



BUILDING PERMIT APPLICATION

Date:		Project:	
Construction Bid		OR - Estimated Cost of Project	

JOB SITE INFORMATION

OWNER INFORMATION

St. Address	Name:
City/St/Zip: Seaside OR 97138	Address:
Directions to Job Site:	City/St/Zip:
	Phone: _____ Fax: _____

<input type="checkbox"/> I AM THE PROPERTY OWNER HIRING A CONSTRUCTION CONTRACTOR	LICENSE #: _____ EXPIRES: _____
<input type="checkbox"/> I AM LICENSED WITH THE BUILDING CODES DIVISION	LICENSE #: _____ EXPIRES: _____
<input type="checkbox"/> I AM REGISTERED WITH THE CONSTRUCTION CONTRACTOR'S BOARD	REGISTRATION#: _____ EXPIRES: _____
<input type="checkbox"/> ABOVE CONTRACTOR'S SEASIDE BUSINESS LICENSE	LICENSE #: _____ EXPIRES: _____
<input type="checkbox"/> I AM THE PROPERTY OWNER DOING MY OWN WORK	

CONTRACTOR INFORMATION

CONTRACTOR'S NAME:	E-MAIL:
STREET ADDRESS:	CITY/STATE/ZIP:
TELEPHONE:	CELL PHONE: _____ FAX: _____
Applicant's Signature	Date Signed
Print Name	

SUBMITTED PLANS TO INCLUDE

	YES	NO	N/A	ITEM
1.				Please circle one of the Additional Energy Measures from each category (Envelope Enhancement 1 thru 6 & Conservation A thru G) from the enclosed Table N1101.1(2) for 1 & 2 Family Dwellings.
2.				Please check one of the boxes on the new code requirement for exterior wall envelope and how you will comply with R703.2.
3.				Three complete sets of legible plans drawn to scale, showing conformance to the applicable local and state building codes, lateral design details and connections must be in the plans or on a separate sheet attached to the plans with cross-reference between plan location and details.
	YES	NO	N/A	SUBMITTED PLANS TO INCLUDE
4.				Site/Plot plan drawn to scale. The plans must show: Lot and building setback dimensions; property corner elevations (if there is more than 4-ft. elevation differential, the site plan must show contour lines at 2-ft. intervals), location of easements and driveway, footprint of structure (including decks), location of wells/septic systems, utility locations, any known fill sites, landslide hazard areas or wetlands, north point, scale, lot area, impervious area, existing structures on site, and drainage & erosion control measures.
5.				Foundation plan and Cross Section: Show footing and foundation dimensions, anchor bolts, any hold downs and reinforcing steel, connection detail, foundation vent size and location, and soil type.
6.				Floor Plans: Show all dimensions, room identification, door and window sizes and location of smoke detectors, water heater, HVAC equipment, ventilation fans, plumbing fixtures, balconies and decks more than 30-inches or higher above grade, etc.
7.				Elevation Views: Provide elevations for new construction; minimum of two elevations for additions and remodels. Exterior elevations must reflect the actual grade if the change is greater than 4-foot at building envelope. Full size sheet addendums showing foundation elevations with cross-reference, are acceptable
8.				Wall bracing (prescriptive path) and/or lateral analysis plans. Building plans must show construction details and locations of lateral brace panels, for non-prescribing path analysis, provide specifications and calculations to engineering standards.

9.				Floor/roof framing plans are required for all floors/roof assemblies indicating member sizing, spacing and bearing locations, nailing and connection details. Show location of attic ventilation.
10.				Basement and retaining wall cross sections and details showing placement of reinforcing steel, drains and waterproofing shall be provided. Engineered plans are required for retaining walls that support a surcharge or exceed 4-feet in height and basement walls not complying with the prescriptive requirements
11.				Beam calculations. Provide two sets of calculations using current code design values for all beams and multiple joists exceeding prescriptive code requirements, and/or beam/joist carrying a non-uniform load.
12.				Manufactured floor/roof truss design details.
13.				Energy code compliance. Identify the prescriptive path or provide calculations.
14.				Engineer's calculations when required (lateral designs, retaining walls or when determined by the Building Official)
15.				Energy documentation. If the building is over 4,000 s.f. or when required by the Building Official. Reference the applicable plan location.
16.				Zoning and land use approval

COMMERCIAL PLANS MUST ALSO INCLUDE THE FOLLOWING

17.				Architect/Engineer Stamp. Required when structure is over 4,000 s.f. or 20-feet in height, or when required by the Building Official.
18.				Structural Calculations. Required for structures over 4,000 s.f., building not permitted to be prescriptive or when required by the Building Official.
19.				Energy Documentation. To be provided on Comcheck energy forms
21.				Mechanical Plans. Equipment location, size, type and layout, fan capacity/air change in habitable areas and bathrooms.
22.				Accessibility. Indicate compliance measures (parking and throughout structure).

FOR CITY USE ONLY: DO NOT WRITE BELOW THIS LINE

Plan Review#:		Census Class:		Flood Zone:		Occupancy:			
Intake Person:		Bldg. Count:		Req.Elevation		Construction Type:			
Tax Map:		Subdivision:		Housing Count:		Construction Bid:			
Tax Lot:		Lot:		Priv/Comm.Owned(P/C):		Deck & Patio			
Date Submitted:		Block:		Res./Comm (R/C):		Sqft.	Rate	Value	
Living Space			Basement Space			Garage/Storage			
Sqft.	Rate	Value	Sqft.	Rate	Value	Sqft.	Rate	Value	Total
	\$113.85						\$45.09		
Building Permit Fee		12% S.C.		Plan Rev.		F.L.S. Rev.			
Planning Fees	General Development			Flood Plain / Erosion Control / Hazard Mitigation Plan					
Amt. Pd.		Rec#		Date:					

ZONING AND LAND USE APPROVALS

REVIEWED BY:		APPROVED		NOT APPROVED	Date:	
ZONING:						
COMMENTS:						

PLEASE SEE THE FOLLOWING PAGES FOR FORMS, DIAGRAMS AND EXAMPLES.