



2024 RESIDENTIAL BUILDING PERMIT APPLICATION

(1 & 2 Family Only)

Application Date: _____ Project Name: _____

Property Address: _____

Owner's Name: _____

Owner's mailing Address: _____

E-mail: _____ Phone #: _____

Architect/Engineer: _____

Architect/Engineer Address: _____

E-mail: _____ Phone #: _____

Contractor: _____ License #: _____

Contractor's Qualified Agent or Contact Person: _____

Address: _____

E-Mail: _____ Phone #: _____

Is The Property Within A Historic District? Y / N

*If yes, then application for exterior changes, modifications, or additions must be submitted to HPC (Historic Preservation Committee) for review and approval prior to permit application.

Is Any Portion of the Property Within the Flood Plains? Y / N

*If yes, project submittal must include FEMA forms prepared by a licensed surveyor to exclude the footprint of the structure with a minimum height of the finished floor elevation 12 inches above the high water mark.

Does the Project Include New Construction, Addition, or Added Impervious Surfaces? Y / N

*If yes, a site plan with all pertinent information must be included with application.

DESCRIPTION OF IMPROVEMENT (Check All That Apply)

- Checkboxes for improvement types: New- Sq. Ft., Addition-Sq. Ft., Deck, Other Impervious Surface- Sq. Ft., Exterior Renovation, Repair/ Alteration, Existing Impervious Surface, Detached Structure, Interior Renovation, Window Replacement, Siding Replacement, Landscape/ Hardscape

Proposed Set Back Front _____ Sq. Ft.

Proposed Left Side _____ Sq. Ft.

Proposed Set Back Rear _____ Sq. Ft.

TOTAL COST: _____

Proposed Right Side _____

IMPERVIOUS SURFACE CALCULATIONS

Impervious surfaces are those that will not allow absorption of rainwater. This includes roofs, drives, parking areas, out buildings, walks, pools, any other hardscape, solid or semi-solid surfaces. Even densely compacted gravel may be considered impervious.

Total of existing impervious surfaces _____ Sq. Ft. Less any impervious to be removed _____ Sq. Ft.

Plus any new impervious _____ Sq. Ft. Equals grand total of all impervious on site _____ Sq. Ft.

Lot Area _____ Sq. Ft.

Total area disturbed _____ Sq. Ft.

Items to Provide (all may not be applicable for every project)

- Completed permit application
- Owner affidavit
- One (1) set of construction drawings; *paper or electronic* (floor plan, elevations, foundation plan, electrical plan, mechanical plan, wall sections, roof plan, truss plan & diagrams, etc.)
- Energy Code Compliance Form
- Site plan with all requirements; (1) all impervious surfaces, including but not limited to the house, shed(s), driveways, walkways, swimming pool, etc., (2) measurements from the property lines to the house and all structures, swimming pool, etc. (3) total sq. footage of each impervious surface, (4) tree survey-including trees to be removed, the trees to remain, caliper of each, (5) location of irrigation backflow preventer
- Executed New "911" Address Form

NEW/ ADDITIONAL UTILITIES REQUESTED

() Electrical: 1ph or 3ph Overhead or Underground Service Size _____ amp

() Water: 3/4" 1" 2" Other _____

() Water(Irrigation): 3/4" 1" 2" Other _____

() Gas: BTU Consumption _____ List of Appliances _____

() Sewer

() Cable

() Telephone

() Internet

Disclaimer: Applicant warrants the truthfulness of the information in the application, and that if any of the information provided is incorrect, the building permit may be revoked. Furthermore, the application and permit can provide that if the permit is issued wrongfully whether based on misinformation or an improper application of the code, the building permit may be revoked.

Contractor/Agent Signature

Print Name

Date

Approved: Chief Building Official

Date