

Residential Building Permit Application

One- and Two-Family Dwellings
Hertford County Code Enforcement • Building Inspections • Zoning
307 W. Tryon St. • PO Box 424
Winton, NC 27986
Office: (252) 358-7814 • Fax: (252) 358-1241

Project Address: _____ **Parcel #:** _____

Property Owner: _____ Phone #: (____) _____ - _____

Address (if different from project address): _____

Email Address _____

Project Contractor: _____ Phone #: (____) _____ - _____

Address: _____

License #: _____ Email Address: _____

Primary/Secondary Residence Rental Property

Description of proposed work: _____

Project Cost \$ _____

Type of Building: New Existing Addition
Type of Construction: Stick Built Modular On Frame Off Frame Metal
Property Use: Single Family Two-family Townhouse

Basement	Heated (sf): _____	Unheated (sf): _____
1st Floor	Heated (sf): _____	Unheated (sf): _____
2nd Floor	Heated (sf): _____	Unheated (sf): _____
Decks/Porches/Patios		Unheated (sf): _____
Accessory Structures	Heated (sf): _____	Unheated (sf): _____
Total Area (sf)	Heated (sf): _____	Unheated (sf): _____

Building Height: _____(ft) # of Stories: _____ # of Bedrooms: _____ # of Baths: _____

Utilities: ___ Public ___ Private Health Department Permit # _____

Zoning Authorization: _____ (must provide copy of zoning permit)

I hereby certify that all 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 the approved plans and specifications for the project permitted herein. • Permits expire 6 months after the issue date if no inspections are requested. Permits also expire when work has started but discontinued for 12 months from the last inspection date.

Applicant Signature: _____ **Print Name:** _____ **Date:** _____

ALL PERMIT FEES ARE NON-REFUNDABLE – Checks payable to: Hertford County Inspections – Cash/Check ONLY
For parcel numbers go to https://maps.roktech.net/ROKMAPS_Hertford/ • All trades must sign & purchase their permits separately

Permit Application Fees (*office use only*)

Building: Heated \$ _____ (total sq.ft. _____ X 0.25) • Unheated \$ _____ (total sq.ft. _____ X 0.15)

Building (carports, signs, barns, etc.): _____

Total: \$ _____ Cash/Check #: _____ Paid By: _____ Date: _____ Received By: _____