

**EDGECOMBE COUNTY PLANNING & INSPECTIONS**

P.O. BOX 10, 201 St. Andrew Street Room 205  
Tarboro, NC 27886

Phone: 252-641-7802 Email: Inspectionpermits@edgecombeco.com

**BUILDING PERMIT APPLICATION**  
**(COMMERCIAL & RESIDENTIAL BUILDINGS)**

Updated January 2024

Application Date: \_\_\_\_\_ Tax/Parcel ID #: \_\_\_\_\_

Project Type: Commercial:  Residential:

Applicant: \_\_\_\_\_ Phone #: \_\_\_\_\_

Current or Future Resident: \_\_\_\_\_ Phone #: \_\_\_\_\_

Land Owner's Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

E-911 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Property Owner: \_\_\_\_\_ Phone #: \_\_\_\_\_

Description of Proposed Work: \_\_\_\_\_

Building Contractor: \_\_\_\_\_ License #: \_\_\_\_\_

Telephone #: (office) \_\_\_\_\_ (mobile) \_\_\_\_\_

Sub-Contractors: Elec: \_\_\_\_\_ License #: \_\_\_\_\_

Plumb: \_\_\_\_\_ License #: \_\_\_\_\_

Mech: \_\_\_\_\_ License #: \_\_\_\_\_

Insul: \_\_\_\_\_ License #: \_\_\_\_\_

**(PLEASE COMPLETE THIS ENTIRE SECTION)**

Type of Building: New House:  Modular:  Addition/Garage:  Renovation:  Other:

Building Use: Single Family:  Storage:  Accessory Building:  Business/Church:  County Water

Total Project Cost: \$ \_\_\_\_\_

Bldg. Area: \_\_\_\_\_ Width \_\_\_\_\_ Depth \_\_\_\_\_ Total Square Feet: \_\_\_\_\_ Area per Floor: \_\_\_\_\_

Bldg. Height: \_\_\_\_\_ ft. Number of Stories: \_\_\_\_\_ Amp Elec. Service: \_\_\_\_\_ Number of HVAC Units: \_\_\_\_\_

Number of bathrooms: \_\_\_\_\_ Bedrooms \_\_\_\_\_ Heated Square Feet: \_\_\_\_\_ Unheated Square Feet: \_\_\_\_\_

**PLEASE ATTACH 2 COPIES OF PLANS FOR INSPECTOR REVIEW**

**\*\*\*\*ENGINEER PLANS ARE REQUIRED FOR MODULAR HOMES\*\*\*\***

*I hereby certify that all the information in this application is correct and all work will comply with the State Building Code and all other applicable State and local laws ordinances and regulations. The inspections department will be notified of any changes in approved plans and specifications for the project permitted herein. I further understand that this is not an authorization to begin work. **Work may only commence after approval and issuance of the permit.** Failure to obtain a permit will result in a Stop Work Order and a \$200.00 fine OR twice the permit fee; whichever is greater. Re-inspection fees are charged at \$75(first time) and \$150(2<sup>nd</sup> time plus additional visits) per trip.*

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Date**