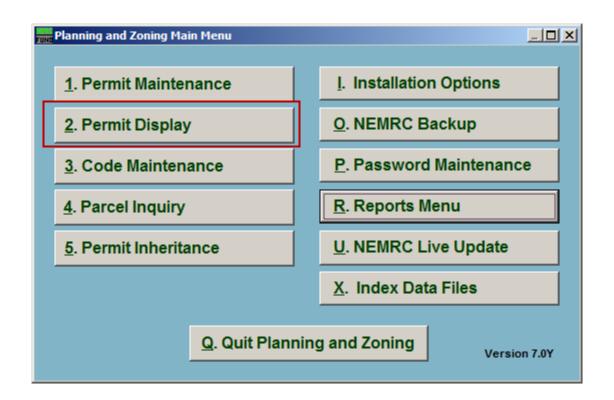
2. Permit Display

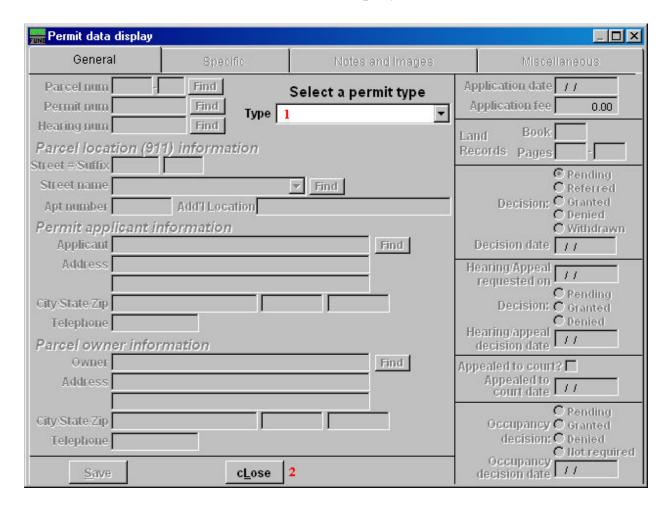
Table of Contents

| Permit Display | 2 |
|----------------------------|----|
| The "General" tab | 4 |
| The "Notes and Images" tab | 6 |
| The "Miscellaneous" tab | 7 |
| The "Specific" tab | 8 |
| Access | 8 |
| Building | 9 |
| Conditional Use | 11 |
| Custom/Local | 12 |
| Municipal Sewer/Water | 13 |
| On-Site wastewater | 15 |
| Sign | |
| Site plan approval | 19 |
| State permit | 20 |
| Subdivision | 21 |
| Variance | 23 |
| Zoning | 24 |
| | |

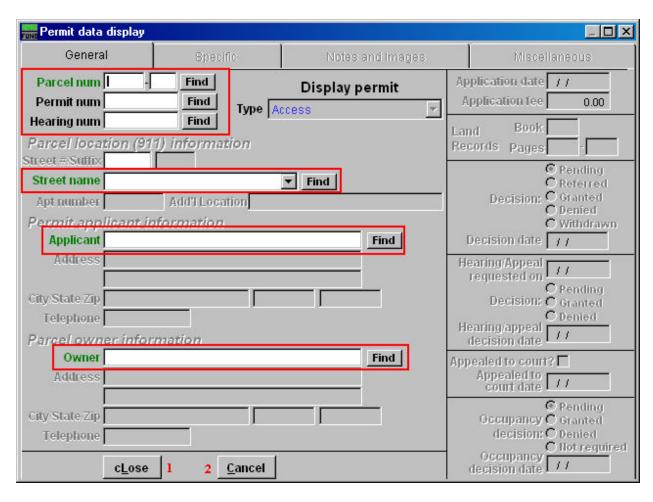


Click on "2. Permit Display" from the Main Menu and the following window will appear:

Permit Display



- 1. Type: Select which type of Permit to display from the dropdown list.
- 2. cLose: Click this button to close this window without saving anything.



Use the fields (highlighted above) to locate the Permit that you wish to display.

The "General" tab

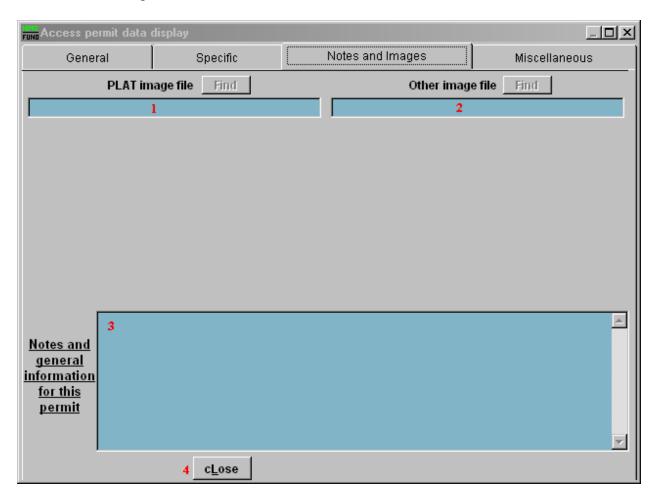
| Access permit data display | | | | | |
|----------------------------|--|-------------------|-----------------|------------|---|
| General | | Specific | Notes | and Images | Miscellaneous |
| Parcel num 9 | 2 F | ind Type | Select a per | mit type | Application date 07/07/2009 16 Application fee 0.00 17 |
| Parcel location | on (911) info | ind | | | Land Book 18 Records Pages 19 - 19 |
| Street name A | NYSTREET 5 6 Add | Location 7 | Find | | © Pending C Referred 20 Decision: C Granted C Denied |
| Permit applicant Applicant | Applicant 8 | ation | | Find | Decision date / / 21 |
| Address City/State/Zip | 9 9 10 | | 10 10 | | Hearing/Appeal 7 22 requested on C Pending 23 Decision: C Granted |
| Parcel owner | | | | | Hearing/appeal C Denied decision date 24 |
| Owner C |)wner)wner Address | 12 13 | | Find | Appealed to court? 25 Appealed to court date // 26 |
| City/State/Zip C | and the same of th | | ate 14 Zip 14 | | Occupancy C Granted decision: C Denied C Hot required |
| | | c <u>L</u> ose 29 | | | decision date // 28 |

- 1. Parcel num: This is the Parcel number that this Permit is on.
- **2. Permit num:** This is the Permit number for this Permit.
- 3. Hearing num: This is the Hearing number for this Permit.
- **4. Street** #/**Suffix:** The street number/street suffix for the Parcel location.
- **5. Street name:** The street name for the Parcel location.
- **6. Apt number:** The Apartment number for the Parcel location (if applicable).
- 7. Add'l Location: Additional location information.
- **8. Applicant:** The person applying for the application.
- **9.** Address: The address of the Applicant.

- 10. City/State/Zip: The City, State, and Zip Code of the Applicant.
- **11. Telephone:** The telephone number of the Applicant.
- **12. Owner:** The owner's name for this Parcel.
- **13. Address:** The owner's address for this Parcel.
- **14.** City/State/Zip: The owner's City, State, and Zip Code.
- **15. Telephone:** The owner's telephone number.
- **16. Application date:** The date that the Permit was Applied for.
- 17. Application fee: If a fee was charged for the Application, the amount of the fee.
- **18. Book:** The Land Records book number that this Parcel can be found in.
- **19. Pages:** The Page numbers within the Land Records book that this Parcel can be found on.
- **20. Decision:** What decision has been made on this Permit.
- **21. Decision date:** The date that the decision was made.
- **22.** Hearing/Appeal requested on: The date that the Hearing or Appeal was requested on.
- 23. Decision: What decision has been made on the Hearing/Appeal request.
- **24.** Hearing/appeal decision date: The date that the decision was made on the Hearing/Appeal request.
- **25.** Appealed to court?: If this box is checked, the Permit was Appealed to a court.
- **26. Appealed to court date:** The date that the Permit was Appealed to a court. This is the date that the court actually heard the Appeal, not the date that it was decided for the court to hear the Appeal.
- **27. Occupancy decision:** What decision has been made on the Occupancy of this Permit.
- **28.** Occupancy decision date: The date that the Occupancy decision was made.
- **29. cLose:** Click "cLose" to close Permit Display.

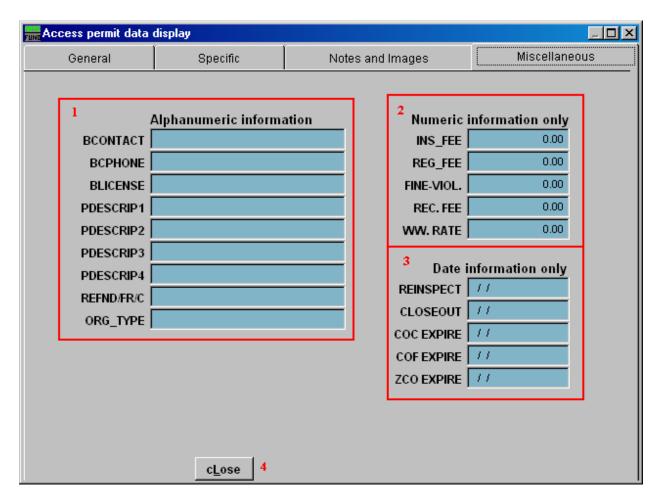
The "Notes and Images" tab

Note: The "Specific" tab is discussed after the "Miscellaneous" tab in this document.



- 1. PLAT image file: The location for the PLAT image file.
- **2. Other image file:** The location for the Other image file.
- 3. Notes: Any notes or general information for this Permit.
- **4. cLose:** Click "cLose" to close Permit Display.

The "Miscellaneous" tab

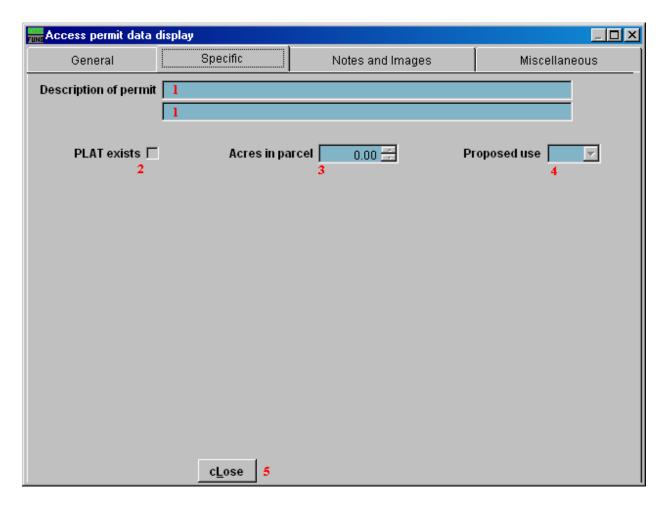


- **1. Alphanumeric information:** Any alphanumeric information for this Permit. These fields are defined in "I. Installation Options."
- **2. Numeric information only:** Any numeric information for this Permit. These fields are defined in "I. Installation Options."
- **3. Date information only:** Any date information for this Permit. These fields are defined in "I. Installation Options."
- **4. cLose:** Click "cLose" to close Permit Display.

The "Specific" tab

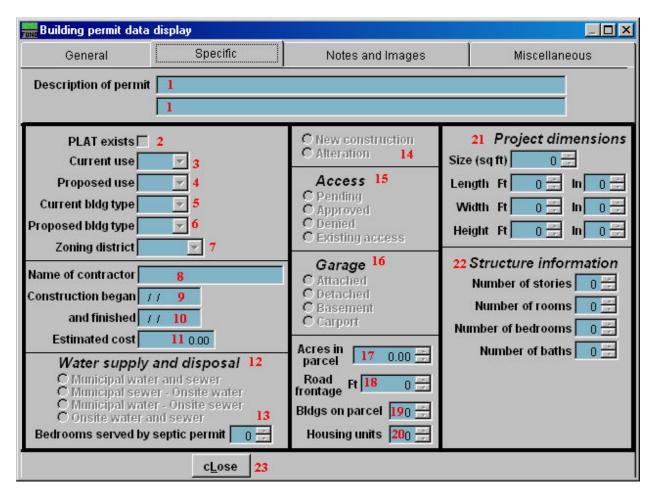
Each type of Permit has its own "Specific" tab. Each type is discussed below.

Access



- 1. **Description of permit:** The description for the Permit.
- 2. PLAT exists: This box is checked if the PLAT does exist for this Permit.
- **3.** Acres in parcel: The number of Acres in this Parcel.
- **4. Proposed use:** The proposed use for this Parcel from the dropdown list.
- **5. cLose:** Click "cLose" to close Permit Display.

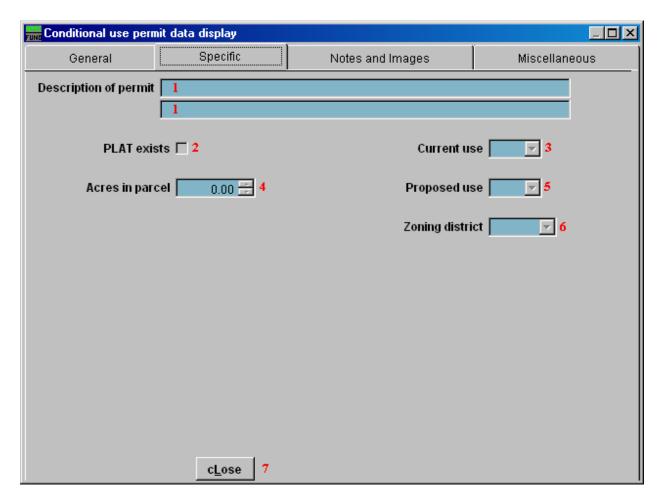
Building



- **1. Description of permit:** The description for the Permit.
- 2. PLAT exists: This box is checked if the PLAT does exist for this Permit.
- **3.** Current use: The current use for this Parcel.
- **4. Proposed use:** The proposed use for this Parcel.
- **5.** Current bldg type: The current building type.
- **6. Proposed bldg type:** The proposed building type.
- **7. Zoning district:** The Zoning district.
- **8.** Name of contractor: The name of the Contractor.
- **9.** Construction began: The date that construction began.

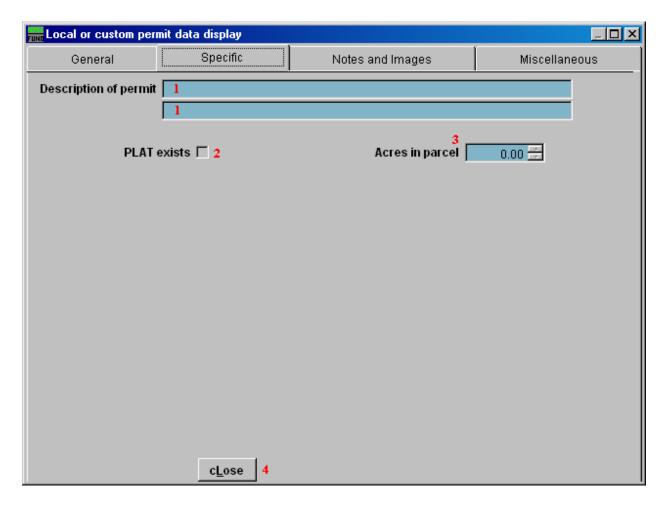
- **10. and finished:** The date that construction was finished.
- **11. Estimated cost:** The estimated cost of the construction.
- **12.** Water supply and disposal: The type of water supply and disposal used.
- **13. Bedrooms served by septic permit:** The number of bedrooms served by the septic Permit.
- **14. New construction OR Alteration:** Whether this Permit is for New construction on the Parcel, or just an alteration of the Parcel.
- 15. Access: Whether the Access Permit is Pending, Approved, Denied, or already exists.
- **16. Garage:** Where the Garage is in relationship to the Building.
- **17. Acres in parcel:** The number of Acres in this Parcel.
- **18. Road frontage:** The number of Road frontage for the Building (in feet).
- 19. Bldgs on parcel: The number of buildings on the Parcel, including Housing units.
- **20.** Housing units: The number of Housing units on the Parcel.
- **21. Project Dimensions:** The various dimensions for the project that this Permit is for.
- **22. Structure information:** The various pieces of information regarding the structure of the Project.
- **23. cLose:** Click "cLose" to close Permit Display.

Conditional Use



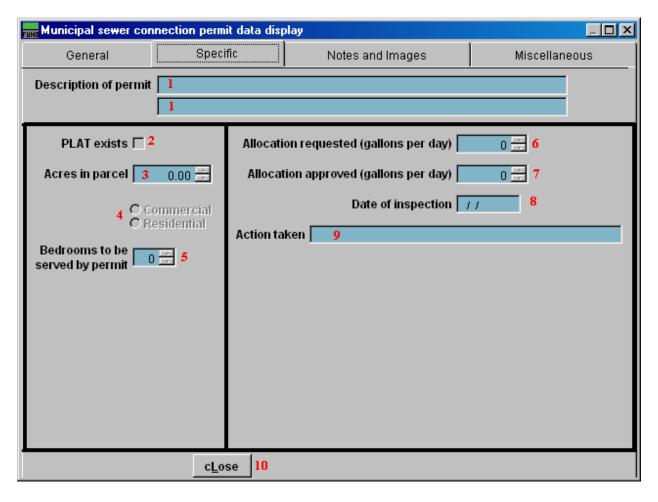
- 1. **Description of permit:** The description for the Permit.
- 2. PLAT exists: This box is checked if the PLAT does exist for this Permit.
- **3.** Current use: The current use for this Parcel.
- **4. Acres in parcel:** The number of Acres in this Parcel.
- **5. Proposed use:** The proposed use for this Parcel.
- **6. Zoning district:** The Zoning district.
- 7. cLose: Click "cLose" to close Permit Display.

Custom/Local



- 1. **Description of permit:** The description for the Permit.
- 2. PLAT exists: This box is checked if the PLAT does exist for this Permit.
- **3.** Acres in parcel: The number of Acres in this Parcel.
- **4. cLose:** Click "cLose" to close Permit Display.

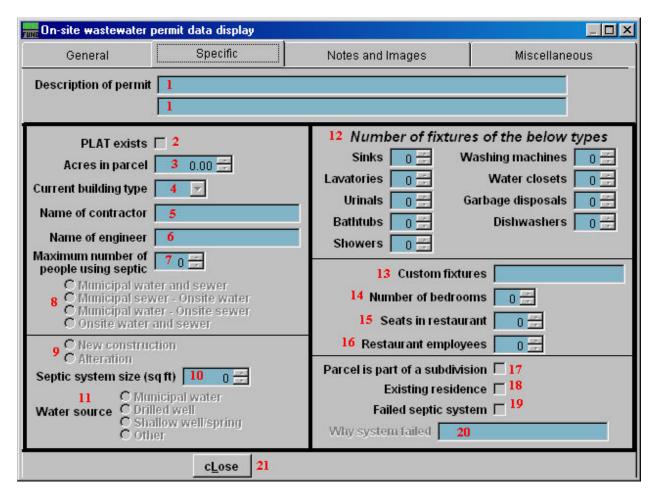
Municipal Sewer/Water



- **1. Description of permit:** The description for the Permit.
- 2. PLAT exists: This box is checked if the PLAT does exist for this Permit.
- 3. Acres in parcel: The number of Acres in this Parcel.
- **4. Commercial OR Residential:** Whether this Parcel is Commercial or Residential.
- **5. Bedrooms to be served by permit:** The number of bedrooms served by the septic Permit.
- **6. Allocation requested:** The amount of allocation requested (in gallons per day).
- 7. Allocation approved: The amount of allocation that was approved (in gallons per day).
- **8.** Date of inspection: The date of the inspection.

- **9.** Action taken: The description of the action taken.
- 10. cLose: Click "cLose" to close Permit Display.

On-Site wastewater



- 1. **Description of permit:** Enter the description for the Permit using these fields.
- 2. PLAT exists: This box is checked if the PLAT does exist for this Permit.
- **3.** Acres in parcel: The number of Acres in this Parcel.
- **4.** Current building type: The current building type.
- **5.** Name of contractor: The name of the Contractor.
- **6.** Name of engineer: The name of the Engineer.
- **7. Maximum number of people using septic:** The Maximum number of people who will be using the septic.
- **8.** Water supply and disposal: The type of water supply and disposal used.

- **9. New construction OR Alteration:** Whether this Permit is for New construction on the Parcel, or just an alteration of the Parcel.
- **10. Septic system size:** The septic system size, in square feet.
- 11. Water source: The source of water for the septic.
- **12. Number of fixtures of the below types:** The number of each type of fixture that is in the building.
- **13.** Custom fixtures: Any custom fixture information.
- **14. Number of bedrooms:** The number of bedrooms that are in the building.
- **15. Seats in restaurant:** The number of seats in the restaurant, if applicable.
- **16. Restaurant employees:** The number of employees working for the restaurant, if applicable.
- 17. Parcel is part of a subdivision: This box is checked if the Parcel is part of a subdivision.
- **18. Existing residence:** This box is checked if the Parcel is an existing residence.
- 19. Failed septic system: This box is checked if the Parcel has a Failed septic system.
- **20.** Why system failed: The description of why the septic system failed.
- **21. cLose:** Click "cLose" to close Permit Display.

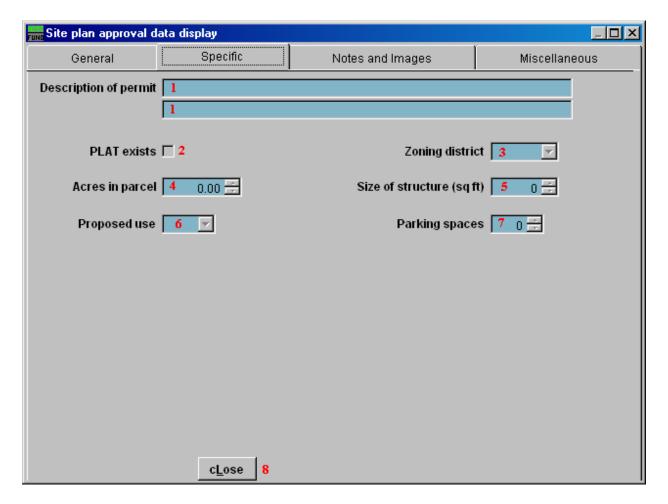
Sign

| Sign permit data display | | | _ | |
|--|------------------|--|---------------|--|
| General Specific | Notes and Images | | Miscellaneous | |
| Description of permit 1 | | | | |
| PLAT exists 2 Acres in parcel 3 0.00 2 Zoning district 4 7 Type of sign C New C Replacement | | 11 Length Ft Width Ft Height Ft | 0 = In 0 = | |
| Name of business 6 Words on sign 7 Structure 8 Lighting 9 Estimated cost 10 0.00 | | 12 Right Ft Left Ft Rear Ft Ctr of road Ft | 0.0 = | |
| c <u>L</u> ose 13 | | | | |

- 1. **Description of permit:** The description for the Permit.
- 2. PLAT exists: This box is checked if the PLAT does exist for this Permit.
- **3.** Acres in parcel: The number of Acres in this Parcel.
- **4. Zoning district:** The Zoning district.
- 5. Type of sign: Whether this is a Permit for a new sign, or to replace a previous sign.
- **6.** Name of business: The name of the business that the sign is for.
- 7. Words on sign: The words that appear on the sign.
- **8. Structure:** The structure that the sign appears on.
- 9. Lighting: What kind of lighting the sign uses.

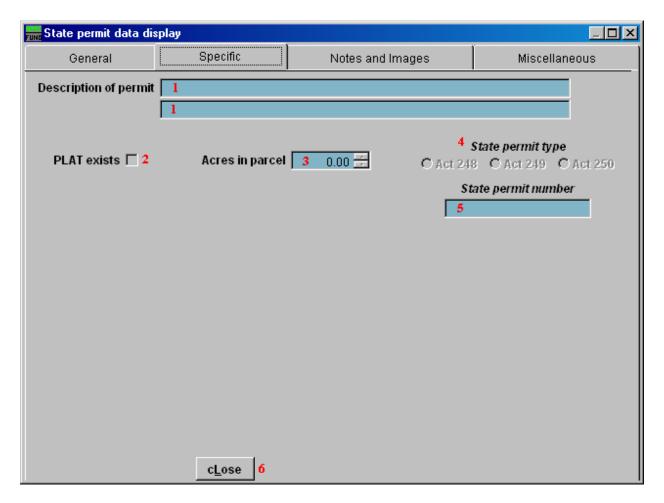
- **10. Estimated cost:** The estimated cost of the sign.
- 11. Sign dimensions: The dimensions of the sign.
- 12. Setbacks: The various setbacks of the sign from the edge of the road.
- 13. cLose: Click "cLose" to close Permit Display.

Site plan approval



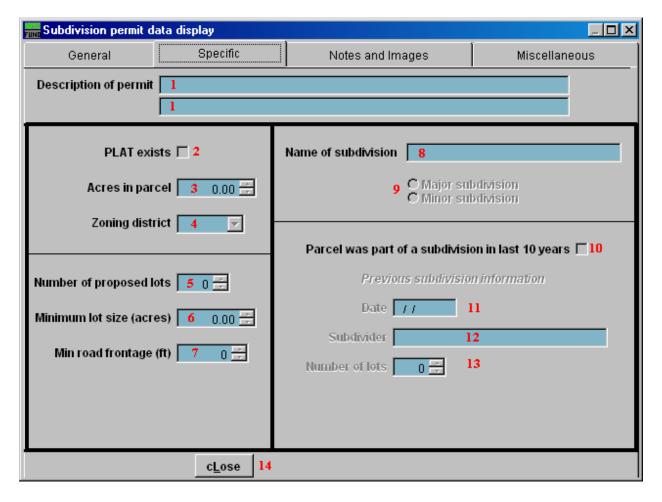
- 1. **Description of permit:** The description for the Permit.
- 2. PLAT exists: This box is checked if the PLAT does exist for this Permit.
- **3. Zoning district:** The Zoning district.
- **4. Acres in parcel:** The number of Acres in this Parcel.
- **5. Size of structure:** The size of the structure (in square feet) that is to be built.
- **6. Proposed use:** The proposed use for this Parcel.
- **7. Parking spaces:** The number of parking spaces to be built.
- **8. cLose:** Click "cLose" to close Permit Display.

State permit



- 1. **Description of permit:** The description for the Permit.
- 2. PLAT exists: This box is checked if the PLAT does exist for this Permit.
- **3.** Acres in parcel: The number of Acres in this Parcel.
- 4. State permit type: Which type of State Permit this is.
- **5. State permit number:** The State Permit Number.
- **6. cLose:** Click "cLose" to close Permit Display.

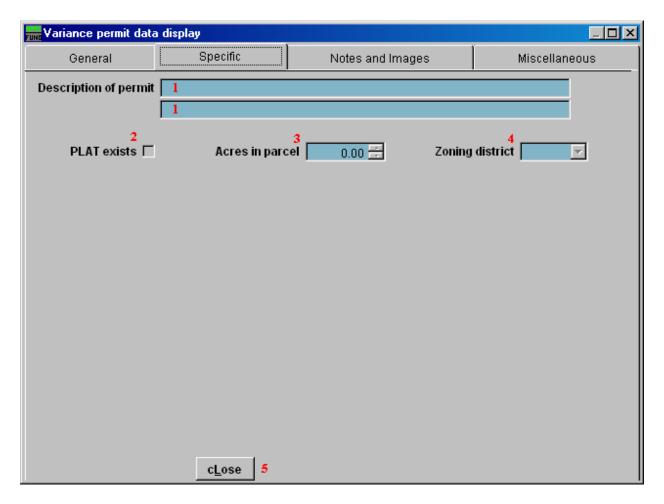
Subdivision



- **1. Description of permit:** The description for the Permit.
- 2. PLAT exists: This box is checked if the PLAT does exist for this Permit.
- **3.** Acres in parcel: The number of Acres in this Parcel.
- **4. Zoning district:** The Zoning district.
- 5. Number of proposed lots: The number of proposed lots to subdivide the Parcel into.
- **6. Minimum lot size:** The minimum lot size, in acres.
- 7. Min road frontage: The minimum road frontage for each lot.
- **8.** Name of subdivision: The name of the subdivision.
- **9. Major OR Minor subdivision:** Whether this is a major or a minor subdivision.

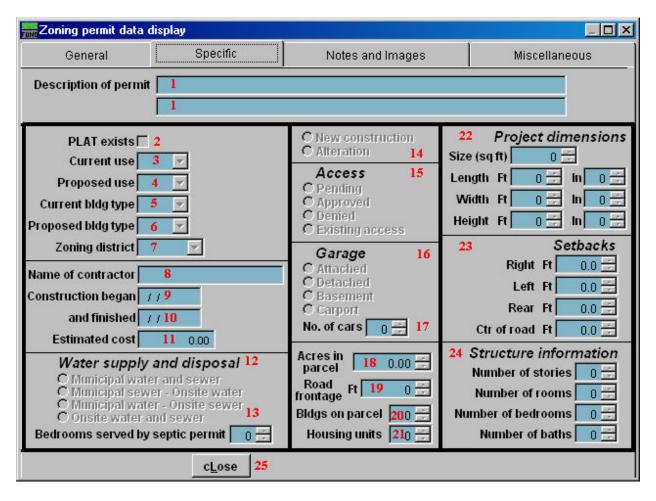
- **10. Parcel was part of a subdivision in last 10 years:** This box is checked if this Parcel was part of a subdivision in the last 10 years.
- 11. Date: The date that this subdivision will take place.
- **12. Subdivider:** The name of the person who is subdividing this Parcel.
- **13. Number of lots:** The number of lots for this subdivision.
- **14. cLose:** Click "cLose" to close Permit Display.

Variance



- 1. **Description of permit:** The description for the Permit.
- 2. PLAT exists: This box is checked if the PLAT does exist for this Permit.
- **3.** Acres in parcel: The number of Acres in this Parcel.
- **4. Zoning district:** The Zoning district.
- **5. cLose:** Click "cLose" to close Permit Display.

Zoning



- **1. Description of permit:** The description for the Permit.
- 2. PLAT exists: This box is checked if the PLAT does exist for this Permit.
- **3.** Current use: The current use for this Parcel.
- **4. Proposed use:** The proposed use for this Parcel.
- **5.** Current bldg type: The current building type.
- **6. Proposed bldg type:** The proposed use for this Parcel.
- **7. Zoning district:** The Zoning district.
- **8.** Name of contractor: The name of the Contractor.
- **9.** Construction began: The date that construction began.

- **10. and finished:** The date that construction was finished.
- **11. Estimated cost:** The estimated cost of the construction.
- **12.** Water supply and disposal: The type of water supply and disposal used.
- **13. Bedrooms served by septic permit:** The number of bedrooms served by the septic Permit.
- **14. New construction OR alteration:** Whether this Permit is for New construction on the Parcel, or just an alteration of the Parcel.
- **15.** Access: Whether the Access Permit is Pending, Approved, Denied, or already exists.
- **16. Garage:** Where the Garage is in relationship to the Building.
- **17. No. of cars:** The number of cars that can fit in the Garage.
- **18.** Acres in parcel: The number of Acres in this Parcel.
- 19. Road frontage: The number of Road frontage for the Building (in feet).
- **20.** Bldgs on parcel: The number of buildings on the Parcel, including Housing units.
- **21. Housing units:** The number of Housing units on the Parcel.
- **22. Project dimensions:** The various dimensions for the project that this Permit is for.
- 23. Setbacks: The various setbacks from the edge of the road.
- **24. Structure information:** The various pieces of information regarding the structure of the Project.
- **25. cLose:** Click "cLose" to close Permit Display.