



**DIVISION OF
PLAN REVIEW & PERMITTING**

TOWN BUILDING PERMIT APPLICATION

County Permit # _____

Application Date: _____

Town Permit # _____

JOB LOCATION		PARCEL	MAP	ZONING
TYPE OF IMPROVEMENT (DWELLING, DETACHED GARAGE, DECK, FINISH BASEMENT, REMODEL, ETC.)			LOT SIZE – ACREAGE	
PROPERTY OWNER INFORMATION				
PROPERTY OWNER(S)			TELEPHONE	
PROPERTY OWNER(S) ADDRESS		CITY	STATE	ZIP
APPLICANT INFORMATION				
APPLICANT/OWNER REPRESENTATIVE			TELEPHONE	
APPLICANT/OWNER REPRESENTATIVE ADDRESS		CITY	STATE	ZIP
FIELD NOTIFICATION CONTACT				
NAME		PHONE NUMBER		
EMAIL				
CONTRACTOR INFORMATION				
CONTRACTOR'S NAME			TELEPHONE	
CONTRACTOR'S ADDRESS		CITY	STATE	ZIP
CONTRACTOR'S MD STATE HOME BUILDER'S LICENSE NO. HB-		CONTRACTOR'S HOME IMPROVEMENT LICENSE NO. MHIC-		
VALUATION OF PROJECT: \$ _____ BUILDING PERMIT FEE \$ _____ EXCISE TAX FEE \$ _____				
RESIDENTIAL CONSTRUCTION				
TOTAL FINISHED SQUARE FOOTAGE (ALL HABITABLE SPACE*) (*AREA FOR LIVING, EATING, SLEEPING, COOKING)		TOTAL UNFINISHED SQUARE FOOTAGE (BASEMENT, PORCH/DECK, GARAGE, ETC.)		
DETAILED DESCRIPTION OF RESIDENTIAL CONSTRUCTION				
<p>EXAMPLE: TWO STORY DWELLING, FULL UNFINISHED BASEMENT WITH ROUGH-IN FULL BATH, TWO-CAR ATTACHED GARAGE ON SLAB WITH FINISHED AREA ABOVE, WOODBURNING FIREPLACE IN FAMILY ROOM. DIRECT VENT GAS FIREPLACE IN LIVING ROOM, REAR DECK WITHOUT ROOF, COVERED FRONT PORCH</p>				

FOUNDATION SIZE:	GARAGE/SHED/CARPORT SIZE:	# OF BEDROOMS:	PUBLIC:EXISTING/PROPOSED ___ Water ___ Sewer	TYPE OF HEAT: ___ Elec ___ Oil ___ Natural Gas ___ Propane
EXTERIOR FINISH:	PORCH/DECK SIZE:	BATHROOMS: ___ Full ___ Half	PRIVATE: EXISTING/PROPOSED: ___ Well ___ Septic	AIR CONDITIONING: ___ Y ___ N
ROOF TYPE: TRUSS RAFTER	CRAWL SPACE: ___ YES ___ NO SLAB ON GRADE ___ YES ___ NO		AREA ABOVE GARAGE? ___ YES ___ NO	
	BASEMENT: ___ YES ___ NO		IF YES – FINISHED OR UNFINISHED (CIRCLE ONE)	
	IF YES – FINISHED OR UNFINISHED (CIRCLE ONE)		SQUARE FOOTAGE: _____ SQ. FT.	
	IF UNFINISHED WILL THERE BE A ROUGH-IN BATH? ___ YES ___ NO		OCCUPIED AS: OFFICE BEDROOM STORAGE	
EXIT FROM BASEMENT: WALK-OUT BILCO WINDOW WELL		OTHER: _____		
COMMERCIAL CONSTRUCTION				
DETAILED DESCRIPTION OF COMMERCIAL CONSTRUCTION:				
<p>EXAMPLE: CONSTRUCTION OF A 40X60 POLE BUILDING FRAME CONSTRUCTION WITH PREENGINEERED TRUSSES WITH GRAVEL BASE FOR COMMERCIAL STORAGE OF SUPPLIES FOR PROPOSED NURSERY</p>				
EXISTING USE:			PROPOSED USE:	
FOUNDATION SIZE:	PUBLIC: EXISTING/PROPOSED ___ Water ___ Sewer	PRIVATE: EXISTING/PROPOSED ___ Well ___ Septic	TYPE OF HEAT: ___ Electric ___ Gas ___ Oil	
STORIES ABOVE GRADE:	STORIES BELOW GRADE:	TOTAL STORIES:	SPRINKLER PROVIDED: ___ YES ___ NO ___ PARTIAL	
TOTAL SQUARE FT.				
_____ 1 st Floor _____ 2 nd Floor _____ 3 rd Floor _____ 4 th Floor _____ 5 th Floor _____ 6 th Floor				
Applicant's Signature			Date	
_____			_____	

TOWN ZONING INFORMATION		
	Proposed	Minimum Required
Lot Tract Area		
Lot Area Per Family		
Lot Width		
Front Yard Setback		
Rear Yard Setback		
Left Side Setback		
Right Side Setback		
Zoning District		
Special Conditions:		

The accuracy and correctness of property boundaries shown and measurements provided for this application are the sole responsibility of the applicant/property owner and the town will not be held responsible for any inaccurate or incorrect information.

Approval Granted By: _____

Town Zoning Administrator

Date

Approval Granted By: _____

Planning and Zoning Representative

Date