

# APPLICATION FOR BUILDING PERMIT

City of Carrollton

PERMIT NO. \_\_\_\_\_

DATE: \_\_\_\_\_

\*\*\*\*\*

DO NOT WRITE IN THIS SPACE - FOR OFFICE USE ONLY

DATE: \_\_\_\_\_

FEE PAID TO CITY COLLECTOR:

☐ Permit Issued

\$ \_\_\_\_\_ DATE: \_\_\_\_\_

☐ Permit Denied

☐ Application Appealed

If denied, list cause for denial: \_\_\_\_\_

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INSTRUCTIONS TO APPLICANT: All information required on the application must be completed and submitted herewith. Applicants are encouraged to visit City Hall for any assistance needed in completing this form.

Name of Owner(s): (Print) \_\_\_\_\_

Mailing Address: (Print) \_\_\_\_\_

Telephone: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Property interest of Applicant: \_\_\_\_\_

(Contractor, Purchaser, etc.)

Legal description of property (from Real Estate Taxes, or lot, block & sub-division):  
\_\_\_\_\_  
\_\_\_\_\_

Common description of property (e.g., 540 West Twentieth St.) \_\_\_\_\_  
\_\_\_\_\_

Lot size, in feet: \_\_\_\_\_

Are there any existing structures on the lot? ☐ Yes ☐ No

Explain use of existing structure (if applicable): \_\_\_\_\_  
\_\_\_\_\_

Explain use of proposed structure: \_\_\_\_\_  
\_\_\_\_\_

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Cost of Improvement: \$ \_\_\_\_\_ Square feet of Improvement: \_\_\_\_\_

Proposed Construction (check one or more, as necessary):

☐ New Structure. Type: ☐ Brick ☐ Frame ☐ Metal  
☐ Alterations to existing structure. Explain: \_\_\_\_\_

\_\_\_\_\_  
☐ Addition(s) to existing structure. Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Explain how the exterior of the structure (walls & roof) will be finished, and type of materials to be used. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(use back of page if more space is required)

Construction to be done by: ☐ Self ☐ Contractor

Name of Contractor: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_

Estimated date of completion: \_\_\_\_\_

This permit will expire on: \_\_\_\_\_

(This date will be set by the Zoning Commissioner)

Is there an existing water connection? ☐ Yes ☐ No

Is there an existing sewer connection? ☐ Yes ☐ No

Are water and sewer available? ☐ Yes ☐ No

If the Zoning Planning Commission must review this application, add an additional 10 days before anticipated building permit issuance.

On page 3, use the boxed area to draw the lot and proposed structure(s).

Sketch plat (drawn to approximate scale, showing the following: Please be precise.

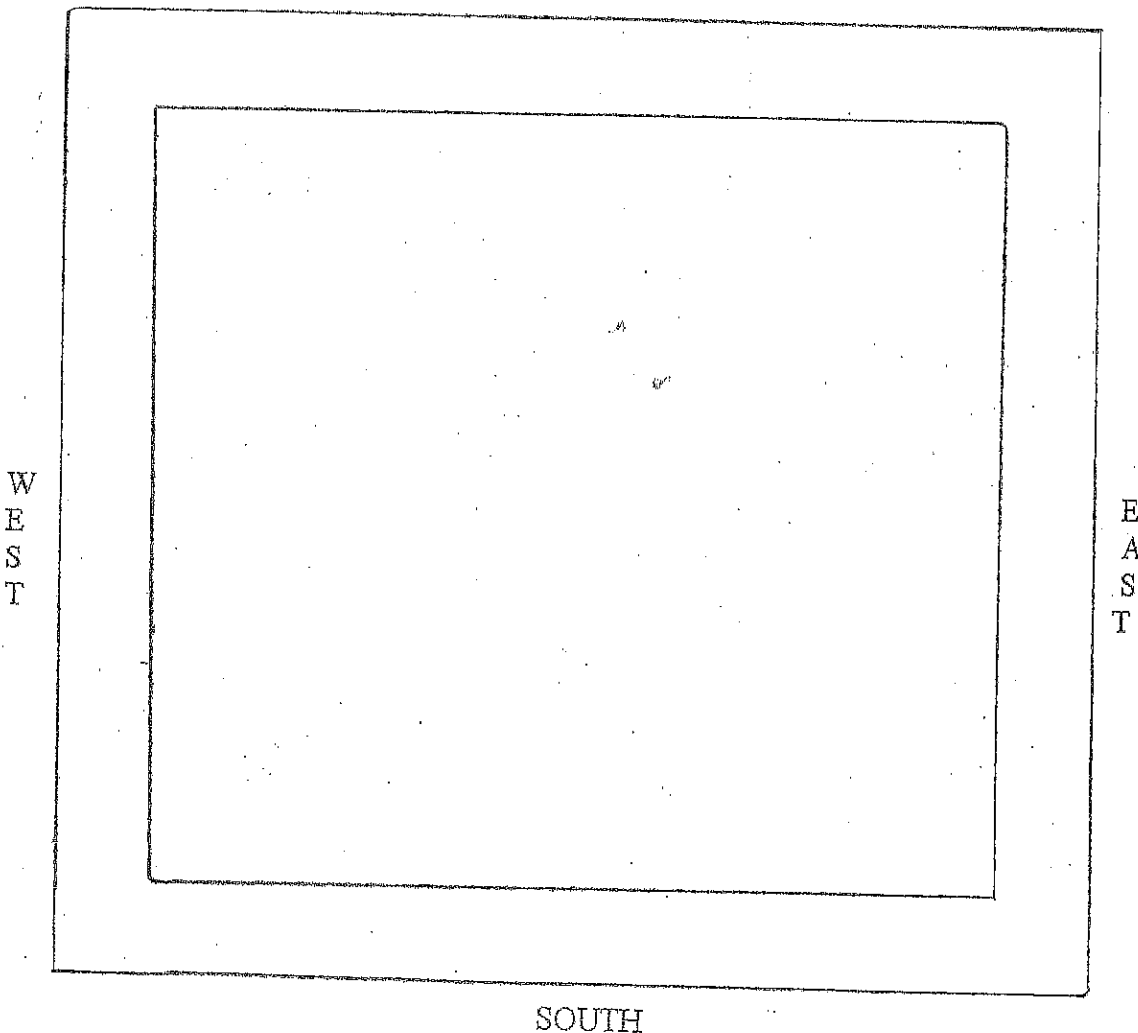
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- (A) Dimensions and use of all structures.
- (B) dimensions of lot.
- (C) Distance of each structure from lot lines.
- (D) Distance of principal structure from principal structures on adjacent lot(s).
- (E) Distance between accessory structures and principal structures.
- (F) Distance from lot line to center line of abutting street(s).
- (G) Location (with dimensions) of driveways and off-street parking spaces.
- (H) Location of all easements.
- (I) Location of all underground utilities, including septic tank, field tiles, and wells.

NORTH



SOUTH

KEYS: "A" = Alley

"P/S" = Principal Structure

"A/S" = Accessory Structure

"S" = Street

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Application is hereby made for a Building Permit as required under the City Code for the erection, moving, or alteration and use of structures. In making this application, the applicant represent all of the above statements and any attached maps and drawings to be a true description of the proposed new or altered uses and/or structures. The applicant agrees that the permit applied for, if granted, is issued on the representations made herein and that any permit may be revoked without notice on any breach of representation or condition. (See Chapter 23)

It is understood that any permit issued on this application will not grant right of privilege to erect any structure or to use any premises described for any purpose or in any manner prohibited by the City Code, or by other ordinances, codes, or regulations of the City.

I understand a fine of \$50.00 (minimum) up to \$500.00 (maximum) PER DAY shall be enacted for any violation of conditions stated on this permit. Upon payment of the permit fee, I certify that I have read and received a copy of this permit.

Date: \_\_\_\_\_ Applicants Signature: \_\_\_\_\_

The plans and specifications submitted with this Application are in conformity with the district requirements applicable to the subject property. Changes in plans or specifications shall not be made without written approval of the City Council.

Date: \_\_\_\_\_ Zoning Administrator: \_\_\_\_\_