

City of Carpinteria ♦♦ Building Division

BUILDING PERMIT APPLICATION SUBMITTAL CHECKLIST

A. COMPLETED APPLICATION. May require PHOTOGRAPHS (verify with staff prior to submittal)

B. DRAINAGE/GRADING PLAN/SOILS REPORT/TITLE 24 AND OTHER CALCULATIONS

A drainage, grading plan and soils report is required for any second-story addition or any addition over 700 square feet. At least 2 copies of the required reports and calculations shall be provided. Engineering and energy reports may be required, please verify with the Building Inspector at (805) 880-3409.

C. BUILDING PLANS

1. **Four full-size sets** of working drawings and **one reduced set** (8-1/2" x 11") required.
2. **Electronic File or Scanned File** – Once approved a PDF file of the plans shall be submitted for the record of the project. The approved stamped plans shall be identical to the electronic image submitted.
3. **Site plan** with complete & accurate dimensions of all buildings, etc. Show complete & accurate **property lines** & dimensions of site & adjacent properties. Show accurate **setback dimensions** (check zoning for these).
4. Put **street address & assessor's parcel number** on each plan sheet (APN available at counter).
5. Show the building/**structure coverage calculations** on the plans. Give complete and accurate information on the proposed use of the building/structure/rooms & show complete & accurate dimensions of all rooms including garage.
6. Show the footprint of all the existing & proposed buildings/structures, parking areas, entrances, exits, paved areas, etc.
7. Building/structure elevations must be labeled on the plans (north, east, south, west, etc.)
8. Label the building/structure height from the finished floor & from ground level.
9. Show **scale** on the plans (1/4" = 1', 1" = 20', etc.) and show **north arrow** on the plans.
10. Show the plan preparer's name, address, and phone number on the plans.

D. ADDITIONAL FEES, TAXES AND ASSESSMENTS

Please be aware that the City and other special districts have separate fees, other than the permit fee, that are applied to construction in the City of Carpinteria. Check with staff to determine if you are responsible for these fees. Development Impact fees may also apply to construction (verify with staff). These are some of the general fees that may apply to your permit:

Strong Motion Instrumentation and Seismic Hazard Mapping

All permits shall pay at least a minimum fee of \$.50.

(Residential value <\$3,850 and Com/Ind value <\$1,786)

Category 1 – Residential 1-3 Stories Valuation x \$0.00013= Fee Amount

Category 2 –Commercial/Industrial Valuation x \$0.00028= Fee Amount

City of Carpinteria New Construction Tax

New Dwelling Units \$500.00 / per unit

New Commercial/Industrial \$0.45 / per new sq. ft.

Landscape Bonds \$0.03/sq. ft. landscaping or \$500, whichever is greater

Carpinteria Unified School District

New Residential (habitable) construction over 500 sq. ft. \$2.05/new sq. ft.

All Other New Construction (Commercial/Industrial) \$0.33/new sq. ft.

Carpinteria-Summerland Fire Protection District

A completed Fire Protection Certificate Application shall be submitted for all commercial and industrial building permits and any residential permit causing an addition of 250 sq. ft., new buildings, require new or altered fire sprinkler installation or new gates.

Planning Permit Application Fee \$205.00

Building Permit Application Fee \$205.00

*Other fees may be assessed by the district.

State Building Standard Fee (all permits)

All Building Permits will be assessed a fee of \$1 per \$25,000 valuation (determined by City) to be paid to the State of California to the Building Standards Commission Special Revolving Fund.

If you have any questions, please contact building division staff at (805)684-5405 ext. 405 or 410. If you would like to fax in the application at (805) 684-5304, please note that a person must physically sign and pick up the permit once issued.

City of Carpinteria  **Building Division**

BUILDING PERMIT APPLICATION

**PLANS REQUIRED: FOUR SETS OF WORKING DRAWINGS & ONE REDUCED PLAN (11x17 or smaller)
ONE ELECTRONIC PDF FILE OF FINAL PLANS (Disk or Email – See Staff)**

Date of Application _____

Job Address _____ APN Number _____

Contractor _____ Phone _____

Address _____ Email: _____

State Lic. # _____ Expires _____ Carpinteria Bus. License Req'd# _____

Architect, Engineer, Draftsperson _____ Phone _____

Address _____ Email: _____

State Lic. # _____ Expires _____ Carpinteria Bus. License Req'd# _____

Describe work to be done: _____

Estimated Value of Work \$ _____

Type of building: Commercial Residential Industrial

Type(s) of work: New Structure Remodel Addition Demolition

Is a Waste Management Plan required? The following project types require submittal of a Waste Management Plan: Not applicable (under 1,000 sq. ft. / Emergency) All demolition All new construction Addition/alteration/tenant improvement \geq 1,000 square feet in area.

Stormwater Management Program (New or replaced hard or impervious surface): Not applicable
Tier 1 (\leq 2,500 sq. ft.) Tier 2 (\leq 5,000 sq. ft.) Tier 3 (\leq 15,000 sq. ft.) Tier 4 ($<$ 22,500 sq. ft.)

Are plans included with this submittal? Yes No

Electronic PDF file is required with the final approved plans prior to permit issuance.

Is the work related to a code or building violation? Yes No Explain: _____

Residences, child-care facilities and pre-schools built before 1978 are at risk of hazards related to lead paint. Contractors may be required to provide RRP Certification for work on such structures. For more information, call the National Lead Information Center at (800) 424-5323.

Applicant _____

Signature _____

Address _____

Phone _____

Property Owner _____

Signature _____

REQUIRED

REQUIRED

Address _____

Phone _____

Office Use Only

Plan Check Dep./BP fee \$ _____ Date _____ Receipt # _____ Taken in by _____

Description of deposit:

	TYPE	GROUP	DIVISION
New (structure)	_____	_____	_____
Add	_____	_____	_____
Alter	_____	_____	_____
Convert	_____	_____	_____

BUILDING	Issuance Fee	\$ _____
PLUMBING	Issuance Fee	\$ _____
ELECTRICAL	Issuance Fee	\$ _____
MECHANICAL	Issuance Fee	\$ _____
OTHER	Issuance Fee	\$ _____
		TOTAL \$ _____

Permit Issuance Items:

Permit/Inspection Account?
 YES NO
 Account Number _____

Final Scanned/PDF Plans Submitted?
 YES NO

Routing Slips?
 YES NO

Construction Hours:

SUMMARY OF FEES

Advance Plan Check	(_____)	
Building Permit	_____	
Plan Check	_____	
Plumbing Permit	_____	
Electrical Permit	_____	
Mechanical Permit	_____	
Planning/Staff Fee	_____	
Fire (\$205.00)	_____	
SMIP (based on valuation)	_____	
BSC Fee SB1473 (\$1 per \$25,000 val)	_____	
Subtotal	_____	
Penalty/Code Compliance	_____	Plans checked by
New Construction Tax	_____	Date
Other Fees / Scanning	_____	_____
Grand Total	_____	
Receipt _____	Date _____	by _____



Affidavit and Certification to Implement a Waste Management Plan

Construction and Demolition (C&D) Debris Recycling Program
Pursuant to Carpinteria Municipal Code Chapter 8.08 *Integrated Waste Management*

Effective January 2014, the City's mandatory Construction and Demolition (C&D) Debris Recycling Program requires projects to divert at least 65% of these highly recoverable materials from the landfill in accordance with C.M.C § 8.08. This Program shall apply to residential and non-residential projects within the City. For questions please contact Public Works at (805) 880-3415 _____, erinm@ci.carpinteria.ca.us.

Project Address

Project Number (e.g. Permit Number)

Applicant Name

Phone Number

Property Owner Authorized Agent OR Contractor: License No. _____

AFFIDAVIT OF PROJECT TYPE: (check one box and sign the affidavit and certification below)

Project involves demolition. A Waste Management Plan (WMP) Report shall be submitted to the Public Works Department detailing how a 65% or greater diversion was met to comply with City regulations.

Project involves new construction (all sectors). A WMP Report shall be submitted to the Public Works Department detailing how a 65% or greater diversion was met to comply with City regulations.

Project involves addition/alteration/tenant improvement of 1,000 square feet or greater in area. A WMP Report shall be submitted to the Public Works Department detailing how a 65% or greater diversion was met to comply with C.M.C. § 8.08.

Project is a demolition due to a fire or emergency. WMP Report not required. Sign the Affidavit only.

Project involves addition/alteration or demolition of less than 1,000 square feet. WMP Report not required. Sign the Affidavit only.

CERTIFICATION OF IMPLEMENTATION: C&D DEBRIS RECYCLING PROGRAM

This is to certify a Waste Management Plan (WMP) for the above-referenced address will be implemented to divert a minimum of 65% and a Summary Report (detailing how the diversion was met) shall be submitted to the Public Works Department upon project completion, prior to obtaining a Certificate of Occupancy. I declare that I have read and understand the requirements of the City's C&D Debris Recycling Program and that the foregoing is true and correct.

Signature

Printed Name

Date

**CARPINTERIA- SUMMERLAND FIRE PROTECTION DISTRICT
FIRE PROTECTION CERTIFICATE- BUILDING PERMIT APPLICATION (FPC-B)**

<p>COMPLETE AND RETURN form to the City of Carpinteria Community Development Department. This form must be signed by the applicant and accompanied by the required fee and plans indicating water for fire protection and project access. This application must be completed and approved prior to issuance of a building permit. The Fire District will review the Certificate Application and forward it with conditions to the City of Carpinteria Community Development Department and mail a copy to the owner and applicant. All fields must be completed.</p>	<p>Date of Application</p> <hr/> <p>Fees Received:</p>
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1. Building permit #: _____ APN _____

2. Building Site Address: _____

3. Applicant: _____ Phone: _____

Mailing Address: _____

City/ State/ Zip Code: _____

4. Property Owner: _____ Phone: _____

Mailing Address: _____

City/ State/ Zip Code: _____

5. Project Description: _____

6. Existing square footage: _____
(include non-habitable space)

7. Does existing building have a fire sprinkler system? YES NO

8. Square footage of new or additional construction: _____
(include non-habitable space)

9. After project completion, will hazardous or flammable materials be on the premises?
YES NO If yes, describe fully _____

10. Describe project water source for fire protection (water district, private water co., etc.)

I HEREBY CERTIFY THAT THE ABOVE IS TRUE AND CORRECT AND THE PROJECT DESCRIBED ABOVE SHALL COMPLY WITH ALL APPLICABLE DEVELOPMENT STANDARDS AND CODES.

Applicant name (print) Applicant signature

Fire District Use Only

Approved with attached conditions Approved

Date: _____ Signed: _____

Comments: _____