

# BUILDING PERMIT APPLICATION

**ADDRESS OF PERMIT →** \_\_\_\_\_

(WRITE THE ADDRESS FOR THIS PERMIT ON THIS LINE)

**Project Name:** \_\_\_\_\_

**Unit / Suite #:** \_\_\_\_\_

|                          | OWNER'S CONTACT INFORMATION | CONTRACTOR'S CONTACT INFORMATION |
|--------------------------|-----------------------------|----------------------------------|
| <b>Name</b>              | _____                       | _____                            |
| <b>Street Address</b>    | _____                       | _____                            |
| <b>City, State, Zip</b>  | _____                       | _____                            |
| <b>Phone# &amp; Fax#</b> | /                           | /                                |

Building Type:  1  2  3 FAMILY,  OVER 3 FAMILY,  COMMERCIAL,  OTHER \_\_\_\_\_

**BRIEF DESCRIPTION OF WORK:** \_\_\_\_\_

**TYPE OF WORK:**  NEW BUILDING  ADDITION  ALTERATION, REPAIR OR REMODEL  ACCESSORY  
 CHANGE OF OCCUPANCY  NO WORK PROPOSED  OTHER \_\_\_\_\_

**CHECK IF ANY OF THE FOLLOWING WORK WILL BE DONE:**

HEATING / AIR-CONDITIONING  PLUMBING  ELECTRIC  GAS  FIRE ALARM  SPRINKLERS

**TOTAL SQUARE FOOTAGE OF NEW OR EXISTING BUILDING, ADDITION OR STRUCTURE:** \_\_\_\_\_

**TOTAL SQUARE FOOTAGE OF TENANT SPACE(S):** \_\_\_\_\_

**TOTAL ESTIMATED COST OF BUILDING CONSTRUCTION** (Not including MEP's): \$ \_\_\_\_\_

**PLEASE PROVIDE THE FOLLOWING INFORMATION FOR COMMERCIAL PERMITS ONLY:**

EXISTING USE(S) \_\_\_\_\_ PROPOSED USE(S) \_\_\_\_\_

CONSTRUCTION TYPE \_\_\_\_\_ EXISTING SPRINKLER SYSTEM?  Yes  No

**APPLICANT CERTIFIES THAT ALL ABOVE INFORMATION IS CORRECT AND THAT ALL APPLICABLE LAWS AND ORDINANCES WILL BE COMPLIED WITH IN PERFORMING THE WORK FOR WHICH THE PERMIT IS ISSUED AND THAT THEY ARE AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION.**

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PHONE

\_\_\_\_\_  
FAX

\_\_\_\_\_  
PLEASE PRINT NAME

\_\_\_\_\_  
EMAIL

**FOR OFFICE USE ONLY**

ZONING PLAN REVIEW FEE (due at time of application) \$ \_\_\_\_\_

BUILDING PLAN REVIEW FEE (due at time of application) \$ \_\_\_\_\_

PERMIT FEE \$ \_\_\_\_\_

PROCESSED BY \_\_\_\_\_ DATE \_\_\_\_\_ STATE ASSESSMENT FEE (3% OBC / 1% RCO) \$ \_\_\_\_\_

APPLICATION # \_\_\_\_\_ AFUS \$ \_\_\_\_\_

PERMIT # \_\_\_\_\_ MISC FEE (PENALTY / REVISION / COPIES / ETC.) \$ \_\_\_\_\_

**TOTAL \$** \_\_\_\_\_