



Iredell County Building Standards

349 North Center Street

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Statesville, NC 28687

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New Tenant/ Change of Use Inspections

All structures (or portions of a structure) are assigned to one or more Occupancy Classifications according to the structure's purpose and functions. Each Occupancy Classification represents a different set of characteristics and level of life/safety hazard to occupants of the building.

[Chapter 3 of the building code](#) defines these various Occupancy Classifications: each Classification requires fire protection, service systems, and life-safety elements applied proportionally based upon the level of hazard.

Occupancy Classifications are further subdivided into Uses. Each Use has unique requirements associated with the structure or systems serving the structure. When a change from one of the designated Occupancy Classifications or Uses to another is proposed; a Change of Use Inspection and approval is necessary to ensure minimum standards for the new use are in place and adequately functioning prior to occupation.

The Change of Use Inspection addresses requirements set forth in [North Carolina General Statute 160D-1116](#) and clarified in [NCAP 204.8.1](#):

A new building shall not be occupied or a change made in the occupancy, nature or use of a building or part of a building until after the inspection department has issued a certificate of compliance. The certificate of compliance shall not be issued until all required service systems have been inspected for compliance with the technical codes and other applicable laws and ordinances and released by the inspection department.

In order to comply with intent of the general statute, a thorough inspection of the tenant space or structure is necessary. This inspection will evaluate [service systems](#), life safety, and primary [accessibility elements](#).

A report will be compiled and shared with the permit holder documenting the inspection. The report will indicate whether the space or structure is ready to occupy for its new use; needs upgrades of service systems, life safety, or accessible elements; or requires more extensive alterations to reach minimum standards for the new use. Upgrades necessary for occupation generally require additional permits. Building alterations, when necessary, require a separate project, plan review, approvals & permits.

Please contact the Building Standards Office for information on initiating a change of use project. Once a New Tenant/ Change of Use application has been reviewed, it will be evaluated as to whether inspection is appropriated. Please email for additional Change of Use inspection information when necessary.

Due to necessary coordination between inspectors and the fire marshal's office a scheduled time for inspection is typically necessary; Building Standards Staff will make every effort to coordinate scheduling your Change of Use inspection promptly.