

I. Project Information **Please Print or Type**

A. Location (Required)

Project Address _____

B. Dimensions Structures over 120 square feet count against the max square foot allowance. Structures over 200 square feet require a building permit.

Width _____ Length _____ Area _____

Height (midpoint between the roof peak and top wall) _____

Materials _____

Other Accessory Structures (i.e.detached/attached garages, pool house, sheds, play structures, etc.) _____

#1 Area (sq ft) _____ #2 Area (sq ft) _____ #3 Area (sq ft) _____

C. Site Plan (Required)

Attached. Must include the location of all existing and proposed buildings, lot lines, and driveways.

II. Identification (Email is the primary form of communication and is necessary to receive prompt application review updates.)

A. Property Owner – Required (If Property Owner is Permit Applicant, Check Here)

Name _____

Street Address _____ Telephone Number _____

City _____ State _____ Zip _____ Mobile Number _____ E-mail Address _____

B. Applicant Information (*Signature Required*, Contact Information Required if Applicant Not Indicated by Check Box)

Name & Title of Contractor, Owner, or Authorized Agent of the Owner _____ Company Name _____

Street Address _____ Telephone Number _____

City _____ State _____ Zip _____ Mobile Number _____ E-mail Address _____

"I/We (the undersigned) agree to construct the accessory structure according to the plans and specifications on file with this office and to adhere to the plan review and correction letter if issued"

Applicant Name (Please Print) _____ Applicant Signature _____ Date _____

For Office Use Only	Counter Review <input type="checkbox"/>	Historic Dist. <input type="checkbox"/>	
Sign-Offs Required	Approved By	Date	Notes
<input type="checkbox"/> Planning	_____	_____	_____
<input type="checkbox"/> Hist. Pres.	_____	_____	_____
Zoning Permit Number: _____ Fee: _____ <input type="checkbox"/> Cash <input type="checkbox"/> Check # _____ <input type="checkbox"/> Credit card _____			

WARNING: ANY OMISSION OR MISREPRESENTATION OF FACT ON THIS DOCUMENT MAY RESULT IN THE REVOCATION OF THE PERMIT AND/OR LEGAL ACTION BEING TAKEN