



CITY OF DANA POINT

COMMUNITY DEVELOPMENT DEPARTMENT
33282 Golden Lantern, Suite 209
Dana Point, CA 92629
(949) 248-3564 | www.danapoint.org

PROJECT NUMBER:

PERMIT NUMBER:

SUBMITTAL DATE:

BUILDING PERMIT APPLICATION

DESCRIPTION OF PROJECT

SITE ADDRESS:		BUSINESS NAME:					
STRUCTURE TYPE: <input type="checkbox"/> Single Family <input type="checkbox"/> Multi-Family <input type="checkbox"/> Commercial <input type="checkbox"/> Other:							
NEW BUILDING	(SQFT)	ADDITION	(SQFT)	REMODEL	(SQFT)	DEMOLITION	(SQFT)
Type of Construction		Occupancy		Use Type			
Fire-Sprinklers Installed		YES <input type="checkbox"/>	NO <input type="checkbox"/>	Project Valuation		\$	

PROPERTY DETAILS

<input type="checkbox"/> Owner Occupied	<input type="checkbox"/> Rental Unit	<input type="checkbox"/> Beach Road Property	<input type="checkbox"/> Strands Property	<input type="checkbox"/> Disabled Veteran
<input type="checkbox"/> Historic/Mills Act	<input type="checkbox"/> Short Term Rental	<input type="checkbox"/> Sober Living Home	<input type="checkbox"/> Accessory Dwelling Unit	

DESCRIPTION OF WORK

(Please provide complete scope-of-work):

CONTACT INFORMATION

APPLICANT NAME:					
Address:					
Email:		Phone Number:			
PROPERTY OWNER:		<input type="checkbox"/> SAME AS APPLICANT			
Address:					
Email:		Phone Number:			
CONTRACTOR:					
Address:					
Email:		Phone Number:			
License Number & Class:		Exp. Date:			
Workers Comp. Carrier:		Policy Number:		Exp. Date:	
ARCHITECT/ENG:					
Address:					
Email:		Phone Number:			
License Number:					

VERIFICATION (BY APPLICANT)

I hereby acknowledge that I have read the application and state that the information I have provided is correct and agree to comply with all City Ordinances, State Regulations, and the provisions and conditions of any permit issued pursuant to this application.

I will ensure that items requiring inspection will not be covered without inspection and approval by the CITY BUILDING INSPECTOR. I also understand that the plan check will EXPIRE if the building or work authorized is not commenced within 180 days from date of permit issuance or if work is suspended or abandoned any time after work is commenced for a period of 180 days.

Print Name: _____ Signature: _____ Date: _____

(OTHER SIDE FOR CITY USE ONLY)

CITY USE ONLY			
PLANNING DIVISION			
APN:	Discretionary Project(s):		
Zoning:			
<input type="checkbox"/> APPROVED, no additional review required by:		DATE:	
<input type="checkbox"/> PLAN CHECK SUBMITTAL REQUIRED by:		DATE:	
LANDSCAPE PLANS REQUIRED:	<input type="checkbox"/> YES <input type="checkbox"/> NO		
HOA REVIEW COMPLETED:	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NOT APPLICABLE		
Comments:			
ENGINEERING SERVICES			
<input type="checkbox"/> APPROVED, no additional review required by:		DATE:	
<input type="checkbox"/> PLAN CHECK SUBMITTAL REQUIRED by:		DATE:	
<input type="checkbox"/> No Engineering Approvals Required by:		DATE:	
Grading Permit Required:	<input type="checkbox"/> YES <input type="checkbox"/> NO		
Soils Report Required:	<input type="checkbox"/> YES <input type="checkbox"/> NO		
Encroachment Permit Required:	<input type="checkbox"/> YES <input type="checkbox"/> NO		
Drainage Plan Required:	<input type="checkbox"/> YES <input type="checkbox"/> NO		
S-14 Infiltration:	<input type="checkbox"/> YES <input type="checkbox"/> NO		
Which watershed is the project located in? <i>(Reference the Watershed Map available at the front counter.)</i>			
<input type="checkbox"/> Dana Point Coastal Streams <small>(Salt Creek Area)</small>	<input type="checkbox"/> San Juan Creek <small>(Doheny Beach Area)</small>	<input type="checkbox"/> San Clemente Coastal Streams <small>(San Clemente Coastal Streams)</small>	
What is the project priority? <i>(Based on the Urban Runoff Threat Prioritization Form)</i>			
<input type="checkbox"/> LOW <input type="checkbox"/> MEDIUM <input type="checkbox"/> HIGH			
Comments:			
BUILDING & SAFETY DIVISION			
<input type="checkbox"/> APPROVED, no additional review required by:		DATE:	
<input type="checkbox"/> PLAN CHECK SUBMITTAL REQUIRED by:		DATE:	
Comments:			