

Pender County Planning and Community Development

Central Permitting Division
805 S. Walker Street
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Burgaw, NC 28425



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RESIDENTIAL BUILDING PERMIT SUBMITTAL REQUIREMENTS

- **Zoning Permit (Copy).**
- **Complete Building Permit Application.**
- **Notarized Authorization Letter (owner/general contractor/trade).**
- **Lien Agent (receipt with barcode).**
- **Two sets of plans.**
- **Flood Permit (if applicable).**
- **CAMA Permit (if applicable).**
- **Trade Permit applications & authorization letters.**
- **Prior Cut On application**
- **Water Source**
 - ___ PCU Exempt Letter (if Well will be water source).
 - ___ PCU- Determination of Potable Water and Waste Service Letter.
 - ___ PCU- Capacity Fee Receipt/ Permit #
 - ___ EH- Existing Well.
 - ___ EH-Well Permit.
 - ___ Pluris- Intension to Provide Utility Service Letter.
 - ___ Pluris- Water Service Permit.
 - ___ Old North State Water Co. - Intension to Provide Utility Service Letter.
 - ___ Old North State Water Co. - Water Service Permit.
 - ___ Aqua- Intension to Provide Utility Service Letter.
 - ___ Aqua- Water Service Permit.
 - ___ Utilities Inc. - Intension to Provide Utility Service Letter.
 - ___ Utilities Inc. - Water Service Permit.
- **Sewer Source**
 - ___ PCU- Determination of Potable Water and Waste Service Letter
 - ___ PCU- Capacity Fee Receipt/ Permit #
 - ___ EH-Existing Septic Approval.
 - ___ EH-Construction Authorization (CA)
 - ___ Pluris- Intension to Provide Utility Service Letter.
 - ___ Pluris- Sewer Service Permit.
 - ___ Old North State Water Co. - Intension to Provide Utility Service Letter.
 - ___ Old North State Water Co. - Sewer Service Permit.
 - ___ Aqua- Intension to Provide Utility Service Letter.
 - ___ Aqua- Sewer Service Permit.
 - ___ Utilities Inc. - Intension to Provide Utility Service Letter.
 - ___ Utilities Inc. - Sewer Service Permit.