

# Accessory Apartment Self Checklist



## Owner / Renter Information:

Property Owner Name \_\_\_\_\_

Renter Name \_\_\_\_\_

Property Address \_\_\_\_\_

Hyde Park City Planning

## Items to be submitted to the City:

- Application Form
- Site Plan of property, see Application for details
- Floor Plan, see Application for details Notarized
- Statement
- Legal Description of Property
- Filing Fee
- Building Permit Application, if required Building
- Inspection report
- City Utilities separated by unit
- Landlord Agreement, signed if applicable
- Contact Post Office for mailing address