

## City of Afton

# Application Checklist for Building & Zoning Permits

ALL ITEMS REQUIRED UNLESS OTHERWISE NOTED		
Rec'd by City		Staff Review
Initials / Date		Initials / Date
_____	Completed & Signed Building Permit Application Form	_____
_____	Proof of Ownership and Property ID Number (P.I.D.)	_____
_____	Survey or site plan	_____
_____	<u>NEW HOMES</u> : Site plan 'to scale' is required	_____
_____	<u>SLOPES IN EXCESS OF 13%</u> : Site plan with 2' contours required	_____
_____	Septic Permit issued by Washington County (if adding/changing septic load)	_____
_____	Building Plans (2 Copies)	_____
_____	Grading Permit (required for Land Reclamation of over 50 cubic yards/acre)	_____
_____	Homes built prior to 1978 must meet lead abatement code	_____
_____	Park Dedication Fee due on lots previously created: \$500	_____

ZONING PERMIT REQUIRED		
Rec'd by City		Staff Review
Initials / Date		Initials / Date
_____	Completed & Signed Zoning Permit Application	_____

HISTORIC VILLAGE DISTRICT: CONSTRUCTION REQUIREMENTS		
Rec'd by City		Staff Review
Initials / Date		Initials / Date
_____	Applications requiring approval from the Design Review Committee must be submitted <u>at least 20 days prior</u> to the next scheduled meeting, usually held the second Thursday of each month.	_____
_____	<b>Design Review Application (Properties in Old Village only)</b>	_____
_____	Placed on Design Review Agenda for meeting date: _____	_____

FOR CITY OFFICE USE		
Routed to:		Completed by:
Initials / Date		Initials / Date
_____	Building Inspector Review	_____
_____	Zoning Administrator Review	_____

Application complete: Applicant Notified

FORMS/PERMITS/Checklist updated 10.2010