

THE FOLLOWING DOCUMENTS MAY BE REQUIRED FOR PERMIT APPLICATION AND REVIEW:

COMPLETED APPLICATION – SIGNED AND DATED

DIGITAL SUBMITTAL – FLASH DRIVE, EMAILED, UPLOADED ONLINE

SUBMITTAL TO INCLUDE:

BUILDING PLANS – WALL SECTIONS, FLOOR PLAN, FRAMING PLAN, ELEVATIONS, DOOR AND WINDOW SCHEDULE, CABINET LAYOUT

ENGINEERED FOUNDATION DRAWINGS

PLOT PLAN – SHOW ALL DISTANCES TO LOT LINES, STRUCTURES

SITE GRADING PLAN STAMPED BY A CIVIL ENGINEER

MECHANICAL APPLIANCE AND PLUMBING FIXTURE LOCATIONS , AND ELECTRICAL DRAWINGS

2009 ENERGY CODE COMPLIANCE DOCUMENTATION

MANUAL J, S, D AND SUPPORTING DOCUMENTS

OTHER DOCUMENTS MAY BE REQUIRED TO BE SUBMITTED AS REQUESTED BY THE BUILDING DEPARTMENT.

Notice

The applicant, his agents and employees shall comply with all the rules, restrictions and requirements of the Town and Building Codes governing location, construction, and erection of the above proposed work for which the permit is granted. The Town or its agents are authorized to order the immediate cessation of construction at any time a violation of the codes or regulations appears to have occurred. Violation of any of the applicable codes or regulations may result in the revocation of this permit. Buildings MUST conform with plans, as submitted to the Town. Any changes of plans or layout must be approved prior to the changes being made. Any change in the use or occupancy of the building or structure must be approved prior to proceeding with construction. **By signing this application, the applicant understands that the Homeowners Association (HOA), if applicable, may have additional requirements, restrictions and guidelines to follow for construction.** The applicant is required to call for inspections at various stages of the construction, and in accordance with the aforesaid requirement, the applicant shall give the building inspector not less than one working days' notice to perform such activities. By my signature below, I acknowledge (1) that I am responsible for the payment of the plan review fee and the administrative review fee associated with this application regardless of whether I obtain the building permit or not, and regardless of any lapse in building permit approval; and (2) that before I am entitled to obtain a building permit for this property, I must pay any delinquent building permit fees associated with this property. Please see page 2 for additional notices regarding this building permit

APPLICANT INFORMATION AND ACKNOWLEDGEMENT OF NOTICE

Phone:	Email:
Address:	RECEIVE EMAIL NOTIFICATIONS: <input type="checkbox"/> YES <input type="checkbox"/> NO
Staff Signature:	Applicant Signature:
Date:	Date: