



Application for an Improvement Permit

Type of Work

- New Building
- Addition
- Other (excavation,)

Application No:

Date: 20

Application is made hereby for an IMPROVEMENT PERMIT, as follows:

Applicant's Name: _____

Address: _____

Phone: _____

Property Owner Name: _____

Address: _____

Phone: _____

Location of Improvement: _____ Present zoning: _____

Kind of structure: _____ Proposed improvements: _____

Present use of premises: _____ Proposed use: _____

Estimated start date: _____ Estimated completion date: _____

Sq. Ft. of new construction: _____ Height of structure at completion: _____

No. of bedroom: (new) _____ (existing) _____ No. of bathrooms: (new) _____ (existing) _____

Is a basement included? Yes No No. parking spaces: (Res) _____ (Com) _____ (Ind) _____

Size of lot: _____ Cost of improvements: _____

Building heated by: _____ Air conditioner: _____

Name of contractors or "self"

Enter n/a if not applicable.

General _____ Plumbing _____ (Certification #)

Surveyor _____ Electrical _____ (Certification #)

Heating _____

Utility Suppliers

(Check or list as required.) Each utility service must be located on your drawing.

Electric: Town Other _____ Water: Town Other _____

Wastewater: Town Other _____ Gas: _____

Sump Pump: Yes No If yes, where does effluent go? Storm sewer Sanitary Other

Complete the site plan on the back of this form or attach your own.

I certify that this application is true and correct and that the proposed improvements shall be installed or constructed only on the property specified in this application. I further understand and agree that any improvements installed or constructed over a recorded utility easement or drainage easement, whether or not authorized by a permit, is undertaken at the risk of the property, and that in the event access to such easement is required for installation or maintenance of utilities, the improvement shall be removed at the expense of the owner.

Owner's Signature

Printed Name

Date

- Attach erosion control measures
- Repairs are required to damaged curb/gutter/street from construction.
- Please allow 2-3 weeks for approval of application.

Please draw the site plan in the space provided or attach your own. The following information must be included:

1. Lot dimensions.
2. Location of driveways, sidewalks, street, and street names.
3. Location of all existing structures, with measurements from lot lines to the structures.
4. Location of all proposed construction, with measurements from lot lines to proposed structures.
5. Location of all utility lines, including gas, water, sewer, electric, cable TV, and telephone.
6. Location of utility and drainage easements.
7. Location of existing or proposed septic field (unless on sewer).
8. Setback lines on structure are established at roof line/ gutters.

Site plan area

For Office Use Only (Do not write in this space.)

Zoning classification: _____ State design release attached: Yes No Not required

Floodplain: Yes No Septic permit attached: Yes No Not required

Driveway permit: State/town/county Yes No Not required

Town department approval: Electric _____ Water _____ Street _____ Wastewater _____

Comments: _____

Inspection notes: _____ Inspection date: _____ Signature: _____

Improvement location permit no.: _____ Issued this: _____ Day of _____ 20 _____

Permit fee: _____ Date paid: _____ Issued by: _____

Notes: _____
