



# Development Services Department

300 Richards Boulevard 3rd Floor Sacramento, CA 95811

Help Line: (916) 808-5656

www.cityofsacramento.org/dsd



## MINOR PERMIT APPLICATION

Check One:

Walk In

Fax In  
(Pick up permit at counter)

Faxback\*  
(Receive permit by fax)

- Permits requiring Plan Review are not eligible with this form.
- Design Review and Historic Preservation approval may be required if job address is located in those areas (additional forms may be required).

**Fax #: (916) 808-1901**

\* Faxback requires pre-registration, which can be done at the permit counter when picking up the first permit.

**Note: Work started before a Building Permit is issued will be subject to quad fee.**

**IN ORDER TO PROCESS THIS REQUEST, ALL THE FOLLOWING INFORMATION MUST BE PROVIDED (PLEASE PRINT):**

Bldg Type:  RESIDENTIAL

APARTMENTS

COMMERCIAL (limited)

Job Address: \_\_\_\_\_ Unit # \_\_\_\_\_ Contract Price \_\_\_\_\_

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

<b>Property Owner:</b>	<b>Contractor:</b>	License #:
Address:	Address:	
City/State/Zip:	City/State/Zip:	
Phone:	Phone:	Fax:
<b>Nature of Work:</b> Provide description of work & indicate type of work in selections below.	<b>Registration # for Faxback:</b>	

<p><b>Reroof (excluding tile)</b></p> <p><input type="checkbox"/> Tear-Off <input type="checkbox"/> Resheet</p> <p><input type="checkbox"/> House <input type="checkbox"/> Garage</p> <p># Squares: _____</p> <p># Stories: _____</p> <p>Material: _____</p> <p><input type="checkbox"/> Siding</p> <p><input type="checkbox"/> Wood <input type="checkbox"/> T-111 <input type="checkbox"/> Horizontal <input type="checkbox"/> Vinyl <input type="checkbox"/> Stucco</p>	<p><input type="checkbox"/> HVAC Installations (Residential Only)</p> <p><input type="checkbox"/> Change-out <input type="checkbox"/> New</p> <p><input type="checkbox"/> Heat Pump</p> <p><input type="checkbox"/> Package <input type="checkbox"/> Split system <input type="checkbox"/> Roof mount <input type="checkbox"/> Cut-in <input type="checkbox"/> Heat pump or elec. unit to gas <input type="checkbox"/> Wall furnace <input type="checkbox"/> Other (describe below)</p> <p>Value of duct work: \$ _____</p> <p>Cut-in: \$ _____</p>	<p><input type="checkbox"/> Water Heater (Residential Only)</p> <p><input type="checkbox"/> Electric <input type="checkbox"/> Gas</p> <p><input type="checkbox"/> Change-out</p> <p><input type="checkbox"/> Electric to Gas <input type="checkbox"/> Relocate <input type="checkbox"/> New</p> <p><input type="checkbox"/> Dry Rot or Termite Damage Repair</p> <p><input type="checkbox"/> Flooring/Joists <input type="checkbox"/> Mud sill/Studs <input type="checkbox"/> Roof Structure <input type="checkbox"/> Exterior</p>	<p><input type="checkbox"/> Minor Electric and/or Minor Plumbing (Residential Only)</p> <p><input type="checkbox"/> Electric Service Change # amps _____</p> <p><input type="checkbox"/> New electric circuits <input type="checkbox"/> Re-wire <input type="checkbox"/> Breaker Change</p> <p><input type="checkbox"/> Replacement <input type="checkbox"/> Water Service <input type="checkbox"/> Sewer Service <input type="checkbox"/> Gas Line <input type="checkbox"/> Re-plumb <input type="checkbox"/> Water <input type="checkbox"/> Waste</p>	<p><input type="checkbox"/> Public Utilities Safety Inspection (Residential and single apartment units Only)</p> <p><input type="checkbox"/> SMUD <input type="checkbox"/> PG&amp;E</p> <p><b>* NOTE *</b> Correction Notice items will require an additional building permit.</p>
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<b>Office Use Only:</b>	<b>Date Received:</b>	<b>Date Issued:</b>	<b>Processor's Initials:</b>	<b>Permit #:</b>
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Please note that once this document is submitted to the City of Sacramento, your information may be subject to the Public Records Request Act. However, the City will not sell your data or information for any purpose.