS THAN 2500 SQUARE FEET (BUILDING TOTAL) OR VALUE OF STRUCTURE IS LESS THAN \$90,000.00
- ✚ RESIDENTIAL PLANS ARE NOT REQUIRED TO BE SEALED IF LESS THAN 8 UNITS AND EACH UNIT HAS IT OWN EXIT AT GRADE LEVEL
- ✚ FARM BUILDINGS (TRADE PERMITS REQUIRED)
- ✚ IF YOUR PLANS ARE REQUIRED TO BE SEALED ALL TRADES WILL ALSO REQUIRE A SEAL
- ✚ PROVIDE CONTACT INFORMATION (FAX#, EMAIL IS PREFERRED)
- ✚ Plumbing plans shall show supply and waste/vent riser diagrams, fixtures and equipment type, etc.
- ✚ Mechanical plans shall show location of fire doors, fire dampers and smoke dampers; access for service/replacement of equipment; equipment schedule location of equipment, etc.
- ✚ Electrical plans shall show load calculations, panel schedules and locations, any details for special bonding and grounding, location of all devices, etc.
- ✚ Fire Protection Plans should be submitted to the Fire Marshal @ 250-6620
- ✚ Currently Buncombe County is enforcing:
- ✚ 2006 INTERNATIONAL BUILDING CODE WITH 2009 NC AMENDMENTS
- ✚ 2006 MECHANICAL CODE WITH 2009 NC AMENDMENTS
- ✚ 2006 FUEL GAS CODE WITH 2009 NC AMENDMENTS
- ✚ 2006 PLUMBING CODE WITH 2009 NC AMENDMENTS
- ✚ 2006 ENERGY CODE WITH 2009 NC AMENDMENTS
- ✚ 2008 NATIONAL ELECTRICAL CODE WITH NC AMENDMENTS