

**DECKS, ADDITIONS, SHEDS, POOLS, ACCESSORY STRUCTURES SUBMITTAL PROCESS
MAY 1, 2007**

- Complete Application:** All areas of the application need to be completed.
- Contractor's Information:** A copy of contractor's state license must be submitted.
A copy of all subcontractor's state license must be submitted.
A copy of contractor's Greene County business license. (985-5211) must be submitted.
- Building Plans:** Two sets of plans showing structural components.
- Site Sketch:** Site sketches must be drawn on survey plat. Current surveys are located in Clerk's Office. Show all buildings located on property, show location of proposed buildings and the distance to the property lines of new construction. The distance should be shown to the front, sides and rear property lines.
- Private Septic:** Note septic and well location on site sketch to ensure proposed project will not encroach these area. If you are not sure of septic location, contact the Health Department at 434-985-5228.
- Erosion and Sediment Control:** If E&S measures are not in place, no inspections will be passed.