FREQUENTLY ASKED QUESTIONS (FAQ)

1. *Do I need a permit to build a shed/storage building on my property?*

   Yes. You will need to submit a plot plan that shows the dimensions of the lot, all existing structures, the size of the structure and the setbacks. This will require a limited review and a permit may be issued the same day.

2. *What permits are required for condemned houses?*

   A building permit is required to bring the condemned structure into compliance. Licensed contractors are required to obtain the proper permits for any plumbing, electrical or HVAC work to be done.

3. *How do I request an inspection?*

   You may schedule an inspection by clicking here. You will need your permit number.

4. *How can I verify whether my inspection passed or failed?*

   A “green” tag signifies Passed and a “red” tag signifies Failed. The Inspector is required to leave a tag when the inspection is complete. If you have further questions, you may contact the Inspector in the office between the hours of 8:00 a.m. and 8:30 a.m. by calling their direct office number.

5. *Do I need to submit plans to get a building permit for my business?*

   For commercial buildings, any structural work or sub work being done requires a plans review including any new construction, interior alterations, additions, or change of occupancy.