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**CITY OF OWENS CROSS ROADS**

*OCR OFFICE USE ONLY*

DATE SUBMITTED: \_\_\_\_\_\_\_\_\_\_

RECEIVED BY: \_\_\_\_\_\_\_\_\_\_\_

**BUILDING PERMIT APPLICATION**

**NAME**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**ADDRESS**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PHONE**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **EMAIL**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **CITY LIMITS**

The proposed construction or excavation is located WITHIN the City limits of Owens Cross Roads, Alabama.

1. **PLAN**

Every application for a building permit must be accompanied by a plan drawn to scale and be certified and sealed by an Alabama registered professional civil engineer, an Alabama registered architect, or an Alabama registered surveyor. The plan shall show the following with sufficient detail to enable the Building Administrator of the City of Owens Cross Roads to determine if the proposed construction is in compliance with the Zoning Ordinance of the City of Owens Cross Roads:

1. the actual shape, proportion, and dimensions of the lot to be built upon;
2. the shape, size and location of all buildings or other structures to be erected, altered, or moved, and of any buildings or other structures already on the lot;
3. the existing and intended use of all such buildings or other structures;
4. the location and number of required off-street parking and off-street loading spaces;
5. the proposed number of dwelling units, occupants, employees, and other similar uses;
6. the setbacks, side yards, open spaces, required buffers, signs, and other requirements of the applicable zoning district;
7. any other information deemed necessary by the Building Administrator to determine and provide for the enforcement of the Zoning Ordinance of the City of Owens Cross Roads;
8. flood elevations much be determined for land in flood zones.
9. **BUILDERS LIST OF SPECIFICATIONS**

Builder or contractor should write in the information requested on the attached builders’ list of specifications form and return to the City Building Clerk of Owens Cross Roads at lora.martin@owenscrossroadsal.gov.

1. **BUILDING PERMIT**

Building permit(s) will be issued once application is reviewed and approval given by the Building Administrator of the City of Owens Cross Roads:

**APPROVAL**: \_\_\_\_\_\_\_\_ **DISAPPROVAL**: \_\_\_\_\_\_\_\_ **PERMIT NUMBER**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Building Administrator, City of Owens Cross Roads Date**