

## Accessory Structures



### Do I need a permit?

**No**, if the accessory structure does not have a dimension greater than 12' and there will not be any electrical, plumbing or mechanical installed.

**No**, for a portable, lightweight carport as long as it does not exceed 400 sq. ft. or 12' mean roof height.

### Permits are required for:

- Accessory buildings with dimensions exceeding 12' Decks.
- Decks. See the [Decks and Steps Guides](#).
- Gazebos.
- Retaining Walls.
- Detached masonry chimneys located less than 10' from other buildings or lot lines.
- Detached carports.
- Docks, piers, bulkheads and waterway structures.

### How do I get a permit?

Fill out a [building application](#). Available in our office, on the [Forms and Applications](#) page, or fillable online.

## **Items to turn in with Application**

### **Zoning/Land Use Permit**

Details address, setbacks and other information about the lot. Available from the Zoning Jurisdiction for the lot address.

### **Environmental Health Permit**

Shows septic system location, well location and drawing of the lot. Available from Environmental Health Dept. [\(919\) 989-5180](#)

### **Site Plan**

If you reside in the County, see requirements on [Residential Site Plan requirements](#). See [Handouts and Building Information](#) for more information.

Otherwise, you will need to check with your local municipality.

### **Structural Plans - 2 sets**

Plans must meet the current edition of the NC Residential Building Code Show front, rear and side elevations and type of wall covering Footing, slab, pier and foundation details Notes on anchor bolts or tie down requirements Floor system, sizes of girders, joist and spacing

Floor plan, names of rooms, location of walls, windows and doors, header sizes, point loads

Details on brace walls if needed Roof and ceiling details including joist and rafter size, spacing, direction and supports Truss layouts Energy details, insulation values

### **\*Accessory Buildings less than 400 sq. ft. and one story in height**

May be permitted to be constructed without a masonry or concrete foundation. The building must be supported on a minimum 2-inch by 6-inch wood foundation or 3-inch by 4-inch mudsill. Lumber must be treated and approved for ground contact. The building must be anchored to resist overturning and sliding by installing a minimum of one ground anchor at each corner. The total resisting force of the anchor shall be equal to 20 psf times the plan area of the building.

### **\*Accessory Buildings over 400 sq. ft. or more than one story**

Must be installed and anchored on a permanent foundation or slab.

### **\*Retaining Walls**

Retaining walls that are not laterally supported at the top and retain in excess of 48" of unbalanced fill shall be designed by a Professional Engineer. Any retaining wall that supports buildings and their accessory structures shall be designed by a Professional Engineer.

### **\*Detached Garages with a finished room upstairs**

Any room over a garage that is finished must have an egress to the outside that does not require travel through the garage. Finished rooms above the garage must be separated from the garage with 5/8" Type X gypsum board or equivalent.

### **\*Garages located less than three feet from dwelling unit on the same lot Wall**

These are required to have not less than ½ inch gypsum board applied to the interior side of exterior walls that are within this area.

### **\*Accessory Buildings with electrical, plumbing or mechanical**

All electrical, plumbing, heat and air systems must be exposed for inspections, regardless if the work was done onsite or the building was purchased with components already installed.

### **\*Docks, Piers, Waterway Structures**

See Section R327 of [NC Residential Building Code](#) for list of exceptions.



### **Can I do the Work Myself?**

Yes, if you are the homeowner, reside there and you will be the one performing the work.

You must sign the [Owner License Exemption Form](#) and you must reside at the same property for

one year after work is complete.

Jobs costing less than \$40,000 may be done by an unlicensed contractor.

Electrical, Plumbing and Mechanical must be done by a licensed individual if not done by the homeowner, who resides at the property.

## Fee Schedule

Detached Garages, Carports, Storage Buildings: \$100.00

Land Use/Zoning Fee: \$25.00

Building Permit: \$75

Add Electrical: \$75

Add Plumbing: \$75

Add Mechanical:

- Gazebo: \$100
- Land Use/Zoning Fee: \$25.00
- Building Permit: \$75

Add Electrical:

- Residential Retaining Wall: \$75 Building Permit
- Outdoor Chimney: \$75 Building Permit

\$75 Gas – if needed

\$75 For each additional trade

View the full [Permit Fee Schedule](#).

## Required Inspections

- Site Built Footing – varies by method used
- Open Floor Rough In's – all trades at once
- Finals
- Pre-Manufactured Footing – varies by method used Rough In's – all trades at once

## Notice

The information on this page is not all inclusive and has been derived from the 2018 Edition of the NC Residential Code. Please consult applicable code sections for more detailed information. Information on this page is not intended to replace any part of the code sections.

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