



City of Kinston Zoning Approval Steps

Required for:

New Construction
Additions/Expansions
Change of Use

Family Care Homes
Childcare
Renovations
Mobile Home placement
Accessory Structures

STEPS:

1. Fill out City of Kinston Zoning Permit Application – click [here](#)
2. Provide aerial of the property
3. Provide dimensioned drawings to include setbacks*
4. Submit the completed application and drawings to the Planning Department in person or via email – planning@kinstonnc.gov.
5. Pay the fee via check, money order or credit card. Payment must be received prior to review.

**Commercial construction must comply with the Site Plan Checklist located [here](#).*

Questions? Please call 252-939-3271