

**Application for a Building Permit to be issued:
Variance – Rezoning - Amendments
Construct - Demolish - Change Usage - Disturb Land - Misc**

OFFICE USE ONLY	
Application received by:	Permit number (if required):
Date application received:	

Application submitted to: _____

A. Project information			
Building number, street name		Unit number	Lot/con.
Zoned	Postal code	Other description	
Interior and/or Exterior		Utilities: electric, water, gas, sewer	
Project value est. \$		Historical or Downtown Area	
<input type="checkbox"/> House <input type="checkbox"/> Small Buildings <input type="checkbox"/> Large Buildings <input type="checkbox"/> Complex Buildings		<input type="checkbox"/>	
<input type="checkbox"/>			
B. Applicant			
Applicant is: <input type="checkbox"/> Owner or <input type="checkbox"/> Authorized agent of owner			
Last name	First name	Corporation or partnership	
Street address		Unit number	Lot/con.
Municipality	Postal code	E-mail	
Telephone number ()	Fax ()	Cell number ()	
C. Owner (if different from applicant)			
Last name	First name	Corporation or partnership	
Street address		Unit number	Lot/con.
Municipality	Postal code	E-mail	
Telephone number ()	Fax ()	Cell number ()	
D. Builder (optional)			
Last name	First name	Corporation or partnership (if applicable)	
Street address		Unit number	Lot/con.
Municipality	Postal code	E-mail	
Telephone number ()	Fax ()	Cell number ()	
E. Purpose of application			
<input type="checkbox"/> New construction <input type="checkbox"/> Amendments to Ordinance <input type="checkbox"/> Alteration/repair <input type="checkbox"/> Demolition <input type="checkbox"/> Conditional Use Permit or Special Use Exception <input type="checkbox"/> Land Disturbing <input type="checkbox"/> Variance <input type="checkbox"/> Addition to existing structure <input type="checkbox"/> Rezone			

Proposed use of building	Current use of building
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Description of proposed work

F. Additional information –

G. Attachments – Application will not be processed unless the following are submitted:

Survey of plat showing property lines with lengths and bearings adjoining streets, locations of existing structures, north arrow and scale. Submit one copy no smaller than 8 ½” x 11”
Detailed explanation of interior and/or exterior improvements to include kind, color, texture of building materials, types of doors and windows, attached or detached signage and all other fixtures improving the site.
Original signatures of all property owners.
VARIANCE – REZONES – AMENDMENTS MUST INCLUDE “ASSESSMENT OF PROPOSAL”

H. Declaration of applicant/owner

I _____ certify that:

(print name)

1. The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge.
2. I have authority to bind the corporation or partnership (if applicable).

Date	Signature of applicant/owner
Date	Signature of applicant/owner
Date	Signature of applicant/owner
Date	Signature of applicant/owner
Date	Signature of applicant/owner

CITY OF SYLVANIA, GEORGIA