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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 Commercial
 Other: _____

Proposed Use:

- Single Family Dwelling Duplex
 Apartment/Condo Commercial
 Other: _____

PDPP:

- Zoning Life Safety Structural
 Other: _____

PROJECT VALUATION: \$ _____ (_____ OF _____)

APPLICANT

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

- 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 _____ Waste Hauler _____
 Worker's Compensation Carrier _____ Policy Number _____ Expiration Date _____

ARCHITECT

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

ENGINEER

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

TENANT

Name _____ Phone Number _____

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services, and activities.

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.

FOR OFFICE USE ONLY

Single Family Dwelling/Duplex Apartment/Condo Commercial
 Earthquake (Retrofit Only) Major Structure

Building – New Grading Permit Non-Building – Addition
 Building – Addition Sign Permit Non-Building – Alter/Repair
 Building – Alter/Repair Swimming – Pool/Spa Non-Building – Demolition
 Building – Demolition Non-Building – New Building – Use of Land

DOCUMENT CHECKLIST:

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

Structural Calculation Joint Referral Form Methane Report
 Soil/Geology Report Mulholland Referral Form LAHD Checklist
 Energy Calculation City Planning Case(s) Modification(s)
 Hillside Referral Form GPI Report/Posting TOC Application Form
 Slope Band Analysis Lateral Support Review Acknowledgment
 Others: _____

PROJECT VALUATION & FEE INFORMATION:

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

D A C AR M AC RW G SP S

REGULAR P.C. ECPC OTC
 EXPEDITE APC

Engineer: _____ **Hours:** _____

Pre-Inspection Reports:

DPI SPI GPI
 Posting Required Oak Tree (OTPI)

For Cashier's Use Only