

**NEW CONSTRUCTION (Include this form with a copy of your plans if you have some)**

**EXTERIOR**

**Foundation:** (check all that apply)  Slab  Crawlspace  Full basement  Other  
 Poured Concrete  Concrete Block  Other \_\_\_\_\_

**Siding:** (check all that apply)  Vinyl  Wood  Solid Brick  Brick Veneer  Hardi Plank  
 Other: \_\_\_\_\_

**Roofing:** \_\_\_\_\_

**Decks / Patios:** (only those intended to be completed at time of construction)

Ground level: Floor finish \_\_\_\_\_ Railing Type \_\_\_\_\_  
 Ground level: Floor finish \_\_\_\_\_ Railing Type \_\_\_\_\_  
 Upper level: Floor finish \_\_\_\_\_ Railing Type \_\_\_\_\_  
 Upper level: Floor finish \_\_\_\_\_ Railing Type \_\_\_\_\_

**Walks:** (only those intended to be completed at time of renovation)

Dimensions: \_\_\_\_\_ Surface:  Concrete  Other: \_\_\_\_\_  
Dimensions: \_\_\_\_\_ Surface:  Concrete  Other: \_\_\_\_\_

**Driveways:** (only those intended to be completed at time of renovation)

Dimensions: \_\_\_\_\_ Surface:  Concrete  Exposed Aggregate  Stamped  
 Asphalt  Brick Pavers  Other: \_\_\_\_\_

**Landscaping:** (only that intended to be completed at time of renovation)

**Other Site Improvements:** (only those intended to be completed at time of renovation)

**Utilities:**  Hydro to lot line (if not, what is the power source for the home?) \_\_\_\_\_  
 Municipal Water (if not, what is the water source for the home?) \_\_\_\_\_  
 Municipal Sewer (if not, what is the sewage system for the home?) \_\_\_\_\_

## INTERIOR

**Heating type:**  Baseboard  Forced-air  Heat Pump  In-floor electric  in-floor Hydronic  
 Other: \_\_\_\_\_

**Fuel Type:**  Electric  Oil  Propane  Natural Gas  Other: \_\_\_\_\_

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**Hot water Heater Capacity:**

**Fuel Type:**  Electric  Oil  Propane  Natural Gas  Other: \_\_\_\_\_

**Electric Service:** \_\_\_\_\_ Amps

**Insulation Type:** \_\_\_\_\_

**Window Type: Sash:**  Vinyl  Aluminum  Wood  Other: \_\_\_\_\_

Glazing:  Single  Double  Other: \_\_\_\_\_

**Fireplace(s):** Type \_\_\_\_\_ Location: \_\_\_\_\_

Type \_\_\_\_\_ Location: \_\_\_\_\_

**Woodstove(s):** Type \_\_\_\_\_ Location: \_\_\_\_\_

Type \_\_\_\_\_ Location: \_\_\_\_\_

**Wall Finishes:** (Specify type and location)

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**Floor Finishes:** (Specify type and location)

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**Ceiling Finishes**

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**Built-in Appliances:**  dishwasher  vacuum  oven  range  microwave

garb. disposal  trash compactor  utility sink  intercom  Internet/wireless network

security system  sound system  garage door opener(s) (number) \_\_\_\_\_

Other: \_\_\_\_\_

**Bathroom fixtures**

Fixtures: \_\_\_\_\_ Location: \_\_\_\_\_  
Fixtures: \_\_\_\_\_ Location: \_\_\_\_\_  
Fixtures: \_\_\_\_\_ Location: \_\_\_\_\_  
Fixtures: \_\_\_\_\_ Location: \_\_\_\_\_  
Other: \_\_\_\_\_

**Basement** Detail degree of finish if any. Include descriptions similar to above if any rooms are to be completed:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Describe the scope of the renovation**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SITE**

Street Address: \_\_\_\_\_  
Legal Description: \_\_\_\_\_  
Date of Purchase: \_\_\_\_\_ Purchase Price: \_\_\_\_\_

**TOTAL CONSTRUCTION COSTS**

**Please attach copies of contractor, builder, and/or supplier quotes.**

Property Address: \_\_\_\_\_  
Contractor: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**APPLICANT INFORMATION**

Applicant name(s): \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**Signature(s)** \_\_\_\_\_

**Signature(s)** \_\_\_\_\_

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