

# SURVEY OF RESIDENTIAL BUILDING OR ZONING PERMIT SYSTEMS

**Person Completing  
This Survey**

Name
Title
Telephone <i>(Include area code)</i>
Fax <i>(Include area code)</i>
E-mail address
Internet web address

Sample Form

This survey form is used to help us identify permit-issuing jurisdictions in the United States.

*(Please correct any errors in name, address, and ZIP Code)*

**Mail or Fax to:**

**U.S. Census Bureau  
Manufacturing and Construction Division  
Residential Construction Branch  
Washington, DC 20233-6900  
(Fax) 1-301-763-8587**

***We would appreciate your response within 30 days***

***For further information call 1-800-845-8244***

## Section 1 – Permit System

**A. Are permits required, by law, to build new residential housing units in the area shown in the above "FOR" line of the address label?**

- Yes – *Go to B below*       No – ***Stop! Please return this form now.***

**B. What types of permits are required?** *(Select all that are applicable)*

- Building     Zoning     Other – *Please describe*

**C. Does your office (as defined by the "FOR" line in the address label above) issue these permits?**

- Yes –       No – ***Please provide the following information and return the form:***

*Office that issues your permits is a:*

- State Office     County Office     Municipal Office

Other –

*Please describe:*

***Enter the name, address, and telephone number of the office that issues your permits:***

Name

Address

Telephone *(Include area code)*

***Go to Section 2,  
Geographic Coverage.***

## Section 2 – Geographic Coverage

**A. What is the geographic area covered by your office?** *(Select only one)*

Entire area of the city, town, village, borough, or township

or

Only a portion of the city, town, village, borough, or township – *Describe the area(s) covered below (Additional space in Section 4)*

**B. Does your office issue permits for other municipalities?**

Yes – *Please list the name(s) of the other municipalities below – (Additional space in Section 4)*

No

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**C. Does your office issue permits for any additional land outside its original boundaries (i.e., extra-territorial jurisdiction (ETJ/annexation)?**

Yes – *Please define:*

No

**D. Is a portion of your municipality located in another county?**

Yes – *Please list the name(s) of the other county(ies) – (Additional space in Section 4)*

No

## Section 3 – Information on Permits Issued

**A. If the following types of new housing units were to be built in your municipality, what type of permit would be issued?** *(Place an "X" in the appropriate boxes.)*

Type of construction	Residential permit	Commercial permit	No permit	Permit issued by another office <i>(Please provide a brief explanation)</i>
Single-family house				
Structure with two housing units				
Structure with three housing units				
Structure with four housing units				
Structure with five or more housing units				
Assisted living facility				

**B. We collect information on the number of buildings, number of units, and valuation of construction for new housing units. Are these three data items available from your office?**

Yes     No – Which is/are not available:     Building(s)     Unit(s)     Valuation of construction

*Please explain:*

**C. Last year (January – December), how many new housing units were built in your jurisdiction (an estimate is acceptable)?**

## Section 4 – Comments/Additional Information

*Please include any additional information from Sections 2 and 3 that would not fit in the space provided.*

*(If more space is needed, please attach a separate sheet.)*