Complete Property Information  
If you do not know Zoning/Floodplain or Map/Lot we will complete it for you when application is submitted

Include 2 copies of a plot plan - a rough sketch of the property boundaries with measurements showing how far all proposed structures are to the front, back and each side of the property.

Complete Owner Information - **Be sure to include email address and phone number**

Complete Applicant Information if someone other than the owner is applying - example would be a contractor  
**Be sure to include email address and phone number**

Select the Permit Type

*When using an Electrical or Plumbing Contractor you must have the license holder sign the application where indicated and submit a copy of their license.*

Select the Building Use

Indicate if it is new construction, an addition, a renovation or other and the square footage

Please provide a brief description of the work

Attach 2 copies of detailed building plans

If the owner is not the applicant you must include permission of the property owner to perform the work

*Failure to provide a complete application with building plans and plot plans will delay the approval process.*