

APPLICATION FOR BUILDING PERMIT AND/OR CERTIFICATE OF OCCUPANCY BUILDING DEPARTMENT - WAYNE COUNTY

Application For City Of: _____

Serial No. (Must be completed)

Building
Address

PERMITTEE	Name _____ Mail Address _____ City _____ Tel. No. _____	1. New <input type="checkbox"/> 2. Alteration <input type="checkbox"/> 3. Addition <input type="checkbox"/> 4. Demolish <input type="checkbox"/> 5. Repair <input type="checkbox"/> 6. Move <input type="checkbox"/>	Occupancy Group _____
ARCHIT., ENG.	Name _____ Mail Address _____ City _____ Tel. No. _____	7. Use of Building _____ 8. No. of Floors _____ 9. No. of Rooms _____	10. Square Footage. Main: _____ 2nd Floor: _____ Basement: _____
BLDG. CONT.	Name _____ Mail Address _____ City _____ Tel. No. _____	11. Size of Lot _____ 12. Property Located in Flood Hazard Zone? Yes <input type="checkbox"/> No <input type="checkbox"/>	<p>PLOT PLAN In this square area indicate lot dimensions, existing streets, dimensions of new building, location of building on the property, include the distance from the building to the property lines on all four sides. A special plot plan may be required.</p> <div style="text-align: center; font-size: 2em; margin: 20px 0;">N</div> <div style="display: flex; justify-content: space-between; width: 100%; font-size: 2em; margin: 20px 0;">W E</div> <div style="text-align: center; font-size: 2em; margin: 20px 0;">S</div>
ELECTRICIAN	Name _____ Mail Address _____ City _____ Tel. No. _____	13. Estimated Cost of Construction: _____	
PLUMBER	Name _____ Mail Address _____ City _____ Tel. No. _____		
HEATING	Name _____ Mail Address _____ City _____ Tel. No. _____		

Note: Proof of ownership of property and waste water system permit must accompany this application.

APPLICANT PLEASE READ CAREFULLY

I agree to comply with all City, County and State Building Laws and Ordinances, and that the representations in this application for a building permit are true and accurate, and any misrepresentations or errors herein, are the sole responsibility of applicant, and shall in no way incur or accrue liability or obligation to enforcing officers or agents. This permit becomes null and void if work on construction authorized is not commenced within 180 days, or if construction of work is suspended or abandoned for a period of 180 days at any time after work is commenced.

OCCUPANCY OF STRUCTURE IS PROHIBITED UNTIL AFTER FINAL INSPECTION.

It is the owner's responsibility to properly locate the structure on the property.

Owner's Signature _____ Date _____
 (Read reverse side carefully)

Contractor's Signature _____ Date _____

SPECIAL APPROVAL

_____ Date _____
 Planning Commission or Town Mayor

PERMIT FEES

Rate _____ Permit Fee _____ Plan Review Fee _____
 Amount Paid _____ Total _____
 County Treasurer _____

APPROVAL

 County Building Inspector

 Date Issued

 Permit Number

INSPECTION RECORD

Keep at construction site in protected area

It is the General Contractor's responsibility to contact the Building Inspector for inspections and to use good judgment in calling for inspections giving 24 hour notice.

Conditions may vary and the contractor should use good judgment in calling for inspections. Carports, small additions, and buildings on slabs, etc. may only need one or two inspections. Special inspections are listed below:
(To be filled in by Building Inspector)

1. _____
2. _____
3. _____

This permit requires inspections as indicated (✓)

Required	Inspection	Initial	Date
✓	Initial before work begins		
	Footings		
	Foundation, after forms are in place, but before concrete is poured		
	U G Plumbing		
	Intermediate		
	Rough framing, when finished and before covering		
	Rough plumbing, after concealed piping is in place, but before covering		
	Rough Electrical, after electrical is in place, but before covering		
	Rough mechanical		
	Insulation		
	Masonry		
	Drywall		
	Building Final		
	Plumbing Final		
	Electrical Final		

Remarks: