

## **ITEMS REQUIRED TO OBTAIN A BULDING PERMIT**

1. Septic tank permit
2. Plans drawn to scale  
(Note: For a new home, a set of blueprints, drawn to scale which contains a foundation plan, floor plan and at least 2 elevations (front & rear view) will be required.
3. Building Permit Application
4. Hand sketch drawing showing how far structure will be placed from each property line (front, rear and sides)
5. NC Contractor license (if over \$30,000), or
6. General Contractors waiver form provided by this office (if homeowner)
7. Proof of workers compensation, if licensed contractor

## **PERMITS REQUIRED**

1. Temporary pole permit
2. Building permit
3. Electrical permit
4. Plumbing permit
5. Mechanical permit
6. Insulation permit
7. Zoning permit

### ***If Applicable:***

1. Elevation certificate if property is in a flood zone
2. CAMA paperwork filed if within 75' of waterfront
3. Mobile home form provided by this office.