

APPLICANT INFORMATION

HOW DO I OBTAIN A BUILDING PERMIT?

A building permit is required whenever a structure is moved into the county, erected, added to, or structurally altered.

- ⇒ Meet with the Zoning Officer and request a Building Permit Application.
- ⇒ Complete the application and pay the appropriate fee.
- ⇒ In addition to the application a site plan shall also be submitted including the following:
 - A site plan, drawn to scale, showing the exact size, shape, and dimensions of the lot to be built upon, the exact size and location on the lot of all existing buildings and structures, and the exact size and location on the lot of the structure or building proposed to be repaired, altered, erected, or moved, and the size, arrangement, number of parking stalls, movement of vehicles and ingress and egress drives for all off-street parking and loading facilities.
 - The location of the said lot with respect to existing rights-of-way and adjacent lots.
 - Any other information which the Zoning Officer may deem necessary for consideration in enforcing the provisions of this Ordinance.
- ⇒ The Zoning Officer will review your application and will either approve or disapprove the application.
- ⇒ Your application may be denied because you may be required to either rezone your property, or obtain a special exception permit or variance prior to receiving a building permit.