



# BUILDING PERMIT AND PLAN EXAMINATION APPLICATION

PERMIT FEE: \$ \_\_\_\_\_  
SEWER TAP: \$ \_\_\_\_\_  
TOTAL: \$ \_\_\_\_\_  
PAID:  YES  NO INIT: \_\_\_\_\_

PERMIT NO: \_\_\_\_\_

## LOCATION OF BUILDING (TO BE COMPLETED BY ALL APPLICANTS)

ADDRESS: \_\_\_\_\_  
ZONING DISTRICT: \_\_\_\_\_ BETWEEN \_\_\_\_\_ AND \_\_\_\_\_  
CROSS STREET CROSS STREET  
SUBDIVISION: \_\_\_\_\_ LOT: \_\_\_\_\_ BLOCK: \_\_\_\_\_ LOT SIZE \_\_\_\_\_

## TYPE OF BUILDING (TO BE COMPLETED BY ALL APPLICANTS)

IMPROVEMENT TYPE: 1  NEW BUILDING 2  ADDITION 3  ALTERATION 4  REPAIR/REPLACE 5  WRECKING 6  MOVING 7  FOUNDATION  
PROPOSED USE:  
RESIDENTIAL: 12  ONE FAMILY 13  TWO OR MORE FAMILY \_\_\_UNITS 14  HOTEL/MOTEL/DORM \_\_\_UNITS 15  GARAGE 16  CARPORT  
17  OTHER \_\_\_\_\_  
NON-RESIDENTIAL: 18  AMUSEMENT/RECREATIONAL 19  CHURCH/RELIGIOUS 20  INDUSTRIAL 21  PARKING GARAGE  
22  SERVICE STATION/REPAIR GARAGE 23  HOSPITAL, INSTITUTIONAL 24  OFFICE/BANK/PROFESSIONAL 25  PUBLIC UTILITY  
26  SCHOOL/LIBRARY/EDUCATIONAL 27  STORES/MERCANTILE 28  TANKS/TOWERS 29  OTHER \_\_\_\_\_  
(DESCRIBE IN DETAIL THE PROPOSED USE OF BUILDINGS, E.G. FOOD PROCESSING PLANT, MACHINE SHOP, LAUNDRY BUILDING AT HOSPITAL, ELEMENTARY/SECONDARY/PAROCHIAL SCHOOL, PARKING GARAGE FOR DEPARTMENT STORE, RENTAL OFFICE BUILDING, OFFICE BUILDING AT INDUSTRIAL PLANT. IS USE OF EXISTING BUILDING IS BEING CHANGED, DESCRIBE PROPOSED USE): \_\_\_\_\_  
OWNERSHIP:  PRIVATE (INDIVIDUAL, CORPORATION, NON-PROFIT INSTITUTION, ETC.)  PUBLIC ( FEDERAL, STATE OR LOCAL GOVERNMENT)

STREET: \_\_\_\_\_

## SELECTED CHARACTERISTICS OF BUILDING (FOR NEW BUILDINGS/ADDITIONS ONLY, FOR WRECKING COMPLETE DIMENSIONS ONLY)

PRINCIPAL TYPE OF FRAME:  MASONRY (WALL BEARING)  WOOD FRAME  STRUCTURAL STEEL  REINFORCED CONCRETE  
 OTHER \_\_\_\_\_  
PRINCIPAL TYPE OF HEATING FUEL:  GAS  OIL  ELECTRICITY  COAL  OTHER \_\_\_\_\_  
TYPE OF SEWAGE DISPOSAL:  PUBLIC OR PRIVATE COMPANY  PRIVATE (SEPTIC TANK, ETC)  
TYPE OF WATER SUPPLY:  PUBLIC OR PRIVATE COMPANY  PRIVATE (WELL, CISTERN)  
TYPE OF MECHANICAL: WILL THERE BE AIR CONDITIONING?  YES  NO WILL THERE BE AN ELEVATOR?  YES  NO  
DIMENSIONS: NUMBER OF STORIES: \_\_\_\_\_ TOTAL SQUARE FEET OF ALL FLOOR AREA, BASED ON EXTERIOR DIMENSIONS: \_\_\_\_\_  
TOTAL LAND AREA, SQUARE FEET: \_\_\_\_\_  
NUMBER OF OFF-STREET PARKING SPACES: ENCLOSED: \_\_\_\_\_ OUTDOORS: \_\_\_\_\_  
RESIDENTIAL BUILDINGS ONLY: NUMBER OF BEDROOMS: \_\_\_\_\_ NUMBER OF BATHROOMS: FULL \_\_\_\_\_ PARTIAL \_\_\_\_\_

OWNER: \_\_\_\_\_

## COST (TO BE COMPLETED BY ALL APPLICANTS)

COST OF IMPROVEMENT: \$ \_\_\_\_\_ ADDITIONAL ITEMS TO BE INSTALLED BUT NOT INCLUDED IN THE COST:  
TOTAL IMPROVEMENTS (INCLUDING ADDITIONAL ITEMS): ELECTRICAL: \$ \_\_\_\_\_ PLUMBING: \$ \_\_\_\_\_  
\$ \_\_\_\_\_ HEATING, A/C: \$ \_\_\_\_\_ OTHER (ELEVATOR, ETC.) \$ \_\_\_\_\_

## IDENTIFICATION (TO BE COMPLETED BY ALL APPLICANTS)

NAME	ADDRESS (STREET, CITY, STATE, ZIP)	PHONE
OWNER/LESSEE		
CONTRACTOR		BUILDER'S LICENSE #
ARCHITECT/ENGINEER		
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 his authorized agent and we agree to conform to all applicable laws of this jurisdiction.		
SIGNATURE OF APPLICANT	ADDRESS	APPLICATION DATE

**SITE OR PLOT PLAN**



