



Change of Tenant/Occupancy/Safety Inspection

Lincoln County Planning & Inspections Department

115 W. Main St., Lincolnton, NC 28092

Phone: (704) 736-8724

tradepermits@lincolncountync.gov

Parcel Id #:

Permit #:

APPLICANT INFORMATION

Your Name: _____ Phone #: _____

Email: _____

Your Address: _____

Owner's Name (if not same): _____ Phone #: _____

TYPE OF CHANGE

☐ ABC ☐ Daycare ☐ Family Care ☐ Change of Tenant ☐ Safety

SITE INFORMATION

Address of structure: _____

Previous Tenant/Occupant: _____

Intended Tenant/Occupant: _____

Previous Use: _____ Intended Use: _____

Is the Building Unlocked? _____

Number of Stories: _____ Height: _____ Will there be any new signs? ☐

Sewerage: ☐ City ☐ County ☐ Septic (requires approval from Env. Hlth. Dept.) Water: ☐ City ☐ County ☐ Well

Heated Sq. Ft.: _____ + Unheated Sq. Ft.: _____ = Total Sq. Ft.: _____

By signing this application below, I certify that I am authorized to apply for permits on this job, that the information given is true and correct to the best of my knowledge and that all work will comply with NC State Building Codes and local ordinances concerning the proposed use. **I am aware that this permit will become void after six (6) months from the date of issuance if no inspections have been scheduled and completed to verify work on the project has commenced.** For extended projects, I understand that the work must be verified and documented on a yearly basis or the permit will expire. I further understand that any violations of the aforementioned regulations and/or ordinances will be grounds for revocation of any and all permits issued. I further understand that as a result of the inspections associated with this permit application I may be required to pull additional permits to complete necessary work.

Signature (owner/agent) _____ Date: _____

☐ Agent ☐ Owner

Signage Standards Guide



Code Enforcement

Lincoln County Code Enforcement Officers are tasked with enforcing the county's sign regulations that are found in its Unified Development Ordinance. Below is a summary of the signage standards that most often affect small businesses and their marketing. Specific references to the signage standards can be found in Section 3.9 of the UDO which can be viewed at www.lincolncounty.org/udo

Temporary Sign

- Must be located out of the right of way
- One per parcel or one per tenant in multi-tenant complex
- Maximum of 8 sqft and 5 feet tall.

Directional Signs

- Must be located out of the right of way
- Only 3 directional signs are allowed
- Signs cannot be larger than 6 sqft
- Maximum height of 5 feet
- Cannot block motorist visibility
- A map of sign locations is required

Special Event Signage

- Must be located out of the right of way
- 1 sign allowed per 12 month period
- Maximum of 32 sqft per sign

Signs Not Permitted

- Portable signs (mobile signs, large movable signs, etc.)
- Windblown signage (balloons, flags, spinners, etc.)
- Flashing Signs
- Mechanical motion signs
- Off-Premise signage other than 3 directional signs



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