



Date of Application _____

Application Number _____
(for tracking purposes)

Application for Building Permit

PERMIT REQUESTED: (Choose One)

- Building
- Siding
- Chimney
- Sign
- Demolition
- Swimming Pool
- Fence
- Foundation Only
- Roofing

WORK CLASS: (Choose those that apply)

- Abandonment
- Demolition
- Remodel
- Tenant Fit-out
- Addition
- Disconnection
- Removal
- Tenant Improvement
- Alteration
- Install
- Repair
- Change of Use
- New
- Service Change
- Conversion
- Relocation
- Temporary Service

Applicant's Name: _____
Address: _____
City/State/Zip: _____
Phone #: _____

LOCATION OF WORK:

Map/Block/Lot: _____

Contractor's Name: _____
Address: _____
City/State/Zip: _____
Phone #: _____

Type of License: _____
 License #: _____
 Certificate of Insurance? Yes No
 Insurance Expiration Date: _____
 Worker Compensation Form 7A, 7B, 7C? Yes No

Owner's Name: _____
Address: _____
City/State/Zip: _____
Phone #: _____

Architect's Name: _____
Address: _____
City/State/Zip: _____
Phone #: _____

- BUILDING TYPE:** (Choose One)
- Residential
 - Industrial
 - Commercial
 - Other _____
- CODE TYPE:**
- IBC
 - IRC
 - IEBC

CHANGE OF USE: YES NO

CONSTRUCTION TYPE: _____

OCCUPANCY CODE: _____

BUILDING SPRINKLED: YES NO

DESIGN OCCUPANT LOAD: _____

ENTERPRISE ZONE: YES NO

- REQUIRES:**
- Certificate of Occupancy (CO)
 - Certificate of Approval (CA)

DESCRIPTION OF WORK: _____

"WORK ITEMS" - check all that apply to this application:

- Accessibility Ramp
- Awning
- Commercial - Addition
- Commercial - Alteration
- Commercial - Façade Improvement
- Commercial - New
- Commercial - Other - new
- Commercial - Remodel
- Conversion (change # families) ≤2
- Conversion (change # families) >2
- Deck - Addition
- Deck - New
- Deck - Replacement
- Elevator
- Garage - Addition
- Garage - Alteration
- Garage - New
- Garage - Remodel
- Move Building
- Multi Family - Addition
- Multi Family - Alteration
- Multi Family - Foundation Only
- Multi Family - New/condo
- Multi Family - Remodel
- Residential - Other
- Retaining Wall - Commercial
- Retaining Wall - Residential >3'
- Shed
- Single Family - Addition
- Single Family - Alteration
- Single Family - Foundation Only
- Single Family - New
- Single Family - Remodel
- Telecommunication Tower
- Temporary Structure
- Two Family - Addition
- Two Family - Alteration
- Two Family - Foundation Only
- Two Family - New
- Two Family - Remodel
- Wheelchair Ramp - Residential

FOUNDATION ONLY
"WORK ITEMS"-Check all that apply to this application:

- Commercial - Foundation Only
- Garage - Commercial - Foundation Only
- Garage - Residential - Foundation Only

OVER

FENCE -please answer the following:

Corner Lot? YES NO *Setback:*
 Type of Fence _____ Front _____
 Height of Fence _____ Rear _____
 Depth of Footing _____ Side _____

SWIMMING POOL -please answer the following:

Families _____ *Setback:*
 Size of Pool _____ Front _____
 Attached decks YES NO Rear _____
 Type of Pool: Above Ground Side _____
 In-ground
 Spa
 Protection Provided: Safety Gate Alarm Fence

SIDING-please answer the following:

Stories _____ *Structure Size:*
 Fastener Type _____ Front _____
 Type of Siding _____ Rear _____
 Connected to _____ Width _____
 Material Beneath Siding _____
 Size Ground Connector _____

SIGN-please answer the following:

Name on Sign _____
 Sign Manufacturer _____
 Sign License # _____
 UL Listed ? Company YES NO Sign YES NO
 UL Number _____

"WORK ITEMS"-Check all that apply to this application:

Billboard Canopy (letters) Ground/Pylon Sign
 Wall Sign Directional Signs

APPLICANT'S NAME (please print): _____

OWNER'S NAME (please print): _____
 (Required for demolition permits)

ROOFING -please answer the following:

Sq. ft. of roof _____ Front Width: _____
 # Squares of roof _____ Rear Width: _____
 Removing layers YES NO Side Length: _____
 # Coverings present _____
 Material beneath roof _____
 Type of roof covering _____
 Manufacturer _____
 Style of roof _____
 Pitch of roof _____ Size of vent _____
 Flashing type _____
 Rafter size _____
 Louver vent YES NO Ridge vent YES NO
 Ice & Water YES NO Felt paper YES NO
 Spacings _____

DEMOLITION-please answer the following:

Stories _____ *Structure Size:*
 # Families _____ Front _____
 Permit bond required YES NO Rear _____
 Health Dept. Notified YES NO Depth _____
 Fence or barricade YES NO
 Excavation Filled to Grade YES NO
 Bldg purpose was _____
 Disposal site _____
 Asbestos Disposal site _____

ESTIMATED COST: \$ _____

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as an authorized agent and we agree to conform to all applicable laws of this jurisdiction.

SIGNATURE: _____

SIGNATURE: _____

For Inspector's Use Only - Do Not Write Below This Line:**Reviews Required?**

Delinquent Tax Yes No _____
 Zoning Yes No _____
 Inland/Wetland Yes No _____
 City Plan Yes No _____
 Fire Marshal Yes No _____
 Engineering Yes No _____

Water Yes No _____
 W.P.C. Yes No _____
 Traffic (City) Yes No _____
 Traffic (State) Yes No _____
 Health Yes No _____

Application Reviewed - OK to Issue Permit:

Permit Fee: \$ _____
 State Fee: \$ _____
 CO Fee: \$ _____
 Penalty Fee: \$ _____
 Zoning Fee: \$ _____
 Fire Marshal Fee: \$ _____
 WPC Fee: \$ _____
Total Fee: \$ _____

(Authorizing Inspector's Signature)

Cash/Check # _____

