

**APPLICATION FOR BUILDING PERMIT**

Answer all questions and please print.

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

DATE OF APPLICATION: \_\_\_\_\_

ADDRESS OF PROPERTY WHERE CONSTRUCTION WILL TAKE PLACE IF DIFFERENT FROM ABOVE: \_\_\_\_\_

PLEASE ANSWER ALL APPLICABLE QUESTIONS. FOR ANY QUESTION THAT REQUIRES MORE SPACE THAN PROVIDED, PLEASE USE A SEPAARATE SHEET OF PAPER AND ATTACH TO THE APPLICATION.

1. Is this application for: (circle one) BUILDING DECK FENCE OTHER (Explain)

\_\_\_\_\_

\_\_\_\_\_

2. Provide a brief description of the project.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. Size of the lot the construction will be placed upon: \_\_\_\_\_

4. Are there other buildings on this lot? \_\_\_\_\_ If yes, please describe other building(s).

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. Dimensions of the building to be constructed: \_\_\_\_\_

6. This is for a (circle one) ONE-STORY TWO-STORY building.

7. Will this building have a basement? (circle one) YES NO

8. (circle one) FULL PARTIAL Basement. Square feet of basement: \_\_\_\_\_

9. Height of building to be constructed: \_\_\_\_\_

10. a. Will you be using at least the minimum required set-back from property line or will you need to apply for a variance? \_\_\_\_\_
- b. Describe variance that will be needed: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
11. What will this building be used for? \_\_\_\_\_
12. Will there be a business in the building? \_\_\_\_\_
13. If there is a business, what is the nature of the business? \_\_\_\_\_
14. What is the approximate total cost of your building project? \_\_\_\_\_
15. When will the project begin? \_\_\_\_\_
16. What is the anticipated completion date? \_\_\_\_\_

**QUESTIONS 17 - 24 ARE FOR THE CONSTRUCTION OF FENCES**

17. If this is a fence, what is the height of the fence to be constructed? \_\_\_\_\_
18. What is the purpose of the fence? \_\_\_\_\_
19. What materials will be used in construction of this fence? \_\_\_\_\_  
\_\_\_\_\_
20. Will this fence be placed between yours and a neighbor's property? (circle one) YES NO
21. If yes, what is the owner's name and address of the neighboring property? \_\_\_\_\_  
\_\_\_\_\_
22. What is the approximate total cost of the project? \_\_\_\_\_
23. When will the fence construction begin? \_\_\_\_\_
24. What is the anticipated completion date of the fence? \_\_\_\_\_

All applicable questions for your construction project must be answered; failure to answer questions will delay your application processing.

With this application, you must submit a SCALED drawing of the lot, all existing buildings, the new construction, location of driveways, and any necessary curb cuts along with the dimensions of all construction, distance from lot lines, streets, alleys, etc.

Any drawing other than that of a SCALED drawing with all pertinent information will not be acceptable and will prevent action on your application, thereby delaying your project.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**APPROVED**

**DENIED**

Signature of Zoning Administrator: \_\_\_\_\_

Date: \_\_\_\_\_