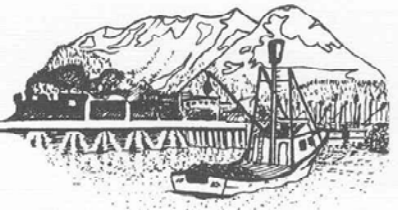


# CITY OF CORDOVA



## BUILDING PERMIT APPLICATION CITY OF CORDOVA

### INSTRUCTIONS

*Print or type requested information. Incomplete applications will be returned to the applicant and will delay the processing of your request.*

	TYPE OF REQUEST	FEE
	Residential Building Permit	\$50
	Multi-Family Building Permit	\$100
	Commercial Building Permit	\$150
	Industrial Building Permit	\$200

APPLICANT INFORMATION	
Name	
Address	
Telephone [home]	
Business Name	
Business Address	
Telephone [business]	
Business FAX	
Project architect/engineer	
Address of architect/engineer	
Telephone of architect/engineer	

PROPERTY/PROJECT INFORMATION	
Address of subject property	
Parcel identification number	
Property owner [name/address]	
Current zoning	
Proposed use	
Construction start date	
Estimated Cost of Construction	

<b>ZONING APPLICATION</b>	
Owner of property (if different than applicant). If multiple owners, list names and addresses of each and indicate ownership interest. Attach additional sheet if necessary.	
Real Estate Firm/Broker handling sale of property. Provide name and address. <b>Note:</b> <i>If you do not own the property, you must            provide a copy of a Purchase Agreement or            instrument acceptable to the city indicating            the owner is fully aware of, and in agreement            with, the requested action.</i>	
City Business License Permit Number (if applicable)	

<b>APPLICANT CERTIFICATION</b>	
<p>By the signature(s) attached hereto, I (we) certify that the information provided within this application and accompanying documentation is, to the best of my (our) knowledge, true and accurate. Furthermore, I (we) hereby authorize the City and its representatives to enter the property associated with this application for purposes of conducting necessary site inspections.</p>	
By: _____ <div style="text-align: center;">(Signature)</div>	By: _____ <div style="text-align: center;">(Signature)</div>
Name: _____ <div style="text-align: center;">(Type/Print)</div>	Name: _____ <div style="text-align: center;">(Type/Print)</div>
Date: _____	Date: _____
<b>CITY USE ONLY - PLEASE DO NOT WRITE IN THIS SECTION</b>	
ITEM	ACTION
Date application received:	
Date application deemed complete:	
Fee paid:	
Staff review date/reviewer name:	
Other:	
A Building Permit for property within the City of Cordova <b><u>expires eighteen (18) months after the date it is issued.</u></b>	

---



---



---

1. Please describe the proposed construction/alteration and intended use: \_\_\_\_\_

---

2. Please give dimensions and square footage of construction: \_\_\_\_\_

3. Intended use:  Single Family  Duplex  Multifamily  Commercial/Industrial  
 Home Occupation (describe) \_\_\_\_\_  Mobile Building  Change of use

4. No. of Living Units: \_\_\_\_\_ 5. No. of Bedrooms: \_\_\_\_\_

6. Has a variance been granted?  Yes  No

7. Is there a new:  Garage?  Carport? Is it attached to the residence?  Yes  No

8. Is there an apartment above the garage?  Yes  No

9. Off-street parking: Existing \_\_\_\_\_ Proposed \_\_\_\_\_

10. Required Setbacks: Front \_\_\_\_\_ Left Side \_\_\_\_\_ Right side \_\_\_\_\_ Rear \_\_\_\_\_ Height \_\_\_\_\_

11. Proposed Setbacks: Front \_\_\_\_\_ Left Side \_\_\_\_\_ Right side \_\_\_\_\_ Rear \_\_\_\_\_ Height \_\_\_\_\_

12. Sewage Disposal:  
 Private marine outfall:  Existing  New Specify owner/location: \_\_\_\_\_  
 Private on-site sewer:  ADEC Certification Attached

*NOTE: Property owners with a private system need an ADEC permit showing sewer system is operational before Permit can be issued. Please contact ADEC at (907) 269-7599*

13. Water supply:  Cistern (show on site plan)  City

14. Is the construction occurring on a grandfathered structure (build prior to August 7, 1967)? \_\_\_\_\_

15. Is there a building currently on the property?  Yes  No  
If YES, an As-built survey must be attached.

16. Which licensed surveyor will be doing your foundation/as-built Survey? \_\_\_\_\_

17. Is your driveway exit and adjoining roads shown on the site plan?  Yes  No  
Are you building a new driveway that exits onto a State road or highway?  Yes  No  
If YES, an ADOT Driveway Permit is required. (See bottom page 4)

18. Does this property contain drainages, creeks, wetlands, or other water features?  Yes  No  
Does your lot abut salt water?  Yes  No  
Have you or will you be using fill to develop your lot?  Yes  No

*(If you answered YES to any of the above three questions, you may need to contact the U.S. Army Corps of Engineers or other State agencies about additional permitting requirements.. Please see Planning staff for information.)*

19. Is this permit for a tax-exempt use?  Yes  No

20. Has a Conditional Use Permit been issued?  Yes  No

21. Is this permit for a mobile building?  Yes  No  
Year \_\_\_\_\_ Model \_\_\_\_\_ Serial No. \_\_\_\_\_

22. Is your property within a Flood Plain or Coastal Zone? (see staff for interpretation) \_\_\_\_\_  
Elevation Certificate/Flood Hazard form attached

23. Is your property within the Cordova Coastal Management Plan Area or the Eyak Lake Area Meriting Special Attention (AMSA)?  Yes  No

## APPLICATION INFORMATION

**Parking:** Each residential dwelling unit must have at least two (2) vehicular off-street parking spaces. Parking is permitted in the setbacks. The number of parking spaces required for public, commercial, or industrial uses can be determined by consulting the Planning Department.

**Water and Sewer:** Applicants must obtain a water/sewer application from City Hall. Fees vary.

**Sewage Disposal:** All proposed sewage systems outside of City Limits (unrestricted district) must be designed by a registered professional engineer. The engineer must submit the proposed design to the Department of Environmental Conservation (DEC) for approval. A DEC "Certificate to Install" must be attached to the building permit application.

**Site plan, Building Height, and Building plan:** *Two copies* of a site, building height, and building plan, *drawn to scale (1"=x')*, must be submitted with the application. Plans must show all property lines, roads or water ways abutting the lot, the water tank, sewer lines, drain fields (if applicable), proposed setback distances, and parking areas. Plans should identify existing or proposed foundation location and extensions beyond the foundation, landings, decks, porches, and overhangs. Please include a building height (elevation) drawing. *As-built surveys* prepared by a licensed land surveyor to establish the location of existing improvements on the property must be submitted within 60 days of issuance of Building Permit. Building without an as-built survey is done at your own risk.

**Snow and Wind loads:** 100 lbs. per square inch snow and 100 mph wind load

**Lot and Yard Regulations:** Cornices, canopies, eaves or other similar architectural features not providing additional floor space within the building may extend into a required yard not to exceed two ft.

**Seismic Zone:** 4

### State-Owned Roads in Cordova

Lake Avenue

Power Creek Road

Copper River Highway/New England Cannery Road

Whitshed Road







