

# CITY OF CORDOVA



## BUILDING PERMIT APPLICATION

City of Cordova, Alaska

| INSTRUCTIONS   | PERMIT TYPE   | FEE   |
|--|---|-------|
| Print or type requested information. Incomplete applications will be returned to the applicant and will delay issuance of the permit. The Building Permit Application also serves as an application for a Zoning Compliance Certificate. | <input type="checkbox"/> Residential Building Permit  | \$125 |
|  | <input type="checkbox"/> Multi-Family Building Permit | \$225 |
|  | <input type="checkbox"/> Commercial Building Permit   | \$325 |
|  | <input type="checkbox"/> Industrial Building Permit   | \$425 |

### APPLICANT INFORMATION

|                  |  |
|------------------|--|
| Name:            |  |
| Mailing Address: |  |
| City/State/Zip:  |  |
| Phone Number:    |  |
| Email Address:   |  |

### OWNER INFORMATION\*

|                  |  |
|------------------|--|
| Name:            |  |
| Mailing Address: |  |
| City/State/Zip:  |  |
| Phone Number:    |  |
| Email Address:   |  |

\*If different from applicant.

### CONTRACTOR INFORMATION\*

|                                |  |
|--------------------------------|--|
| Contractor Name & License No.: |  |
| Contractor Name & License No.: |  |
| Contractor Name & License No.: |  |
| Contractor Name & License No.: |  |

\*List all contractors working on project. Contractors must have a Cordova Business License.

### PROJECT INFORMATION

|                          |  |
|--------------------------|--|
| Scope of Work:           |  |
| Construction Start Date: |  |
| Estimated Cost:          |  |

### PROPERTY INFORMATION\*

|                    |  |
|--------------------|--|
| Address:           |  |
| Legal Description: |  |
| Tax Lot No.:       |  |
| Zone District:     |  |

\*Planning Department can assist if unknown.

**ADDITIONAL INFORMATION**

|  |  |
|--|--|
| <b>Describe Scope of Work in detail:</b> |  |
|  |  |
|  |  |
|  |  |

|  |  |
|--|--|
| <b>Dimensions, height, and square footage of construction:</b> |  |
|  |  |

|  |  |
|--|--|
| <b>Existing off-street parking spaces:</b> |  |
| <b>Proposed off-street parking spaces:</b> |  |

|                           |               |  |                           |               |  |
|---------------------------|---------------|--|---------------------------|---------------|--|
| <b>Required setbacks:</b> | <b>Front:</b> |  | <b>Proposed setbacks:</b> | <b>Front:</b> |  |
|                           | <b>Rear:</b>  |  |                           | <b>Rear:</b>  |  |
|                           | <b>Left:</b>  |  |                           | <b>Left:</b>  |  |
|                           | <b>Right:</b> |  |                           | <b>Right:</b> |  |

|                               |  |                         |  |
|-------------------------------|--|-------------------------|--|
| <b>Maximum zoning height:</b> |  | <b>Proposed height:</b> |  |
|-------------------------------|--|-------------------------|--|

**OTHER QUESTIONS\***

|                                     |                                    |   |
|-------------------------------------|------------------------------------|---|
| <input type="checkbox"/> <b>Yes</b> | <input type="checkbox"/> <b>No</b> | Will you be installing a private septic system?                             |
| <input type="checkbox"/> <b>Yes</b> | <input type="checkbox"/> <b>No</b> | Are you developing a new driveway that exits onto a State Road?             |
| <input type="checkbox"/> <b>Yes</b> | <input type="checkbox"/> <b>No</b> | Does property contain drainages, creeks, wetlands, or other water features? |
| <input type="checkbox"/> <b>Yes</b> | <input type="checkbox"/> <b>No</b> | Will you be using fill to develop the lot?                                  |
| <input type="checkbox"/> <b>Yes</b> | <input type="checkbox"/> <b>No</b> | Is this Building Permit for a Mobile Home?                                  |
| <input type="checkbox"/> <b>Yes</b> | <input type="checkbox"/> <b>No</b> | Is the property within a Flood Plain?                                       |
| <input type="checkbox"/> <b>Yes</b> | <input type="checkbox"/> <b>No</b> | Is your property within the Eyak Lake Area Meriting Special Attention?      |
| <input type="checkbox"/> <b>Yes</b> | <input type="checkbox"/> <b>No</b> | Do you intend to get a Sales Tax Exemption Card (\$350)?                    |
| <input type="checkbox"/> <b>Yes</b> | <input type="checkbox"/> <b>No</b> | Do you need to have a Site Plan Review (Zones WCP or WI)?                   |

\*See Planning Staff for additional information if you don't understand any of these questions.

**ATTACHMENTS**

|   |  |
|---|--|
| <b>For new construction or substantial changes:</b> | <b>Residential building larger than a three-plex or any Commercial or Industrial building:</b> |
| <input type="checkbox"/> Detailed Plot Plan         | <input type="checkbox"/> Fire and Life Safety Review   |
| <input type="checkbox"/> Front Elevation Drawing    | <b>Other:</b>  |
| <input type="checkbox"/> Side Elevation Drawing     | <input type="checkbox"/>   |
| <b>Recommended:</b>                                 | <input type="checkbox"/>   |
| <input type="checkbox"/> As-Built Survey            | <input type="checkbox"/>   |
| <input type="checkbox"/> Photos                     | <input type="checkbox"/>   |
| <b>Additional Permits:</b>                          | <input type="checkbox"/>   |
| <input type="checkbox"/> Variance Permit            | <input type="checkbox"/>   |
| <input type="checkbox"/> Conditional Use Permit     | <input type="checkbox"/>   |

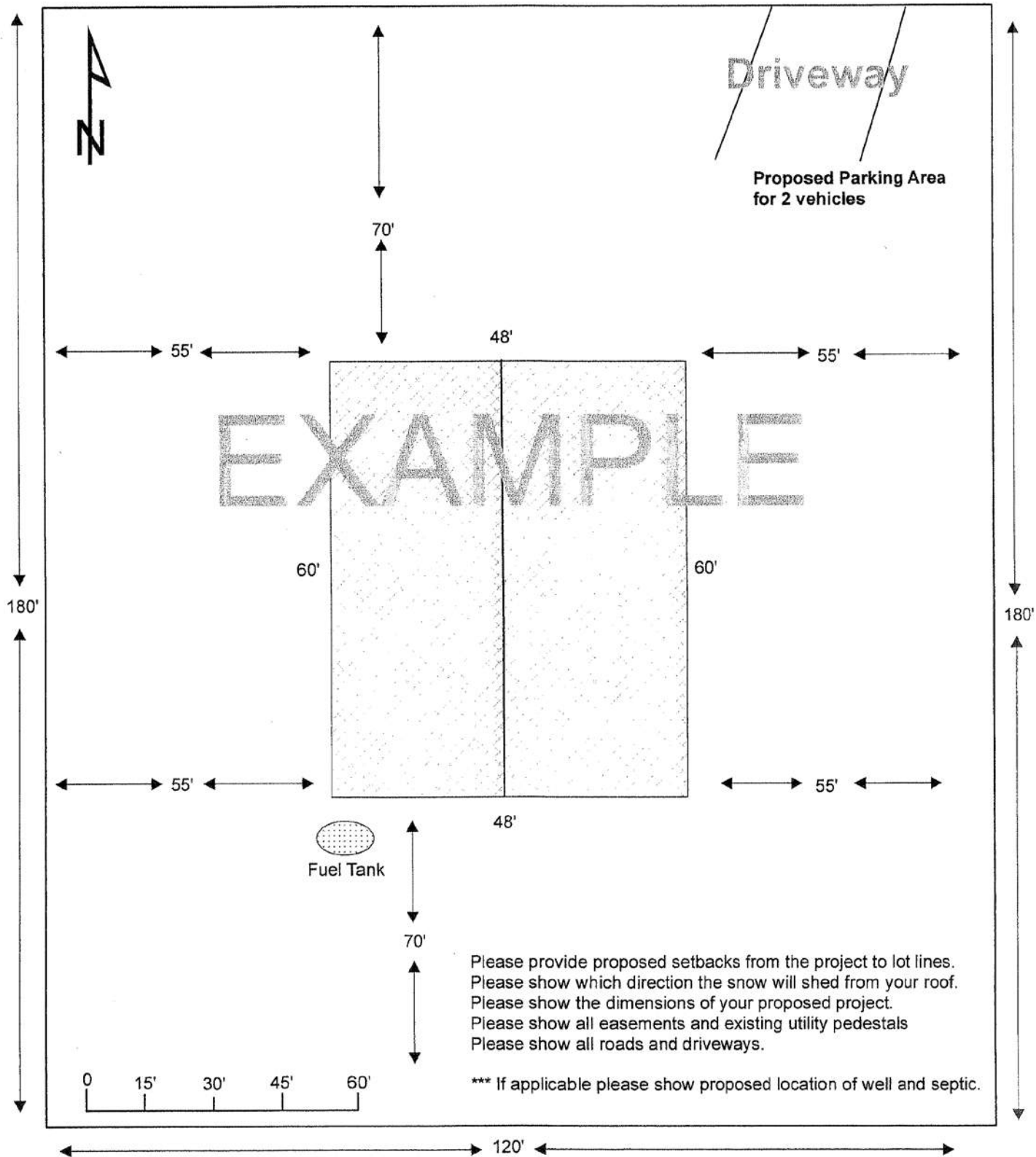
**APPLICANT CERTIFICATION**

*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 site inspections.*

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print Name and Title:** \_\_\_\_\_

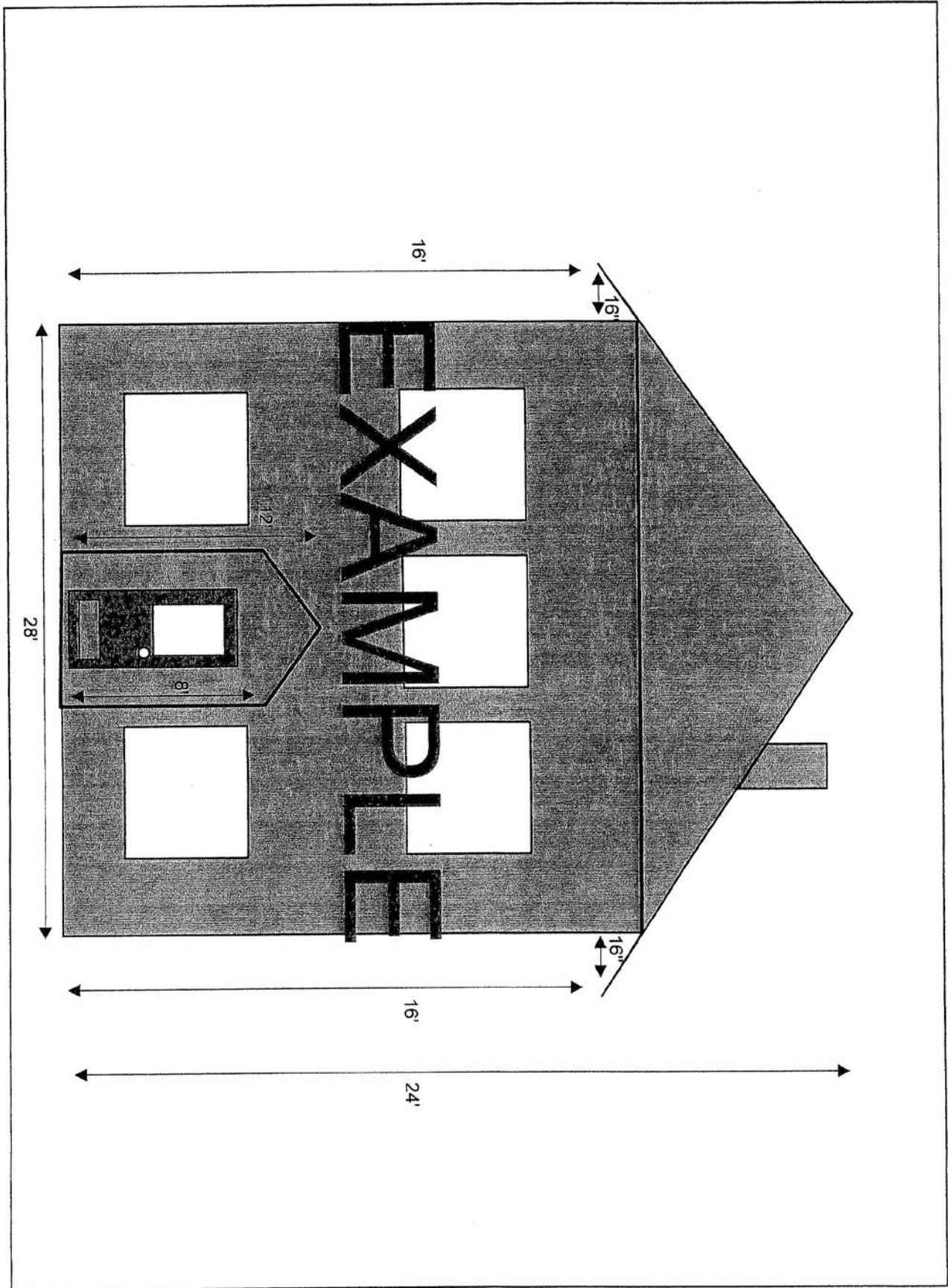
# Plot Plan Example



Please provide proposed setbacks from the project to lot lines.  
Please show which direction the snow will shed from your roof.  
Please show the dimensions of your proposed project.  
Please show all easements and existing utility pedestals  
Please show all roads and driveways.

\*\*\* If applicable please show proposed location of well and septic.

# Front Elevation Example



# Side Elevation Example

