



## 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.