

FOR STAFF USE ONLY

Application Date: _____ Received by: _____ Application No. _____
Staff or PC DR No. _____ Date Approved _____ By _____ Conditions? _____
Sidewalk Insp? Yes _____ No _____ Results? _____ S/W \$ paid _____
Fee: \$ _____ Plan Check _____ Date _____ Bldg Official _____ Date _____

BUILDING PERMIT APPLICATION FORM
CITY OF PIEDMONT, DEPARTMENT OF PUBLIC WORKS
120 Vista Avenue, Piedmont, CA 94611
Tel: 510-420-3050 Fax: 510-658-3167

SITE ADDRESS: _____

OWNER INFORMATION:

Name(s): _____
Address: _____ City: _____ Zip: _____
Home Phone: _____ Work Phone: _____
Fax: _____ Cell: _____
Pager: _____ E-Mail: _____

CONTRACTOR INFORMATION:

Company Name: _____
Contact Name: _____ E-Mail: _____
Address: _____ City: _____ Zip: _____
Phone: _____ Fax: _____
Pager: _____ Cell: _____
Contractor License No. _____ Type: _____ Expiration: _____
Or Structural Pest Control License No. _____ Expiration: _____
Piedmont Business License No. _____ Expiration: _____

ARCHITECT/DESIGNER/ENGINEER INFORMATION:

Company Name: _____
Contact Name: _____ E-Mail: _____
Address: _____ City: _____ Zip: _____
Phone: _____ Fax: _____
Architect/Engineer License No.: _____ Expiration: _____
Or Designer License No. _____ Expiration: _____
Piedmont Business License No. _____ Expiration: _____

VALUE OF JOB (labor, materials, overhead & profit): \$ _____

DESCRIPTION OF WORK:

(OVER, PLEASE)

ATTENTION BUILDING PERMIT APPLICANT

ALL building permit applications are reviewed by the Building Department for code compliance and by the Planning Department for conformance with design review and zoning guidelines.

There are some applications that may be exempt from these guidelines.

If you believe your application may be exempt from design review, please check at least one of the following:

- INTERIOR REMODELING OF AN EXISTING BUILDING where the use of the property, number of rooms eligible for use as a bedroom, and exterior form of the building is unchanged, pursuant to Section 17.20.4 (a)(i) of the Municipal Code.
- FENCES AND RETAINING WALLS, pursuant to Sections 17.20.4(a)(ii) and 17.20.5(b)(ix) of the Municipal Code.
- ON-GRADE OR BELOW-GRADE IMPROVEMENTS such as walkways, irrigation lines and drainage work, pursuant to Section 17.20.4(a)(iii) of the Municipal Code.
- NORMAL REPAIR, REPLACEMENT OR MAINTENANCE OF EXISTING CONSTRUCTION, **as long as there are absolutely no changes in design, materials or style**, pursuant to Section 17.20.4(a)(iv) of the Municipal Code.
- MINOR CONSTRUCTION RELATED CHANGES to previously approved plans, pursuant to Section 17.20.4(a)(v) of the Municipal Code.
- SATELLITE DISHES less than one meter in diameter, pursuant to Section 17.20.4(a)(vi) of the Municipal Code.
- CHANGES IN ROOF MATERIAL, pursuant to Section 17.20.4(a)(vii) of the Municipal Code.
- ELECTRICAL PANELS, pursuant to Section 17.20.4(a)(viii) of the Municipal Code.
- COMPLETE DEMOLITION OR REMOVAL of an outdoor feature, or architectural feature, pursuant to Sections 17.20.4(a)(ix) and 17.20.5(a)(i) of the Municipal Code.
- PATH LIGHTS, STAIR LIGHTS AND WALL LIGHTS, pursuant to Section 17.20.4(a)(x) of the Municipal Code.
- MAILBOXES AND NON-STRUCTURAL DECORATIVE ELEMENTS, pursuant to Section 17.20.4(a)(xi) of the Municipal Code.
- NON-STRUCTURAL BARBEQUES, BIRD BATHS AND FOUNTAINS, pursuant to Section 17.20.4(a)(xii) of the Municipal Code.
- GUTTERS AND DOWNSPOUTS, pursuant to Section 17.20.4(a)(xiii) of the Municipal Code.
- VENTS, FLUES AND SPARK ARRESTORS, pursuant to Section 17.20.4(a)(xiv) of the Municipal Code.
- CRAWL SPACE AND PET ACCESS DOORS, pursuant to Section 17.20.4(a)(xv) of the Municipal Code.
- REPLACEMENT OF "BUBBLE" SKYLIGHTS WITH FLAT-PROFILE SKYLIGHTS, pursuant to Section 17.20.4(a)(xvi) of the Municipal Code.
- NEW OR REPLACEMENT FLOORING ON DECKS, BALCONIES, PATIOS, STAIRS AND PORCHES, pursuant to Section 17.20.4(a)(xvii) of the Municipal Code.
- NON-REFLECTIVE ROOF-MOUNTED SOLAR PANELS, pursuant to Section 17.20.4(a)(xviii) of the Municipal Code.
- MODIFICATIONS TO PRIOR APPROVALS **that otherwise are not regulated by Chapter 17**, pursuant to Section 17.20.4(a)(xix) of the Municipal Code.

All permit applications for projects that have received design review approval are also reviewed by the Planning and Building Departments and must:

- ❖ **Include all elements of the project** as detailed on the approved plans.
- ❖ **Be built exactly as specified** in the approved plans.
- ❖ Receive approval for any and all changes to approved plans prior to construction from the Planning and Building Departments.

Address of Property

Signature

Date