

Property Owner		Phone	
Mailing Address		Email:	
Contractor - General		Phone # (mobile preferred) E-mail:	
Contractor Mailing Address		Contractor License #	
Electrical	Phone	Contractor License #	
Plumbing: License #:	Phone:	Heating: License#:	Phone:
Job Site Address			County Account #
Subdivision		Filing	Lot Block
Distance to Property Lines (closest structure, including decks and covered patios): N _____ E _____ S _____ W _____			Corner Lot? Yes / No
Required setbacks/offsets (Office use only): N _____ E _____ S _____ W _____			Walkout Bsmt? Yes / No
Estimated Value (Materials and labor) \$ _____ <input type="checkbox"/> New Building <input type="checkbox"/> Deck <input type="checkbox"/> Tenant Finish <input type="checkbox"/> Addition <input type="checkbox"/> Basement Fin. <input type="checkbox"/> Siding <input type="checkbox"/> Furnace <input type="checkbox"/> Re-Roof <input type="checkbox"/> Air Conditioner <input type="checkbox"/> Other _____ Type of Heat _____ Type of Mechanical _____ Type of Sewage Disposal _____ <input type="checkbox"/> Public <input type="checkbox"/> Septic Water Supplier: Tap Size _____	Commercial / Industrial Business Name: _____ <input type="checkbox"/> New Building <input type="checkbox"/> Shell Only <input type="checkbox"/> Remodel / Addition <input type="checkbox"/> Tenant Finish Electrical Valuation: _____ \$ _____		Office Use Only Valuation: \$ _____ FEES: Total SAFEbuilt \$ _____ Total Town \$ _____ Lot Square Feet: _____ Zoning: _____ Open Space: _____ Square Footage (Must be completed by applicant prior to submittal): Main Floor: _____ Add. Floors: _____ UF Basement: _____ Fin. Basement: _____ Crawlspace: _____ Covered Porch: _____ Decks: _____ Garage: _____
	Residential Structures <input type="checkbox"/> One Family <input type="checkbox"/> Duplex <input type="checkbox"/> Multi-Family # Units _____ <input type="checkbox"/> Hotel/Motel <input type="checkbox"/> Garage <input type="checkbox"/> Other _____ # Bedrooms _____ # Baths Full _____ ¾ _____ ½ _____ Number of stories _____ Building Height _____ Total Land Area _____ Parking Spaces _____		
	Master Plans: Plan Name/# _____ New Master Plan? Yes _____ No _____ Same-As? Yes _____ No _____		
Other Information: Describe in detail the proposed use (or proposed business name & product), type of construction, dimension, square footage, and materials, etc _____ _____ _____			

Notice

The applicant, his agents and employees shall comply with all the rules, restrictions and requirements of the Town and Building Codes governing location, construction, and erection of the above proposed work for which the permit is granted. The Town or its agents are authorized to order the immediate cessation of construction at anytime a violation of the codes or regulations appears to have occurred. Violation of any of the applicable codes or regulations may result in the revocation of this permit.

Buildings MUST conform with plans, as submitted to the Town. Any changes of plans or layout must be approved prior to the changes being made. Any change in the use or occupancy of the building or structure must be approved prior to proceeding with construction.

The applicant is required to call for inspections at various stages of the construction, and in accordance with the aforesaid requirement, the applicant shall give the building inspector not less than one working day's notice to perform such activities.

By my signature below, I acknowledge (1) that I am responsible for the payment of the plan review fee and the administrative review fee associated with this application regardless of whether I obtain the building permit or not, and regardless of any lapse in building permit approval; and (2) that before I am entitled to obtain a building permit for this property, I must pay any delinquent building permit fees associated with this property. Please see page 2 for additional notices regarding this building permit application.

Signature of applicant	Date	Town Planner	Date
Building Inspector Plan Review	Date	Permit Technician	Date

SUBMITTAL REQUIREMENTS:

CONSTRUCTION DRAWINGS:

Single Family and Two-Family residential building permits - Submit 2 complete sets of construction drawings (including engineered, stamped foundation plans) , 2 copies of Energy Code Compliance information, and 2 plot plans as specified below.

Residential Additions, Decks, Covered Patios, Basement Finishes - 2 complete sets of construction drawings – see below if 2 copies of a plot plan would be required for your project.

Commercial, Industrial or Multi-Family Residences - Submit 2 complete sets of stamped construction drawings, and 2 complete sets of Planning Department site plans (including all pages of the site plan on record with the Town of Ault.)

PLOT PLANS: Please see the bottom of the page for complete plot plan requirements for a single or two-family residence. The purpose of a **PLOT PLAN** is to make sure that the applicant does not place a structure within a utility easement or violate the Town's zoning regulations. Failure to attach a complete **PLOT PLAN** to the Building Permit Application will result in the permit not being processed. If a plot plan is necessary, you must also complete the **DISTANCE FROM LOT LINES** section of the building permit application. Delays in construction time and possible removal of a structure can result from incomplete or incorrect **APPLICATION** and **PLOT PLAN** submittals.

YOU NEED A PLOT PLAN IF ANY OF THE FOLLOWING IS TRUE FOR YOUR PROJECT:

You are adding on to an existing structure. This means the addition of a room, garage, patio, deck, porch, etc.

You are placing a new structure on the lot. This includes a storage shed, play house or detached garage.

You are removing an existing structure and replacing it with a new one. A plot plan is still required even if the new structure is to be placed exactly in the same position as the one removed.

INFORMATION AND CLARIFICATION OF THE BUILDING PERMIT APPLICATION FORM:

- Complete all of the sections of the **BUILDING PERMIT APPLICATION** as they pertain to your project.
- Please provide a **TELEPHONE NUMBER** where you can be reached during the day during regular business hours.
- Provide a complete **JOB SITE ADDRESS** and/or **DIRECTIONS** to the site if the address is inadequate.
- **TOTAL VALUE OF IMPROVEMENTS** means the fair market value of the dollar amount you would pay a contractor for materials and labor, **regardless of whether or not you will be doing the work yourself.**
- **DESCRIBE** the project you are working on in such detail that the reader can clearly understand your project without having the building plans in hand.
- **DISTANCE FROM LOT LINES** is not required if you do not need a "plot plan" as described above. If you do need a plot plan, complete this section and attach the plot plans to the application.

NOTICE

All buildings must conform with the adopted Building Codes and Ault Zoning regulations. Building permits are not transferable. Buildings must conform with plans, as submitted to the Town. Any changes of plans or layout must be approved prior to the changes being made. A **FINAL INSPECTION** must be made within two (2) years of the date the permit was issued or a new permit must be obtained. **FOR INSPECTIONS CALL: SAFEbuilt, Inc.: (970) 674-1036.** Any change in the use or occupancy of a building or structure must be approved prior to proceeding with construction. SAFEbuilt, Inc. and the Town of Ault are not liable for workmanship. In the event construction is not started within 180 days of the issuance of the permit, then the permit is automatically void. If no work is performed for a period of 180 continuous days, this shall also cause the permit to be void. In order to verify progress of work, an inspection by SAFEbuilt, Inc. is required. Permits are not transferable. Fees on voided permits are non-refundable.

Once a permit is considered void, all fees paid for that permit are non-refundable. A new permit must be obtained to complete the original construction and full, current building permit fees must be paid prior to issuance.

If you have any questions concerning the building permit application, call the Town of Ault at **(970) 584-4331**. If you have questions about **BUILDING CODE RESTRICTIONS**, or **PROPER CONSTRUCTION PROCEDURE**, call SAFEbuilt, Inc. at **(970) 686-7511** before you begin.

BUILDING PERMIT PLOT PLAN COMPOSITION AND REQUIRED INFORMATION

GENERAL

- Plot plans must be drawn to scale (typically 1" = 20') on letter or legal size paper. Ledger size (11" X17") is acceptable only for large lots that will not fit on legal size at 1"=20'. Submit 2 copies of the plot plan for single family and two family residential structures.
- Address, lot, block and subdivision on the plot plan as well as the building permit application.
- Street name(s) for all streets adjacent to the property.
- North arrow.
- Driveway location and width.
- Lot boundary dimensions.
- Dimension the shortest distance from the structure to all property lines. Typically, property lines are not located at the sidewalk or street.
- Show all existing and proposed structures.
- Show, label and call out the width of all existing or proposed easements on the lot.
- All proposed porches, decks, patios, window wells, and cantilevers must be shown and labeled as such. Porches, decks and patios must be noted as "covered" or "uncovered".