

**TOWN OF WESTVILLE**  
**IMPROVEMENT LOCATION PERMIT APPLICATION**

Please fill out the following information and we will call you when your permit is ready for pick-up. **\*\*NOTE: PLEASE ALLOW 5-10 BUSINESS DAYS TO PROCESS YOUR PERMIT.**

DATE: \_\_\_\_\_ ZONING DISTRICT \_\_\_\_\_

NAME/OWNER: \_\_\_\_\_

ADDRESS OF PROPERTY: \_\_\_\_\_ PHONE \_\_\_\_\_

ARE YOU DOING THE WORK YOURSELF: Y / N

CONTRACTOR: \_\_\_\_\_ PHONE \_\_\_\_\_

CONTRACTOR ADDRESS: \_\_\_\_\_

TYPE OF WORK TO BE DONE: \_\_\_\_\_

COMPLETE ANY OF THE FOLLOWING THAT APPLY:

SIZE OF STRUCTURE: \_\_\_\_\_ TOTAL SQ FEET: \_\_\_\_\_ HEIGHT: \_\_\_\_\_

FRONT SETBACK: \_\_\_\_\_ REAR SETBACK: \_\_\_\_\_ SIDE SETBACKS: \_\_\_\_\_

COMPLETE SECTION BELOW FOR NEW CONSTRUCTION:

RANCH \_\_\_\_\_ BI-LEVEL \_\_\_\_\_ TRI-LEVEL/QUAD \_\_\_\_\_ TWO-STORY \_\_\_\_\_ TOWNHOUSE \_\_\_\_\_

SQ FEET PER LEVEL: MAIN \_\_\_\_\_ UPPER \_\_\_\_\_ LOWER \_\_\_\_\_

FINISHED BASEMENT: Y / N IS THE BASEMENT A DAYLIGHT: Y / N WALKOUT: Y / N

TOTAL LIVING AREA \_\_\_\_\_ GARAGE: Y / N IF YES, SIZE: \_\_\_\_\_

REAR DECK/PORCH: Y / N IF YES, SIZE: \_\_\_\_\_ FRONT PORCH: Y / N IF YES, SIZE \_\_\_\_\_

GENERAL INFORMATION:

WAS A SURVEY DONE : Y / N

ESTIMATED COST OF ENTIRE PROJECT: \_\_\_\_\_

**\*\*YOU MUST ALSO PROVIDE A SKETCH PLAN OR SITE PLAN PER ATTACHED ORDINANCE**  
**\*\*IF YOUR CONTRACTOR IS USING SUB-CONTRACTORS THEY MUST BE ON THE ATTACHED LIST AND BE REGISTERED WITH THE TOWN**

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
PRINTED NAME