

General Information about the Franklin County

Planning & Inspections Office

Steps to take to obtain a building permit:

1. Septic application - must have site map with home drawn on map and footage from all property lines. Also show the driveway so that an address can be assigned. Show footage from the property line to the driveway. Driveway must be a minimum of 10 feet off property line.
2. Turn in 2 sets of plans - can be done when septic application is issued**
3. Fill out GC forms** and return septic construction approval.
4. Bring in \$5000.00 surety bond per unit for modular homes/commercial buildings**
5. Pick up permit (price guide included)
6. Call in the inspections.

** Not needed for mobile home

Septic Applications Requirements:

- Site plan
- Show lot dimensions
- Show set-backs
- Show driveway location & distance from the nearest side property line
- All right of ways & easements

Tax Information

- Sub-division name/owners
- Tax record number
- Tax map number

Septic questions can only be answered by the Environmental Health Specialist at 919.496.8100.

Permit Fees:

Septic fees

Recheck	\$165.00
New septic	325.00
New well inspection	325.00

Mobile Home fees

Singlewide	\$275.00
Doublewide	385.00
Triplewide	440.00

Stick Built & Modular

Up to 1200 sq ft	\$495.00
1201 to 2000 sq ft	610.00
2001 and over	.34 cents per sq ft

** Zoning fees **must** be paid in the zoning office.

Residential additions	\$30.00
Zoning fees	60.00

Display of Road Address Numbers

- Road address numbers must be posted by the owner and must be clearly displayed so that the location can be identified easily from the road.
- The official address number must be displayed on the front of a building or at the entrance to a building which is most clearly visible from the street or road during day and night.*
- If a building is more than seventy-five (75) feet from any road measured from the center of the road, the address number shall be displayed at the end of the driveway or easement nearest the road which provides access to the building. Said numbers shall be at least three (4) inches in height and one-half (1/2) inch in width.
- Numerals indicating the address number of a single family dwelling shall be at least three (4) inches in height and shall be posted and maintained so as to be legible from the road.
- Numerals must be of contrasting color to the background.
- Mobile home lots shall have sequential address numbers throughout the park. Each lot will have a separate address number assigned. The address number of each lot must be clearly displayed on the lot by being attached on the mobile home consistent with 2nd paragraph above.*
- The address program administrator will have the right to authorize and approve alternate methods of displaying building numbers, which meet the intent of this article when strict adherence to these standards cannot be reasonably met.

Office Extensions

Our Planning & Zoning staff are available Monday– Friday from 8am to 5pm at 919.496.2909.

	<u>Extension</u>
Scott Hammerbacher	303
Donna Wood	302
Jason Rogers	314
Griff Gardner, Zoning Enforcement	305
Tammy Davis	315

Our inspectors are in our office Monday through Friday between 8-9am and 4-5pm **only**.

	<u>Extension</u>
Eddy Strickland, Supervisor	311
BJ Brewer, Fire Inspector	309
Brad Gilliam - Inspector	308
Tommy Harris - Inspector	306
Perry Faulkner, Plan Review	312

Our permit personnel staff are available Monday– Friday from 8am to 5pm, at 919.496.2281.

Katherine Tharrington	300
Polly Bragg	301

Permits are issued Monday – Friday 8:00am to 4:30pm

Directions to Our Office:

Directions from Raleigh:

401N to Louisburg approx. 28 miles. When you come into Louisburg, you will see a Food A Rama on the right and D & J Automotive on the left. Keep straight through the next five stoplights. At the sixth (6) stoplight, there will be a First Citizens bank on your left. Make that left. That will put you on E. Nash St. We are the fifth (5) building on the left at the bottom of the hill. It is a brown building and Franklin County Office Building is on the outside. When you come in the building we are the last office at the end of the hall. If you need a septic permit, you will need to start in the Planning Department.

Directions from Henderson:

39S to Louisburg approx. 17 miles. When you come into Louisburg, go to the second (2) stoplight. A First Citizens Bank will be across the street on the right. Make that right. We are the fifth (5) building on the left at the bottom of the hill. It is a brown building and Franklin County Office Building is on the outside. When you come in the building we are the last office at the end of the hall. If you need a septic permit, you will need to start in the Planning Department.

Directions from Franklinton:

56E to Louisburg. D & J Automotive will be on your right. Turn left at the second stop light. This is put you on South Main Street. Keep straight thru the next stoplight. At the stoplight at the intersection of N. Main & E. Nash St, turn right on E. Nash Street. We will be the brown building at the bottom of the hill on the right. Franklin County Office Building is on the outside. When you come in the building we are the last office at the end of the hall. If you need a septic permit, you will need to start in Planning Department.

Directions to Environmental Health from Franklin County Planning & Inspections

Head east from 215 E. Nash St. at the stop light beside First Citizens Bank, turn left onto N. Bickett Blvd. Go approximately 1/4 mile, turn right onto Industrial Drive (there is a green directional sign with Franklin County Health/Mental Health Depart) across from the ABC liquor store. At the top of the hill, the building is on the left. Franklin County Social Services, Health Department and Environmental Health are all in one building. Environmental Health is located around back of the building adjacent to the white modular unit. Go in those doors.

If you miss the turn on Industrial Drive, go to the stoplight and bear right on 561. Turn right on Industrial Drive across from Rustic Building Supply. Building will be 2nd on right. Environmental Health is located around back of the building adjacent to the white modular unit. Go in those doors.