

City of  *Lumberton*

*Planning & Neighborhood Services
Use Permit*

Applicant: _____ Phone: _____

Address: _____

Owner: _____ Phone: _____

Address: _____

Address of building: _____

Previous use of building: _____

Proposed use of building: _____

Number of parking spaces provided for use: _____

Date: _____ Signature of Applicant: _____

Date: _____ Signature of Owner: _____

****Please note that all gaming machines require a Conditional Use Permit obtained from the City of Lumberton****

Office Use

Parcel #: _____ Land Use: _____

District: _____ Number of parking spaces required: _____

Allowed use: Yes _____ No _____

Notes:

APPROVED BY:

Name and Title

Date

City of



Lumberton

Planning & Neighborhood Services

LAND USE PERMIT APPLICATION

APPLICANT _____

PROPERTY OWNER _____

ADDRESS _____

ADDRESS _____

TELEPHONE _____

TELEPHONE _____

CONTRACTOR _____

SITE LOCATION _____

ADDRESS: _____

PARCEL NUMBER _____

ZONING DISTRICT _____

TELEPHONE _____

EMAIL: _____

RESIDENTIAL OR COMMERCIAL DEVELOPMENT _____

PROPOSED LAND USE _____

NEW CONSTRUCTION, ADDITION OR RENOVATION: _____

COST OF CONSTRUCTION: _____

****Please note that all gaming machines require a Conditional Use Permit****

****Sign Permits must be obtained for all exterior signs****

****A change in the use of the property only, must obtain a Change of Use Permit ****

ADDITIONAL INFORMATION: _____

APPLICANT SIGNATURE

DATE

Office Use

SITE PLAN APPROVAL DATE _____ PERMIT # _____

FLOOD ZONE: _____ FEES COLLECTED _____

APPROVED BY:

Name and Title

Date

Effective July 1, 2018

GENERAL INFORMATION

THE FOLLOWING PERMIT FEES ARE CURRENT AS OF JULY 1, 2018 NO BUILDING, ELECTRICAL, PLUMBING, MECHANICAL OR OTHER PERMITS ISSUED BY THE DEPARTMENT SHALL BE VALID UNTIL FEES HAVE BEEN PAID TO THE CITY OF LUMBERTON.

PERMITS WILL BE ISSUED BETWEEN THE HOURS OF 8:00 AND 10:00 A.M. AND 3:30 - 5:00 PM IN THE INSPECTIONS DEPARTMENT AT THE MUNICIPAL BUILDING, 500 N. CEDAR STREET, LUMBERTON.

FOR MORE INFORMATION ON PERMIT FEES, PLEASE CALL THE PLANNING DEPARTMENT AT 671-3838.

I. BUILDING PERMITS

A. NEW CONSTRUCTION, ADDITIONS, AND ALTERATIONS:
\$3.50 PER \$1,000 CONSTRUCTION VALUE
\$50.00 MINIMUM

B. REROOF OR REPAIR TO ROOF:
\$3.50 PER \$1,000 CONSTRUCTION VALUE
\$50.00 MINIMUM

C. BUILDING DEMOLITION:
RESIDENTIAL \$100.00
COMMERCIAL 0.1-10,000 SQFT. \$150.00
10,001+ \$250.00

D. MOVING PERMIT:
\$100.00

II. INSULATION
\$0.020 PER SQUARE FOOT HEATED FLOOR
(\$40.00 MINIMUM)

III. ELECTRICAL
\$40.00 APPLICATION FEE PLUS
\$5.00 PER 220 VOLT OUTLET
\$0.50 PER 110 VOLT OUTLET
\$5.00 PER MOTOR

SERVICE CHANGE & REPAIR
UP TO 200 AMP \$40.00
201 AMP+ \$60.00

IV. PLUMBING

A. \$40.00 APPLICATION FEE PLUS:
\$5.00 PER FIXTURE
B. SPRINKLER SYSTEM
\$0.03 PER SQUARE FOOT FLOOR AREA

V. MECHANICAL

\$40.00 APPLICATION FEE PLUS:

A. AIR CONDITIONING & HEAT PUMPS
0.1 - 5 TONS \$20.00
5.1 - 50 TONS \$25.00
50+ TONS \$60.00
SPLIT SYSTEMS ADD \$ 5.00

*B. FOSSIL FUEL BURNING EQUIPMENT
0.1 - 50,000 BTU \$15.00
50,000 - 100,000 BTU \$20.00
100,000 - 200,000 BTU \$25.00
200,001+ BTU \$30.00

C. REFRIGERATION
(COMPRESSOR RATING)
0.1 - 5 TONS \$15.00
5.1 - 15 TONS \$20.00
15 + TONS \$30.00

D. COOKING EQUIPMENT HOODS
(COMMERCIAL ONLY)
0.1 - 10 SQ.FT. \$20.00
10.1 - 50 SQ.FT. \$25.00
50.1 - 100 SQ.FT. \$30.00
100+ SQ.FT. \$40.00

EXHAUST FANS \$5.00

VENTILATION EQUIPMENT
(OTHER THAN RESIDENCES) \$20.00

MODIFICATION, REPAIR OR REPLACEMENT OF DUCT
WORK \$30.00

*E. GAS PIPING \$30.00

* NO APPLICATION FEE

VI MISCELLANEOUS FEES

*A. ABC COMPLIANCE \$40.00
*B. DAYCARE COMPLIANCE \$40.00
*C. FUEL TANK PRESSURE TEST \$40.00
*D. POWER OUTS (VACANT) \$40.00
*E. COMMERCIAL FIRE ALARM \$40.00

VII. MOBILE HOMES

\$30.00 SET UP FEE
\$30.00 ELECTRICAL FEE
\$30.00 PLUMBING FEE
\$30.00 REINSPECTION FEE

VIII. SIGNS

A. NEW SIGN
1. OUTDOOR ADVERTISING
OFF PREMISES \$100.00 PER SIDE
2. PRINCIPLE USE
0 - 50 SQ.FT. \$50.00
51+ SQ.FT. \$100.00

3. COMMERCIAL ACCESSORY - \$10.00 PER SIDE
4. TEMPORARY - \$10.00 PER SIDE

B. MODIFICATION
ALL SIGNS \$25.00 PER SIDE

VIII. OTHER FEES

A. CONDITIONAL USE PERMIT
1. APPLICATION FEE \$250.00
2. SUBDIVISION - PAYABLE AT FINAL PLAT STAGE
A. PER LOT W/IMPROVEMENTS \$50.00
B. PER LOT W/O IMPROVEMENTS \$20.00

B. VARIANCE OR APPEAL TO ADMINISTRATIVE DECISION:
APPLICATION \$250.00

C. REZONING PETITION
APPLICATION \$250.00

D. ANNEXATION PETITION
APPLICATION \$100.00

E. LAND USE PERMIT (ZONING) \$ 25.00

F. ZONING CERTIFICATION LETTER \$ 5.00

G. SITE PLAN REVIEW
(LESS THAN 1 ACRE) \$ 50.00
(FROM 1 TO 4.9 ACRES) \$150.00
(5 ACRES & LARGER) \$250.00
3RD & EACH ADDITIONAL REVIEW \$ 50.00

H. LAND USE ORDINANCE \$ 30.00

COPIES
8.5" X 11" (14") \$.25
11" X 17" \$.50
18" X 24" \$ 2.00
24" X 36" \$ 3.00
30" X 42" \$ 4.00

DEPARTMENT OF PLANNING & INSPECTIONS

DEVELOPMENT REVIEW PROCEDURES

PLAN REVIEW

CHAPTER 35 OF THE LUMBERTON CITY CODE REQUIRES THE PREPARATION AND SUBMITTAL OF DEVELOPMENT PLANS FOR REVIEW AND APPROVAL PRIOR TO THE ISSUANCE OF A BUILDING PERMIT. THE DEPARTMENT COORDINATES THIS FUNCTION FOR THE CITY AND ADVISES APPLICANTS OF THEIR RESPONSIBILITIES RELATIVE TO PLAN SUBMISSION, PERMIT ISSUANCE, AND FEE PAYMENT.

MOST BUILDING PERMITS CAN BE ISSUED WITHIN 2 TO 4 WORKING DAYS WHILE MOST TRADE PERMITS CAN BE ISSUED UPON APPLICATION. THE INFORMATION REQUIRED TO BE DISCLOSED FOR THE ISSUANCE OF A PERMIT IS REFLECTED ON THE APPLICATIONS OR ON THE SITE PLAN CHECK LIST, ALL OF WHICH ARE AVAILABLE AT THE DEPARTMENT.

BUILDING PERMITS FOR CHANGE OF USE, NEW CONSTRUCTION, ADDITIONS, ETC. REQUIRE THE SUBMISSION OF DETAILED DEVELOPMENT SITE PLANS AS WELL AS CONSTRUCTION DRAWINGS AND SPECIFICATIONS.

REVIEW BY OTHER AGENCIES

THE TYPE OR LOCATION OF A DEVELOPMENT PROPOSAL MAY REQUIRE THE REVIEW OF PLANS AND SPECIFICATIONS BY STATE OR FEDERAL AGENCIES. WHILE THE APPLICANT IS RESPONSIBLE FOR ENSURING COMPLIANCE WITH THE REGULATIONS OF OTHER AGENCIES, THE DEPARTMENT WILL ROUTE PLANS TO THE RELEVANT CITY AGENCIES FOR REVIEW AND COMMENT. PERMITS MAY NEED TO BE OBTAINED FROM THESE AGENCIES AND FEES PAID.

IN ADDITION, AUTHORIZATION TO USE A TRACT OF LAND MY REQUIRE THE APPROVAL OF THE LUMBERTON CITY COUNCIL OR BOARD OF ADJUSTMENT; THESE APPROVALS ARE SUBJECT TO A PUBLIC HEARING PROCESS AND CAN REQUIRE SEVERAL MONTHS TO CONCLUDE.

OTHER FEES

FEES MY BE ASSESSED BY STATE AND FEDERAL AGENCIES AS WELL AS THE OTHER CITY AGENCIES. EXAMPLES INCLUDE THE PUBLIC WORKS DEPARTMENT FEES FOR DRIVEWAY CUTS, WATER CONNECTION, SEWER CONNECTION, AND STORM DRAINAGE, ALSO THE ELECTRIC UTILITIES DEPARTMENT FEES FOR SERVICE CONNECTIONS.

THESE FEES AS, APPROPRIATE, MUST BE PAID PRIOR TO THE ISSUANCE OF A BUILDING PERMIT.

MUNICIPAL PLANNING AUTHORITY

THE CITY OF LUMBERTON ENFORCES COMPREHENSIVE LAND USE CODES WITHIN ITS CORPORATE LIMITS AND EXTRATERRITORIAL JURISDICTION. QUESTIONS ABOUT THE LOCATION OF ITS PLANNING BOUNDARY SHOULD BE DIRECTED TO THE PLANNING DEPARTMENT AT (910) 671-3838.

MUNICIPAL UTILITIES

THE CITY OF LUMBERTON IS A FULL SERVICE UTILITY PROVIDER OFFERING WATER, SANITARY SEWER, AND ELECTRIC UTILITY SERVICES.

CONTACT PERSONS

DEPUTY CITY MANAGER

BRANDON LOVE 272-1346

INTERIM PLANNING DIRECTOR

ARTRIEL KIRCHNER 671-3977

INSPECTIONS DIRECTOR

BEN ANDREWS 671-3837

BUILDING INSPECTORS

BOBBY RAY MEARES 671-3839
671-3840

CODE ENFORCEMENT OFFICER

STEPHANIE CANADY 671-3842

FIRE INSPECTOR

JOE OLIVER 671-3841

COMMUNITY DEVELOPMENT ADMINISTRATOR

BRIAN NOLLEY 671-3844

PUBLIC WORKS DIRECTOR

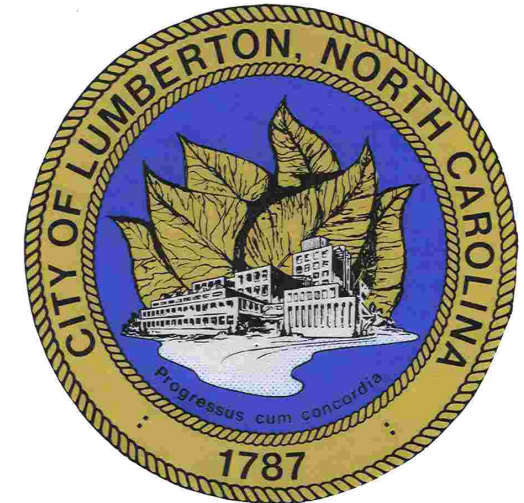
ROB ARMSTRONG 671-3851

ELECTRIC UTILITIES DIRECTOR

LAMAR BRAYBOY 671-3865

Planning & Inspections Fee

CITY OF LUMBERTON



PERMIT FEE SCHEDULE EFFECTIVE JULY 1, 2018