

City of Hemet
 Department of Building and Safety
APPLICATION FOR BUILDING PERMIT

NOTE: 5 sets of plans and 2 sets of specifications must be submitted for all new residential and commercial construction. 3 sets of plans and specifications for all other residential construction. A copy of the signed contract between the owner and the contractor for proposed work is also required. By signing below, I acknowledge that all required documents are included in the submittal and I am aware that the omittance of any items may result in a delay of the plan check turn around time, rejection of the submitted plans or additional plan check fees. Furthermore, I am aware that my plans will expire 180 days from the date of submittal unless a permit has been issued or a request for extension has been granted. Note: All submittals are subject to a Site Development Review that may be determined at a later date. Submittal of plans at this time is at your own risk. Plan check fees will cover inital check and one recheck. Additional plan check fees will be charged for all additional rechecks. Please review back side for additional requirements.

Project Address: _____ Date: _____

Assessors Parcel Number: _____ Lot Number: _____ Valuation: _____

Is this a Mobile Home Yes No Located in a Rental Park Located on Own Land

Description of Work: _____

Existing Residential Pool or Spa

Owner: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: () - Fax: () - Email: _____

CONTRACTOR INFORMATION:	ARCHITECT/ENGINEER INFO.
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Name: _____	Name: _____
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Address: _____	Address _____
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City: _____	State: _____	Zip: _____	City: _____	State: _____	Zip: _____
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Telephone: () -	Telephone:() -
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Fax: () -	License Number: _____	Email: _____
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Contact Person: _____	Telephone: () -	Email: _____
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State License Number: _____	Type: _____	Expiration Date: _____
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Contractor's Workers Comp. Ins. Carrier: _____	Number: _____	Exp. Date: _____
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Contractors City Business License Number: _____	Expiration Date: _____
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DEPARTMENTAL USE ONLY

SET BACKS - FRONT _____ SIDE _____ BACK _____ ZONING _____
 TRACT NUMBER _____ TYPE OF CONST. _____ OCC. GROUP _____
 LOG NUMBER: _____ P/C BUILDING _____ P/C FIRE _____

I hereby certify that I have read this application and state that the above information is correct. I agree to comply with all city ordinances and state laws relating to building construction, and hereby authorize representatives of this city to enter the above mentioned property for inspection purposes.

Owner/Applicant Signature: _____

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ITEMS REQUIRED PRIOR TO PERMIT ISSUANCE

Now that your plans have been submitted we wanted to make you aware of some items that we hope that you haven't overlooked. Prior to permit issuance the City will require the following:

- G A digital copy of the final set of plans sized greater than 11" X 17" in a TIF image is required before permit issuance.
- G School Fee Letter: The actual school fee notification is sent the Hemet Unified School District when the plans have been approved and the fees are calculated for the permit. The owner/developer is responsible for paying those fees to the School District. Even though the School District does not have your actual square footage they can advise you of the current per square footage fee for your project. Once the permit is "run" and fees are calculated, the school district will be notified and you will then be able to pay the fees to the district. Hemet Unified's phone number is 791-2431.
- G Contract: The City requires that the value of the project is verified prior to submittal of plans. If this is not available at time of submittal, it must be provided prior to permit issuance. If the project is to be owner/builder, we will then require a certification from the engineer of record for the valuation.
- G First Release from Eastern Municipal Water District (EMWD). All projects are required to obtain a First Release from EMWD whether or not you are in their service area. EMWD can be reached at 928-3777.
- G First Release from applicable water & sewer agency. There are 3 agencies that provide water or sewer services to the valley. You are required to get a first release from the agency(s) that will provide sewer and water service to your project. They can be reached at the following numbers:

EMWD	928-3777
Lake Hemet Municipal Water District	658-3241
City of Hemet	765-2350
- G Development Impact Fee (DIF) waivers. The Building Department will not waive any DIF fees without written notification from the department that we collect it for. If you are exempt from TUMF or MSHCP, written documentation is required from the Planning Department. You are responsible for ensuring that documentation is received by our Department.
- G Pool and Spa Anti-Entrapment Cover Declaration form for all residential projects.