APPLICATION FOR
PLAN EXAMINATION AND
BUILDING PERMIT

IMPORTANT – Applicant to complete all items in sections: I, II, III, IV, and IX.

I. LOCATION
OF BUILDING

AT (LOCATION)  
(ZONING)

(BUILDING)

STREET)

BETWEEN

(CROSS STREET)

AND

(CROSS STREET)

SUBDIVISION

LOT

BLOCK

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)

C. COST

10. 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.)

11. TOTAL COST OF IMPROVEMENT

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

F. PRINCIPAL TYPE OF HEATING FUEL

35. Gas
36. Oil
37. Electricity
38. Coal
39. 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)

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
FINISHED SQUARE FEET: \( \times 0.19 \) (PER SQ FT) =

UNFINISHED SQUARE FEET: \( \times 0.15 \) (PER SQ FT) =

WATER METER (050–531)

GAS METER (060–531)

SEWER IMPACT (030–535)

SEWER INSPECTION (030–535)

CURB CUT (010–490)

WATER WELL (010–490)

SPRINKLER (010–490)

ALSO ASK THE FOLLOWING:

LINEAR FEET OF BLDG:

BASEMENT? PARTIAL OR FULL

# OF STAIRWAYS: BASEMENT TO 1ST 1ST TO 2ND 2ND TO ROOF

# OF BEDROOMS: # OF BATHROOMS: # OF OTHER ROOMS: # OF FIREPLACES:

SIZE OF JOIST/TRUSSES:

ROOF COVERING: EXTERIOR WALL COVERING: INTERIOR WALLS:

FURNACE LOCATION:
IV. IDENTIFICATION – To be completed by all applicants

<table>
<thead>
<tr>
<th>Name</th>
<th>Mailing address – Number, street, city, and State</th>
<th>ZIP code</th>
<th>Tel. No.</th>
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1. Owner or Lessee

2. Contractor

3. Architect or Engineer

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and we agree to conform to all applicable laws of this jurisdiction.

Signature of applicant | Address | Application date

DO NOT WRITE BELOW THIS LINE

V. PLAN REVIEW RECORD – For office use

<table>
<thead>
<tr>
<th>Plans Review Required</th>
<th>Check</th>
<th>Plan Review Fee</th>
<th>Date Plans Started</th>
<th>By</th>
<th>Date Plans Approved</th>
<th>By</th>
<th>Notes</th>
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VI. ADDITIONAL PERMITS REQUIRED OR OTHER JURISDICTION APPROVALS

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<th>Permit or Approval</th>
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<th>Date Obtained</th>
<th>Number</th>
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VII. VALIDATION

| Building Permit number | | |
|-----------------------| | |
| Building Permit issued| | |
| Building Permit Fee   | $ | |
| Certificate of Occupancy $ | | |
| Drain Tile $ | | |
| Plan Review Fee $ | | |

FOR DEPARTMENT USE ONLY

| Use Group | | |
| Fire Grading | | |
| Live Loading | | |
| Occupancy Load | | |

Approved by:

| TITLE | |
|-------| | |
### VIII. ZONING PLAN EXAMINERS NOTES

<table>
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<td>SIDE YARD</td>
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<td>REAR YARD</td>
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<td>NOTES</td>
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### IX. SITE OR PLOT PLAN – For Applicant Use

[Site or Plot Plan Diagram]