

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 Permit Application

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

Date of Application _____

Job Address _____ **APN Number** _____

Contractor _____ Phone _____

Address _____ Email _____

State Lic.# _____ Expires _____ Required: Carpinteria Bus. License # _____

Architect, Engineer, Draftsperson _____ Phone _____

Address _____ Email _____

State Lic. # _____ Expires _____ Required: Carpinteria Bus. License # _____

Describe work to be done: _____

Estimated Value of Work \$ _____

Type of building Commercial Residential Industrial

Type(s) of work New Structure Remodel Addition Demolition

Construction and Demolition Waste: All new construction and redevelopment projects shall meet the CalGreen mandatory 65% diversion rate

Waste is being hauled by E.J. Harrison and Sons or Marborg Industries

Submitted a waste management plan to Public Works

Stormwater Management Program (New or replaced hard or impervious surface) Not applicable

Tier 1 ($\geq 2,500$ sq. ft.) Tier 2 ($\geq 5,000$ sq. ft.) Tier 3 ($\geq 15,000$ sq. ft.) Tier 4 ($\geq 22,500$ sq. ft.)

Are plans included with this submittal? Yes No If yes, please note the following requirements:

An electronic PDF file of the plans is required with submission of this Building Permit

Upon Building Permit issuance, applicant will be required to pay for archival scanning of approved plans

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 _____
<small>REQUIRED</small>	<small>REQUIRED</small>
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 _____

PDF of Working Plans Submitted?

YES NO

Final Plans Scanned?

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	_____
New Construction Tax	_____
Other Fees / Scanning	_____
Grand Total	_____

Plans checked by

Date

Receipt _____ Date _____ by _____



CARPINTERIA~SUMMERLAND FIRE PROTECTION DISTRICT

PERMIT APPLICATION PROCEDURES

(Fire Protection Certificate)

I. PLANNING AND DEVELOPMENT PROJECT APPLICATION (FPC- P)

A Fire Protection Certificate- Planning shall be issued at the time of application for a permit from the Division of Planning and Development. The FPC-P must be completed by the applicant and the fee in the amount of Two Hundred-Five (205.00) Dollars is to be collected and payment indicated on the certificate.

II. BUILDING AND SAFETY PERMIT APPLICATION (FPC- B)

A. The Fire Protection Certificate- Building shall be issued at the time of application for a building permit for the following:

Residential:

1. All new buildings.
2. Additions of 250 Sq. Ft. and above (including garages, utility buildings, etc.).
3. Additions that cause the total square footage to equal 5,000 sq. ft. or more will require the installation of a fire sprinkler system throughout.
4. Additions of 1000 sq. ft or more will require the installation of a fire sprinkler system throughout.
5. Alterations to a residence with a fire sprinkler system.
6. Gates, not part of a new building project.

Non-Residential

1. All new building.
2. Additions.
3. Tenet Improvements.
4. Improvements to or construction of County Government Buildings.
5. Development of mobile home parks.
6. Agricultural building improvements, if building permit is required.
7. Above-ground flammable/ combustible liquid or flammable gas storage tanks greater than 60 gallons capacity.
8. Cell sites.

B. The FPC-B (plan check construction drawing fee) collected shall be in the amount of Two Hundred-Five (205.00) Dollars for residential projects 1000 sq. ft. and above and non-residential projects 500 sq. ft. and above.

NOTE: The FPC-B (plan check construction drawing) fee is not required for residential projects less than 1000 sq. ft and for non-residential projects under 500 sq. ft.

III. The Fire District will return a copy of the signed FPC- P/FPC-B along with attached conditions and notice of any additional applicable fees (i.e. fire protection system, mitigation and inspection fee) to the Santa Barbara County Planning Division and to the applicant.

Effective: 03/2009

"Pride in Service"

**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: _____