

Currituck County Planning & Community Development Department Central Permitting and Inspection Division

# **Citizen Self Service**

# LOG IN

- 1. If you already have an account, Log In with your User name and Password.
- 2. To create an account, click on **Register**.

Login
User name
Password
Forgot your password? Register Log in

# **PERMITS & INSPECTIONS**

- 1. <u>New Permit</u>: To apply for a new permit, select **Click here to Apply Online**.
- 2. <u>Existing Permits</u>: You may search for information on existing permits by using the address <u>OR</u> parcel ID <u>OR</u> permit #.

For best results, enter only ONE of these into the appropriate box.

- The application reference # is the same as the permit #.
- Do not include a suffix (Rd., St. etc.) with the address.

New permit applications	
Click here	to Apply Online
Search for existing Permits and	d Inspections
Citizen Self Service for Perr	nits and Inspections is open to local contractors.
Location House number Street name Parcel ID Application reference Status	Active Applications only Unperformed Inspections only

# **SEARCH RESULTS**

To access additional information, such as inspection results, plan reviews, and other permit information, click on **Details**.

Modify Search	New Search						
Applications (1 found	)						
Location / Subdivision	Owner/Contractor	Parcel	Status	Reference	Fees	Due	
3253 CARATOKE HWY	NEWNS, WILLIAM J / NEWNS, WILLIAM J	005900000210000	ACTIVE	201601906	\$750.00	\$750.00	Detai
Inspections * (0 found	D						

# **PERMIT INFORMATION**

On the application reference page, click on **Details** to view information for that specific permit, inspector notes, and balance due on Permit fees.

rojec/Activity     SFD (SINGLE FAMILY MAINLAND)       catalon     3253 CARATOKE HWY CURRITUK COURTUR CALONOZIONOU- ieck policitation Information Methods       wwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwww	Status		ACTIVE / NEW PERMIT APP	LICATION				
Section 3235 CRATOKE HWY   www NEWNS, MILLAS   arcel D 0059000021000-   iew Application Information NEWNS, MILLAS   best bende 1000   \$ feet 7pt State   \$ feet 7pt	Project/Activity		SFD (SINGLE FAMILY MAIN	LAND)				
NEWNS, WILLIAM J       arcel IO     0059000021000       iew Application Information Were Issue Allerts     View Plan Review       mitted frag     Status     Tatus Free     Balancia       ftmg     100     Status     Status     Balancia       ftmg     100     Status     Status     Status     Balancia       ftmg     100     Status     Status     Status     Status     Balancia       ftmg     100     Status     Status     Status     Status     Status     Allert       ftmg     100     Status     Status     Status     Status     Allert       ftmg     COC     Status     Status     Status     Status     Allert       ftmg     GLS R     Status     Status     Status     Allert       ftmg     GLS RS     Status     Status     Status     Allert       ftmg     GLS RS     Status     Status     Status     Allert       ftmg     GLS RS     Status <thstatus< th="">     Status     St</thstatus<>	Location		3253 CARATOKE HWY CURRITUCK COUNTY					
arcel D     00590000210001       lew Application Information Network     Verw Network       with Season     Network       with Season     Network       Brance     State       1000     State	Owner		NEWNS, WILLIAM J					
New Space Alerts View Plan Reviews       mith Stream       Stream     Print Type     Stata     Train Free     Stata (Stream)       Stream     Stream     Stream     Stream     Stream     Stream     Stream       Stream     Stream     Stream     Stream     Stream     Stream     Stream     Stream     Aret       Stream     COC     Stream     Stream     Stream     Stream     Aret       Pay     COC     Stream     Stream     Stream     Aret       Pay     COC     Stream     Stream     Stream     Aret       Pay     COC     Stream     Stream     Stream     Stream     Stream     Stream     Stream       Pay     COC     Stream	Parcel ID		005900000210000					
Status     Tatus Fee     Status     Tatus Fee     Status     S	View Application Infe	ormation View Issu	Je Alerts View Plan Review	5				
Permit Type     Statis     Total Feet     Baard of Park     Total Feet     Baard of Park     Statis     Total Feet     Baard of Park     Statis     Aret       Park     HD     DD     DD     Statis     Statis     Deals     Aret       Park     HD     FE     Statis     Deals     Aret       Park     COC     DSUBD     Deals     Aret       Park     DSUBD     DSUBD     DSUBD     DEals     Aret       Park     BSUBD     DSUBD     DSUBD     DSUBD     DEals     Aret       Park     DSUBD     DSUBD     DSUBD     DSUBD     DSUBD     DSUBD     DEals     Aret       Park     DSUBD     DSUBD </th <th>Permits (9 found)</th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th>	Permits (9 found)							
Pay     SD     SD,ED     S7500     S750     Deals     Aet       Pay     HDR     FE     SD,2D     SD,50     Aet       Pay     OC     SD,8D     SD,0D     SD,0D     Deals     Aet       Pay     OC     SD,8D     SD,0D     SD,0D     Deals     Aet       Pay     GLS R     SD,8D     SD,0D     SD,0D     Deals     Aet       Pay     GLS RS     SD,8D     SD,0D     SD,0D     Deals     Aet       Pay     GLS RS     SD,8D     SD,8D     SD,0D     Deals     Aet	2	Permit Type	Status		Total Fees	Balance D		
Pay     HSM7     FE     \$3.00     \$3.00     \$4.00     Ant       Pay     COC     BSUED     \$30.00     \$50.00     \$60.00     Ant       Pay     BLC R     BSUED     \$50.00     \$50.00     \$60.00 <td< th=""><td>🖉 Pay</td><td>SFD</td><td>ISSUE</td><td>&gt;</td><td>\$750.00</td><td>\$750.0</td><td>Details</td><td>Alert</td></td<>	🖉 Pay	SFD	ISSUE	>	\$750.00	\$750.0	Details	Alert
Pay     COC     SSUED     SSUED     SSUED     SSUED     SSUED     SSUED     Aret       Pay     RLC R     SSUED     SSUED     SSUED     SSUED     SSUED     SSUED     Aret       Pay     GAS #S1     SSUED     SSUED     SSUED     SSUED     SSUED     SSUED     Aret       Pay     NGL MES     SSUED     SSUED     SSUED     SSUED     SSUED     SSUED     Aret       SSUE     NGM     SSUED     SSUED     SSUED     SSUED     SSUED     Aret	Pay Pay	HORF	FEE		\$0.00	\$0.00		Alert
Py     EAC R     35.00     50.00     50.00     50.00     50.00     Ant       Py     645.85     55.00     50.00     50.00     50.00     648.5     Ant       Py     765.455     55.00     50.00     50.00     50.00     648.5     Ant       Py     765.455     55.00     50.00     50.00     50.00     648.5     Ant       Py     765.455     55.00     50.00     50.00     50.00     648.5     Ant	Pay Pay	COC	ISSUE	>	\$0.00	\$0.00	Details	Alert
Pay     645 #5     250,85     50.00     50.00     Deters     Art       Pay     NGUL RES     350,85     50.00     50.00     Deters     Art       Pay     NGUL RES     350,85     50.00     50.00     Deters     Art	Pay Pay	ELEC R	ISSUE	2	\$0.00	\$0.00	Details	Alert
Pay     PGUL RES     ISOLID     SOLID     SOLID     Deals     Art       Law     MARCURARY     NORD     DOWN     Date	Pay	GAS RES	ISSUE	>	\$0.00	\$0.00	Details	Alert
No. MDFS.NRV ISSUED 5000 5000 5000 Datable Aller	Pay	INSUL RES	ISSUE	2	\$0.00	\$0.00	Details	Alert
100 HILDREN TOTAL HILDREN HILTREN HILDREN HILDREN HILDREN HILTREN HILT	Pay	M RES NEW	ISSUE	>	\$0.00	\$0.00	Details	Alert
Pay PLRESNEW ISSUED 50.00 Details Alet	Pay	PL RES NEW	ISSUE	2	\$0.00	\$0.00	Details	Alert
Pay ZONING ISSUED \$0.00 \$0.00 Details Alert	Pay Pay	ZONING	ISSUE		\$0.00	\$0.00	Details	Alert
	spections (19 found)							
spections (19 found)	Inspection Type		Owner/Contractor	Scheduled	Result	Fee	Balance D	ve
gention (15 found) ] Insection Type Owner/Contractor Scheduled Realt Fee Beance Due						****		

# **VIEW APPLICATION INFORMATION**

On the application reference page, click on **View Application Information** to access submitted information such as building plans, site plans, and FEMA elevation certificates.

tatus		ACTIVE / NEW PER	MIT APPLICATION					
roject/Ac	tivity	SFD (SINGLE FAMI)	LY MAINLAND)					
ocation		3253 CARATOKE H CURRITUCK COUN	WY TY					
wner		NEWNS, WILLIAM	J					
arcer 10		005900000210000						
iew Applic	ation Information View I	ssue Alerts View Plan	Reviews					
8	Permit Type		Status		Total Fees	Balance Due		
0 Pay	SFD		ISSUED		\$750.00	\$750.00	Details	Alert
Pay	HORF		FEE		\$0.00	\$0.00	Details	Alert
Pay	coc		ISSUED		\$0.00	\$0.00	Details	Alert
Pay	BLEC R		ISSUED		\$0.00	\$0.00	Details	Alert
Pay	GAS RES		ISSUED		\$0.00	\$0.00	Details	Alert
Pay	INSUL RES		ISSUED		\$0.00	\$0.00	Details	Alert
Pay	M RES NEW		ISSUED		\$0.00	\$0.00	Details	Alet
Pay	PL RES NEW		ISSUED		\$0.00	\$0.00	Details	Alert
Pay	ZONING		ISSUED		\$0.00	\$0.00	Details	Alet
spections (19	found)							
) le	rspection Type	Owner/Contractor		Scheduled	Result	Fee	8	lalance Due
	2002 02 1100 11					****		7000 000 000 000 000



# **APPLICATION INFORMATION**

The application information page will show general information related to the permit, project details, applicant contact information, contractor information, and other project details.

Scroll down to the bottom of the screen to see a list of **Attachments** related to the permit.

#### Permits and Inspections Application Information

General		
Application reference	201601906	
Status	ACTIVE / NEW PERMIT APPLICATION	
Received	9/25/2016	
Applicant	NEWNS, WILLIAM J	
Owner	NEWNS, WILLIAM J	
Owner ID	40579	
Location	3253 CARATOKE HWY CURRITUCK COUNTY	
Parcel ID	005900000210000	
Project Details		
Project/Activity	SFD (SINGLE FAMILY MAINLAND)	
Description	25,000 sq. ft. addition	
Contractor	NEWNS, WILLIAM J	
Contractor ID	40579	
Estimated Start Date	9/25/2016	



# **ATTACHMENTS**

To view an attachment, click on the **document title**.

After clicking on the document title, you may see a menu bar at the bottom of the screen that asks you to Open or Save the document. Click on **Open** to view the document immediately.

To add an attachment, scroll down and click on **Attach a document**.

BUILDING INSPECTOR ZONES STREETS (2).pdf	
84 lumber fees.pdf	
Residential application	
Ample Storage Plans	
CAMA Minor-2015	
Building Plan Stamp	
Greyson Loop Major Site Plan (9-16-2016)	
Health Dept approval	
New Attachments	

### **VIEW PLAN REVIEWS**

On the application reference page, click on **View Plan Reviews** to see plan review comments and status of a review, and to access attachments.

Applica	ation reference 20	1601906					9 Permits   19 Inspection
Status		ACTIVE / NEW PERMIT APPLIC	ATION				
Project/A	ctivity	SFD (SINGLE FAMILY MAINLAN	ID)				
ocation		3253 CARATOKE HWY CURRITUCK COUNTY					
Owner		NEWNS, WILLIAM J					
Parcel ID		005900000010000					
/iew Appl	ication Information View	Issue Alert View Plan Reviews					
ermits (9 fou	nd)		·				
2	Permit Type	Status		Total Fees	Balance Due		
Pay D	SFD	ISSUED		\$750.00	\$750.00	Details	Alert
Pay	HORF	FEE		\$0.00	\$0.00	Details	Alert
Pay	coc	ISSUED		\$0.00	\$0.00	Details	Alert
Pay	BLEC R	ISSUED		\$0.00	\$0.00	Details	Alert
Pay	GAS RES	ISSUED		\$0.00	\$0.00	Details	Alert
Pay	INSUL RES	ISSUED		\$0.00	\$0.00	Details	Alert
Pay	M RES NEW	ISSUED		\$0.00	\$0.00	Details	Alert
Pay	PL RES NEW	ISSUED		\$0.00	\$0.00	Details	Alert
Pay	ZONING	ISSUED		\$0.00	\$0.00	Details	Alert
spections (1	9 found)						
	Inspection Type	Owner/Contractor	Scheduled	Result	Fee	Balan	rce Due
	22002 0210000				** **		



# **PLAN REVIEWS**

Click on **View All Comments** to read comments regarding the plan.

You may also click on **View Comments** under a specific Plan Review to see comments for that review.



# MANAGE ATTACHMENTS

Click on Manage Attachments to read previous attachments or to add new attachments.

Open an attachment by clicking on the

To add an attachment, scroll down and

click on Attach a document.

Application reterance	201601006				
Status	ACTIVE / NEW/ PEE				
Drojoct (Activity					
Project/Activity					
Location	CURRITUCK COUN	ITY			
Owner	NEWNS, WILLIAM	J			
Parcel ID	005900000210000	(			
View All Comments					
B/I RESIDENTIAL PLAN REVIEW			Manage Atta	chments	
Department	Review Cycle	Reviewer	Status	Completed	
PLANNING & INSPECTIONS	2	BILL NEWNS			View Comments
FM COMMERCIAL PLAN REVIEW			Manage Atta	chments	
Department	Review Cycle	Reviewer	Status	Completed	
PLANNING & INSPECTIONS	1	BILL NEWNS	APPROVED	3/30/2017	View Comments
			ŀ		
Parcel ID		00590	00002100	00	
Parcel ID B/I RESIDEN Attachments	TIAL PLAN R	00590 EVIEW	00002100	00	
Parcel ID B/I RESIDEN Attachments	TIAL PLAN R	00590 EVIEW	00002100	00	
Parcel ID B/I RESIDEN Attachments	TIAL PLAN R	00590 EVIEW	00002100	00	
Parcel ID B/I RESIDEN Attachments landle Buildir	TIAL PLAN R ord-tenant-bo	00590 EVIEW	00002100	00	
Parcel ID B/I RESIDEN Attachments landle Buildir Grever	TIAL PLAN R ord-tenant-bo	00590 EVIEW boklet	-2016)	00	
Parcel ID B/I RESIDEN Attachments landle Buildir Greyse	TIAL PLAN R ord-tenant-bo ng Plan Stamp on Loop Major S	00590 EVIEW boklet	-2016)	00	
Parcel ID B/I RESIDEN Attachments landle Buildir Greyse Health	TIAL PLAN R ord-tenant-bo ng Plan Stamp on Loop Major S Dept approval	00590 EVIEW boklet	-2016)	00	

### **PAY ONLINE**

**ATTACHMENTS** 

document title.

You may pay Permit and Inspection fees online. On the application reference page, select which permit you would like to pay by clicking in the appropriate Pay Box on the left side of the screen.

Then, scroll to the bottom of the page and click on the **Pay Button**.



If you have any questions while using Citizen Self Service, contact the Currituck Inspections staff at 252-232-3378. Revised June 2017