

County Courthouse, Bayboro, NC
252-745-3861
252-745-7067 Fax

Skip Lee, Chief Building
Inspector

Permit Application Process

Building Permits:

(Note: These steps apply to: Frame Houses ~ Accessory Buildings ~ Garages ~ Decks & Porches ~ Docks)

- Obtain an Authorization to Construct from the Environmental Health Department or Permit to Connect from Bay River Sewer.
- Complete CAMA permits if applicable and complete permit application.
- Plot plan of your property showing where the structure will be placed and how many feet it will be from each property line.
- Submit two (2) sets of plans to be approved and signed by the Building Inspector. This process usually takes less than 2 days.
- When it is time for your inspections please call our office at 745-3861. Please have your permit number available.
- Note, all construction that falls in a flood zone must also meet the requirements of the Flood Damage Prevention Ordinance.
- *For the towns of Bayboro, Oriental, Vandemere, Minnesott Beach, applicant must first obtain planning/zoning approval from town.*

Manufactured Homes:

- Copy of authorization for wastewater or operation permit from environmental health.
- Plot plan of property showing setbacks of proposed building.
- CAMA Permit if applicable.
- Cost, size, year, make and wind zone of manufactured home.
- *Note: Please obtain permit before moving your manufactured home. You want to be sure your home is allowed in Pamlico County. Our county has certain requirements with regards to wind zones.*

Any questions regarding this procedure should be directed to the Department of Inspections at 745-3861.

