

**\*\*YOU ARE REQUIRED TO FILL OUT THE BACKSIDE\*\***

	<b>CITY OF MELROSE</b> Building Permit Application To Construct, Repair, Renovate Or Demolish a <i>One- or Two-Family Dwelling</i>	FOR MUNICIPALITY USE <i>As of 9/19/13</i>
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This Section For Official Use Only

Building Permit Number: _____	Date Applied: _____
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Building Official (Print Name) _____	Signature _____	Date _____
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**SECTION 1: SITE INFORMATION**

<b>1.1 Property Address:</b> _____ 1.1a Is this an accepted street? yes _____ no _____	<b>1.2 Zoning Information:</b> _____ <b>Zoning District</b> <b>Proposed Use</b>
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**1.5 Building Setbacks (ft)**

Front Yard		Side Yards			Rear Yard	
Required	Provided	L	Required	R	L	Provided
		/			/	

<b>1.6 Water Supply:</b> (M.G.L c. 40, §54) Public <input type="checkbox"/> Private <input type="checkbox"/>	<b>1.7 Flood Zone Information:</b> Zone: _____ Outside Flood Zone? Check if yes <input type="checkbox"/>	<b>1.8 Sewage Disposal System:</b> Municipal <input type="checkbox"/> On site disposal system <input type="checkbox"/>
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**SECTION 2: PROPERTY OWNERSHIP<sup>1</sup>**

**2.1 Owner<sup>1</sup> of Record:**

Name (Print) \_\_\_\_\_                      **\*\* Owner's Signature : I hereby attest under the pains and penalties of perjury that all of the information contained in this application is true and accurate to the best of my knowledge and understanding**

No. and street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Telephone \_\_\_\_\_ Cell # \_\_\_\_\_ (Print) Email Address \_\_\_\_\_

**SECTION 3: DESCRIPTION OF PROPOSED WORK<sup>2</sup> (check all that apply)**

New Construction <input type="checkbox"/>	Existing Building <input type="checkbox"/>	Owner-Occupied <input type="checkbox"/>	Repairs(s) <input type="checkbox"/>	Alteration(s) <input type="checkbox"/>	Addition <input type="checkbox"/>
Demolition <input type="checkbox"/>	Accessory Bldg. <input type="checkbox"/>	Number of Units _____	Other <input type="checkbox"/> Specify: _____		

PRINT a Brief Description of Work<sup>2</sup>:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**SECTION 4: ESTIMATED CONSTRUCTION COSTS**

Item	Estimated Costs: (Labor and Materials)	Official Use Only
1. Building	\$ _____	1. Building Permit Fee(\$12 per thousand): \$ _____
2. Electrical	\$ _____	2. Admin Fees: \$15.00                      \$ _____
3. Plumbing	\$ _____	3. Dumpster Fee (\$35 if required)                      \$ _____
4. Mechanical (HVAC)	\$ _____	4. Total All Fees:                      \$ _____
5. Mechanical (Fire Suppression)	\$ _____	Check No. _____ Check Amount: _____
6. <b>Total Project Cost:</b>	\$ _____	<input type="checkbox"/> Paid in Full <input type="checkbox"/> Outstanding Balance Due: _____

