YOUR OFFICE NAME

BUILDING PERMIT APPLICATION

Apply for a permit to build, add on, alter or demolish a structure.

Submit before work starts. Attach construction drawings and a site plan showing setbacks from every property line. The building official may ask for more information before approving.

Fee: Based on the estimated value of work

PROPERTY

Property address *

Parcel / tax ID number

Zoning district (if known)

PROPERTY OWNER

Full name *

Mailing address *

Phone *

Email *

You are the *

☐ Owner ☐ Contractor ☐ Architect or engineer ☐ Other agent of the owner

CONTRACTOR

☐ The owner is doing the work (no contractor)

Contractor company

Contractor license number

Contractor phone

PROJECT

Type of work *

- [ ] New building
- [ ] Addition
- [ ] Alteration / remodel
- [ ] Accessory structure (garage, shed)
- [ ] Deck or porch
- [ ] Pool
- [ ] Demolition
- [ ] Other

Trade work included

- [ ] Electrical
- [ ] Plumbing
- [ ] Mechanical / HVAC
- [ ] Roofing
- [ ] None

Describe the work *

Square footage of new or altered space

Estimated cost of the work *

Planned start date

Construction drawings *

Attach to this form.

Site plan with setbacks

Attach to this form.

CERTIFICATION

- [ ] I certify that the information is correct and that the work will follow the approved plans and the building code. *

Signature *

Date *