

An accurate site plan or survey of the property is needed, in part, to protect you from making measurement errors regarding building setbacks. For instance, many homeowners believe that their front property line runs to the edge of the street. This is NOT the case. Often, the edge of the public right-of-way is in what appears to be the homeowner's yard. An accurate survey or site plan shows the line from which setbacks must be measured.

The site plan or survey should be a scaled drawing that shows:

1. Dimensions of the property and proposed structure;
2. Where the structure will be placed on the property; and
3. Where the property lines end and the right-of-way begins.

Permit fees are based on the size and cost of construction, but the minimum is \$40. (One exception: A fence permit fee can be as little as \$10, depending on the cost of the fence.) Persons applying for a permit after the work has begun will be charged double the normal fee.

Have Questions?

Please contact the High Point Inspection Services Division if you have any questions about these structures or permit requirements for any type of work you might be doing on your property.

High Point Inspection Services Division
336-883-3151

It's just a small job.



Do I Need a Permit?

Probably!

If you are going to add an accessory building, carport, deck, fence, satellite dish, or swimming pool to your property, you must have a permit from the High Point Inspection Services Division.

We've included some very general information about other regulations that may pertain to the structure you plan to put on your property. To be sure that you're following the City's regulations, discuss your project with someone in the Inspection Services Division. The phone number is 336-883-3151.

You need a permit:

- For any construction, installation, repair, replacement or alteration costing greater than \$5,000.
- When work cost is \$5,000 or less and includes the addition, repair or replacement of load bearing structures; any addition or change in the design of the plumbing, HVAC or electrical wiring, devices, appliances or equipment.
- Decks: The setback requirements for a deck depend on whether it is covered or uncovered.

- Any accessory building with a dimension greater than 12 feet on any one side (measured horizontally). Accessory structures smaller than 12 feet on both sides do not require a permit, but do have to meet City setback requirements.

- Satellite dishes: Dishes greater than 18 inches in diameter require a permit. Dishes must meet setback requirements if they are not attached to the building.

- Swimming pools: The required setback (from the property line) of a swimming pool depends on whether you want to place the pool beside the house, behind it or connect it to the house.

Permits are issued to property owners or their responsible agents **after** a permit application is submitted.

For an application, visit the High Point Inspection Services Division at:

City Hall
211 S. Hamilton Street
3rd Floor, Room 316

OR

The City's website at:
www.highpointnc.gov

Along with the application, you need:

- A site plan or property survey
- Construction plans
- Applicable fees

If all requirements are met, then a permit to allow construction will be issued when plan approval is completed.