

COUNTY OF PASQUOTANK

PAUL KAHL
Chief Building Inspector

Building Inspectors Office
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Office Hours: 8:00 a.m. to 9:30 a.m. Monday-Friday



PAPERWORK REQUIRED **BEFORE A BUILDING PERMIT IS ISSUED:**

Completed Permit Application

Site Plan - Site plan should be generally drawn to scale but does not need to be drawn by a surveyor or engineer and should include the following items:

- lot/parcel dimensions
- all property line setback requirements
- all existing physical features (structures, buildings, streets, roads, etc.)
- location and dimensions of proposed construction

Environmental Health Department Approval (252) 338-4490

Elevation Certificate (if property is in a flood zone)

CAMA Permit (if building over the water or is within 75 feet of water)

Floor plan/specs of structure to be built

Manufactured/Modular Homes

*In addition to requirements above:

Installation instructions

Surety Bond (if Modular is not set-up by licensed general contractor)

Building Permits typically take three (3) working days to review before a permit is issued.