



777 Cypress Ave.
Redding CA 96001
(530) 225-4013 – Fax (530) 225-4360

BUILDING PERMIT APPLICATION

DATE: _____

PERMIT NUMBER: _____ PLAN CHECK NO: _____

PROJECT ADDRESS: _____ ASSESSOR'S PARCEL NO: _____

CONTACT NAME: _____ CONTACT PHONE: _____

EMAIL : _____ INSPECTION RESULT CONTACT EMAIL: _____

PROPERTY OWNER TENANT

NAME: _____

MAILING ADDRESS: _____

CITY, STATE, ZIP: _____

PHONE: _____

EMAIL: _____

DESIGNER ARCHITECT ENGINEER

NAME: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

PHONE: _____

EMAIL: _____

CONTRACTOR

NAME: _____

COMPANY NAME: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

PHONE: _____

EMAIL: _____

STATE LICENSE NO: _____ LICENSE CLASS: _____

CITY BUSINESS LICENSE: _____

RESIDENTIAL

- ACCESSORY BUILDING
- ADDITION
- DEMOLITION
- HVAC CHANGEOUT
- MANUFACTURED HOME
- MASTER PLAN - CLONE
- MISC. STRUCTURES
- MULTI FAMILY (3 & 4 UNITS)
- PHOTOVOLTAIC
- PHOTOVOLTAIC RE-INSTALL
- PLAN CHANGE
- REMODEL/REPAIR
- REMODEL/REPAIR (EXPRESS)
- REROOF
- REROOF (SELF CERTIFICATION)
- SERVICE CHANGE
- SINGLE FAMILY (ENGINEERED)
- SINGLE FAMILY
- SWIMMING POOL
- WATER HEATER

COMMERCIAL

- ADDITION
- COMMERCIAL COACH
- DEMOLITION
- HOLIDAY SALES LOT
- HVAC CHANGEOUT
- INTERAGENCY
- MISC. STRUCTURES
- MULTI FAMILY (>THAN 4 UNITS)
- NEW BUILDING
- PHOTOVOLTAIC
- PLAN CHANGE
- REMODEL/REPAIR
- REMODEL/REPAIR (EXPRESS)
- REROOF
- SERVICE CHANGE
- SHELL
- SITE
- SWIMMING POOL
- TENANT IMPROVEMENT
- WATER HEATER

DESCRIPTION OF WORK: _____

VALUE (INCLUDE ALL LABOR AND MATERIALS) \$ _____ CONSTRUCTION TYPE: _____ OCCUPANCY: _____

TEMP POWER POLE? YES NO

WATER METER? SIZE _____

STORMWATER 1 2

BY MY SIGNATURE BELOW, I CERTIFY TO EACH OF THE FOLLOWING STATEMENTS:

I am the property owner, contractor, or authorized agent to act on the property owner's or contractor's behalf. I have read this application and the information I have provided is correct. I agree to comply with all applicable City and County ordinances, rules, regulations, and State laws relating to building construction, and with any and all conditions of permit. I agree to defend, indemnify, and hold harmless the City of Redding, its officers, agents, and employees from any and all claims and liability for personal injury, including death, and property damage caused by, arising out of, or in any way connected with the issuance of this permit. I hereby acknowledge that issuance of this permit does not authorize the use or occupancy of any sidewalk, or street. I authorize representatives of the City of Redding to enter the above mentioned property for inspection purposes.

This permit expires if the building or work authorized herein is not commenced within 180 days or abandoned. After expiration, this permit must be renewed before the work may be commenced again. I authorize City representatives to enter the premises during normal business hours as may be necessary to perform the duties imposed by the California Building Standards Code. I agree to comply with all City of Redding ordinances, State, and Federal laws relating to building construction.

Print Name: _____ OWNER CONTRACTOR AUTHORIZED AGENT APPLICANT

**Authorized Agent's signature requires separate authorization form.*

Contractor, Property Owner, Or Authorized Agent's Signature: _____ Date: _____

Identify the Construction Lending Agency

I hereby affirm under penalty of perjury that there is a construction lending agency for the performance of the work for which this permit is issued (3097 Civil Code).

Lender's Name: _____

Mailing Address: _____ City/State/Zip: _____

Owner/Builder Declaration

I hereby affirm under penalty of perjury that I am exempt from the Contractors State License Law for the following reason(s) indicated below by the checkmark(s) I have placed next to the applicable item(s) (Sec.7031.5, Business and Professions Code: Any city or county that requires a permit to construct, alter, improve, demolish, or repair any structure, prior to its issuance, also requires the applicant for the permit to file a signed statement that he or she is licensed pursuant to the provisions of the Contractors State License Law [Chapter 9 {commencing with Section 7000} of Division 3 of the Business and Professions Code] or that he or she is exempt from licensure and the basis for the alleged exemption. Any violation of Section 7031.5 by any applicant for a permit subjects the applicant to a civil penalty of not more than five hundred dollars [\$500]).

I, as owner of the property, or my employees with wages as their sole compensation, will do ALL or PORTIONS of the work, and the structure is not intended or offered for sale. (Section 7044, Business and Professions Code: The Contractors State License Law does not apply to an owner of the property, who through employees' or personal effort, builds or improves the property, provided that the improvements are not intended or offered for sale. If, however, the building or improvement is sold within one year of completion, the Owner-Builder will have the burden of proving that it was not built or improved for the purpose of sale.)

I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Section 7044, Business and Professions Code: The Contractors State License Law does not apply to an owner of property who builds or improves thereon, and who contracts for such projects with a licensed Contractor pursuant to the Contractors State License Law).

I am exempt from licensure under the Contractors State License Law for the following reason: _____

By my signature below, I acknowledge that, except for my personal residence in which I must have resided for at least one year prior to completion of the improvements covered by this permit, I cannot legally sell a structure that I have built as an owner-builder if it has not been constructed in its entirety by licensed contractors. I understand that a copy of the applicable law, Section 7044 of the Business and Professions Code, is available upon request when this application is submitted or at the following Web site: <http://www.legalinfo.ca.gov/calaw.html>

Property Owner or Authorized Agent's Signature: _____ Date: _____

*Owner/Builders must complete the Owner/Builder form.

California Licensed Contractors Declaration

I hereby affirm under penalty of perjury that I am licensed under provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.

CA Contractors License Number: _____ Class: _____ Expiration Date: _____

Contractor Signature: _____ Date: _____

Workers' Compensation Declaration

WARNING: Failure to secure workers' compensation coverage is unlawful, and shall subject an employer to criminal penalties and civil fines up to one hundred thousand dollars (\$100,000). In addition to the cost of compensation, damages as provided for in Section 3706 for the Labor Code, interest, and attorney's fees, I hereby affirm under penalty of perjury **one** of the following declarations:

I have and will maintain a certificate of consent to self-insure for workers' compensation, issued by the Director of Industrial Relations as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. Policy No: _____

I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My worker's compensation insurance carrier and policy number are: Carrier: _____ Policy No: _____

I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and agree that, if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

Contractor, Property Owner, or Authorized Agent's Signature: _____ Date: _____



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PLAN CHECK SUBMITTAL COMMERCIAL T.I./ ADDITIONS/ALTERATIONS

Design Criteria:

- Seismic Design Category D
- Basic wind speed (110 mph for Risk Category II, 115 mph for Risk Category III and IV)
- Snow load (30 psf roof snow load, nonreducible)
- Maximum rain intensity (3" per hour)
- 2016 editions of the California Electric Code (CEC), California Building Code (CBC), California Plumbing Code (CPC), California Mechanical Code (CMC), California Fire Code (CFC), California Green Building Standards Code, and California Health and Safety Code amendments.
- 2016 California Energy Code Energy Efficiency Standards, Climate Zone 11
- Geotechnical soils report per CBC 1803 (small projects may request an alternate soil design method per CBC 1.8.7 and Table 1806.2 Class 4 Soils)

Drawing Criteria:

Preferably, drawings shall be limited in size to 24 by 36 inches maximum. Plans must be clear and legible; nonlegible plans **will not be accepted**. Preferred scale: 1/4 inch per foot for structural and architectural; 1 inch = 20 feet for site plans.

Plans must be wet-signed on each page. Architects/engineers must affix their seal and wet sign all appropriate sheets of plans (cover sheet of supporting documents to be stamped and wet-signed). Non-registered design professional may prepare the plans only when approved by the Building Official.

Submittal Plan Documentation:

- Completed and processed Fee Estimate.
- Two complete sets of legible building plans to include:
 - Cover sheet
 - Site plan
 - Key plan for location within building
 - Architectural plans
 - Structural plans:
 - ▶ Foundation plan
 - ▶ Floor framing plan
 - ▶ Roof framing plan
 - ▶ Cross sections
 - ▶ Roof framing plan
 - ▶ Structural framing details
 - Relevant information on plumbing, mechanical, and electrical components
 - Landscape Plan and Water Efficient Landscape Documentation if landscaping more than 2,500 feet
 - Truss layout
- Two sets of structural calculations, when required, stamped and signed by licensed California architect or engineer
- Two sets of truss calculations, when required, stamped and signed by licensed California architect or engineer
- Two sets of energy calculations signed by designer and/or owner
- Two copies of Geotechnical Report, if applicable
- Two copies of Construction Waste Management Plan
- One Assessor's floor plan
- Forms:
 - Permit Application
 - Owner Builder Form
 - Electrical Load Form

Notice: Development Impact Fees can be substantial. Please obtain a free fee estimate early in the process to avoid late surprises.

www.ci.redding.ca.us/devserv/pdfs/formsonline/fee-estimate.pdf

Specific Information on the Above Drawings:

General Information/Building Analysis (cover sheet):

- Project name and address as well as project owner's name, address, and phone number (contact person)
- Name, title, address, and phone number of architect or engineer of record
- Assessor's parcel number
- Occupancy group(s), type of construction, and if fire sprinklers are being used
- Total square footage of building and improvements (existing and new)
- Zoning
- Vicinity map, location, and north arrow
- Stamp and wet signature of architect/engineer (all sheets). Design professional may be used with prior Building Official approval.
- Conditioned floor area
- Electrical service equipment size
- Existing use. Proposed Use
- Shell permit information (permit number and type of construction)

Plot/Site Plan:

- Lot dimension showing whole parcel and property lines
- Building footprint (provide dimensions to property lines and adjacent buildings)
- Identify building orientation with north arrow
- Direction arrows showing drainage from and on property
- Grading plan with new and existing elevations
- Show location of:
 - Electric meters/service
 - Septic system or sewer
 - Location of well
 - Easements, right-of-way, etc.
 - Other structures on property
 - Water meter
 - Driveway
 - Gas meters
 - Mandatory requirements of Planning Division and/or use permit
 - Fire hydrant
 - Trash enclosure
 - Backflow Device
 - Erosion control measures

Key Plan:

- Location within building where work is being done
- Path of travel from space to exterior exits
- Path of travel to main entrance per Title 24 regulations for the physically disabled

Architectural and Structural Plans:

- Foundation plan
- Floor plan (show new and existing work and show each floor drawn to scale and fully dimensioned):
 - Show size of all openings/swings of doors
 - Reference to section details
 - Show location of all stairways
 - Show exiting systems to a public way
 - Show construction information for any tenant walls
 - Identify exit lights
 - Identify uses of all rooms
 - Show smoke detector locations
 - Show location of electric panels
 - Show location of all restrooms, and provide details and dimensions depicting compliance with disabled access regulations
 - Show permanent equipment and fixtures
- Floor/wall/roof framing plans
- Exterior elevations

Details architectural/structural:

- Cross sections
- Framing details
- Section details
- Flashing
- Footing details (piers, grade beams, rebar, etc.)
- Bracing details
- Seismic anchorage of heavy equipment and fixtures
- Handrails and guardrails along with support details
- Structural material specifications
- Door/window schedules (list size and type)
- Structural connections (hold downs, straps, etc.)
- Fire-rated assemblies and protection of penetrations with listing numbers from approved laboratory or current CBC

Plumbing Plan:

Commercial plumbing plans shall be stamped and signed by a California licensed architect/engineer; or in the case of design-build, a California licensed contractor may sign the plans.

- Plumbing fixture and single-line schematics with pipe sizes (isometric diagram may be required for complex plumbing plans)
- Water meter size based on DFU's
- Sand and oil/grease interceptor specifications, sizes, and location when applicable
- Gas line: provide single-line drawing showing meter location, size, and length of piping and BTU demands
- Location of backflow preventer when required
- Medical gas/air/vac plans, if applicable

Mechanical Plan:

Commercial mechanical plans shall be stamped and signed by a California licensed architect/engineer; or in the case of design-build, a California licensed contractor may sign the plans.

- Gas line sizing calcs
- Size and location of all ductwork, plenums, registers, fire/smoke dampers, and fresh-air intakes
- Size and location of all combustion air openings (when gas equipment is used)
- Size, type, and termination of any gas vents
- Type I/II hoods will require additional details (ask for details)

Electrical Plan:

Commercial electrical plans shall be stamped and signed by a California licensed architect/engineer; or in the case of design-build, a California licensed contractor may sign the plans. High-rise, medical, and industrial buildings, along with services over 800 amps, must be stamped and signed by an electrical engineer.

- Floor plan showing proposed electrical item locations:
 - Lighting locations and switching
 - Mechanical equipment and disconnects
 - Receptacles and GFCI receptacles
 - Distribution panel locations
 - Exterior lighting plan and fixture details per Redding Municipal Code (RMC) 18.40.090
- Single-line diagram and all of the following that apply:
 - Load calculations based on Article 220 of the CaEC
 - Main switch size and type of disconnect
 - Service equipment size, voltage, and phase
 - Number of service meters and location
 - Conduit size, type, and location (under slab, in attic, etc.)
 - Conductor size, type, and type of insulation
 - Derating factors for conduit fill and ambient temperature
 - A.I.C., or fault current in amps available to the main service equipment
 - Transformer locations, sizes, and type, noting method of grounding separately derived systems as per Section 250-26 of the CaEC
 - Panel schedules, connected load, circuit size, and total load of each phase and panel
 - Method of grounding and size, noting all necessary bonding jumpers and size
 - ▶ If using drop calculations, remember that UL does not allow fuse let-through to be used in calculating point-to-point loads
 - ▶ If using a series-rated system, provide copy of UL-approved combination of breakers-to-breakers or fuse-to-breakers being used in series
 - ▶ Otherwise, note that the system is to be fully rated, meaning that all breakers shall have a rating greater than what is available

Separate Plans and Permits:

- Storage racks with storage level over 6' high including seismic anchorage. Provide calculations and details for rack components and anchorage if over 8' high.
- Fire alarm/smoke detection systems
- Flammable liquid storage areas, compressed gases
- Spray booths
- Automatic fire sprinkler/extinguishing systems
- Retaining walls

Assessor's Plan:

- Floor plan depicting scaled dimensions
- Site/plot plan

Notes:

Multiple information can be combined on plans for simple buildings if clarity is maintained. This is not a complete list of all required submittals, and additional information may be required to facilitate plan review. Other City departments and/or public agencies may have to review approved plans before permits can be issued.

Environmental Health/Air Quality Divisions:

Approval is required for:

- Water wells
- Septic systems
- Restaurant/food preparation
- Commercial/multiple family pools

DEPARTMENTS AND AGENCIES TO CONTACT IF QUESTIONS ARISE ON SPECIFIC REQUIREMENTS:		
Department	Phone No.	Responsibility
Building Division	225-4014	Plan review, building permits, and inspections
City Clerk	225-4056	Business license
Cross Connection Control	224-6031	Commercial water supply
Customer Service	339-7200	Utility services
Electric Department	339-7330	AIC ratings/ transformer location, size, and service conductors
Fire Prevention	225-4575	Plan review and inspection
Industrial Waste	224-6068 224-6049	Commercial and industrial wastewater
Planning Division	225-4020	Use permits, signs, and zoning
Engineering Division	225-4305	Grading/drainage permits, erosion control, and utility/street improvements
Shasta County:		
Office of Education	225-0225	School fees
Environmental Health Division	225-5787	Septic systems, water wells, pools, and food service plan review
Air Quality Management District	225-5674	Hazardous materials and gases

Website: www.ci.redding.ca.us/devserv/

Construction Waste Management (CWM) Plan

Note: This sample form may be used to assist in documenting compliance with the waste management plan.

Project Name: _____
 Job #: _____
 Project Manager: _____
 Waste Hauling Company: _____
 Contact Name: _____

All Subcontractors shall comply with the project's Construction Waste Management Plan.
 All Subcontractor foremen shall sign the CWM Plan Acknowledgment Sheet.

Subcontractors who fail to comply with the Waste Management Plan will be subject to backcharges or withholding of payment, as deemed appropriate. For instance, Subcontractors who contaminate debris boxes that have been designated for a single material type will be subject to backcharge or withheld payment, as deemed appropriate.

1. The project's overall rate of waste diversion will be ____ %.
2. This project shall generate the least amount of waste possible by planning and ordering carefully, following all proper storage and handling procedures to reduce broken and damaged materials and reusing materials whenever possible. The majority of the waste that is generated on this jobsite will be diverted from the landfill and recycled for other use.
3. Spreadsheet 1, enclosed, identifies the waste materials that will be generated on this project, the diversion strategy for each waste type and the anticipated diversion rate.
4. Waste prevention and recycling activities will be discussed at the beginning of weekly subcontractor meetings. As each new subcontractor comes on-site, the WMP Coordinator will present him/her with a copy of the CWM Plan and provide a tour of the jobsite to identify materials to be salvaged and the procedures for handling jobsite debris. All Subcontractor foremen will acknowledge in writing that they have read and will abide by the CWM Plan. Subcontractor Acknowledgment Sheet enclosed. The CWM Plan will be posted at the jobsite trailer.
5. Salvage: Excess materials that cannot be used in the project, nor returned to the vendor, will be offered to site workers, the owner, or donated to charity if feasible.
6. [HAULING COMPANY] will provide a commingled drop box at the jobsite for most of the construction waste. These commingled drop boxes will be taken to [Sorting Facility Name and Location]. The average diversion rate for commingled waste will be ____%. As site conditions permit, additional drop boxes will be used for particular phases of construction (e.g., concrete and wood waste) to ensure the highest waste diversion rate possible.
7. In the event that the waste diversion rate achievable via the strategy described in (6) above, is projected to be lower than what is required, then a strategy of source-separated waste diversion and/or waste stream reduction will be implemented. Source separated waste refers to jobsite waste that is not commingled but is instead allocated to a debris box designated for a single material type, such as clean wood or metal.

Notes:

1. Waste stream reduction refers to efforts taken by the builder to reduce the amount of waste generated by the project to below four (4) pounds per square foot of building area.
2. When using waste stream reduction measures, the gross weight of the product is subtracted from a base weight of four (4) pounds per square foot of building area. This reduction is considered additional diversion and can be used in the waste reduction percentage calculations.
8. [HAULING COMPANY] will track and calculate the quantity (in tons) of all waste leaving the project and calculate the waste diversion rate for the project. [HAULING COMPANY] will provide Project Manager with an updated monthly report on gross weight hauled and the waste diversion rate being achieved on the project. [HAULING COMPANY]'s monthly report will track separately the gross weights and diversion rates for commingled debris and for each source-separated waste stream leaving the project. In the event that [HAULING COMPANY] does not service any or all of the debris boxes on the project, the [HAULING COMPANY] will work with the responsible parties to track the material type and weight (in tons) in such debris boxes in order to determine waste diversion rates for these materials.
9. In the event that Subcontractors furnish their own debris boxes as part of their scope of work, such Subcontractors shall not be excluded from complying with the CWM Plan and will provide [HAULING COMPANY] weight and waste diversion data for their debris boxes.
10. In the event that site use constraints (such as limited space) restrict the number of debris boxes that can be used for collection of designated waste the project Superintendent will, as deemed appropriate, allocate specific areas onsite where individual material types are to be consolidated. These collection points are not to be contaminated with non-designated waste types.
11. Debris from jobsite office and meeting rooms will be collected by [DISPOSAL SERVICE COMPANY]. [DISPOSAL SERVICE COMPANY] will, at a minimum, recycle office paper, plastic, metal and cardboard.

Construction Waste Management (CWM) Worksheet

Note: This sample form may be used to assist in documenting compliance with the waste management plan.

Project Name: _____			
Job Number: _____			
Project Manager: _____			
Waste Hauling Company: _____			
Construction Waste Management (CWM) Plan			
DIVERSION METHOD:			
WASTE MATERIAL TYPE	COMMINGLED AND SORTED OFF SITE	SOURCE SEPARATED ON SITE	PROJECTED DIVERSION RATE
Asphalt			
Concrete			
Shotcrete			
Metals			
Wood			
Rigid insulation			
Fiberglass insulation			
Acoustic ceiling tile			
Gypsum drywall			
Carpet/carpet pad			
Plastic pipe			
Plastic buckets			
Plastic			
Hardiplank siding and boards			
Glass			
Cardboard			
Pallets			
Job office trash, paper, glass & plastic bottles, cans, plastic			
Alkaline and rechargeable batteries, toner cartridges, and electronic devices			
Other:			



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FINAL APPROVAL CHECKLIST

- Certificate of Occupancy** - All of the departments checked below must first give their approval as well as final Building Dept. approval for a Certificate of Occupancy. A C of O is required prior to occupying any building. This includes stocking the building or training personnel.
- Certificate of Compliance** - All of the departments checked below must first give their approval as well as final Building Dept. approval for a C of C for any shell building. C of O required prior to occupancy.
- Final Approval**- All of the departments checked below must first give their approval as well as final Building Dept. approval prior to finalizing this permit. No C of O required.

JOB ADDRESS	Plan Check Number

IT IS THE RESPONSIBILITY OF THE PERMIT APPLICANT TO CALL THE MARKED DEPARTMENTS FOR A FINAL INSPECTION. It is important to schedule a final inspection as early as possible to allow time to make any necessary corrections for occupancy.

√	CONTACTS FOR FINAL APPROVAL		APPROVAL	
			<i>Initials</i>	<i>Date</i>
	R.F.D. Inspection and/or Sprinklers – Craig Wittner	(530) 225-4575		
	R.F.D. Fire Alarms – Craig Wittner	(530) 225-4575		
	Engineering Division - Kyle Jones	(530) 225-4181		
	Planning Division – Christian Martinusen	(530) 225-4361		
	Landscape – Christian Martinusen	(530) 225-4361		
	Solid Waste, Trash Enclosure – Sam Petty	(530) 224-6208		
	Water-Backflow/RPP Device – Kely Miller	(530) 224-6033		
	Industrial Waste - Tracy Wyhlidko	(530) 224-6068		
	Shasta County Health Department	(530) 225-5787		
	Elevators - State of California	(916) 263-2830		
	Landscape Cert. of Compliance–Christian Martinusen	(530) 225-4361		
	Final Energy Certification Forms	Find acceptance test technician: calctp.org		

√	Any of the documents checked below must be given to the inspector prior to the issuance of the Certificate of Occupancy:	Received
	Final Report from Special Inspection Agency	
	Report from third-party testing agency (P.I.P.E.) For medical gas piping	

When all departments have initialed approval, return this FINAL APPROVAL CHECKLIST and the signed-off Inspection Log to the Permit Center, 777 Cypress Avenue, Redding CA 96001

I have read and understand what is required prior to occupying a building.

SignatureDate