

IV. IDENTIFICATION - To be completed by all applicants				
Owner or lessee	Name	Mailing address	Zip code	Phone
Contractor			Builder's License No.	
Architect or Engineer				
I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and we agree to conform to all applicable laws of this jurisdiction.				
Signature of applicant		Address	Application date	

DO NOT WRITE BELOW THIS LINE

V. PLAN REVIEW RECORD - For office use						
Plans Review Record	Plan Review Fee	Check	Date Plans Started	By	Date Plans Approved	By
BUILDING	\$					
PLUMBING	\$					
MECHANICAL	\$					
ELECTRICAL	\$					
HOURS						
TOTAL PLAN REVIEW FEES \$110 + 110/HR	\$	Building Permit Number:		Permit Issued:		
a. BUILDING PERMIT FEE: Processing fee - \$300.00	\$	RE-INSPECTION \$75.00		FOR DEPARTMENT USE ONLY		
\$.95 per 100 square feet	\$				Use Group	
b. ELECTRICAL PERMIT FEE: Processing fee - \$300.00	\$	Certificate of occupancy \$50.00		\$	Fire Grading	
\$5.75 per 100 square feet	\$	Demolition \$2.00 per 1000 cu/ft		\$	Live Loading	
c. PLUMBING PERMIT FEE: Processing fee - \$300.00	\$	Roof \$150 + \$4.50/100 s.f.		\$	Occupancy Load	
\$5.75 per 100 square feet	\$	Plan Requirements: Submit five (5) copies of construction drawings and one copy of specifications. Digital/electronic drawings: Projects requiring a construction permit shall submit one (1) digital/electronic copy of permit drawings (except R3, R4, and accessory buildings on same lot as one/two family dwellings). Files shall be submitted in an approved media and format compatible with fire department systems. Files embedded with external references (xref) shall be included on media. Cryptic naming of layers/files shall include a definition key. All electronic files shall be drawn in 1:1 scale. Minimum required information: 1) Floor plan - one plan for each building floor, all exterior/interior walls, all rated walls, all door locations including rollups and roof hatch/doors, stairs and elevator locations, room/suite name/numbers, utility shutoff locations, special hazards, high-piled stock/racks, all standpipe/sprinkler riser/fire extinguishing systems, alarm panels, FD connections, and key boxes; 2) Site plan - parking lot, building numbers, garages, fire lanes, hydrants; 3) Roof plan - layout and access.				
d. MECHANICAL PERMIT FEE: Processing fee - \$300.00	\$					
\$5.75 per 100 square feet	\$					
e. SPRINKLER/FIRE ALARM PERMIT FEE Processing fee - \$300.00	\$					
\$5.75 per 100 square feet	\$					
State fee (0.03 x fee for a+b+c+d+e)	\$					
TOTAL FEE DUE:						

VII. ZONING PLAN EXAMINERS NOTES
DISTRICT
USE
FRONT YARD
SIDE YARD
REAR YARD
NOTES

VIII. SITE OR PLOT PLAN - For applicant use

