



*The County Of
Powhatan*

**Residential Permit Application Requirements for
Sheds, Carports, Additions, etc.**

The information listed below, as applicable, is to be submitted via a thumb drive with pdfs of the listed documents. Fees are paid at the time of application.

- Zoning Compliance Affidavit- Required for all new structures and additions to existing structures.
- Building Plans – PDF plans, to scaled (may be hand drawn) then scanned to a pdf
 - Deck plans indicating all beams, girders, joists, posts, and footing sizes
 - Pre-fab structures (metal buildings, carports, etc.) including anchoring method per manufactured specs
- If applicant is a Homeowner – Complete the Affidavit of Exemption from Contractor Licensing (must be notarized).
- If applicant is a Contractor – Complete the Contractor’s License section and Business License section for each submitted application.
- Site Plan (plat) – Include on the thumb drive a pdf of the plat depicting proposed structure(s) and distance measured in feet to property lines at the front, sides, and rear.
- Permit Application must be signed.
- Shrink/swell soil analysis report (if required by subdivision plat or if located in area identified on the Powhatan County Soil map as having a moderate or high shrink/swell potential)
- Engineered footing/foundation design if soil report confirms moderate or high shrink/swell soil conditions or other adverse soil conditions at building site..

Note: When adding a bedroom, verification is needed from the Health Department (598-5680) showing that the existing septic system is adequately sized to handle an additional bedroom.