



Building
& Safety

Download and open PDF file before entering information

Must be submitted to <https://www.durhamnc.gov/467/Dplans>

BUILDING PERMIT APPLICATION

CITY-COUNTY BUILDING & SAFETY DEPARTMENT

101 City Hall Plaza, Ground Floor, Suite 400, Durham NC 27701

Phone: (919) 560-4144

This form is to be submitted with all non-residential structures and new residential primary structure construction projects, along with either a Non-Residential or Residential checklist as applicable.

PROJECT INFORMATION

JOB ADDRESS: _____ LOT/UNIT: _____

SITE PLAN NUMBER* (for all nonresidential jobs): _____ SUBDIVISION: _____

*Required for all nonresidential jobs or provide written verification that no site plan is needed, which can be obtained from planning@durhamnc.gov.

JOB DESCRIPTION (Must align with the checklist, construction plan, and site plan where required): _____

CONTRACTOR INFORMATION

CONTRACTOR: _____ STATE CONTRACTOR LICENSE NO.: _____

EMAIL FOR POINT-OF-CONTACT: _____ PHONE: _____

REQUIRED DURHAM CONTRACTOR ID (CID)*: _____

* To request a CID, email your contact information, including any construction licenses held, to permittechnicians@durhamnc.gov.

ADDRESS: _____ CITY: _____ STATE: _____ ZIP CODE: _____

ARCHITECT: _____ EMAIL: _____ PHONE: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP CODE: _____

PROPERTY OWNER INFORMATION

PROPERTY OWNER NAME: _____

EMAIL: _____ PHONE: _____

CONSTRUCTION COSTS Must reflect current market value for labor and materials (Materials obtained for free must be accounted for in the project costs)

BUILDING WORK: \$ _____

ELECTRICAL WORK? Yes ☐ No ☐ \$ _____

PLUMBING WORK? Yes ☐ No ☐ \$ _____

MECHANICAL WORK? Yes ☐ No ☐ \$ _____

FIRE PROTECTION WORK? Yes ☐ No ☐ \$ _____

TOTAL PROJECT COST \$ _____

Does this project exceed 12k sq. ft of land disturbance? Yes No

Does this project include public food service area(s)? Yes No

Is this a single-family, duplex, or townhome that includes a sprinkler? (If "Yes" check "Yes" for Plumbing above) Yes No

Will a sub-slab soil exhaust system be installed? Yes No

Is this property currently serviced or planned to be serviced by a well or septic tank? *Yes No

Is an alteration to an existing natural or man-made drainage system proposed as part of this work? **Yes No

*If "Yes," contact Environmental Health at 919-560-7800 for their approval.

**If "Yes," a separate drainage permit application may be required. Contact 919-560-4326 for more information.

AUTHORIZATION FROM OWNER OR AUTHORIZED AGENT

The owner or authorized agent of the owner who signs this application is responsible for determining whether sewer, water, gas and other utilities are available for this site. Also, all easements and restrictions must be shown on the plot plan. Where applicable, allowable impervious coverage must be verified by a certified survey at the completion of all site work. The applicant must adhere to all codes and ordinances. A separate permit is required for each trade that work is to be performed. No trade permits will be issued until the accompanying building permit is issued. Applications which are not completed to "ISSUED" status within 6 months will expire. By signing this application, the applicant assumes all responsibility for these items.

PRINT NAME: _____ SIGNATURE: _____ DATE: _____