

TOWN OF HOUSTON BUILDING PERMIT APPLICATION

Step 1-Property Information (applicant)	Step 2-Contractor Information (applicant)
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Owner's Name:	Main Contractor's Name:
Mailing Address:	Mailing Address:
Phone Number:	Phone Number:
Physical Property Address (where work is being done):	Note-all sub contractor's must be supplied with the application on a separate form.
Tax Map Number:	

Step 3-Project Information (applicant)
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Type of application:	
<input type="checkbox"/> New Construction _____ <input type="checkbox"/> Accessory Building _____ <input type="checkbox"/> Other _____	<input type="checkbox"/> Addition _____ <input type="checkbox"/> Entrance Permit _____ <input type="checkbox"/> Fence _____
Total Cost of Project: \$ _____	
Detailed description of project:	

Step 4-Authorization (applicant)

I am requesting a Building Permit from the Town of Houston for the request listed above. I am aware that I must take the Town approved application to Kent County Office of Inspection and Enforcement to receive a Building Permit. I am further aware that I must pay any owed monies and applicable fees to the Town prior to receiving the Approval. The Town has 10 (ten) days to either issue or deny the application once all the required information and appropriate documentation has been received. Approved permits are valid for one (1) year from the date of issuance. The Town has the right to obtain professional consultants if needed, and bill the service cost to the applicant.

_____	_____
Applicants Signature	Application Date

Step 5-Town of Houston Action (Town Representative-Angelo Abbate 422-5541)
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<input type="radio"/> Application was reviewed for requirements as set forth in the Town of Houston.	
<input type="radio"/> Application was approved by a Town Council Member _____.	
<input type="radio"/> Application was approved at the _____ HoustonTown Council Meeting.	
Printed Name: _____	Date: _____
Signature: _____	