



**PERMIT REQUEST**  
**PLEASE CHECK ALL THAT APPLY**

- \_\_\_ Addition to existing dwelling- 1 Set of Plans – 1 copy of updated Survey (\$50 review fee)
- \_\_\_ New Single Family Dwelling- 1 Set of Plans – 1 copy of updated Survey (\$50 review fee)
- \_\_\_ Pool – Copy of Survey to scale with proposed pool drawn to scale and any site work
- \_\_\_ Fence - Height \_\_\_\_\_ Copy of Survey with location of proposed fence showing height
- \_\_\_ Retaining Walls Height \_\_\_\_\_ Copy of Survey with location of proposed Ret. Wall with heights  
\*\*Over 4' requires Engineering approval- UCC permits required after Zoning/Eng approval
- \_\_\_ Driveways – Copy of Survey showing proposed Driveway drawn to scale 2' set back
- \_\_\_ Patio/Pavers – Copy of Survey showing proposed patio drawn to scale
- \_\_\_ Walkway – Copy of Survey showing proposed walk walkway drawn to scale
- \_\_\_ Shed – Size \_\_\_\_\_ sq.ft.- Copy of Survey showing proposed shed with size showing 4' setbacks
- \_\_\_ Other \_\_\_\_\_

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*Office Use Only:*

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_

COMMENTS:

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APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

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Date Applicant Notified: \_\_\_\_\_ Comments: \_\_\_\_\_

Amount Paid: \_\_\_\_\_ Check# \_\_\_\_\_ Received By: \_\_\_\_\_ Date \_\_\_\_\_

