



Date _____
Tracking Number _____

BUILDING PERMIT APPLICATION

MASTER APPLICATION

Property Address: _____ Apt./Ste. Number: _____

Type of Building:

Residential (Single Family)	Residential (Two Family)	Residential (Half of Party Wall Double)	Residential (Accessory Use)
Commercial (Multi-Family)	Commercial (Business Use)	Commercial (Mixed Use)	Commercial (Accessory Use)

APPLICANT INFORMATION

Applicant Identity: _____
Mark all that apply

Owner _____
 Other _____

Lessee _____

Contractor _____

Architect _____

Engineer _____

Name _____

Address _____ City _____ State _____ Zip _____

Phone _____ Email _____

SCOPE OF WORK/PROPOSAL

Description of proposed work (Please include thorough details or provide attachments.)

Will the exterior of the building be altered in any way?	Yes	No	Will a driveway be installed?	Yes	No
Was this structure built before 1978? If yes, Supp G "Lead Based Paint Removal Form" is required.	Yes	No	Will any portion of the sidewalk be repaired? If yes, Supp L "Sidewalk Repair Form" is required.	Yes	No
Is the impervious surface area on the site where work will be performed > 5,000 sq ft?	Yes	No			
Is the total area of the site where you will be working > 1 acre?	Yes	No	Will a dumpster be placed in the street? If yes, Supp J "Dumpster/Construction Zone Form" is required.	Yes	No
Will this project have a total square footage of more the 40,000sf?	Yes	No			
Will any electrical work be done under this scope of work?	Yes	No			
Will any A/C or gas line work be done under this scope of work?	Yes	No			
Will signage be affected (altered, added, changed)? If yes, Supplement H "Sign Permit Application" is required.	Yes	No			
Is this application for a Federal Housing Unit?	Yes	No			

Estimate cost/value of proposed work \$ _____ **Attach quote, contract, or other documentation of estimate.*

Area of existing structure _____ ft² Area affected _____ ft² New Area added _____ ft² Number of Floors _____

Foundation Type: Slab Pier Sprinklers: Yes No Building Condition: Good Average N/A

Existing Use _____ Proposed Use _____

BUILDING INFORMATION

ICC Construction Type:	Number of Existing Meters	Number of New Meters
Not Applicable		
Site Built		
Modular		
Manufactured		

