



# Town of Edinburgh

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## Town of Edinburgh Building Permit Requirements

*(Reference Edinburgh Code of Ordinance, Title 15, Chapters 150 & 156)*

An Improvement Location Permit shall be obtained before any structure may be constructed, reconstructed, moved, enlarged, or structurally altered. If an Improvement Location Permit is issued, the applicant shall apply for an Occupancy Permit, which permit shall not be issued until the structure is complete and compliance with this Article is in evidence.

When considering an addition, improvements or alterations to your home or property, a permit is required for most improvements, including but not limited to:

- New Construction (residential and non-residential)
- Modular Homes and Mobile Homes
- Sheds and Storage Buildings
- Garages (attached or detached)
- Swimming Pools (in-ground or above-ground)
- Room Additions and Sun Rooms
- Decks, Porches and Carports
- Electrical Service upgrades
- Kitchen and Bath remodels
- Demolition and House Moving
- Permanent or Temporary Signs

The following items may be required by the Town of Edinburgh Building & Zoning Official prior to the issuance of the permit:

- Town of Edinburgh Permit Application
- One set of construction plans (2 sets for non-residential construction), including floor plans, wall detail, engineered truss detail, use description and total value of construction
- Site Location Map and Site Plan showing location of structure and/or improvements, other structures, property lines and dimension, easements and setbacks
- State Construction Design Release and Plan Authentication Form (non-residential only)

Plan review will be conducted by Town Building & Zoning Official. Non-residential construction may require plan review by the State Department of Homeland Security.

### No permit shall be required for:

- a) Routine maintenance, repair, or remodeling of existing structures not involving any change of use, additional lot coverage, or increase in structure size;
- b) Essential services as defined in Division 10;
- c) Lot and yard improvements such as fences, drives, sidewalks, patios, retaining walls, play equipment, and landscaping;
- d) Signs with a surface area of less than four square feet; and
- e) Structures with a value of less than \$1,000 which are used exclusively for agricultural production purposes.