

# BUILDING PERMIT APPLICATION

Effective April 1 2005, Town of Tarboro is implementing a new computer system for issuing building permits. In order to apply for a permit, you must complete the form below.

Job Address:  
Street Number: \_\_\_\_\_ Unit # (if any): \_\_\_\_\_ Street Name: \_\_\_\_\_ ZipCode: \_\_\_\_\_

Current Zoning: \_\_\_\_\_ Subdivision: \_\_\_\_\_

What (if anything) is on the property now? (i.e., house, restaurant, etc):  
\_\_\_\_\_

Lot #: \_\_\_\_\_ Section #: \_\_\_\_\_ or Legal Description: \_\_\_\_\_

Name of Owner: \_\_\_\_\_

Address of Owner: \_\_\_\_\_

City, ST ZIP: \_\_\_\_\_ Phone: \_\_\_\_\_

**If Applicable:**

Lessee Name: \_\_\_\_\_

Lessee Address: \_\_\_\_\_

Lessee City ST ZIP: \_\_\_\_\_ Phone: \_\_\_\_\_

**If Applicable:**

Contractor Name: \_\_\_\_\_

(Please fill out the Contractor Information Form to supply your address, license numbers, etc. if you have not already done so.)

Brief description of work to be done:  
\_\_\_\_\_

Name of Applicant (Agent or Owner): \_\_\_\_\_ Date of Application: \_\_\_\_\_

Value of Work: \$ \_\_\_\_\_

For Building Permits that add square footage to a property, enter the setbacks:

Front: \_\_\_\_\_ Left Side: \_\_\_\_\_ Right Side: \_\_\_\_\_ Rear: \_\_\_\_\_

**For Building Permits:**

Type of Construction Code (i.e., 5B): \_\_\_\_\_

Sprinkler System?: Y \_\_\_\_\_ N \_\_\_\_\_

Flood Zone: \_\_\_\_\_

(Contact Floodplain Administrator (252) 641-4249 for a determination or for more information about local floodplain development ordinances)

**(APPLICATION CONTINUED ON REVERSE)**

**For New Residential Construction:**

# of Stories: \_\_\_\_\_ # of Rooms: \_\_\_\_\_ # of Bedrooms \_\_\_\_\_ # of Baths \_\_\_\_\_ Fireplaces \_\_\_\_\_ Chimneys: \_\_\_\_\_

**If Applicable:**

# of Buildings: \_\_\_\_\_ # of Units: \_\_\_\_\_ Sprinkler System Sq Footage: \_\_\_\_\_

**If Applicable: Square Footage Per Floor (Including Decks):**

Basement: \_\_\_\_\_ 5<sup>th</sup> Floor: \_\_\_\_\_

1st Floor: \_\_\_\_\_ 6<sup>th</sup> Floor: \_\_\_\_\_

2nd Floor: \_\_\_\_\_ 7<sup>th</sup> Floor: \_\_\_\_\_

3rd Floor: \_\_\_\_\_ 8<sup>th</sup> Floor: \_\_\_\_\_

4th Floor: \_\_\_\_\_ Garage: \_\_\_\_\_

Total: \_\_\_\_\_

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Thank you for completing this application. It will be processed as quickly as possible.

\*\* Requests for inspections will not be scheduled unless the permit number is supplied at the time of the request.

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Applicant's Signature: \_\_\_\_\_

Telephone: \_\_\_\_\_

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**For Internal Use Only:**

Approvals Required: \_\_\_\_\_

Entered By: \_\_\_\_\_

Permit #: \_\_\_\_\_