



County of Dare

P.O. Box 1000 | Manteo, North Carolina 27954

DARE COUNTY RESIDENTIAL BUILDING PERMIT APPLICATION

OWNER'S NAME: _____ PHONE _____

ADDRESS: _____ CITY _____ STATE _____ ZIP _____

GENERAL CONTRACTOR/BUSINESS NAME: _____ PHONE _____

ADDRESS: _____ CITY _____ STATE _____ ZIP _____

GENERAL CONTRACTOR'S N.C. LICENSE# _____ TYPE _____

EMAIL ADDRESS: _____

PROPERTY INFORMATION

PARCEL# _____ VILLAGE/TAX DISTRICT _____

STREET ADDRESS _____

SUBDIVISION _____ SECTION/PHASE _____ LOT _____ BLOCK _____

FLOOD ZONE: _____ GROUND ELEVATION _____ ELEVATION OF LOWEST FLOOR _____

ELEVATION OF ATTACHED GARAGE _____ ELEVATION OF CRAWLSPACE _____

ELEVATION OF LOWEST MECHANICAL AND/OR UTILITY EQUIPMENT _____

BUILDING INFORMATION – CIRCLE ALL THAT APPLIES -- INDICATE N/A IF NOT APPLICABLE;

NEW CONSTRUCTION, NEW CONSTRUCTION WITH POOL, REMODEL, ENCLOSURE, REPAIR, STORAGE BUILDING, SWIMMING POOL: _____ DETACHED OR ATTACHED

ADDITION (for additions only list information for area to be added, not for the existing structure)

DESCRIPTION OF PROJECT: _____

TOTAL LIVING AREA _____ SQ. FT. TOTAL NON-LIVING AREA _____ SQ. FT.

STORIES _____ # BEDROOMS _____ #FULL BATHS _____ #HALF BATHS _____

TYPE OF EXTERIOR SIDING _____ TYPE OF INTERIOR WALLS _____
(DRYWALL, PLASTER, PANELING, WOOD, COMBINATION)

ENCLOSED AREA BELOW REGULATORY FLOOD ELEVATION _____ SQ FT

NET OPENING OF FLOOD VENTS _____ SQ IN NON-ENGINEERED OR ENGINEERED



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FOOTING TYPE (PILING, CONCRETE, OR COMBINATION) _____

ROOF TYPE (GABLE, HIP, SHED, COMBINATION, OR OTHER) _____

FLOORING (CARPET, TILE, HARDWOOD, VINYL, COMBINATION, OTHER) _____

FIREPLACE TYPE (BLOCK, BRICK, GAS, MASONRY, ELECTRIC, OTHER) _____

% OF PROPOSED LOT COVERAGE _____

COST OF CONSTRUCTION POOL / HOT TUB (if applicable) \$ _____

COST OF CONSTRUCTION TOTAL PROJECT (including pool if applicable) \$ _____

APPLICANT SIGNATURE _____ DATE _____

PRINTED NAME OF APPLICANT _____

CHECKLIST FOR PERMIT SUBMITTAL

- Completed application -- incomplete applications may result in delays in issuance of permits
- Two building plans (one stamped by Dare County Health Department)
- Health Department approval/permit
- CAMA permit (if applicable)
- Lien Agent
- Affidavit of Workers' Compensation Coverage
- Water impact receipt (if applicable)
- Acknowledgement of flood hazard disclosure form (if applicable)
- Survey/site plan showing the following information
 - Scale and north arrow of orientation
 - Parcel boundaries and location/name of adjacent streets
 - Watercourses on the parcel and/or adjacent to parcel
 - Flood zone boundaries/CBRA zones
 - Current flood zone designation and ground elevation
 - Wetland areas if any on parcel
 - CAMA setbacks and buffer areas
 - Drainage and utility easements
 - Areas to be cleared, graded, or filled
 - Location of all existing improvements on parcel
 - Location of all proposed improvements
 - Zoning setbacks and lot coverage information