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**APPLICATION FOR
 BUILDING PERMIT OR GRADING &
 CERTIFICATE OF OCCUPANCY**

FOR OFFICE USE ONLY

PCAM #: _____ Q-Matic #: _____

PCIS #: _____

**LADBS Express Permit may be
 obtained online at LADBS.ORG**

PROJECT ADDRESS

Number & Street Name _____ City _____ Zip Code _____ Unit No. _____

WORK DESCRIPTION Briefly describe the scope of work:

Number of Buildings on property and their use: _____

USE OF BUILDING:

Existing Use:

- Single Family Dwelling Duplex Apartment/Condo
- Retail, Office, Warehouse
- Other: _____

Proposed Use:

- Single Family Dwelling Duplex Apartment/Condo
- Retail, Office, Warehouse
- Other: _____

PROJECT VALUATION

\$ _____ (_____ Of _____)

PDPP:

- Zoning Life Safety Structural
- Other: _____

APPLICANT

Name _____ Number & Street Name _____
 City & Zip Code _____ Phone Number _____ Email _____

- Agent for Owner/Builder.** Original authorization letter and Owner-Builder Declaration will be required at the time the permit is issued.
- Agent for Contractor.** A current, original notarized authorization letter dated within the past year will be required at the time the permit is issued.
- Architect Contractor Developer Engineer Owner Owner-Builder Tenant

PROPERTY OWNER

Name _____ Number & Street Name _____ City & Zip Code _____ Phone Number _____

CONTRACTOR

Name _____ Number & Street Name _____ City & Zip Code _____ Phone Number _____
 City of L.A. Business Tax Number _____ State License Number _____ Class _____ Email _____
 Worker's Compensation Carrier _____ Policy Number _____ Expiration Date _____ Waste Hauler _____

ARCHITECT

Name _____ Number & Street Name _____ City & Zip Code _____ Phone Number _____
 State License Number _____ Expiration Date _____

ENGINEER

Name _____ Number & Street Name _____ City & Zip Code _____ Phone Number _____
 State License Number _____ Expiration Date _____

TENANT

Name _____ Phone Number _____

GRADING PRE-INSPECTION INFORMATION

Hillside Grading: Yes No

- The site is accessible by the Department Inspector at all times.
 The site is not accessible by the Department Inspector at all times (i.e. loose dogs, locked gates, etc.).
 If not accessible, please provide the name and phone number of a contact person for grading Inspector to call to obtain access to the property:

Name: _____ Phone: _____

Is the site larger than one acre: Yes No

PLEASE NOTE that a \$65.00 re-inspection fee will be charged if the inspector cannot access the site on the first visit and delays in the plan review may result.

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- | | | |
|--|--|--|
| <input type="checkbox"/> Single Family Dwelling/Duplex | <input type="checkbox"/> Apartment/Condo | <input type="checkbox"/> Retail, Office, Warehouse |
| <input type="checkbox"/> Earthquake (Retrofit Only) | <input type="checkbox"/> Major Structure | |

- | | | |
|--|--|--|
| <input type="checkbox"/> Building – Addition | <input type="checkbox"/> Building – Use of Land | <input type="checkbox"/> Non-Building – New |
| <input type="checkbox"/> Building – Alter/Repair | <input type="checkbox"/> Non-Building – Addition | <input type="checkbox"/> Grading Permit |
| <input type="checkbox"/> Building – Demolition | <input type="checkbox"/> Non-Building – Alter/Repair | <input type="checkbox"/> Sign Permit |
| <input type="checkbox"/> Building – New | <input type="checkbox"/> Non-Building – Demolition | <input type="checkbox"/> Swimming – Pool/Spa |

DOCUMENT CHECKLIST:

- Sets of Plans:** Structural Plan Check Disabled Access Plan
 Grading Pre-Inspection (GPI) Green Building (Mandatory) (Tier 1) (Tier 2)

- | | | |
|--|--|---|
| <input type="checkbox"/> City Planning Case(s) | <input type="checkbox"/> Joint Referral Form | <input type="checkbox"/> Mulholland Referral Form |
| <input type="checkbox"/> Energy Calculation | <input type="checkbox"/> LAHD Checklist | <input type="checkbox"/> Slope Band Analysis |
| <input type="checkbox"/> GPI Report | <input type="checkbox"/> Lateral Support Review Acknowledgment | <input type="checkbox"/> Soil/Geology Report |
| <input type="checkbox"/> Hillside Posting Notice and Mailing | <input type="checkbox"/> Methane Report | <input type="checkbox"/> Structural Calculation |
| <input type="checkbox"/> Hillside Referral Form | <input type="checkbox"/> Modification(s) | |
| <input type="checkbox"/> Others: _____ | | |

PROJECT VALUATION & FEE INFORMATION:

- Fee Period:** Submittal Fees Submittal 2 Fees
 Energy Surcharge Handicap Surcharge
 Green Building Fee

D A C AR M AC RW G SP S

- | | | |
|------------------------------|---------------------------------------|-----------------------------------|
| <input type="checkbox"/> APC | <input type="checkbox"/> ECPC | <input type="checkbox"/> EXPEDITE |
| <input type="checkbox"/> OTC | <input type="checkbox"/> REGULAR P.C. | |

Engineer: _____ **Hours:** _____

Pre-Inspection Reports:

- | | | |
|---|--|------------------------------|
| <input type="checkbox"/> DPI | <input type="checkbox"/> SPI | <input type="checkbox"/> GPI |
| <input type="checkbox"/> Posting Required | <input type="checkbox"/> Oak Tree (OTPI) | |

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