



DEPARTMENT OF BUILDINGS

COMPLETE APPLICATION WAIVER

Tracking Number

REQUEST FOR WAIVER OF COMPLETE APPLICATION

Attached hereto is an Application for Building Permit together with the required survey and proposed preliminary construction drawings. Preliminary drawings must include a proposed site plan, floor plans, full zoning analysis, and elevations.

These are submitted only for the purpose of obtaining a Notice of Disapproval necessary to appear before the Zoning Board of Appeals. If the variance is granted, I will file a complete set of construction drawings to the Building Department within 60 days.

Property Information:	
Property Address:	
Description of Work:	
Reason for Variance:	
Design Professional Information:	
Name:	
Company Name:	License Number:
Company Address:	
Phone Number:	Email: