



PLANNING & DEVELOPMENT SERVICES

Building Division

Building Permit Ready to Issue Drop Off

Building Permit Ready to Issue Projects

All required approvals and conditions of approval must be satisfied to drop off your ready to issue project. If anything is missing, the drop off will be rejected and returned to the applicant.

Date & Time: _____ APN: _____

Project Address: _____

Record ID: _____

Additional Comments: _____

Owner Information

Name: _____

Phone #: _____

E-mail Address: _____

Applicant Information

Name: _____

Phone #: _____

E-mail Address: _____

By signing this form, you are assuring that all required approvals and conditions of approval have been met and no changes have been made since the approvals.

Applicants Signature: _____

Note if the dropped off issuance documents do not include all required approvals and conditions of approval we will not be able to proceed with the issuance and/or if any changes have been made to the project since the approvals, there may be an increase in fees and requirements associated with the project and the owner will be notified.

COUNTY STAFF USE ONLY:

Accepted

Rejected

Reason: _____

Technician: _____

4/8/2020 10:28 AM