



WORKSHEET NO. _____

PROJECT ADDRESS _____

T-28 R06W SECTION _____ TAX LOT _____

TAX ID _____

Community Development

Thomas McIntosh
541-679-6739 x204

Thomas.Mcintosh@CityofWinston.org

Public Works

541-679-6114
Andy Howell,

Andy.Howell@CityofWinston.org

Megan Hamilton, Foreman

Megan.Hamilton@CityofWinston.org

Administration/Fees

Cindy Sarti, Finance Clerk
541-679-6739 x203

Cindy.Sarti@CityofWinston.org

TYPE OF CONSTRUCTION *(Circle One)*

NON-STRUCTURAL

MANUFACTURED

CONSTRUCTION

DEMOLITION

CATEGORY OF CONSTRUCTION

RESIDENTIAL _____ COMMERCIAL _____ GOVERNMENT _____

PROPERTY OWNER INFORMATION

NAME _____

EMAIL _____

PHONE _____ ADDRESS _____

CITY _____ STATE _____ ZIP _____

SIGNATURE _____ DATE _____

CONTRACTOR INFORMATION

COMPANY NAME _____

CONTACT _____ PHONE _____ CELL _____

EMAIL _____

ADDRESS _____

CCB # _____ CITY BUSINESS LICENSE # _____

AUTHORIZED SIGNATURE _____ DATE _____

BRIEFLY DESCRIBE PROPOSED CONSTRUCTION _____

BUILDING LOCATION PLAN

Include the following Information:

1. Property Lines and Dimensions
2. Permanent Landmarks (existing structures, streets, waterways)
3. Distance of Proposed Construction from Landmarks and Property Lines
4. Access Location
5. Location and Direction of Drainage
6. Sewer Lateral Location & Cleanouts

See Attachments _____

Applicant understands that approval of the Planning Clearance Worksheet and Building Location plan does not release the applicant from compliance with private covenants, restrictions, or easements affecting the property.

It is the responsibility of the applicant to consider issues such as drainage, flooding, soil stability or excessive slopes in this project.

Call 811 for location of underground utilities. It is the law to call for utility locates prior to the beginning of construction.

Signature Applicant/Agent

Signature City Official/Title

Date

Date