

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
- List of names and Mailing addresses of adjacent property owners
- Building Permit Application, if required
- Building Inspection report
- City Utilities separated by unit
- Landlord Agreement, signed if applicable