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**OFFICE USE ONLY**  
SUBMITTAL DATE \_\_\_\_\_  
APPROVAL DATE \_\_\_\_\_  
PERMIT # \_\_\_\_\_

**RESIDENTIAL BUILDING PERMIT APPLICATION (2015 IRC)**

**BUILDING ADDRESS:** \_\_\_\_\_ **ZONING:** \_\_\_\_\_

**BUILDING OWNER:** \_\_\_\_\_ **ADDRESS:** \_\_\_\_\_

**PHONE NUMBER:** \_\_\_\_\_

**EMAIL ADDRESS:** \_\_\_\_\_

(REQUIRED)

**TYPE OF IMPROVEMENT:**

- NEW HOME CONSTRUCTION
- ADDITION/RENOVATION

**REQUIRED DOCUMENTS:**

- SITE PLAN
- FLOOR PLAN
- ELEVATION DRAWINGS
- FOOTING/FOUNDATION DETAILS
- WALL SECTION
- TRUSS DRAWINGS

**BUILDING INFORMATION BASED ON THE 2015 IRC:**

CONSTRUCTION TYPE: \_\_\_\_\_ USE GROUP: \_\_\_\_\_  
BUILDING HEIGHT: \_\_\_\_\_ BUILDING SQUARE FOOTAGE: \_\_\_\_\_  
LOT SIZE \_\_\_\_\_ MAXIMUM OCCUPANT LOAD: \_\_\_\_\_ PERSONS

**REQUIRED UTILITIES:**

*METERS WILL NOT BE ACTIVATED UNTIL OWNER FILLS OUT REQUIRED PAPERWORK IN THE UTILITY BILLING DEPARTMENT AT CITY HALL.*

- NEW GAS METER BTUH REQUIRED \_\_\_\_\_ (SEE GAS SERVICE APPLICATION)
- EXISTING GAS METER BTUH REQUIRED \_\_\_\_\_

*\*\*ANY MODIFICATIONS TO ANY GAS PIPING IN THE BUILDING WILL BE REQUIRED TO PASS A 20#/10MIN PRESSURE TEST BEFORE GAS WILL BE TURNED ON TO THE BUILDING.*

- NEW WATER METER SIZE REQUIRED \_\_\_\_\_ (SEE WATER/SEWER APPLICATION)

*\*\*ALL NEW WATER METER SETS MUST BE PLACED 6-10' OFF ROW ON PRIVATE PROPERTY*

- EXISTING WATER METER

- NEW WATER TAP SIZE REQUIRED \_\_\_\_\_ (SEE WATER/SEWER APPLICATION)

- NEW SEWER TAP SIZE REQUIRED \_\_\_\_\_ (SEE WATER/SEWER APPLICATION)

*PLEASE CONTACT CITIZENS ELECTRIC IN REGARDS TO THE SERVICE ENTRANCE. CITIZENS ELECTRIC WILL PERFORM INSPECTIONS OF THE ENTRANCE CABLE UP TO THE PANEL. THE BUILDING DEPARTMENT WILL CONDUCT AN INSPECTION OF THE CIRCUITRY WITHIN THE PANEL AND THE REMAINDER OF THE WIRING OF THE PROJECT.*

- NEW ELECTRICAL SERVICE AMP PANEL \_\_\_\_\_

- REPLACE ELECTRICAL SERVICE AMP PANEL \_\_\_\_\_

**MISCELLANEOUS:**

- STREET CUT REQUIRED FOR UTILITIES  YES  NO IF YES, SEE EXCAVATION PERMIT APPLICATION
- BACKFLOW PREVENTER REQUIRED  YES  NO REQUIRED FOR LAWN SPRINKLER SYSTEM



