

**Office Use Only**

Date Received: \_\_\_\_\_

Permit #: \_\_\_\_\_

PID: \_\_\_\_\_

**TYPE OF DEVELOPMENT (check applicable)**

<input type="checkbox"/> New Construction	<input type="checkbox"/> Alteration/Renovation	<input type="checkbox"/> Demolition
<input type="checkbox"/> Fence over 6.6 ft tall	<input type="checkbox"/> Swimming Pool	<input type="checkbox"/> Change of Use
<input type="checkbox"/> Other: _____		

**APPLICANT INFORMATION**

Name: \_\_\_\_\_ Email: \_\_\_\_\_

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

\_\_\_\_\_

**OWNER INFORMATION (If different from above)**

Name: \_\_\_\_\_ Email: \_\_\_\_\_

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

\_\_\_\_\_

**PROJECT INFORMATION**

Civic Address/Location of Site: \_\_\_\_\_

Current Use: \_\_\_\_\_ Proposed Use: \_\_\_\_\_

Describe the Project: \_\_\_\_\_

\_\_\_\_\_

Square Footage of Dwelling: \_\_\_\_\_ Square Footage of Accessory Structure(s): \_\_\_\_\_

Proposed Height of New Structure: \_\_\_\_\_ Estimated Construction Value (\$) \_\_\_\_\_

**Site Sketch Provided (see reverse side of application) \*Note this is required**

**OWNER/APPLICANT DECLARATION (Read declaration below before signing)**

I hereby declare:

1. That I am the owner of the land on which this development is proposed, or that I have the consent of the owner to make this application.
2. That the statements herein contained in this application are true and made with a full knowledge of the circumstances associated with this application.
3. That the plans and specifications submitted are prepared for the construction of the building(s) described in this application.
4. That any plot plans are correctly submitted and set out the dimensions and the area of land(s) described in this application, and the relation of the location of the proposed building(s) to the street line and all other property lines.

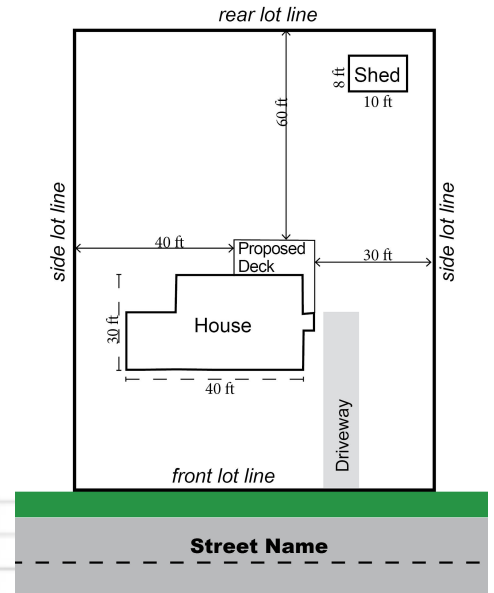
Signature: \_\_\_\_\_ Date: \_\_\_\_\_ (MM/DD/YYYY)

# SITE SKETCH

Prepare a site sketch in the area below showing:

- Property boundary lines
- Existing buildings/structures (size, shape, distance from property lines)
- Proposed buildings/structures (size, shape, distance from property lines)
- Location of any driveways, watercourses, easements if applicable

## Example Site Sketch



A large grid area provided for drawing a site sketch, consisting of a grid of small squares and larger vertical columns.