Information Required for
Single-Family Dwelling Permit Review
by the Zoning Administrator

☐ Recent actual photographs depicting all sides of the dwelling, or the identical model to be used. If actual photographs are not available, elevation drawings which depict the “as-built” nature of the home may be provided instead

☐ Exterior dimensions

☐ Type of roof materials to be used

☐ Pitch of roof and dimensions of roof overhang

☐ Description of exterior finish

☐ Foundation plan

☐ Site plan clearly showing the placement of the dwelling on the lot (Drawn to Scale) (Site plan size 8.5 X 11 or 8.5 X 14)

☐ Details of projections, including material and dimensions

☐ Placement of steps, if any

☐ Placement of electric meter box

☐ Survey

☐ Real Estate Number

☐ Building Permit Application

☐ Lot of Record

☐ Clear pictures of the 5 closest dwelling from the Subject site with addresses and in sufficient detail to illustrate projections or other features of the dwellings

Assistant:___________________________

Date:___________________________