

MISCELLANEOUS PERMIT

PERMIT NUMBER: _____

****PROJECT ADDRESS (including Suite/Unit #): _____ Residential Commercial

BUILDING INFORMATION: Owner Name: _____ Address: _____ City: _____ Zip: _____ Phone: (____) ____ - _____ Email: _____	CONTRACTOR INFORMATION: License #: LSVL- _____ Business Name: _____ Address: _____ City: _____ Zip: _____ Phone: (____) ____ - _____ Email: _____
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TYPE OF WORK:	Information needed
<input type="checkbox"/> Furnace <input type="checkbox"/> AC <input type="checkbox"/> Water Heater	Furnace BTU _____ AC Unit Size _____ tons Water Heater Size _____ gal (2 copies of manufactured specifications must be submitted at the time of application)
<input type="checkbox"/> Construction Trailer	Must have Planning approval first and a site plan showing the trailer location
<input type="checkbox"/> Minor MEP Work (Electrical, Plumbing, or Mechanical)	Please give a detailed description in the section "Job Description" below. (Scope of work must not be included on another building permit)
<input type="checkbox"/> Hot Tub	For electric work only — If it is on a deck, then it will be reviewed as a deck permit (2 copies of manufactured specifications must be submitted at the time of application)
<input type="checkbox"/> Gas Line	Please give a detail in the job description — Any ROW work goes through Public Works on a separate permit
<input type="checkbox"/> Re-roof <input type="checkbox"/> Re-siding	Wind Load _____ Number of Squares _____ Material Used _____ (Re-Roof Permits Only: 2 copies of manufactured specifications must be submitted at the time of application)
<input type="checkbox"/> Sewer/Water Repair	Please give a detailed job description below— Any ROW work goes through Public Works on a separate permit
<input type="checkbox"/> Other-Please explain in the job description below	

These permits require a plan review

<input type="checkbox"/> Deck	<input type="checkbox"/> 2 Site Plans <input type="checkbox"/> 2 Detailed plan view & elevations <input type="checkbox"/> Detailed job description (All drawings must have an engineered stamp)
<input type="checkbox"/> Pergola <input type="checkbox"/> Patio Cover	<input type="checkbox"/> 2 Site Plans <input type="checkbox"/> 2 Detailed plan view & elevations <input type="checkbox"/> Detailed job description
<input type="checkbox"/> Elevator	Please call our office (303-335-4592) for full permit requirements
<input type="checkbox"/> Fence	<input type="checkbox"/> 2 Site Plans <input type="checkbox"/> 2 Fence drawings (see fence handout for an example) <input type="checkbox"/> Detailed job description
<input type="checkbox"/> RTU (Rooftop Unit) <i>New and Replacement</i>	<input type="checkbox"/> 2 Building drawings showing height elevations of building & unit(s) & the distance from the edge of the buildings to unit(s) and any screening <input type="checkbox"/> 2 Stamped engineered letters stating the existing structure is structurally adequate to accommodate the new unit(s)
<input type="checkbox"/> Shed	<input type="checkbox"/> 2 Site Plans <input type="checkbox"/> 2 Detailed shed drawings <input type="checkbox"/> Detailed job description
<input type="checkbox"/> Sign	<input type="checkbox"/> 2 Site plans/building elevations showing sign location <input type="checkbox"/> 2 Detailed sign plans—Stamped drawings will be required for a new monument sign -Please include the sign attachment method <input type="checkbox"/> Detailed job description
<input type="checkbox"/> Solar	Lease system <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> 2 Solar Spec Sheets <input type="checkbox"/> 2 One line diagram <input type="checkbox"/> 2 Engineered approved roof load <input type="checkbox"/> 2 Site Plans—ground mounted only
<input type="checkbox"/> Window/Door <i>Size change or new opening</i>	<input type="checkbox"/> 2 Detailed construction drawings — Stamped plans are required for structural changes <input type="checkbox"/> 2 Detailed job descriptions to include the location for the windows in the description or on a separate sheet
<input type="checkbox"/> Other-Please explain in the job description below	

Job Description:

Valuation for the work being completed: \$ _____

This application becomes null and void if permit is not issued within 180 days of application date. I hereby certify that granting of a permit shall not be construed as a permit or an approval of any violation of either the Municipal or the 2018 International Building Codes or any other state or local law regulating construction or the performance of construction. All provisions of law and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any state or local law regulating construction or performance of construction. Permit and tap fees are subject to change at the beginning of each calendar year.

Note: Fees are assessed at time of permit issuance and are subject to city ordinance in effect at that time.

SIGNATURE OF OWNER OR AUTHORIZED AGENT OF OWNER:

Signature: _____ Printed Name: _____ Date: _____
 Address: _____
 City: _____ State: _____ Zip: _____ Phone: (____) ____ - _____
 Email Address: _____

Staff Only

Year of Original Construction _____ Does it need HPC review? Yes No
 Is it in a Floodplain? Yes No
 Zone District _____
 Legal Description _____
 Lot: _____ Block _____ Subdivision _____ Total Lot Area (SQ. FT) _____
 Date Entered into System _____ Over the Counter Plan Review Yes No
 Do they have a Sales/Use Tax License (only for single trade minor elec, mech & plmg permits)? Yes No

APPROVALS	SIGNATURES	DATE	COMMENTS
Building			
Zoning/HPC			
Elevator Review			

Finalized – Date:- _____ <input type="checkbox"/> Conf <input type="checkbox"/> LVM <input type="checkbox"/> LM <input type="checkbox"/> Email Other Items Needed Prior to Issuance: _____ _____ _____ _____ _____	Approved Valuation \$ _____ Permit Fee Due \$ _____
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