

Building Permit Application

Permit # _____

Application Received: _____

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	<input type="checkbox"/> Residential	<input type="checkbox"/> Commercial
	<input type="checkbox"/> Single Residence	<input type="checkbox"/> Retail
	<input type="checkbox"/> Multi-Family	<input type="checkbox"/> Warehouse
	<input type="checkbox"/> Accessory Building	<input type="checkbox"/> Apartments

Project Information	Scope of Project	Scope of work details:
	<input type="checkbox"/> New Construction	<input type="checkbox"/> Foundation
	<input type="checkbox"/> Addition	<input type="checkbox"/> Demolition*
	<input type="checkbox"/> Remodel	<input type="checkbox"/> Other _____

Drawings and Plat/Survey noting setbacks are required for Additions, New Construction, and Remodels

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**

Revised March 2024

OFFICE USE ONLY

Permit Fee \$ _____

APPROVED _____ DATE: _____ 20____. REJECTED: _____ DATE: _____ 20____.

REASON REJECTED: _____