



Date: \_\_\_\_\_

Project Address: \_\_\_\_\_ Floor: \_\_\_\_\_ Suite/Space: \_\_\_\_\_

Building #: \_\_\_\_\_ Building Area: \_\_\_\_\_ Proposed Work Valuation: \_\_\_\_\_

Construction Type: \_\_\_\_\_ Occupancy Type: \_\_\_\_\_ **(For Multiple Buildings - See Page 2)**

**Description of Work:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(If submittal is a revision to a previously approved project, please provide the original plan review log number.)

I am the owner (or an authorized agent acting on behalf of the owner) of the property at the address listed on this application.

**Applicant Signature:** \_\_\_\_\_ **Print Name:** \_\_\_\_\_

Applicant Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Contact Information:** Check one:  Owner  Contractor  Other \_\_\_\_\_

Owner/Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**Contractor Business Name:** \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

State License Class and Number (ROC): \_\_\_\_\_

**Field Contact Information:** (Required for Permit by Inspection)

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

**Developer/Owner/Business Name:** \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

An applicant may receive a clarification from the city of its interpretation or application of a statute, ordinance, code or authorized substantive policy statement. To request clarification or to obtain further information on the application process and applicable review time frames, please call 602-262-7811 or visit our website at <http://phoenix.gov/pdd/licensetimes.html>. For more information or for a copy of this publication in an alternate format, contact Planning & Development at (602) 262-7811 voice or TTY use 7-1-1.

<u>Building #</u>	<u>Building Area</u>	<u>Proposed Work</u> <u>Valuation</u>	<u>Construction Type</u>	<u>Occupancy Type</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

**----- Staff Use Only -----**

Staff Initials: \_\_\_\_\_ Project #: \_\_\_\_\_ SPAD: \_\_\_\_\_

Permit/Plan Review Type: \_\_\_\_\_ Permit Number T: \_\_\_\_\_ Plan Review No: \_\_\_\_\_

Permit Name: \_\_\_\_\_

Project is a revision to an approved plan:  Yes  No If yes, specify the revision number: \_\_\_\_\_

**Special Permit Categories:**

- Adaptive Reuse       Historic Preservation       Express Pass       Photovoltaic System  
 Wireless Communication Facility (WCF)       OTHER \_\_\_\_\_

**Application:** CITA  Yes  No C of O  Yes  No

**Quantity:** Total Valuation: \_\_\_\_\_

**Structure:**

Units: \_\_\_\_\_ Highest Pt of Struct: \_\_\_\_\_ Occupancy: \_\_\_\_\_ Construction Type: \_\_\_\_\_  
 Structure Class: \_\_\_\_\_ Permit Footage: \_\_\_\_\_ Bldg Footage: \_\_\_\_\_  Not Req  Unknown

**Scope:** Scope Code: \_\_\_\_\_

- Sprinkler:  Yes  NFPA13-Comm  NFPA13R-Res to 4-story  No  Unknown  
 Fire Alarm:  Yes  Sprinkler Monitored  Evacuation-Audible/Visual  No  Unknown  
 Emergency Lights:  Yes  No  Unknown  
 Site Inspection:  Yes  No  
 Zoning: \_\_\_\_\_ Variance:  No  Yes # \_\_\_\_\_

**Fee Calculation:**

Building Review Code: \_\_\_\_\_ Review Fee: \_\_\_\_\_ Permit Code: \_\_\_\_\_ Permit Fee: \_\_\_\_\_

**Clearance Checklist Activities:**

Team: \_\_\_\_\_ IBC: \_\_\_\_\_ Structural: \_\_\_\_\_ Electrical: \_\_\_\_\_ Plum/Mech: \_\_\_\_\_  
 AFP: \_\_\_\_\_ LSC: \_\_\_\_\_ PCD: \_\_\_\_\_ Elevator: \_\_\_\_\_ Impact: \_\_\_\_\_  
 Site: \_\_\_\_\_ HPPR: \_\_\_\_\_ Traffic: \_\_\_\_\_ Civil: \_\_\_\_\_ Plat: \_\_\_\_\_  
 Addressing: \_\_\_\_\_

**Supplemental Documents:**

- Building Plans     Specifications     Calculations     Soils Report     Special Inspection Certificate(s)  
 Energy Code:  Architectural  Mechanical  Electrical