



CITY OF KINSTON

Inspections and Code Enforcement Division
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Kinston, North Carolina 28502
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OFFICE USE ONLY

APP No: _____

P.D. _____

PT: _____

BUILDING PERMIT APPLICATION

(Revised July 1, 2020)

Applicant or Project Name: _____

Project Address: _____

Project Type: (check one)

New ___ Addition ___ Renovation ___ Garage ___ Storage ___ Other ___

Proposed Use: (check one)

Single Family ___ Duplex ___ Townhouse ___ Condominium ___

Business ___ Commercial ___ Industrial ___ Other ___

Owner's Name: _____ Owner Phone#: _____

Owner's Present Address: _____

General Contractor: _____ License #: _____

Contact Person: _____

Contact Person Phone: _____ Email: _____

Describe proposed work: _____

PROJECT VALUATION: \$ _____

(Total cost of project, including materials, labor, site preparation, foundation, signs, and all service systems, including but not limited to: electrical, plumbing, gas, mechanical and fire protection systems. If project appears to be underestimated, the permit may be denied.)

FEES:

Commercial Plan Review Fee: (Please check applicable)

_____ \$200 Full Plans; _____ \$100 Interior Renovations _____ \$100 Parking Lot

Permit Fee Schedule: Includes \$100 base fee

Project Value	Fee		Project Value	Fee
\$100 - \$5,000	\$150		\$50,001 - \$75,000	\$300
\$5,001 - \$15,000	\$175		\$75,001 - \$100,000	\$350
\$15,001 - \$30,000	\$200		\$100,001 - Over	\$350 + \$3.00 per \$1,000
\$30,001 - \$50,000	\$250			

_____ Home Owner Recovery Fee (Residential Building Permits issued to Licensed General Contractors for new homes or renovations will be charged an additional \$10.00 (G.S. 87-15.6b.)

Permit Fee: \$ _____

(Effective April 1, 2013 North Carolina law requires appointment of lien agent. Contractors and subcontractors then give notice they are working on the project). Appointments are not required for:

- (1) Improvements under \$30,000 or
- (2) to the owner’s existing residence, or
- (3) for public building projects.

For more information: www.liensnc.com

I hereby certify that all information on this application is true and correct and that all work will comply with North Carolina State Building Codes and all other applicable state and local laws, ordinances and regulations. The Inspections Department will be notified of any changes in the approved plans and specifications for the project herein. Substantial departure from the approved plans and specifications without prior approval may result in the revocation of permit or approval. If requested, I agree to provide the City of Kinston Inspection Department “As Built” plans as a condition of occupancy if actual construction differs from the original approved plan.

Signature: _____ Date: _____