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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:

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: _____

Number of Buildings on property and their use: _____

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 _____

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
 Earthquake (Retrofit Only)

Apartment/Condo
 Major Structure

Commercial

Building – New
 Building – Addition
 Building – Alter/Repair
 Building – Demolition

Grading Permit
 Sign Permit
 Swimming – Pool/Spa
 Non-Building – New

Non-Building – Addition
 Non-Building – Alter/Repair
 Non-Building – Demolition
 Building – Use of Land

DOCUMENT CHECKLIST:

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

Structural Calculation
 Soil/Geology Report
 Energy Calculation
 Hillside Referral Form
 Slope Band Analysis
 Others: _____

Joint Referral Form
 Mulholland Referral Form
 City Planning Case(s)
 GPI Report/Posting
 Lateral Support Review Acknowledgment

Methane Report
 LAHD Checklist
 Modification(s)
 TOC Application Form

PROJECT VALUATION & FEE INFORMATION:

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

D A C AR AD AC RW G SP S X

REGULAR P.C. ECPC AB 2234: 25 units or less

EXPEDITE OTC AB 2234: 26 units or more

Engineer: _____ **Hours** _____

Pre-Inspection Reports:

DPI SPI GPI
 Posting Required Oak Tree (OTPI)

For Cashier's Use Only