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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.

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

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

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

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)

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