

# BUILDING PERMIT APPLICATION

Application fee: \$ 100.00 (for all decks and structures less than 150 sq. ft. = \$50.00)

Property Owner: \_\_\_\_\_ Telephone: \_\_\_\_\_

Project Address: \_\_\_\_\_

Zoning District: \_\_\_\_\_

Mailing Address of Owner: \_\_\_\_\_

Contractor: \_\_\_\_\_ Telephone: \_\_\_\_\_

Permit is for: \_\_\_\_\_ New Construction \_\_\_\_\_ Alteration

\_\_\_\_\_ Demolition/Removal \_\_\_\_\_ Change Location

Describe Proposed Work (include use and occupancy) \_\_\_\_\_

# Stories in Structure: (Circle One) 1 story 2 stories More than 2 stories

\*\*\*A SKETCH OF THE PROPOSED WORK MUST ACCOMPANY THIS APPLICATION. INCLUDE ALL DECKS, SIDEWALKS, DRIVEWAYS, ETC.\*\*\*

Materials Used: \_\_\_\_\_

Exterior Covering (brick, stone, type of siding, etc.): \_\_\_\_\_

Estimated Cost: \_\_\_\_\_

Starting Work Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

Will this construction result in the changing of natural water flow or cause increased amounts of water to be placed on neighboring properties? YES Circle One NO

If "Yes," what steps are being taken to mitigate the increased water flow? \_\_\_\_\_

## NOTE:

- The property owner shall find the lot pins prior to the Building Inspector's initial visit. The City does not determine the location of property lines.
- A survey may be required at the discretion of the Building Inspector if question exists as to the location of the lot line.
- The initial inspection shall occur prior to issuance of the building permit. The second inspection is required prior to pouring footings if necessary, or prior to placing a smaller structure.
- A final inspection may occur after the project is complete.
- The fine for failing to obtain a building permit is \$50.00.
- Construction which deviates from an approved building permit shall be brought into compliance or issues of non-compliance may be cited as a Municipal Infraction with a maximum of a \$750 dollar fine for the first offense and a \$1,000 fine for each repeat offense. Each day a violation continues to exist may constitute a repeat offense.

The applicant fully understands that the Building Inspection relies upon the owners' representation as to any boundary of the owner's property and the Building Inspector relies upon the same. If there is a dispute about an improper boundary line and the City or the Building Inspector relied upon the Owner's representation, the Owner agrees to correct any errors that resulted in the incorrect representation of lot lines. Owner fully understands that there are Zoning regulations that affect the setback between a structure and the Owner's property and, therefore, the Owner agrees that this may result in the tearing down and the moving of a building structure if Zoning regulations are not met.

The applicant's signature and the contractor's signature below denote that they have received the applicable zoning regulations for the zoning district, have read and understand the regulations and will abide by said regulations.

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Contractor: \_\_\_\_\_ Date: \_\_\_\_\_

Building Inspector Initial Inspection: APPROVED DISAPPROVED

Building Inspector Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Building Inspector Comments: \_\_\_\_\_

Date Approved / Disapproved by City Council: \_\_\_\_\_

Signature of Mayor: \_\_\_\_\_

Comments: \_\_\_\_\_