



### **Guidelines for House Moving or Demolition Permit Submission:**

1. **If removing or demolishing a house only** (leaving land undisturbed except for removal of pilings, septic left in ground, no leveling or tree removal or cut and grade or fill, etc.), a simple house moving or demo permit is sufficient. If the property is in a flood zone, a floodplain development permit is required.
2. **If removing or demolishing a house and disturbing the land** by removing septic, grading, filling, clearing or similar activities, we must have a current survey that provides natural ground elevations at the location of the existing house, area of the septic tank and line removal, proposed location of any proposed new house, corners of the lot, etc., similar to the requirements for a land disturbance permit. For a proposed house the proposed elevations at the four corners of the new house will be required. The survey submitted should delineate the limits of any clearing and grading proposed.
3. **Any proposed septic removal**, move, crush in place, or installation may require a Dare County health department approval. This should be submitted with the demo permit.
4. **Fill** does not only mean additional material brought to a lot...it also means areas on a lot which may be filled with additional material from the same lot by a leveling or cut and fill operation. Fill brought from outside must be of a similar material as that which exists on the site being filled (evidence to be provided may be a soil report or receipt similar to a piling receipt that indicates the material being used)
5. **Accessory structures** for an existing house that do not meet current code requirements (such as a swimming pool or walkway or driveway that encroach upon setback lines) must be removed concurrent with removal of a house on the lot. An accessory structure that meets current code requirements may remain on the lot for a period of no more than sixty days prior to issuance of a building permit for a new house that includes on the survey submission the existing, conforming accessory structure(s) to be retained. If the new house building permit is not to be obtained within the sixty day period, then existing conforming accessory structures and features attendant to the primary structure that has been removed (such as swimming pools, sheds, driveways, and walkways) must be removed no later than sixty days following demolition or moving of the principle structure.