

**TOWN OF CLOVERDALE
SINGLE FAMILY RESIDENT BUILDING PERMIT APPLICATION**

NUMBER _____

*I, _____, the undersigned, do hereby apply for a Building Permit in order to (brief description of construction i.e., new residence, remodeling, addition, etc.): _____

I. Provide the following information:

*A. Attach **3 copies** of lot plot plan including dimensions of both lot, any existing structures and proposed structure. Detail drawing of structure to be constructed.

B. Is public water supply available? _____ Yes _____ No Tap fee paid? _____ Yes _____ No

C. Is public sewer available? _____ Yes _____ No Tap fee paid? _____ Yes _____ No

*D. Location: Billing address: _____

Property Address: _____ Lot number _____

Phone # (where you can be reached) Day: _____ Night: _____

*E. Type of construction _____ *F. Sewer Permit # _____

G. Zoning Classification of building site _____

*H. Flood Plain _____ Yes _____ No

II. Construction must start within 90 days of issuance of this permit or permit is invalid. Providing the previous 90 day provision is complied with, this permit is valid for 2 years.

III. **Approval of infrastructure** _____

IV. **The Building Commissioner shall be notified at the following stages of construction for inspection prior to proceeding to the next stage of construction. 24 hour notice is required for an inspection. Inspections held Monday through Friday only.**

*A. Plan Review

*E. Plumbing, mechanical, and electrical rough

*B. Structure location on lot by staking

*F. Frame and Masonry Inspection

*C. Footer inspection Prior to the placing of concrete

*G. Lathe and/or wall board inspection

*D. Foundation inspection, basement walls, etc.

*H. Final inspection

RED CARD (STOP WORK), GREEN CARD (STAGE OF WORK COMPLETED - CONTINUE)

V. **I certify the above information is true and correct to the best of my knowledge and by my signature below do accept this as a receipt for the following fee paid by me to the Town of Cloverdale.**

*Applicant's Signature: _____ Date: _____

Building Permit fee of \$ _____ issued this _____ day of _____ 20 _____.

Signed: _____

Building Commissioner

*REQUIRED to be filled in for Permit Approval consideration

NOTE: Additional inspections may be required. Do Not place concrete until inspection has been made. The home owner and/or contractor will be responsible for inspection to be called for. Certificate of occupancy must be issued before you can move in or occupy (use) the structure! Returned check fee \$30.00. Fee non-returnable and non-refundable.