

CITY OF PALM SPRINGS BUILDING PERMIT APPLICATION

Date : _____ Plan Check Deposit Fees: Building: _____ Fire: _____

Project Address _____ Assessor's Parcel # _____

Owner's Name _____ Phone # _____

Owner's Address _____

Contractor's Name _____ Phone # _____ Lic# _____

Contractor's Address _____

Architect's Name _____ Phone # _____ Lic.# _____

Architect's Address _____

CONTACT PERSON _____ **Address** _____

PHONE _____ **FAX** _____ **EMAIL** _____

Business License. # _____ Exp. Date _____ Lot Size (sf.) _____ Building Use _____

Type of Const. _____ Occupancy Group(s) _____ Sprinkled _____

Project SQ Ft: Building _____ Garage _____ Carport _____ Patio (type) _____

Project Description _____ *Total Value of Work \$* _____

***All submittals of New Construction (Single Family Residence), and Additions (including Casitas) are subject to Public Works and Engineering Conditions of Approval. All required Conditions of Approval for the project must be submitted and/or addressed directly to Engineering and Public Works by the Applicant for review, approval and issuance of all grading and encroachment permits.**

WHERE INDICATED BY A CHECK, SUBMIT 4 SETS
(Minimum size of plans *18 x 24" Minimum scale ¼" = 1'; Maximum size of plans 40" x 36")

- Complete Application
- Plot Plan with lot square footage.
- Drainage Plan: show lot corner elevations.
- Structural Calculations, if applicable (wet-stamped and signed)
- Floor Plan, dimensioned. Door & Window Schedule
- Framing Plan with sections and elevations
- Truss Calculations and layout as applicable (wet-stamped and signed)
- Foundation Plan
- Electrical Plan/Load Calculations
- Health Department approval
- Waste, Drain & Vent Isometric
- Gas/Water Piping Isometric (dimensioned layout)
- Details showing compliance with accessibility requirements
- Site Plan showing parking for persons with disabilities and path of travel to building entrance
- Title 24 (Energy) – 2 sets/ Lighting Compliance Forms
- Manufacture's brochure for HVAC equipment

- Mech. Plan / Duct Schematic, Equipment Location
- Fireplace Specifications, if applicable
- Planning / Fire approval / Engineering Approval
- Fire Sprinkler plans (required at time of submittal)

Submit the following directly to the Engineering Department:

***ENGINEERING SERVICES: Min Requirements, project maybe subject to additional conditions of approval (Submit 1 copy of the following).**

- Site Plan with the following Finish Floor Elevations of: Existing, Proposed and Immediate Adjacent Homes
- Title report or Grant Deed with a Tax Bill showing current ownership
- RIFA (Red Imported Fire Ant Certificate) for any export of soil from the site
- PM-10 (Dust Control) for projects of more than 5000 square feet of soil disturbance
- Tribal Clearance Letter for all New Construction (not required for additions or Casitas)

Bldg. Plan Check # _____

Planning Case # _____ Signature _____