

## Commercial New Construction Permit Application

Application requires review by Building Department staff. Contractors, who are registered online users, can apply online, upload documents, monitor application progress, schedule inspections, and pay fees 24 hours a day / 7 days a week through the [online portal](#).

You will be notified by email of any changes made to your application status.

All information is intended as a guide and may not cover every situation. Additional information may be required dependent on individual project circumstances.

### Type of Work

**Commercial:** Construction of new building, interior build-out, accessory structure, tower, or exterior addition or change that impacts the footprint of the building or adds square footage to the building (with or without renovation of existing space). Includes all sub-trades such as electrical, plumbing, and roofing.

### Licensed Professionals

Professionals may only obtain permits for the scope of work in accordance with their license type. Some professionals may be required to name subcontractor(s).

- Building Contractor
- General Contractor
- Special Structure Aluminum Contractor
- Tower Specialty Contractor
- Property owners acting as their own contractor, Owner/Builder, must appear in person

### Documents Needed with This Permit Application

**Application**

**NOC**

**Plans**

**Survey**

**Energy Calculations**