

DATE: \_\_\_\_\_ MASTER PERMIT: \_\_\_\_\_ PERMIT NUMBER: \_\_\_\_\_

# COMMUNITY DEVELOPMENT DEPARTMENT

## BUILDING PERMIT APPLICATION



### PROPERTY INFORMATION

ADDRESS \_\_\_\_\_ UNIT # \_\_\_\_\_ PARCEL ID # \_\_\_\_\_  
 LOT \_\_\_\_\_ BLOCK \_\_\_\_\_ TRACT OR SUBDIVISION \_\_\_\_\_  
 OWNER NAME \_\_\_\_\_ CELL \_\_\_\_\_ EMAIL \_\_\_\_\_  
 BEST CONTACT NAME \_\_\_\_\_ CELL \_\_\_\_\_ EMAIL \_\_\_\_\_

### PROJECT DETAILS (READ DEFINITIONS BELOW) THIS SECTION MUST BE COMPLETED IN ITS ENTIRETY

DESCRIPTION OF WORK IN DETAIL \_\_\_\_\_

<p>PROJECT VALUATION _____</p> <p>SQ FT OF BUILDING WORK AREA _____</p> <p>UNIT SQ FT _____</p> <p>LOT SIZE (SQ FT) _____</p> <p>SQ FT OF SOIL DISTURBANCE _____</p> <p>NEW SQ FT _____</p> <p>BUILDING FOOTPRINT _____</p> <p>HARDSCAPE AREA _____</p> <p>ZONE DISTRICT _____</p>	<p>Use of Building</p> <p><input type="checkbox"/> Commerical</p> <p><input type="checkbox"/> Multi-Family</p> <p><input type="checkbox"/> Single Family</p> <p><input type="checkbox"/> Mixed-Use</p> <p><input type="checkbox"/> _____</p> <p>Will there be any roof/wall penetrations?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>	<p>Class of Work</p> <p><input type="checkbox"/> New</p> <p><input type="checkbox"/> Addition</p> <p><input type="checkbox"/> Alteration</p> <p><input type="checkbox"/> Repair</p> <p><input type="checkbox"/> IFFR</p> <p><input type="checkbox"/> Tenant Finish</p> <p><input type="checkbox"/> Demolition</p> <p><input type="checkbox"/> Change Order</p> <p><input type="checkbox"/> _____</p>	<p>Fixture Counts</p> <p>_____ Toilets, Bidets</p> <p>_____ Bathtub</p> <p>_____ Lavatory (Wash Basin)</p> <p>_____ Shower</p> <p>_____ Kitchen Sink (+Disposal)</p> <p>_____ Dishwasher</p> <p>_____ Laundry Bar, Utility Sink</p> <p>_____ Clothes Washer</p> <p>_____ Floor Sink</p> <p>_____ Floor Drain</p> <p>_____ Water Heater (Pan Req)</p> <p>_____ # Gas Outlets</p> <p>_____ Water Treatment</p> <p>_____ Other _____</p>	<p>Important Review Triggers</p> <p><b>Major Engineering Review</b></p> <ul style="list-style-type: none"> <li>• Projects involving less than 50% hardscape area and work affecting 75% or greater of unit sq ft</li> <li>• Projects involving greater than 50% hardscape area and work affecting 50% or greater of unit sq ft</li> <li>• Projects involving 1,000+ sq ft of soil disturbance area</li> </ul> <p><b>Water Efficient Landscaping</b></p> <ul style="list-style-type: none"> <li>• Projects that trigger a major engineering review</li> <li>• Projects involving interior alterations affecting 50% or more of existing gross square footage</li> </ul>
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NOTICE: This permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced.

- DEFINITIONS**
- Project Valuation:** Cost of project as defined in Valuation Affidavit.
  - Sq Ft of Building Work Area:** Total square footage of interior area undergoing change or reconfiguration.
  - Unit Sq Ft:** Gross square footage, not FAR, of permitted unit.
  - Lot Size:** Total surveyed square footage of property.
  - Sq Ft of Soil Disturbance:** Exterior area of the lot where the ground is disturbed
  - New Sq Ft:** Total added square footage for additions to net livable or net leasable space.
  - Building Footprint:** Grade floor square footage of the permitted structure.
  - Hardscape Area:** Square footage of impervious lot surface.
  - Zone District:** Underlying zone district of permitted parcel.

### APPROVALS

	Reviewing Department	Needs Review	Reviewer Sign-Off	Date Approved
PC				
Zoning				
HPC				
Building				
Fire				
Engineering				
CMP				
Water				
Stormwater				
Sanitation				
Env. Health				
Parks				
Landscape Efficiency				
Approved				
To Issue				
Issuance				

### SUBMITTAL FEES

### ISSUANCE FEES

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Building Review		Building Permit Fee		Parks Impact	
Engineering Review		Zoning Review (50%)		School Lands Dedication	
Zoning Review (50%)		CMP (50%)		TDM Impact	
Energy Code Review		REMP Payment		Pedestrian Amenity	
CMP (50%)		GIS		Housing Cash in Lieu	
Parks Review		City Use Tax		Water Tap	
Utility Review		County Use Tax		Sanitation	