



OFFICE USE ONLY

SUBMITTAL DATE _____

APPROVAL DATE _____

PERMIT # _____

FEES PAID _____

Po Box 1238
Pelham, Alabama 35124
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E-Mail: permits@pelhamalabama.gov

COMMERCIAL BUILDING PERMIT APPLICATION

SIGNED AND SEALED DRAWINGS REQUIRED BY ARCHITECT/ENGINEER
THIS APPLICATION IS MEANT TO BE FILLED OUT BY THE PROJECT ARCHITECT/ENGINEER

BUILDING ADDRESS: _____ ZONING: _____

BUILDING OWNER: _____ ADDRESS: _____

EMAIL ADDRESS: _____

PHONE NUMBER: _____

ENGINEER/ARCHITECT: _____ ADDRESS: _____

EMAIL ADDRESS: _____

PHONE NUMBER: _____

CONTRACTOR: _____ ADDRESS: _____

EMAIL ADDRESS: _____

PHONE NUMBER: _____

TYPE OF IMPROVEMENT:

- NEW CONSTRUCTION REPAIR SHELL/SLAB WITH ELECTRICAL
 ADDITION/RENOVATION MOVING
 CHANGE OF USE SHELL/SLAB ONLY REROOF

BUILDING USE TYPE:

- PRIVATE
 PUBLIC

BUILDING REQUIREMENTS PER 2015 IBC:

CONSTRUCTION TYPE: _____ TYPE OF FRAME: _____ USE GROUP: _____

MULTI-FAMILY TRANSIENT-# OF UNITS _____; HOTEL, MOTEL-# OF UNITS _____; AMUSEMENT/RECREATIONAL;
 CHURCH/RELIGIOUS; PARKING GARAGE SERVICE STATION/REPAIR GARAGE; HOSPITAL/INSTITUTIONAL; PUBLIC UTILITY;
 SCHOOL/EDUCATIONAL; STORE; OTHER

OF STORIES: _____ # OF OFF STREET PARKING REQUIRED: _____ ENCLOSED _____ OUTDOOR

SPRINKLER SYSTEM REQUIRED? YES NO; FIRE SYSTEM MONITORING REQUIRED? YES NO

ALLOWABLE BUILDING HEIGHT: _____ ACTUAL BUILDING HEIGHT: _____

ALLOWABLE BUILDING AREA: _____ ACTUAL BUILDING AREA: _____

LOT SIZE _____ FINISHED SF _____ UNFINISHED SF _____

MAXIMUM OCCUPANT LOAD: _____ PERSONS

REQUIRED UTILITIES:

NEW WATER TAP _____ METER SIZE _____ # OF FIXTURES; IRRIGATION METER REQUIRED? _____ SIZE

FIRE LINE REQUIRED _____ SIZE

CITY SANITARY SEWER AVAILABLE? YES NO; NEW SEWER TAP NEEDED YES NO

IS THE SEWER SERVICE A PRIVATE SEWER? YES NO; IF YES, NAME OF DISTRICT _____

SEPTIC SYSTEM (HEALTH DEPT. PERMIT # _____)

NEW ELECTRICAL SERVICE AMPS _____ REPLACE ELECTRICAL SERVICE AMPS _____

PRINCIPAL TYPE OF HEATING _____ CENTRAL AIR: YES NO

NATURAL GAS NEEDED? YES NO

MISCELLANEOUS:

PROPERTY FALL WITHIN A FEMA FLOODPLAIN YES NO
 STREET CUT REQUIRED YES NO
 ELEVATOR REQUIRED YES NO
 NEW BACKFLOW PREVENTER REQUIRED YES NO
 OIL SEPARATOR REQUIRED YES NO
 GREASE TRAP REQUIRED YES NO IF YES, WHAT SIZE _____ GAL

PLEASE SEE CITY GREASE POLICY ON INSTALLATION AND MAINTENANCE REQUIREMENTS

LIQUOR LICENSE REQUIRED? YES NO APPROVED BY COUNCIL? YES NO
 BUILDING PERMIT WILL NOT BE APPROVED UNTIL A LIQUOR LICENSE HAS BEEN APPROVED BY CITY COUNCIL (IF NEEDED)
 PLEASE INCLUDE COPY OF COUNCIL APPROVAL WITH APPLICATION.

ZONING APPROVAL YES NO

EASEMENTS:

DOES THE PROPERTY CONTAIN AN EASEMENT? YES NO LOCATED ON CIVIL PLAN? YES NO

TRADES: REQUIRED COMPLETION OF SUBCONTRACTORS LIST (SEPARATE FORM)

ALL INSTALLATION COMPANIES ASSOCIATED WITH THIS PROJECT ARE REQUIRED TO HOLD A BUSINESS LICENSE THROUGH THE CITY OF PELHAM. A STOP WORK ORDER WILL BE ISSUED FOR THE PROJECT IF ANY CONTRACTOR IS FOUND NOT TO HAVE AN APPROPRIATE LICENSE. NO INSPECTIONS WILL BE PERFORMED UNTIL PROOF OF LICENSE IS PROVIDED TO THE BUILDING DEPARTMENT.

INSPECTIONS REQUIRED:

24 HOUR NOTIFICATION IS REQUIRED TO SCHEDULE ANY INSPECTION. ANY CONTRACTOR FOUND NOT TO HAVE CALLED FOR PROPER INSPECTIONS, MAY BE REQUIRED TO REMOVE BUILDING MATERIALS THAT HINDER THE BUILDING DEPARTMENT FROM DOING ANY INSPECTION. THIS WILL BE AT CONTRACTORS EXPENSE. WORK SHALL NOT BE SCHEDULED TO OCCUR AFTER HOURS, WEEKENDS OR HOLIDAYS. SEE BUILDING PERMIT CARD FOR LISTING OF REQUIRED INSPECTIONS. CALL FOR UTILITY LOCATES PRIOR TO DIGGING.

FEE SCHEDULE: OFFICE USE ONLY		
BUILDING SQUARE FOOTAGE _____ SF		FEE: _____
PERMIT ISSUE FEE		FEE: \$10
TOTAL CONSTRUCTION COSTS=\$ _____		
	TOTAL FEES DUE= _____	
	FEES PAID DATE: _____	

I HEREBY CERTIFY THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD AND THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AS HIS AUTHORIZED AGENT AND WE AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THIS JURISDICTION.

I HEREBY ACKNOWLEDGE THAT THE FOLLOWING ARE IN VIOLATION OF THE CODE OF ORDINANCES OF THE CITY OF PELHAM: FAILURE TO CONTACT DIG RITE 3 WORKING DAYS PRIOR TO DIGGING; FAILURE TO MAINTAIN PROPER BUSINESS LICENSE WITH THE CITY; STORAGE OF CONSTRUCTION MATERIAL ON CITY/STATE RIGHT-OF-WAY; AND ACCUMULATION OF MUD AND DEBRIS ON CITY STREETS. VIOLATIONS OF THE ABOVE MAY RESULT IN AN ISSUANCE OF A STOP WORK ORDER.

SIGNATURE OF APPLICANT

ADDRESS OF APPLICANT

APPLICATION DATE

ANY ONE CALL VIOLATIONS WILL BE ISSUED A CITATION FOR MUNICIPAL COURT, AND THE DIGGER IS LIABLE FOR DAMAGES.

