

(Do not write in this space--for office use only)

Application No.: _____ Fee Paid \$ _____
 Zone District Classification: _____ Date: _____
 CULVERT PERMIT WATER TAPPING FEES METER HOOK-UP FEES

Instructions to Applicants: Before beginning any construction, a Land Use Permit must be obtained from the Code Administrator. Application for permits must be made by the owner of the property on which the construction is to take place or his duly-authorized agent. A legal description of the property and a site plan of the proposed construction must be included with this application. Below, which may be used for drawing the site plan, lists information which must be shown.
 If the proposed construction meets the zoning requirements, a permit will be issued. If the Code Administrator determines that it does not comply with requirements of the zoning ordinance, the applicant may request an interpretation of the regulations by the Zoning Board or Appeals (if he disagrees with the Code Administrator) or he may request a variance or zoning amendment. All information requested below must be provided before any permits will be issued. Applicants are encouraged to visit the office of the Code Administrator for any assistance needed in completing this form.

1. Name of Applicant(s): _____ Phone: _____
 Address: (Street) _____ (City) _____ (Zip) _____
2. Property Interest of applicant: _____ (City) _____ (Zip) _____
 Owner Lessee Contract Purchaser Other
 (if other than applicant) _____ Phone: _____
3. Name of owner: _____
 (if other than applicant) _____ Address: (Street) _____ (City) _____ (Zip) _____
4. Location of proposed construction: _____ (City) _____ (Zip) _____
 Address: (Street) _____
 Legal Description: (Lot, block, and subdivision; or metes and bounds description and acreage) _____
5. Proposed improvement: (check applicable items)
 New building
 Addition or alteration (explain): _____
 Mobile home on permanent foundation
 Relocation of existing building
 Other (explain): _____
6. Proposed structure: _____ No. of rooms: _____ Sq. ft. of structure: _____
 No. of stories: _____ Cost of structure: _____
7. Utilities: Public Water Service Public Sewer Service
 Private Well Septic Tank
 Other: _____
8. Present use of property: _____
 Residential: Single Family Vacant Lot
 Two Family Industrial (type) _____
 Multi-Family Other: _____
 No. of Units: _____
 Accessory: Garage Business (type) _____
 Carport Industrial (type) _____
 Storage Shed Other: _____
9. Proposed use of property: _____
 Residential: Single Family Business (type) _____
 Two Family Industrial (type) _____
 Multi-Family Other: _____
10. Application is hereby made for a Land Use Permit as required under the Zoning Ordinance of _____ for the erection, moving or alteration, and use of buildings and premises. In making this application the applicant represents all of the above statements and any attached maps or drawings to be true description of the proposed new or altered uses and/or buildings. The applicant agrees that the permit issued may be revoked without notice on any breach of representation or conditions.
 It is understood that any permit issued on this application will not grant right of privilege to erect any structure or to use any premises described for any purpose or in any manner prohibited by the Zoning Ordinance, or by other ordinances, codes or regulations of _____ Applicant: _____

CERTIFICATE OF OCCUPANCY

The plans and specifications submitted with this application are in conformity with the zone district requirements applicable to the subject property. Changes in plans or specifications shall not be made without written approval of the appropriate village officials. Failure to comply with the above shall constitute a violation of the provisions of the _____ Zoning Ordinance. This permit shall be a final permit when signed by the Code Administrator after a required final inspection.

Permit issued this _____ day of _____
 Final Inspection Code Administrator _____
 Date: _____

SITE PLAN

A site plan must be attached or drawn below at a scale large enough for clarity showing the following information:

- A. Location and dimensions of: Lot, buildings, driveways, and off street parking spaces.
- B. Distance between: Buildings and front, side, and rear lot lines; Principal building and accessory buildings; Principal building and principal buildings on adjacent lots.
- C. Location of: Signs, easements, underground utilities, septic tanks, tile fields, water wells, etc.
- D. Any additional information as may reasonable be required by the Code Administrator and applicable sections of the Zoning Ordinance.

