

# Pender County Planning and Community Development

**Central Permitting Division**  
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## ACCESSORY STRUCTURE BUILDING PERMIT SUBMITTAL REQUIREMENTS

(Detached garage/ dock/ pier/ deck/ porch/ shed/ carport)

- **Zoning Permit (Copy).**
- **Complete Building Permit Application.**
- **Notarized Authorization Letter (owner/general contractor/trade).**
- **Flood Permit (if applicable).**
- **CAMA Permit (if applicable).**
- **Engineer Documents and or detailed scope of work (2 sets)**
- **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.
- **Sewer Source**
  - \_\_\_ PCU- Determination of Potable Water and Waste Service Letter
  - \_\_\_ PCU- Capacity Fee Receipt/ Permit #
  - \_\_\_ EH-Existing Septic Approval.
  - \_\_\_ EH-Construction Authorization (CA).