

Permit application checklist

Submit these items with your completed application.

☐ **Processing fee**

Include the applicable processing fee.

☐ **Legal land survey and description**

Provide a copy of the legal land survey and written legal description.

☐ **Construction plans / façade sketch**

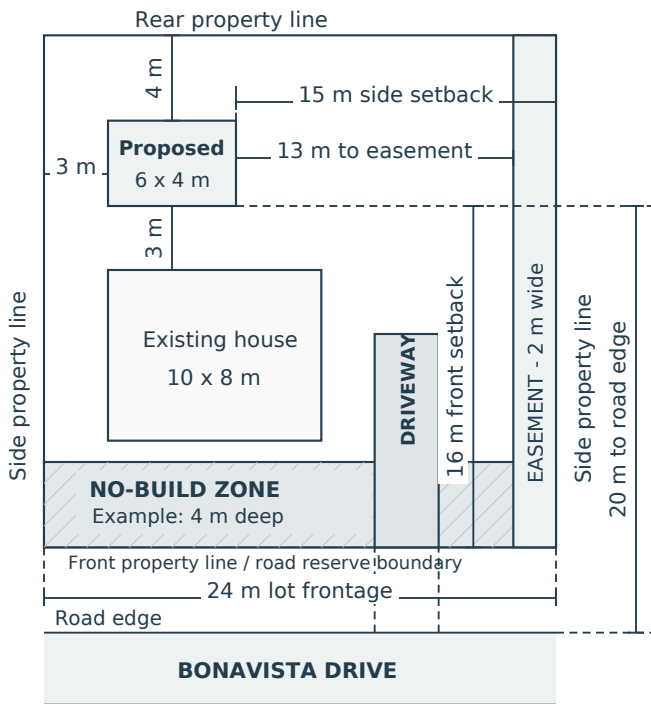
Show the proposed work, building length, width and height, roof, doors and windows.
Label window / door sizes, exterior materials and any steps, decks or porches.

☐ **Site plan (sketch or marked-up survey)**

Show existing and proposed buildings, property boundaries, driveway, road and easements.

Show lot frontage, which is a no-build area. Label distances to ALL property lines, other buildings, easements and the road. Include the address and measurement units.

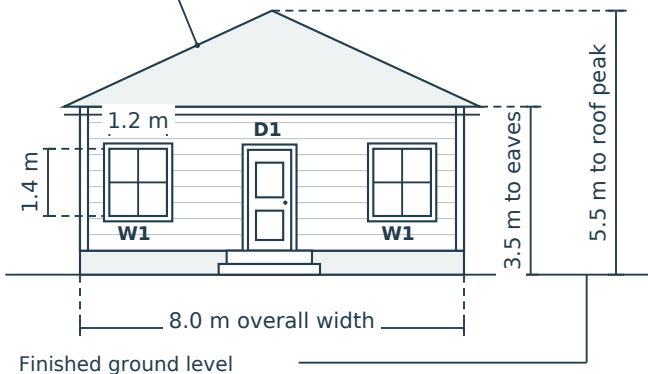
1 SITE PLAN - VIEW FROM ABOVE



2 FAÇADE - FRONT VIEW

House example (separate from site plan)

Asphalt shingles



OPENINGS - WIDTH x HEIGHT

W1 Windows: 1.2 x 1.4 m (both)

D1 Door: 0.9 x 2.1 m

Example finishes: wood siding, painted wood trim and exposed concrete foundation.

Also show side / rear views and dimensions of steps, decks or porches where proposed.

EXAMPLES ONLY - NOT REQUIRED SETBACKS

Drawings are not to scale. Use your actual measurements. Confirm required setbacks and the correct road reference point with the Town before finalizing your plans.