



Document Submission Checklist Weeping Tiles and Sump Pit

Pursuant to Section G of an application to Construct or Demolish

Applicant's Name	Address of Project	Date
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The following is a list of drawings/documents which are required in order to submit an application to obtain a building permit.

	Description	Required	Received	Comments
Required Documentation	Application for a Permit to Construct or Demolish	✓		
	Acknowledgement by Applicant of Incomplete Application	✓		
	*Drawings (See Standard Drawings)	✓		
	Keyplan – Area of Work	✓		
Other	Letter of Authorization (if applicant is not the owner of the property)			
	Written Cost Estimate signed by Homeowner			

***STANDARD DRAWINGS MAY BE AVAILABLE**

Please be advised that additional information may be required following a full review of your application.