



Renovations to Structure (interior and exterior)

- **Agent Authorization** required for the following:
 - if applying on behalf of a registered owner, or
 - if you are a new property owner provide a copy of the transfer deed; or
 - if the registered owner is a company or corporation, provide an article of corporation showing who has signing authority.
- Provide in detail the scope of the proposed project.
- A floor layout (showing existing and proposed)
- If applicable and depending on the proposed project, you may want to consider if your current septic system will accommodate.