

# **STEPS TO OBTAINING YOUR ZONING, BUILDING AND SEPTIC PERMITS**

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## **911 PHYSICAL ADDRESS**

YOU MAY APPLY FOR A 911 PHYSICAL ADDRESS FROM THE ADDRESSING DIVISION OF THE INSPECTIONS DEPARTMENT. THIS MUST BE DONE BEFORE YOU RECEIVE A BUILDING PERMIT. CONTACT IS JESSICA REALE AT 401-8129 OR GO TO THE PERMITTING AND DENTAL CENTER BUILDING WHICH IS LOCATED ON HAMBY RD, DOBSON, NC

## **ZONING PERMIT**

GO TO THE PLANNING AND DEVELOPMENT DEPARTMENT FOR YOUR ZONING PERMITS. IF YOU ARE IN THE ETJ OF MOUNT AIRY, DOBSON, ELKIN OR PILOT MTN, YOU MUST OBTAIN A ZONING PERMIT FROM THEM FIRST BEFORE BUILDING INSPECTIONS CAN ISSUE YOU A BUILDING PERMIT. ALL ZONING PERMITS ARE REQUIRED TO HAVE A SITE PLAN SHOWING PROPERTY LINE SETBACK. IF A MANUFACTURED HOME OR MODULAR DWELLING IS BEING PLACED ON LOT, YOU WILL BE REQUIRED TO HAVE SOME FORM OF DOCUMENTATION (BILL OF SALES, INVOICE, ETC.) SHOWING WHAT YEAR MANUFACTURED HOME WAS MADE.

## **FOR SEPTIC PERMITS**

ONCE YOU HAVE OBTAINED YOUR ZONING PERMIT, YOU WILL THEN TAKE IT TO THE ENVIRONMENTAL HEALTH DEPARTMENT TO APPLY FOR YOUR SEPTIC PERMIT. ENVIRONMENTAL HEALTH DEPARTMENT 401-8325.

## **FINAL STEP**

IF LOT IS NEWLY CREATED, THE LOT MUST HAVE A TAX ID PARCEL NUMBER ASSIGNED AND PHYSICAL ADDRESS GIVEN TO THE STRUCTURE BEFORE ANY BUILDING PERMITS CAN BE ISSUED, ONCE ALL OF THIS INFORMATION IS OBTAINED YOU WILL THEN TAKE ALL OF THE PERMITS TO THE BUILDING INSPECTIONS DEPARTMENT TO GET YOUR BUILDING PERMIT. BUILDING INSPECTIONS DEPARTMENT 401-8300.