



BUILDING PERMIT APPLICATION

Project Information

Project Address: _____

Subdivision: _____

Lot: _____

Type of Application: New: ☐

Renovation: ☐

Addition: ☐

Residential: ☐

Commercial: ☐

Job Description: _____

General Contractor: _____

Phone: _____

Email: _____

Millbrook City License # _____

State License # _____

Sewage Disposal: (check one) Public ☐

Private(septic system) ☐

San - 3 ☐

Heated/Cooled Area (square feet): _____

Garage Area (Square feet): _____

Owner of Property: _____

Renter: ☐ Owner: ☐

Phone: _____

Email: _____

Contract Valuation:(include labor & materials) \$ _____

Attach the following items to the application:

1. A scale drawing or survey site plan indicating all property lines, streets (ROW), easements, existing & proposed structures with setbacks. Corner pins of proposed structure shall be set by engineer.
2. Complete construction drawings including foundation details.
3. Complete materials specification sheet.
4. Electrical drawing including smoke alarm locations. Mechanical drawings with the number and type of units. Plumbing/gas drawings with type and number of fixtures and appliances.
5. Completed sub-contractors list.
6. City of Millbrook Utilities tap fee receipts.
7. Health Department document approving septic system.
8. A copy of the deed. If the applicant is not the owner, an Authorization to Act as Applicant must be submitted.

Millbrook building permits are issued subject to compliance with all requirements of the building code and all pertinent laws and ordinances of the City of Millbrook regulating the use and construction of structures and the work authorized by permit.

Permits shall be kept at job location and presented upon request of City inspectors.

I certify that I have read this document and state that the information is correct. I agree to comply with all local ordinances and state laws concerning building construction, and hereby authorize representatives of the City of Millbrook to enter upon the above mentioned construction location for inspection purposes.

Contractor Signature: _____

Date: _____

Property Owner Signature: _____

Date: _____

CITY OF MILLBROOK USE ONLY

Property Address:

Date Received:

Received By:

Zoning Review:

Date:

Zoning District:

Zoning Approval:

Required: Front Yard: _____

Side Yard: _____

Rear Yard: _____

Notes:

Fire Department Approval:

Date:

Notes:

Fire hydrant: Yes

Fire Hydrant: No

Flood Prevention: Special Flood Hazard Area: Yes ☐ No ☐

Floodplain Development Certificate Attached : ☐

Utilities Approval:

Date:

Notes:

Building Approval:

Date:

Notes:

CITY OF MILLBROOK BUILDING DEPARTMENT

3160 MAIN STREET • P.O. BOX 630 • MILLBROOK, ALABAMA 36054

TEL: (334) 285-6428 • FAX: (334) 285-6460 • BUILDING@CITYOFMILLBROOK-AL.GOV