



Nice Matters!

**Emerald Isle  
Planning and Inspections**

7500 Emerald Drive  
Emerald Isle, NC 28594

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Applications may be made by the landowner, a person with a property interest in the property or a contract to purchase the property, or an authorized agent of the landowner. The applicant has certified that the information shown on the application, plans and specifications is correct and true to their knowledge. Staff may refuse to process an application determined to be incomplete unless and until the applicant has submitted any missing information/materials. Approval of this permit application certifies compliance with Town of Emerald Isle requirements only and does not exempt the application from other local, state, or federal requirements.

By submitting a Development Permit Application, the applicant consents to allowing Town of Emerald Isle Representatives to enter the property to ensure compliance with the town's ordinances, including, but not limited to the taking of photographs. Furthermore, the applicant states that he has the authority to make such consent.

# DEVELOPMENT PERMIT APPLICATION

A DEVELOPMENT PERMIT IS NECESSARY AND MUST BE PROVIDED TO THE CARTERET COUNTY INSPECTIONS OFFICE AS PART OF THE BUILDING PERMIT APPLICATION

**Permit Type(s) Requested:**

- Zoning (\$100)
- Dunes and Vegetation (\$100)
- Floodplain Development (\$100)
- CAMA Minor (\$119)
- Demolition (\$150)
- Tree Removal (\$65)
- Stormwater (\$100/Large \$1600)
- House Moving (Small \$250/Large \$500)

**Permit Documents Checklist (as applicable):**

- Survey/site plan
- Stormwater plan
- Grading/Landscaping plan
- Building plans
- Septic permit
- Other state/federal permits
- Elevation Certificate
- V-Zone Certificate

*\*Items with asterisks below are required.\**

**Contact Information**

Property Owner\* \_\_\_\_\_ Phone\* \_\_\_\_\_

Address \_\_\_\_\_

Email\* \_\_\_\_\_

*(Fill out agent information below only if property owner not applying for permit)*

Agent\* \_\_\_\_\_ Phone\* \_\_\_\_\_

Address \_\_\_\_\_

Email\* \_\_\_\_\_

**Project Information**

Property Address\* \_\_\_\_\_

Project Description\* \_\_\_\_\_

Project Cost\* \$ \_\_\_\_\_ Zoning District \_\_\_\_\_ Flood Zone \_\_\_\_\_

CAMA Minor AEC  None  Ocean Hazard  Inlet Hazard  ORW (sound side)

Impervious SqFt \_\_\_\_\_ Heated SqFt \_\_\_\_\_ Mean Building Height \_\_\_\_\_

**Tree Removal Permit Only**

Reason for removal\* \_\_\_\_\_

Location of tree(s) on property \_\_\_\_\_

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**ATTACH PLANS OR USE SITE PLAN TEMPLATE ON 2ND PAGE**

Project Address: \_\_\_\_\_

Owner: \_\_\_\_\_

Agent: \_\_\_\_\_

**DEVELOPMENT PERMIT APPLICATION  
SITE PLAN TEMPLATE**

