

Date Received

\_\_\_\_/\_\_\_\_/\_\_\_\_

By: \_\_\_\_\_

# APPLICATION FOR PLAN EXAMINATION AND BUILDING PERMIT

**IMPORTANT — Applicants to Complete all items in sections: I, II, III, IV and IX.**

|                                |                      |                                      |
|--------------------------------|----------------------|--------------------------------------|
| <b>I. LOCATION OF BUILDING</b> | AT (LOCATION) _____  | ZONING DISTRICT _____                |
|                                | (No.) (STREET) _____ | (MUNICIPALITY) _____                 |
|                                | BETWEEN _____        | AND _____                            |
|                                | (CROSS STREET) _____ | (CROSS STREET) _____                 |
|                                | SUBDIVISION _____    | LOT _____ BLOCK _____ LOT SIZE _____ |

**II. TYPE AND COST OF BUILDING — All Applicants complete Parts A – D****A. TYPE OF IMPROVEMENT**

1. ☐ New building
2. ☐ Addition (If residential, enter number of new housing units added, if any, in Part D, 13)
3. ☐ Alteration (See 2 above)
4. ☐ Repair, replacement
5. ☐ Wrecking (If multifamily, residential, enter number of units in building in Part D, 13)
6. ☐ Moving (relocation)
7. ☐ Foundation only

**B. OWNERSHIP**

8. ☐ Private (individual, corporation, nonprofit institution, etc.)
9. ☐ Public (Federal, State or local government)

**D. PROPOSED USE — For "Wrecking" most recent use****Residential**

- 12 ☐ One family
- 13 ☐ Two or more family — Enter number of units -----> \_\_\_\_\_
- 14 ☐ Transient hotel, motel or dormitory — Enter number of units -----> \_\_\_\_\_
- 15 ☐ Garage
- 16 ☐ Carports
- 17 ☐ Other — Specify \_\_\_\_\_

**Nonresidential**

- 18 ☐ Amusement, recreational
- 19 ☐ Church, other religious
- 20 ☐ Industrial
- 21 ☐ Parking garage
- 22 ☐ Service station, repair garage
- 23 ☐ Hospital, institutional
- 24 ☐ Office, bank, professional
- 25 ☐ Public utility
- 26 ☐ School, library, other educational
- 27 ☐ Stores, mercantile
- 28 ☐ Tanks, towers
- 29 ☐ Other — Specify \_\_\_\_\_

**C. COST**

10. Cost of improvement .....

\$

(Omit cents)

To be installed but not included in the above cost

a. Electrical .....

b. Plumbing .....

c. Heating, air conditioning .....

d. Other (elevator, etc.) .....

11. TOTAL COST OF IMPROVEMENT

\$

Nonresidential — Describe in detail proposed use of buildings, e.g., food processing plant, machine shop, laundry building at hospital, elementary school, secondary school, college, parochial school, parking garage for, department store, rental office building, office building at industrial plant. If use of existing building is being changed, enter proposed use.

**III. SELECTED CHARACTERISTICS OF BUILDING —**

For new buildings and additions, complete Parts E – L;  
for wrecking, complete only Part J, for all others skip to IV.

**E. PRINCIPAL TYPE OF FRAME**

- 30 ☐ Masonry (wall bearing)
- 31 ☐ Wood frame
- 32 ☐ Structural steel
- 33 ☐ Reinforced concrete
- 34 ☐ Other — Specify \_\_\_\_\_

**G. TYPE OF SEWAGE DISPOSAL**

- 40 ☐ Public or private company
- 41 ☐ Private (septic tank, etc.)

**H. TYPE OF WATER SUPPLY**

- 42 ☐ Public or private company
- 43 ☐ Private (well, cistern)

**F. PRINCIPAL TYPE OF HEATING FUEL**

- 35 ☐ Gas
- 36 ☐ Oil
- 37 ☐ Electricity
- 38 ☐ Coal
- 39 ☐ Other — Specify \_\_\_\_\_

**I. TYPE OF MECHANICAL**

Will there be central air conditioning?

- 44
- ☐
- Yes 45
- ☐
- No

Will there be an elevator

- 46
- ☐
- Yes 47
- ☐
- No

**J. DIMENSIONS**

48 Number of stories .....

49 Total square feet of floor area, all floors, based on exterior dimensions .....

50 Total land area, sq. ft. ....

**K. NUMBER OF OFF-STREET PARKING SPACES**

51 Enclosed .....

52 Outdoors .....

**L. RESIDENTIAL BUILDINGS ONLY**

53 Number of bedrooms .....

54 Number of bathrooms { Full .....

{ Partial .....

NO.

STREET

DO NOT WRITE BELOW THIS LINE

V' ADDITIONAL PERMITS REQUIRED OR OTHER JURISDICTION APPROVALS

## VIII. VALIDATION

| VIII. VALIDATION         |    |
|--------------------------|----|
| Building Permit number   |    |
| Building Permit issued   |    |
| Building Permit Fee      | \$ |
| Certificate of Occupancy | \$ |
| Drain Tile               | \$ |
| Plan Review Fee          | \$ |
| Approved by: _____       |    |
| _____                    |    |
| TITLE                    |    |

|            |           |
|------------|-----------|
|            |           |
| DISTRICT   |           |
| USE        |           |
| FRONT YARD |           |
| SIDE YARD  | SIDE YARD |
| REAR YARD  |           |
| NOTES      |           |
|            |           |
|            |           |

|                                                  |  |
|--------------------------------------------------|--|
| IX. SITE OR PLOT PLAN – <i>For Applicant Use</i> |  |
|                                                  |  |

Signing this application in the presence of a Notary Public means that you will proceed with the work in conformity with the issued permits and in accordance with all Building, Zoning and Historical District codes and regulations. Failure to comply may result in a stop work order being issued and possible removal of the improvement.

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_ A.D. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Signature of Contractor or Homeowner