

## BUILDING AND OCCUPANCY PERMIT ONLINE SUBMISSION FORM:

\*PLEASE ATTACH A COPY OF THE APPLICANT'S PHOTO ID TO THIS APPLICATION\*

**Site Address:** \_\_\_\_\_

**Parcel Number (if available):** \_\_\_\_\_

**Owner(s):**

**Name:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Contractor, Homeowner\*, or Other\* (see authorization form and attach completed form to application):**

\*Homeowners or others are able to pull permits as the "contractor" but will have to fill out a homeowner's affidavit with Building Inspections following this submission and approval. If someone other than the homeowner is filling out this application the property owner authorization form will need to be filled out and notarized prior to submitting this application.

**Name:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Business and State License Number (if applicable):** \_\_\_\_\_

**Type of Work:**

New Structure (residential)\*

Plumbing

Addition (residential)\*

Electrical

Interior Remodel

HVAC/Mechanical

Residential Demolition

Commercial Demolition

Residential Business License

Commercial Occupancy

Other: \_\_\_\_\_

\_\_\_\_\_

**Describe Work (in detail):**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\*Please attach the recorded plat of your property to this application or the application will not be processed. If you have questions regarding your recorded plat of the property please email [planning@hallcounty.org](mailto:planning@hallcounty.org)