

The Town of HAYMARKET Established in 1799

DATE: ___/___/20___

NAME OF SITE OR SUBDIVISION PLAN _____

Check here if for tenant build-out

ADDRESS WHERE WORK IS TO BE PERFORMED: _____

SCOPE OF WORK: _____

APPLICANT INFORMATION:	PROPERTY OWNER INFORMATION:
NAME _____	NAME _____
ADDRESS _____	ADDRESS _____
CITY _____ STATE _____ ZIP CODE _____	CITY _____ STATE _____ ZIP CODE _____
(_____) _____ (_____) _____ PHONE NUMBER ALTERNATE PHONE NUMBER	(_____) _____ (_____) _____ PHONE NUMBER ALTERNATE PHONE NUMBER
Email Address _____	Email Address _____

~For Office Use Only~

	DATE	APPROVED	COMMENTS
Received by Clerk: _____	_____	_____	_____
Submitted to Planning Commission: _____	_____	_____	_____
~Use for building or tenant space requires PC approval			
Submitted to ARB (where required): _____	_____	_____	_____
Submitted to Town Council: _____	_____	_____	_____
Submitted to Building Official: _____	_____	_____	_____

This form must be accompanied with:

- *Signed site plan or subdivision plan checklist*
- *Deeds of easements, subdivision, dedication, & vacation (where necessary)*
- *Six sets of plans & plats (where required)*

Signature

Print

Date