



# Building Permit Application

Permit # \_\_\_\_\_

Residential       Commercial

Application Received by: \_\_\_\_\_

Applicant & Property Information	Date: _____ Applicant Name: _____
	Email: _____ Contact # _____
	Project Address: _____ Zone: _____
	Total Square Feet: _____ Height: _____ Length: _____ Width: _____ Project valuation: _____

Contractor Information	Plumbing : _____
	Electrical : _____
	Mechanical : _____

Responsible Parties	Project Manager: _____ Address: _____
	Email: _____ Phone #: _____
	General Contractor: _____ Address: _____
	Email: _____ Phone #: _____

Type of Structure	<u>Residential</u>	<u>Commercial</u>
	<input type="checkbox"/> Single Residence <input type="checkbox"/> Remodel	<input type="checkbox"/> Retail <input type="checkbox"/> Office
	<input type="checkbox"/> Multi-Family <input type="checkbox"/> Garage/Carport	<input type="checkbox"/> Warehouse <input type="checkbox"/> School
	<input type="checkbox"/> Accessory Building <input type="checkbox"/> Other _____	<input type="checkbox"/> Apartments <input type="checkbox"/> Other _____

Project Information	Scope of Project	Permit Fee	\$ _____
	<input type="checkbox"/> New Construction <input type="checkbox"/> Foundation	Est. Start Date	Est. Completion Date
	<input type="checkbox"/> Addition <input type="checkbox"/> Demolition*	_____	_____
	*Have you conducted an asbestos survey? _____ <input type="checkbox"/> Remodel <input type="checkbox"/> Other _____	<b>Drawings and Plat/Survey noting setbacks are required for Additions, New Construction, and Remodels</b>	

Scope of work details	
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Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

NOTICE: Permit expires if the work authorized has not begun within 180 days from the date of the permit or if the work is suspended or abandoned for a period of 180 days. After 180 days a new permit must be obtained. The fee shall be one-half the amount of a new permit fee.  
**PERMITS ARE VALID FOR ONE YEAR FROM THE DATE OF ISSUANCE**