

405 County Complex Rd.
Clinton NC 28328
Inspection: 910-592-0146
Planning: 910-631-1039
Fax: 910-596-0773



Hours of Operation:
Mon-Thurs. 7AM-5:30PM

Sampson County Inspection and Planning Department

NEW SINGLE-FAMILY DWELLING CHECKLIST

Forms required for plan review on New Single-Family home. Please ensure that you include all necessary forms when submitting your plans for review. Plans will not be accepted for review if any of these forms are missing. Any missing documentation will result in an automatic \$25 fee at the time the permit is issued.

Zoning Permit (Planning Division)

Environmental Permit (septic/well) (Environmental Health Division)

Lien Agent (LiensNC.com)

Plan Review packet (Inspection Department)

Plan Review Application

Trade Permit Application

Workers Compensation Affidavit

(1) Acre of land form

Temporary electrical permit affidavit (if applicable)

Homeowner affidavit (If homeowner is doing the work on their residence)

Detailed plans for review. (Plans should have enough details to be able to determine code compliance.)