

Wildwood Lot Owners Association (WLOA)

Building Permit Checklist

Permits may take up to 30 days for approval, but usually are completed sooner. Turn in application for a permit to the Office. They will send it along to the Building Committee. DO NOT submit applications directly to the committee!

Please initial beside each line item to indicate that you understand.

- Lot must be marked with a LOT NUMBER sign (example: D112)

- Lot must have a current survey on file in the office.

- Lot lines must be marked with string or flags (or some other obvious marker)

- Please read the ENTIRE permit application and Building Codes.

- No galvanized metal roofing or siding.

- Must have a picture of shed or carport and a complete building materials list.

- All corners of proposed building must be identified with stakes, paint, metal rods, etc.

Date Received _____

By OFFICE

Office Staff _____

Date Received _____

By ENVIRONMENTAL Committee Member

Applicant _____

Wildwood Lot Owners Association (WLOA)

Building Permit Application

Date Received _____

By OFFICE

Date Received _____

By ENVIRONMENTAL Committee Member

Date Lot Pins

Located/Surveyed: _____

Lot Number	Name	Phone Number-Day	Phone Number-Night

Instructions:

- a) Be certain your plans conform to WLOA Building Codes.
- b) Be sure your plans are complete, including measurements.
- c) DO NOT begin construction until you receive your signed permit.
- d) Permit MUST BE POSTED on your lot during construction period.
- e) Any variance from Building Codes must be approved by WLOA Board of Directors and applied for separately.
- f) Attach additional sheets, if necessary, for details and clarity of building plans.

Place PLAN drawing here

Position on LOT here:

List MATERIALS here (attach a separate sheet of paper if needed for drawings or materials list):

By submitting a building application, I hereby certify that I have obtained and complied with Wildwood Building Codes in effect at the time of submission. I also understand that Wildwood Lot Owners Association or its representatives are not responsible for any faulty construction pertaining to this application or permit issued.

Lot Owner Signature _____

Comments:

Follow up:

Approved [] Yes [] No

Representative Signature: _____