



City of Arcata Application Check List

Permit # _____

Required before application accepted

I.	Residential Units (1 and 2 units), Remodels or Additions		
<input checked="" type="checkbox"/>	Needed		Requirements
<input type="checkbox"/>	Plot Plan		2 copies
<input type="checkbox"/>	Building Plans		3 copies
<input type="checkbox"/>	Title 24 - Energy Calculations		2 copies
<input type="checkbox"/>	Truss Calculations - if trusses used*		2 copies
<input type="checkbox"/>	Application Completely Filled Out		Information on Application with *
<input type="checkbox"/>	Valuation of Project		On the Application

II.	Multi-Family Units (3 or more units)		
<input checked="" type="checkbox"/>	Needed		Requirements
<input type="checkbox"/>	Plot Plan		2 copies
<input type="checkbox"/>	Building Plans		4 copies
<input type="checkbox"/>	Title 24 - Energy Calculations		2 copies
<input type="checkbox"/>	Truss Calculations - if trusses used*		2 copies with wet signature and stamp
<input type="checkbox"/>	Structural Calculations*		2 copies with wet signature and stamp
<input type="checkbox"/>	Engineering Transposed to Building Plans		2 copies
<input type="checkbox"/>	Sprinkler Plans if over 5 units		2 copies
<input type="checkbox"/>	Application Completely Filled Out		Information on Application with *
<input type="checkbox"/>	Valuation of Project		On the Application

III.	Tenant Improvement (Commercial Remodel or Addition)		
<input checked="" type="checkbox"/>	Needed		Requirements
<input type="checkbox"/>	Plot Plan		2 copies
<input type="checkbox"/>	Building Plans		4 copies
<input type="checkbox"/>	Title 24 - Energy Calculations		2 copies
<input type="checkbox"/>	Truss Calculations - if trusses used*		2 copies with wet signature and stamp
<input type="checkbox"/>	Structural Calculations*		2 copies with wet signature and stamp
<input type="checkbox"/>	Engineering Transposed to Building Plans		2 copies
<input type="checkbox"/>	Sprinkling Plans if Building has Sprinklers		2 copies
<input type="checkbox"/>	Application Completely Filled Out		Information on Application with *
<input type="checkbox"/>	Valuation of Project		On the Application

IV.	Commercial Buildings		
<input checked="" type="checkbox"/>	Needed		Requirements
<input type="checkbox"/>	Plot Plan		2 copies
<input type="checkbox"/>	Building Plans		5 copies
<input type="checkbox"/>	Title 24 - Energy Calculations		2 copies
<input type="checkbox"/>	Truss Calculations - if trusses used*		2 copies with wet signature and stamp
<input type="checkbox"/>	Structural Calculations*		2 copies with wet signature and stamp
<input type="checkbox"/>	Engineering Transposed to Building Plans		2 copies
<input type="checkbox"/>	Soils Report		2 copies
<input type="checkbox"/>	Sprinkler Plans if Required by Code		2 copies
<input type="checkbox"/>	Plan Check Fee Paid		To Be Determined by the Building Official
<input type="checkbox"/>	Application Completely Filled Out		Information on Application with *
<input type="checkbox"/>	Valuation of Project		On the Application

* Must be a California licensed engineer or architect

I acknowledge that all of the items checked above have been submitted with this application. Any items missing will delay the process of the building permit with no liability to the City.

I acknowledge that if I decide to not follow through with this permit I will pay the City of Arcata any fees accrued up to that point for plan reviews. Comm. Develop. is \$50 and Building is 65% of the building fee.

Signature

Date

1 box Owner Owner's Representative Contractor