



Accessory/Carport Permit Application

(Site Plan Required)

Address of Project: _____

Property Owner's Name: _____ Phone: _____

Property Owner's Address: _____ Email: _____

Applicant Name: _____ Phone: _____

Mailing Address: _____ Email: _____

Contractor Business Name: _____ Phone: _____

Mailing Address: _____

Contact Name: _____ Phone: _____ Email: _____

Scope of Work Description: _____

Will the structure have electricity? ☐ Yes ☐ No If yes, electrical validation is required.

Will the structure have plumbing? ☐ Yes ☐ No If yes, plumbing validation is required.

Will the structure have HVAC? ☐ Yes ☐ No If yes, HVAC validation is required.

Is this property located within a Floodplain or flood prone area?* ☐ Yes ☐ No

**Floodplain Development Permit required for all properties within a floodplain or flood prone area.*

Project Value Required: _____ Square Footage Required: _____

Required Documents:

❖ Site Plan containing:

- Drawing showing the location property lines, house, street(s), and proposed new accessory/carport building. Foundation drawing/details.

****Building Official will review and approve the plan before a permit is issued**

Rules & Regulations

1. Accessory buildings shall not be erected in any required front yard.
2. Accessory buildings shall not be located closer than 5' to any side or rear lot line.
3. Accessory buildings may not be placed in the required side yard if the side yard abuts a street.
4. Garages and carports entered from an alley shall be set back from the lot line adjacent to the alley a minimum of 20' (twenty feet).

Applicant Printed Name: _____

Applicant Signature: _____ Date: _____