



**DOUGLAS COUNTY
COMMUNITY DEVELOPMENT DEPARTMENT**

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FOR STAFF USE ONLY

Allocation # BP # Received by Date

BUILDING PERMIT ALLOCATION APPLICATION

INSTRUCTIONS TO APPLICANT

The following application form is provided for persons who propose to submit for an **Allocation** to secure a **Building Permit** with Douglas County.

As an applicant, you must complete this form and incorporate all requested information, before the application is accepted for processing by the Douglas County Community Development Department.

A. Application for (check one; number represents the # of allocations sought):

- ALLOCATION, INDIVIDUAL POOL (1-4)** **ALLOCATION TRANSFER**
- ALLOCATION, PROJECT POOL (5+)** **TIME EXTENSION**

Note: Each allocation request requires the submittal of a separate application

B. Property Location

Street Address (if available): _____ Community: _____

Assessor's Parcel Number(s): _____

Zoning District: _____ Master Plan designation: _____

C. Description Request (please fill in the appropriate section)

1. Request for ____ allocation(s).
2. Request to transfer ____ allocation(s). Please attach a justification statement describing the circumstances under which the transfer is being sought (refer to Douglas County Code Section 20.560.140 for eligibility).

D. Fees submitted

Write in amount

_____ Building Permit Allocation

_____ Building Permit Allocation Transfer
