BUILDING PERMIT CHECKLIST

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Zone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

□ Stick Built □ Manufactured Home □ Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_ Fee Paid

\_\_\_\_\_ Completed Application Form with

 required signatures

\_\_\_\_\_ County Zoning Clearance

\_\_\_\_\_ Plat showing ownership, road access

 and Tax ID number

\_\_\_\_\_ Plot Plan

\_\_\_\_\_ Road Encroachment Permit

 (State or County)

\_\_\_\_\_ Letter of Intent for residential water

 and/or sewer hookups

\_\_\_\_\_ Health Dept Approval of septic

 system/drain fields

\_\_\_\_\_ \*Two complete sets of plans and

 building specs (for stick built homes)

\_\_\_\_\_ \*Two complete sets of floor plans and

 footing and foundation plans

 (for manufactured homes)

\_\_\_\_\_\_ Completed E.C. Building Permit

 Point System Qualifications Form

\_\_\_\_\_ Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_ Fee Paid

\_\_\_\_\_ Completed Application Form with

 Required signatures

\_\_\_\_\_ City Zoning Clearance

\_\_\_\_\_ Property Tax ID Number

\_\_\_\_\_ Plot plan showing location of utility

 lines/connections & water/sewer

 connections & other buildings

\_\_\_\_\_ \*Two complete sets of plans and

 building specs (for stick built homes)

\_\_\_\_\_ \*Two complete sets of floor plans

 and footing and foundation plans

 (for manufactured homes)

\_\_\_\_\_ Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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OUTSIDE CITY LIMITS

INSIDE CITY LIMITS