

Morehead City Fire Department



4034 Arendell Street
Morehead City NC 28557
252-726-5040

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APPLICATION FOR FIRE PERMIT AS REQUIRED BY NC FIRE CODES

TO: Applicants

APPLICATION PROCEDURES

You will need to submit a completed and signed application form along with the following information:

1. If the desired permit is for a fire protection system or fire alarm system, submit two (2) sets of plans and specifications (sealed by an *approved* design professional).
2. If the desired permit is for a **construction** permit, submit two (2) sets of plans and specifications along with a detailed description of the proposed project. If applicable, indicate egress routes and travel distances. An approved fire extinguisher(s) must be present.
3. If the desired permit is for an **operational** permit, submit two (2) sets of site/floor plans indicating the planned use along with a detailed description for the planned use. If applicable, indicate egress routes and travel distances. An approved fire extinguisher(s) must be present.
4. The Town of Morehead City now has available an online portal for submitting for permitting. Visit the Town's Website at: "<https://moreheadcitync.org/>". Search Planning and Inspections. Follow directions for using the portal.

Types of *Construction* Permits required in the Town of Morehead City including the ETJ of Morehead City:

1. Automatic Fire-Extinguishing Systems \$100.00
2. Battery Systems (>50 gal. liquid capacity) \$100.00
3. Cryogenic Fluids \$100.00
4. Compressed Gases \$100.00
5. Fire Pumps and Related Equipment \$100.00
6. Fire Alarm & Detection Systems & Related Equipment \$100.00
7. Flammable and Combustible Liquids (per site) \$100.00
8. Hazardous Materials **\$150.00**
9. Industrial Ovens \$100.00
10. LP Gas (up to first-stage regulator) **Regulated & Issued by The Department of Agriculture**
11. Private Fire Hydrants \$100.00
12. Spraying and Dipping (Rooms, Booths, Dip Tanks) \$100.00
13. Standpipe Systems \$100.00
14. Temporary Membrane Structures and Tents (max 180 days) **Inquire with Morehead City Planning and Inspections**

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Types of *Operational* Permits required in the Town of Morehead City including the ETJ of Morehead City:

1. Amusement Buildings \$100.00
2. Burning (Open) **Not Allowed in the Town of Morehead City**
3. Carnivals and Fairs \$100.00
4. Combustible Dust Producing Operations \$100.00
5. Covered Mall Buildings \$100.00
6. Exhibits and Trade Shows \$100.00
7. Explosives (including ALL fireworks displays) \$100.00
8. Flammable and Combustible Liquids (per site) \$100.00
9. Fumigation/Thermal Insecticidal Fogging \$100.00
10. Liquid or Gas-filled Vehicles or Equipment in Assembly Bldgs. \$100.00
11. Private Fire Hydrants \$100.00
12. Pyrotechnics Special Effects Material \$100.00
13. Spraying and Dipping Operations (Rooms, Booths, Dip Tanks) \$100.00
14. AGST/UGST (Above Ground Storage Tank/Below Ground Storage Tank) Installation, Alteration, Removal or Abandonment **\$200.00**
15. Other \$100.00

Failure to provide ALL of the above-required information will result in the return of the application.

Please submit this application to the Secretary for Planning and Inspections located at 706 Arendell Street (between 8:30 AM and 4:30 PM) or the Secretary of the Fire Department located at 4034 Arendell Street (between 9:00 AM and 1:00 PM) Monday through Friday. Upon receipt of the application, a Fire Inspector will review the application prior to issuance of the requested permit. Additional information may be requested prior to issuing the permit.

You will be contacted when the permit is ready for pick-up.