



# *Citizen's Guide to Land Development*



*The information contained in this **Citizens Guide to Land Development** is a general outline and guide to land use planning and development in Randolph County. **It does not include all applicable regulations** but should be helpful to citizens as a quick reference and summary of County development standards and policies.*

*For more information, citizens should contact the Randolph County Department of Planning and Zoning, Randolph County Central Permit Building, 204 E Academy Street, P O Box 771, Asheboro, NC 27204, (336) 318-6555, or the appropriate agency as listed in this guide or check the County website at <http://www.randolphcountync.gov>.*

# Central Permit Management System

All permits in Randolph County are coordinated through a computerized Land Records and Permit Management system. Through this system, Randolph County can accurately track each stage of development through the planning and inspection process. It will allow the citizen to obtain more timely and accurate property information and development status while enabling the County more efficient use of personnel.

Randolph County operates a Central Permit Office at the Randolph County Central Permit Building, 204 East Academy Street, Asheboro, where all development permits or applications can be obtained. The types of permits that can be obtained through the Central Permit Office include zoning, building, electrical, plumbing, heating, and air conditioning, well permits, septic system applications, and other specialized zoning permits as required (e.g., flood, special use, etc.).

Property Development Technicians will help you during each stage of the application process. To help in the application process you should know the complete name of the property owner, address of the property, size of the tract or lot, name of any subdivision, and road name.

The first permit required in Randolph County is the Zoning permit. Before commencing the construction, erection, addition to, or placement of any building or structure, including signs, the Zoning permit must be obtained.

## Property Development Advisory Team

Licensed General Contractors, Architects, Engineers, and other professional developers have found the Randolph County Central Permit system effective and timely. However, our existing system did not always adequately support those citizens that were not professional developers or contractors. These citizens often fell between the cracks of the development process and were often confused by the laws and codes that they had to navigate to complete their project. Because of the desire to provide outreach to these citizens, Randolph County staff designed an amendment to its existing Centralized Permit Ordinance that would specifically improve customer service for property owners who are planning development and acting as their contractors. These applicants are unlicensed contractors.

The County Planning Department facilitates a specialized *Property Development Advisory Team* (PDAT) consisting of representatives from the Central Permit Office, Planning & Zoning Department, Environmental Health Department, Building Inspections Office, and the Fire Marshal's Office. This Team meets on an as-needed basis. The PDAT is designed to assist and help property owners that are not professional builders. Property

owners in this context would include, but are not limited to, individuals, business owners, church groups or church organizations, athletic booster clubs, school groups or organizations (e.g., parent-teacher organization), or any other for-profit or non-profit organization. The types of projects reviewed by the PDAT include, but are not limited to, conversions of residential structures to assembly, commercial, or industrial use, changing the use of an existing assembly, commercial, or industrial structures, or building new assembly, commercial, or industrial structures. Also, the PDAT is required to review all Special Use Permit applications and Rezoning applications, with exception of major subdivisions, before the application of public hearing can be completed.

These applicants will be identified by the Property Development Technicians and/or the Plan Review Officer. The Plan Review Officer will work with the applicant and determine the proposed development and assist the applicant in writing their proposal. The Plan Review Officer will schedule a date for the applicant to meet with the PDAT.

## **Growth Management Plan**

Randolph County planning, rezoning, and public policy development decisions are based on a formally adopted *Growth Management Plan*. The Plan prepares broad policy statements that will, when combined with designated Growth Management Areas, form an overall growth management philosophy for Randolph County. The plan identifies growth areas (*Primary* and *Secondary*) of Randolph County where a higher density of various types of development is anticipated based on the existing and future public infrastructure needed to support growth.

The plan also identifies critical, important, and sensitive growth areas of Randolph County, which includes watersheds, wetlands, flood plains, active farmlands, and similar land resources (*Rural Growth Area*). Density and layout designs of major residential subdivisions would be sensitive to groundwater recharge and the possibility that placement of public infrastructure and other public facilities may be limited.

The goal of the *Growth Management Plan* is not to stop growth, but to channel the more intense growth to areas where public infrastructure allows growth to be sustained over the long term. The Plan also provides development options for those properties located in environmentally sensitive or otherwise remote rural areas of Randolph County.

## **Randolph County Growth Management Development Process for Subdivisions**

1. *Development Impact Analysis* (prepared by County planning staff);

2. Technical Review and Site Analysis (Planning Staff and developer);
3. *Neighborhood Information Meeting* (Informal walk-in session between County staff, developer, and citizens);
4. Formal recommendation from Technical Review Committee to Randolph County Planning Board; and
5. *Randolph County Planning Board Public Hearing* (Final decision unless appealed to the Board of County Commissioners.)

## Growth Management Policy Guidelines

- |                           |                            |
|---------------------------|----------------------------|
| 1. Economic Development   | 5. Residential Development |
| 2. Public Infrastructure  | 6. Environmental Quality   |
| 3. Industrial Development | 7. Planning Coordination   |
| 4. Commercial Development | 8. Heritage Management     |

## Zoning: Land Use Planning

All areas of Randolph County, except those in municipal limits or municipal zoning, are governed by County-wide zoning regulations. A citizen should note that several municipalities in Randolph County extend their extra-territorial zoning jurisdictions up to two miles from their municipal limits. Those municipalities maintaining extra-territorial jurisdictions are listed below along with the extent of their jurisdiction and the phone number for their planning office.

| Municipality          | Extent of zoning | Planning Office |
|-----------------------|------------------|-----------------|
| City of Archdale      | Up to one mile   | 336 431-9141    |
| City of Asheboro      | Up to two miles  | 336 626-1212    |
| City of Randleman     | Up to one mile   | 336 498-2604    |
| City of Trinity       | Up to one mile   | 336 431-2841    |
| Town of Franklinville | Up to one mile   | 336 824-2604    |
| Town of Liberty       | Up to one mile   | 336 622-4276    |
| Town of Ramseur       | n/a              | 336 824-8530    |
| Town of Seagrove      | n/a              | 336 873-9811    |
| Town of Staley        | n/a              | 336 318-6555    |

Randolph County zoning regulations are based on a comprehensive *Growth Management Plan*. The plan tries to outline and protect areas from incompatible development. The majority of land within the county is zoned *Residential Agricultural (RA)*, which is a low-density, rural, single-family residential classification. Rezoning

requests must show that the proposed rezoning would be compatible with the area and according to the Growth Management Plan for the area.

The County is divided into various types of zoning districts. A summary of the character of these individual districts is as follows:

**RA - Residential Agricultural:**

This is the zoning designation for most of the land in the County. It is a district designed for low-density residential developments and minor subdivisions and maintains the rural, agricultural character of the County.

**RE - Residential Exclusive:**

The purpose of this zoning district is to allow major single-family residential subdivisions with the housing type intended to accommodate site-built residential dwellings and conventional modular homes. This district is the most restricted single-family residential district.

**RM - Residential Mixed:**

This area is designed to provide a place for all types of residential development (single-family, multi-family, mobile home parks, Class A, B, or C mobile homes).

**RR - Residential Restricted:**

This area is designed to provide a place for site-built, modular, and Class A double-wide manufactured housing on permanent masonry foundations.

**E-1 - Environmental District 1:**

This is the most unique zoning district in North Carolina because it is designed specifically to enhance and preserve the special character of the Zoo site. All development, other than single-family residential homes, is regulated through *Conditional District* or *Special Use Permit* review.

**CS - Community Shopping District:**

The purpose of this district is to provide a place for crossroads shopping and community center shopping establishments.

**OI - Office and Institutional District:**

This area is established primarily for general office and institutional use.

**HC - Highway Commercial District:**

The purpose of this district is to provide a place in which the principal uses of land are for the retailing of durable goods, the provision of commercial services to industrial areas, and the provision of services to tourists.

**LI - Light Industrial District:**

This district has been established as a place for light industrial warehousing and distribution and sales of large-item products.

### **HI - Heavy Industrial District:**

This zoning district is designed to accommodate those industries whose normal operations include dust, noise, odor, or other emissions which may be objectionable.

### **MAO - Municipal Airport Overlay District:**

The purpose of this overlay zoning district is to establish height regulations within the Asheboro Municipal Airport approach zones located within the County's jurisdiction. It is also designed to prohibit other obstructions that have the potential for endangering the lives and property of users of the Asheboro Municipal Airport and property or occupants of land within the district.

### **CLO - Cluster Subdivision Overlay Districts:**

The Cluster Subdivision Overlay District is established to accommodate major residential subdivision developments designed to preserve rural character by the preservation of open space and significant environmentally sensitive areas. The district permits open space, recreational, residential, and limited rural neighborhood business uses that are part of a unified design. The Cluster Subdivision Development provides for the grouping of lots and buildings to conserve open space land resources and promotes innovation in the design of the development to minimize stormwater runoff impacts and other adverse rural environmental impacts. Housing characteristics with the CLO district will be designated Exclusive (CLOE), Restricted (CLOR), or Mixed (CLOM), in conformance with other major subdivision zoning districts.

### **CLO-CD - Cluster Subdivision Overlay Conditional District:**

Identical to the Cluster Subdivision Overlay District except that a Conditional Permit is required as a prerequisite to any use or development as provided in this chapter.

### **RLO - Rural Lot Subdivision Overlay District:**

The purpose of the Rural Lot Subdivision Overlay District is to create a development option where subdivided residential lots, because of their size, offer opportunities for preserving unique and sensitive environmental features, as well as the scenic and historic character of areas. Rural Lot Subdivisions offer to maximize infiltration of precipitation to a private well water field to insure sustainable well water supplies. Housing characteristics with the RLO district will be designated Exclusive (RLOE), Restricted (RLOR), or Mixed (RLOM) in conformance with other major subdivision zoning districts. *In Rural Growth Areas minimum lot size is 3 acres.*

### **RLO-CD - Rural Lot Subdivision Overlay Conditional District:**

Identical to the Rural Lot Subdivision Overlay District except that a Conditional Permit is required as a prerequisite to any use or development as provided in this chapter.

### **CVO - Conventional Subdivision Overlay Districts:**

The Conventional Subdivision Overlay District was established to accommodate single-family residential subdivisions with four or more owner-occupied lots created for sale or building development. This district is predominantly residential and

suburban where current water and sewer needs are met primarily by individual wells and septic tanks. Some public infrastructure may be available in the foreseeable future. Housing characteristics with the CVO district will be designated Exclusive (CVOE), Restricted (CVOR), or Mixed (CVOM), in conformance with other major subdivision zoning districts.

**CVO-CD - Conventional Subdivision Overlay Conditional District:**

Identical to the Conventional Subdivision Overlay District except that a Conditional Permit is required as a prerequisite to any use or development as provided in this chapter.

**CEO - Commercial Environmental Overlay District:**

The commercial uses in this overlay district are designed to provide retail and service uses to the traveling public with an emphasis on vacation recreation needs created by the immediate presence of the North Carolina Zoological Park. This overlay district is designed for location along major highways so that they can be conveniently reached by the traveling public.

**CEO-CD - Commercial Environmental Overlay Conditional District:**

Identical to the Commercial Environmental Overlay District except that a Conditional Permit is required as a prerequisite to any use or development as provided in this chapter.

**RBO - Rural Business Overlay District:**

The Rural Business Overlay District was established to provide locations where compatible rural land uses such as neighborhood retail and service establishments can be located in general proximity to established rural residential areas to reduce automobile travel distances and promote better livability in the rural community.

**RBO-CD - Rural Business Overlay Conditional District:**

Identical to the Rural Business Overlay District except that a Conditional Permit is required as a prerequisite to any use or development as provided in this chapter.

**IO - Industrial Overlay Districts:**

This overlay district is designed for Secondary Growth Areas and in rare instances for Rural Growth Areas in the County where such a district would provide for the location of sites which would substantially increase economic activity, job creation, and the tax base of the County. This specialized district is intended to accommodate manufacturing, wholesaling, warehousing, research and development, and related activities which, through the acquisition of large acreage, the use of natural buffers, and extensive landscaping would not have a substantial adverse impact upon the general growth characteristics anticipated by the Growth Management Plan in that area.

**SCO - Scenic Corridor Overlay Districts:**

The Scenic Corridor Overlay district is designed to support the arrangement of land uses along a specified corridor which shall create a visually pleasing impression. The permitted uses within an SCO district shall be the same as allowed within the underlying district unless otherwise prohibited on the Scenic Corridor Plan.

### **SEO - Special Entertainment Overlay District:**

The Special Entertainment Overlay District is designed primarily to supplement the underlying general use districts by permitting, in addition to all other permitted uses in the underlying district, retail operations which specialize in legally operated adult entertainment establishments. This district intends to prevent the concentration of adult entertainment establishments within the County of Randolph regulatory jurisdiction. The Overlay District is established to ensure that the adverse effects created by adult entertainment establishments are minimized and controlled so as not to adversely affect the adjacent property and the surrounding neighborhood by restricting their proximity to public parks, schools, hospitals, churches, day-care facilities, youth camps, civic facilities, other adult entertainment establishments, and residentially zoned areas. For a complete list of permitted uses and uses allowed under prescribed conditions, please refer to Article V, Section 1 of the *Randolph County Unified Development Ordinance*.

## **Overlay Zoning Districts**

These specialized districts *overlay* additional development standards upon the existing zoning district without completely changing the underlying zoning districts.

- 1. Conventional Subdivision Overlay District** – This district allows the standard subdivision with no special requirement other than minimum lot size and road standards. (Allowed in Primary and Secondary Growth Areas.)
- 2. Rural Lot Subdivision Overlay District** – This district is designed for rural areas where lot size and width might promote groundwater rechargeability and low-density development. *In Rural Growth Areas minimum lot size is three acres.* (Allowed in Primary, Secondary, and Rural Growth Areas.)
- 3. Cluster/Open Space Subdivision Overlay District** – Accomplishes the same public purpose as the large-lot subdivision by the conservation of fifty percent open space in joint subdivision ownership. (Allowed in Primary, Secondary, and Rural Growth Areas.)

## **Conditional Zoning Districts**

Randolph County zoning regulations are designed to recognize that certain types of zoning districts would be inappropriate at particular locations without clearly defined conditions. The many zoning districts previously listed are called *general use* districts, in which a variety of uses are allowed. The *Conditional District* allows only a single-use with conditions under which the use will be allowed prescribed by the Randolph County Planning Board during the rezoning.

A Conditional District can be obtained only through rezoning and must be requested and agreed to by the applicant for rezoning. Any Conditional Zoning District so authorized shall be perpetually binding upon the property unless amended by the Randolph County Planning Board.

## The Rezoning Process

All rezoning applications are processed through the Department of Planning and Zoning at the Randolph County Central Permit Building, 204 East Academy Street, Asheboro. (A residential rezoning request requires a Neighborhood Information Meeting before the public hearing process.) The public hearing is before the Randolph County Planning Board. The Randolph County Planning Board will then make a final decision on the rezoning unless the case is appealed to the Board of County Commissioners.

The fee for rezoning applications is \$100.00. This fee is to offset the expense to the County for legal advertising and other costs connected to the rezoning. The complete rezoning public hearing process takes approximately 90 days depending upon when the application is submitted and the action of the Randolph County Planning Board.

The Randolph County Planning Board normally meets the Tuesday following the first Monday of each month. Meetings are held at 6:30 p.m. in the Randolph County Historic Courthouse meeting room, 145-C Worth Street, Asheboro, NC 27203.

If a rezoning case is appealed to the Board of County Commissioners, information about the public hearings along with cases to be heard can be found at the County website at <http://www.randolphcountync.gov>.

## Special Use Permit Applications

A *Special Use Permit* request refers to a situation in which a particular kind of land use is permitted in a zoning district only when the Randolph County Planning Board issues the permit after making specific “findings” required by the Zoning Ordinance. The Randolph County Planning Board may affix appropriate conditions to the Special Use Permit for the protection of and compatibility with neighboring properties and the public interest.

Much like the judge in a courtroom setting, the Randolph County Planning Board sits as a *quasi-judicial* administrative body in its Special Use Permit review role. The main focus and role of the Board is on gathering relevant evidence and protecting the rights of citizens appearing before the Board. As a result, NC laws require that the Randolph County Planning Board follow special rules of testimony and evidence to make a required decision to issue or deny a Special Use Permit. All citizens providing information or testimony to the Board must do so under sworn oath. In granting the permit, the Randolph County Planning Board must find:

1. That the use will not materially endanger the public health or safety if located where proposed and developed according to the plan as submitted and approved;
2. That the use meets all required conditions and specifications;
3. That the use will not substantially injure the value of adjoining or abutting property, or that the use is a public necessity; and
4. That the location and character of the use if developed according to the plan as submitted and approved will be in harmony with the area in which it is to be located and in general conformity with the Land Development Plan for Randolph County.

As part of a presentation at the public hearing, it is in the interest of all parties to present specific testimony to support or oppose each of the above findings upon which the Board is required to make. Information about the public hearings along with cases to be heard can be found at the County website at <http://www.randolphcountync.gov>.

## Zoning Board of Adjustment

The Randolph County Zoning Board of Adjustment is a quasi-judicial board empowered under law to hear appeals from a ruling by the Planning and Zoning Director or to authorize a Variance from County development regulations. Special and unique hardships must be shown before consideration for variances. Appeals from decisions of the Randolph County Zoning Board of Adjustment may be taken to the North Carolina Superior Court. Information about the public hearings along with cases to be heard can be found at the County website at <http://www.randolphcountync.gov>.

# Minimum Lot Size Requirements

*All of the below Minimum Lot Size Requirements are based upon the property having at least 100 ft. of state-maintained road frontage. Different standards apply if the property does not have 100 ft. of state-maintained road frontage.*

## **Primary & Secondary Growth Areas:**

Watershed Areas: 40,000 sq. ft.

Water Critical Areas: 80,000 sq. ft.

## **Rural Growth Areas:**

Watershed Areas: 40,000 sq. ft.

Water Critical Areas: 80,000 sq. ft.

Minor Subdivision: 40,000 sq. ft.

Major Subdivision: 3 acres

Lot size without the minimum state-maintained road frontage is 5 acres (e.g., deeded access, easement, or private road)

**NOTE:** All lot size or building setback requirements may be enlarged or expanded pending Environmental Health requirements for septic system installation, etc.

## **Setback Requirements:**

Front, 35 ft.; Back, 30 ft.; Side, 10 ft.

*The zoning permit issued for the development will have the appropriate setbacks and minimum lot size requirements.*

# Subdivision Regulations

A *subdivision* is the division of land into two or more tracts for sale or building development. To ensure that subdivisions meet County standards, no lot or plat within Randolph County's subdivision jurisdiction is to be transferred or recorded by the Register of Deeds until a final plat has been approved by the Randolph County Planning Board (major subdivisions) or the Planning Director (minor subdivisions).

## **Road Construction Standards:**

County private road standards can be used on subdivisions having a minimum lot size of 5 acres. No private road within Randolph County shall be longer than 1,320 feet. Also, no private road, as defined by the Subdivision Ordinance, within the County shall serve more than six lots. All private roads shall connect to a public road.

DOT public road standards apply to subdivisions that have a minimum lot size of less than five acres.

**Subdivision Plat Size Required:**

18 inches by 24 inches, 21 inches by 30 inches, or 24 inches by 36 inches mylar  
8" x 14" single lot

Register of Deeds recording fee: \$21.00

## Registration of Plats

Registration of plats in the Office of the Register of Deeds is regulated by NCGS 47-30. Plats requiring a Randolph County Review Officer can be e-mailed to [plats@randolphcountync.gov](mailto:plats@randolphcountync.gov). Among those requirements are the following:

1. North Carolina law requires that before any plat is recorded in the Office of the Register of Deeds it must first be approved by a designated Review Officer appointed by the Board of County Commissioners. Review Officer certification is provided by the County Planning Department. Once the Review Officer has certified that the plat or map meets all statutory requirements, it can be presented to the Register of Deeds for Recording.
2. Certification from surveyor as to the composition of the plat. Unless the surveyor indicates that a survey is of an existing parcel, all plats recorded in Randolph County must have approval from County or municipal subdivision authority.
3. Any map attached to a deed or other instrument must
  - a. contain the original signature and original seal of the surveyor OR
  - b. be a certified copy from the custodian of public records OR
  - c. contain the statement "This map is not a certified survey and no reliance may be placed on its accuracy."

**Penalties for Transferring Lots in Unapproved Subdivisions:**

NCGS 160D and the *Randolph County Unified Development Ordinance* Section 707 prescribes legal penalties for persons who transfer or sell land by reference to a plat that has not been properly approved by Planning and Zoning officials or recorded in the Office of the Register of Deeds. The description by metes and bounds does not exempt property from County subdivision regulations.

Approved subdivision plats must be recorded with the Register of Deeds within 60 days of the final signed approval of the plat by the designated County officers.

The following are exceptions to County subdivision regulations and are not subject to the *Randolph County Unified Development Ordinance*:

1. The combination or recombination of portions of previously plotted lots where the total number of lots is not increased and the resultant lots are equal to or exceed the standard of the County as described herein;

2. The division of land into parcels greater than ten acres where no street right-of-way dedication is involved;
3. The public acquisition by purchase of strips of land for the widening or opening of streets;
4. The division of land in single ownership so that the entire area of which is no greater than two acres into not more than three lots, where no street right-of-way dedication is involved, and where the resultant lots are equal to or exceed the standards of the subdivision ordinance; and,
5. The division of property among heirs for the sole purpose of settling an estate.

**Major Subdivisions:**

A *major subdivision* in Randolph County is the division of land into four or more lots or tracts. Major subdivisions must be located in either *Residential Restricted (RR)*, *Residential Mixed (RM)*, *Residential Exclusive (RE)* zoning districts, as well as *Cluster Subdivision Overlay (CLO)*, *Rural Lot Overlay (RLO)*, and *Conventional Subdivision Overlay (CVO)* districts. Most often, major subdivision developments will require zoning approval from the Randolph County Planning Board unless the case is appealed to the Board of County Commissioners.

Major subdivisions should be planned to ensure that the housing type is compatible with that of the existing area. *Residential Exclusive (RE)* allows only site-built homes or conventional modular homes. *Residential Mixed (RM)* districts allow major subdivisions that include site-built, modular, double-wide, and single-wide (Class A and B) manufactured housing. *Residential Restricted (RR)* districts allow only site-built, modular, or Class A double-wide manufactured housing on permanent masonry foundations.

**Minor Subdivisions:**

A *minor subdivision* is a division of land containing three lots or fewer. Minor subdivisions can be approved by the County Planning Director.

## Manufactured Housing

Randolph County land-use zoning regulations are designed to recognize that manufactured housing is an affordable and acceptable method of providing owner-occupied housing. As a result, County zoning regulations do not unnecessarily restrict manufactured housing; however, Randolph County regulations do regulate the placement and appearance of manufactured homes to assure their compatibility with neighboring site-built homes.

**RR** - *Residential Restricted* zoning districts allow only major subdivisions that consist of site-built (conventional) housing, or Class A double-wide manufactured housing on permanent masonry foundations.

**RM** - *Residential Mix* zoning districts allow only major subdivisions that consist of all types of housing including single-wide mobile homes.

**RA** - *Residential Agricultural* zoning districts allow minor subdivisions consisting of all types of housing including owner-occupied single-wide mobile homes.

### **Mobile Home Parks**

*Mobile Home Parks* consisting of more than two units for rental purposes located on one tract (in same ownership) are allowed in *Residential Mixed* zoning districts after issuance of a Conditional Use or Special Use Permit by the Randolph County Planning Board, or Board of County Commissioners if the case is appealed. Mobile Home Park development is subject to standards and requirements outlined in County ordinances.

## **Watershed Protection and Critical Areas**

Almost the entire northern half of Randolph County is in one of the following watersheds: Randleman Lake, Lake Reese, Sandy Creek, Rocky River, Lake Lucas, Bunch Lake, Polecat Creek, Badin Lake, and Bear Creek. The topography of the land in watersheds is such that all drainage would eventually lead to the reservoir. Minimum lot sizes and watershed classification are mandated and approved by the State.

Randolph County also provides Water Critical Area protection to all areas within one-half mile of the reservoir water line. Minimum lot size and development standards in the critical areas are designed to provide additional protection to the County's water resources.

County and State watershed regulations strictly regulate the amount of impervious surface that can be built upon lands located within a watershed area. Developers should contact the County Planning Department to determine the allowed impervious surface coverage for any project other than a single-family residence.

## **Flood Zone Management**

**IT IS THE POLICY OF RANDOLPH COUNTY NOT TO ENCOURAGE DEVELOPMENT WITHIN THE AREAS OF CLASS A FLOOD HAZARD BOUNDARIES.** A special *Flood Development Permit* must be issued by the County Flood Administrator before any construction commences within these areas. After obtaining the permit, all structures must be elevated or floodproofed two feet above base flood elevation. On streams where

floodways have not been designated, Randolph County requires a setback of two times the stream width or twenty (20) feet, whichever is greater.

Property Development Technicians will review appropriate floodway maps before your issuance of a zoning permit. If your proposed construction may be close to the floodplain, the permit will be flagged for an on-site field inspection by the Environmental Health Department, or the Planning Department staff.

## Soil Erosion Control Plans

Randolph County requires that *Soil Erosion Control Plans* be submitted by the developer of affected property to the North Carolina Division of Land Resources. The North Carolina Sedimentation Pollution Control Act requires that a *Soil Erosion and Sedimentation Control Plan* be approved by the State before beginning any land disturbance of more than one acre. NCGS 160A-417 requires that a soil erosion control plan must be approved for the site of the building activity before the County can issue a building permit. Randolph County routinely notifies the appropriate State agency when development is occurring that may require compliance with these State laws. ***Strict legal penalties can result from a developer's willful non-compliance with these regulations.***

## Agricultural/Farm Use of Land

Randolph County zoning regulations shall not apply to *bona fide* farms as defined in NCGS 160D and the *Randolph County Unified Development Ordinance*. They do not impose or exercise any controls over croplands, timberlands, pasture lands, orchards, idle land, or other farmhouses, barn, poultry house, or other farm buildings, including tenant or other houses for persons working on farms, as long as such shall be in the same ownership as the farm and located on the farm. There is, however, a process that has to be followed to have any farm building exempt from building permits. Please contact our office for more information regarding this exemption.

## Property Addressing

Randolph County provides a uniform system of addressing for all structures located within the county. Addresses issued by the County are required for postal service and public service utilities and are a vital component of the County's Enhanced 911 emergency response telephone system. **New addresses are assigned once necessary permits are obtained.**

The preceding has been a summary of Randolph County Land Development standards and procedures. **It should be used only as a quick reference.**

For more detailed information concerning land records and development, the following Randolph County agencies can be of assistance to you.

**Department of Planning and Zoning**

Randolph County Central Permit Building  
204 East Academy Street, P O Box 771  
Asheboro, NC 27204  
(336) 318-6555, Fax (336) 318-6550  
Jay Dale, Director  
[planning@randolphcountync.gov](mailto:planning@randolphcountync.gov)

**Building Inspections Department**

Randolph County Central Permit Building  
204 East Academy Street, P O Box 771  
Asheboro, NC 27204  
(336) 318-6565 (Asheboro)  
David Bryant, Building Code Administrator

**Office of the Register of Deeds**

Shaw Building  
158 Worth Street  
Asheboro, NC 27203  
(336) 318-6960  
Krista M. Lowe, Register of Deeds

**Tax Department**

Randolph County Office Building  
725 McDowell Road  
Asheboro, NC 27205  
(336) 318-6500  
Debra Hill, Tax Supervisor

**Environmental Health Section**

Randolph County Health Department  
Randolph County Central Permit Building  
204 East Academy Street  
Asheboro, NC 27203  
(336) 318-6262, Fax (336) 318-6265  
Wayne Jones, Environmental Health Supervisor

**Randolph County Soil and Water Conservation Service**

Soil Conservation Services

2222-A S Fayetteville Street  
Asheboro, NC 27203  
(336) 318-6490, Fax (336) 318-6494  
Jenny Parks, Supervisor

**Cooperative Extension Services**

1003 S Fayetteville Street  
Asheboro, NC 27203  
(336) 318-6000 (Asheboro), Fax 318-6011  
Kenneth Sherin, Director

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## **Randolph County Building Inspections Operations Policy**

Randolph County conducts North Carolina Building Code Inspections within all areas of Randolph County (**excluding the City of Asheboro**). This centralized inspection program has proven cost-effective and personnel efficient for both the County and participating municipalities.

The following information outlines basic information concerning the Randolph County Centralized Building Inspections Program and includes a current building permit fee schedule.

Additional information may be obtained by contacting the Building Inspections Department at the Randolph County Central Permit Building, 204 East Academy Street, Asheboro, North Carolina, (336) 318-6565.

**Building Inspections Program**

All-State required building inspections within Randolph County are performed by the County Building Code Enforcement Officials (except within the City of Asheboro).

**Zoning Clearance**

Each municipality must issue appropriate zoning permits and clearance before the County issues a building permit. Enforcement of municipal zoning regulations remains that of the municipality. Also, County zoning clearance must be obtained for any property within County jurisdiction.

**Minimum Inspections Standards**

Randolph County, as required by North Carolina law, enforces the construction requirements as outlined by the North Carolina Building Code. A building permit must be obtained before the construction of any new building or structure.

Also, a building permit must be obtained for any renovations or remodeling that totals \$8,500.00 or more. Changes in load-bearing structures must also obtain a building permit.

State Building Code laws also require that appropriate electrical, plumbing, and mechanical permits are obtained before installation or changes of service.

**Policy Toward Timely Inspections**

Randolph County attempts to conduct all inspections received by 12:00 a.m. the same day as the request. All inspection requests that are received after 12:00 a.m. will be performed by 5:00 p.m. the following working day when possible. All inspections will be performed within three working days from its request.

**Farm/Agricultural Buildings**

Building permits are not required for farm/agricultural buildings as defined by North Carolina General Statutes. However, you should contact the Building Inspections office to ensure that your proposed construction would be exempt as a farm building. Electrical inspections are required for farm/agricultural buildings.

## Permit Fee Schedule

*The below fee schedule became effective on November 1, 2016. Always check the County website to make sure the below fee schedule is still in effect.*

**Building Permit**

(includes insulation, decks, and porches)

|   |                      |
|---|----------------------|
| Minimum Permit (up to and including \$10,000.00) .....  | \$30.00              |
| <i>Note: For minimum permit, more than two inspections will be charged an additional \$30.00 fee.</i> |                      |
| \$10,001.00 and above.....  | \$ 3.00 per thousand |

**Electrical Permits**

Minimum charge (saw service, moved service, etc.): \$30.00

*Note: For minimum permit, more than two inspections will be charged an additional \$30.00 fee.*

**Commercial /Residential Electrical Services:**

|                                   |          |
|-----------------------------------|----------|
| 0 - 200 amp service.....          | \$60.00  |
| 201 - 400 amp service .....       | \$90.00  |
| 401 - 600 amp service .....       | \$120.00 |
| 601 - 800 amp service .....       | \$150.00 |
| 801 - 1,200 amp service .....     | \$200.00 |
| 1,201 - 3,000 amp service .....   | \$350.00 |
| 3,001 - 5,000 amp service .....   | \$500.00 |
| 5,001 amp service and above ..... | \$700.00 |

Other residential inspections (duplex, multi-family residence)..... \$60.00 per unit

**Farm Buildings:**

If multiple farm buildings are fed from a single electrical service, the fee shall be \$30.00 per building plus an amperage fee.

**Plumbing Permits**

Minimum charge (gas line, sewer line, water heater, etc.): \$30.00

*Note: For minimum permit, more than two inspections will be charged an additional \$30.00 fee.*

**Commercial /Residential:**

|                             |          |
|-----------------------------|----------|
| 0 – 15 fixtures.....        | \$60.00  |
| 16 – 30 fixtures .....      | \$90.00  |
| 31 – 45 fixtures .....      | \$300.00 |
| 46 – 60 fixtures .....      | \$400.00 |
| 61 – 75 fixtures .....      | \$500.00 |
| 76 – 90 fixtures .....      | \$600.00 |
| 91 and above fixtures ..... | \$700.00 |

Other residential inspections (duplex, farm buildings, etc.) ..... \$60.00 per unit

**Heating and Air-Conditioning Permits**

Minimum charge (gas line, duct only, etc.): \$30.00

*Note: For minimum permit, more than two inspections will be charged an additional \$30.00 fee.*

**Commercial /Residential:**

|  |                  |
|--|------------------|
| 1 – 2 units .....  | \$60.00          |
| 3 – 5 units .....  | \$90.00          |
| 6 – 10 units .....   | \$200.00         |
| 11 units and above.....  | \$400.00         |
| Other residential inspections (duplex, farm buildings, etc.) ..... | \$60.00 per unit |

**Mobile Home Setup Permits**

Single-family residence (includes all permits) .. \$150.00 *Includes decks and porches of any size*

**Modular Home Setup Permits**

Single-family residence (includes all permits) .. \$500.00 *Includes decks and porches of any size*

**Holiday and After Hours Inspections**

|                            |                                   |
|----------------------------|-----------------------------------|
| Residential Base Fee ..... | \$75.00 per inspection            |
| Commercial Base Fee.....   | \$150.00 per inspection           |
| Holiday Inspection .....   | \$50.00 + Base fee per inspection |

**Other Fees**

|  |          |
|--|----------|
| Rejection fee .....  | \$30.00  |
| Re-open expired permit (Up to 6 years old) (each permit) ..... | \$30.00  |
| Commercial demolition permit.....                              | \$150.00 |
| Residential demolition permit .....                            | \$75.00  |
| Certificate of Occupancy with no change of use .....           | \$50.00  |

|   |          |
|---|----------|
| Temporary power or Temporary Certificate of Occupancy .....                   | \$50.00  |
| Failure to obtain finals after Temporary Certificate of Occupancy .....       | \$100.00 |
| Residential plan review without permits .....                                 | \$50.00  |
| Commercial plan review without permits .....                                  | \$100.00 |
| Consultation Inspections (Daycare, ABC License, Change of Occupancy, etc.)... | \$50.00  |

**Basis for Determining Construction Valuation for Building Permits  
Issued in Randolph County**

New construction valuation shall be based on the most recent version of the International Code Council Building Valuation Data. Renovations, alterations, or special circumstances may be determined by other methods upon approval by the Director of Inspections or Plan Reviewer.



*It is the mission of the Randolph County Department of Planning and Zoning to develop and administer a comprehensive and strategic planning program designed to maintain quality and sustainable growth within Randolph County.*

Randolph County Department of Planning and Zoning  
Randolph County Central Permitting Office  
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<http://www.randolphcountync.gov>