

PCBI FYI



Pamlico County Building Inspections

May 2015

What do I need to build a new house?

Building a new house is exciting, but can also be a little nerve racking. Especially for someone that has never built a house before, there are many parts of the process that you could be unaware of. We're here to help make things a little easier for you.

Paperwork needed for a building permit:

- ◆ Two sets of plans—does not have to be engineered drawing, just make sure to include dimensions, and if possible a list of possible materials you plan to use. Also include a plot plan that shows where the structure will be placed, and how many feet it will be from the property lines
- ◆ Either a septic permit from Pamlico County Environmental Health OR a sewer permit from Bay River Sewer.
- ◆ A complete application—located online as well as here in the office for your convenience, and if you need any help filing this out, please do not hesitate to call, email, or stop by.
- ◆ A town zoning permit—this is only necessary if you plan to build in Bayboro, Oriental, Minnesott Beach, Vandemere or Arapahoe
- ◆ CAMA Exemption or CAMA Minor permit if platted after January 1990—this is only necessary if you are planning to build on waterfront property, and if you have any questions on if you need a CAMA permit, feel free to contact us
- ◆ DWQ permit—this is only necessary if you plan to build on land that is within 50' of shore or marshland, and if you have any questions, please contact us through phone, email, or stopping by the office.

What about a mobile home?

Single and double wides have some prerequisites as well, but not as extensive, because there are not as many inspections involved.

NOTE You must also have these documents if you hare moving a manufactured home.

- ◆ Two sets of plans, including plot plan
- ◆ A septic or sewer permit, as listed above
- ◆ A complete application—includes the cost, size, year, make, and wind zone of the building.
- ◆ A town zoning permit—if in one of the towns listed above



Need help? Contact us!

Phone: (252)745-3861

Fax: (252)745-7067

Email:

[pamlicobi@](mailto:pamlicobi@pamlicocounty.org)

[pamlicocounty.org](mailto:pamlicobi@pamlicocounty.org)

Address:

202 Main St.

Bayboro NC 28515