



*The County Of*  
***Powhatan***

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

- Zoning Compliance Affidavit- Required for all new structures and additions to existing structures.
- Building Plans – 2 complete sets of plans drawn (may be hand drawn) to scale
  - 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 Home Owner – Submit the Affidavit of Exemption from Contractor Licensing (must be notarized).
- If applicant is a Contractor – Submit copies of Contractor’s License and County of Powhatan Business License.
- Site Plan (**copy of plat**) – Submit two (2) copies 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) - Submit two (2) copies.
- Engineered footing/foundation design if soil report confirms moderate or high shrink/swell soil conditions or other adverse soil conditions at building site. Submit two (2) copies.

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.