



City of Tombstone Building Department

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Tombstone, Arizona 85638
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BUILDING PERMIT APPLICATION

Projects within the Schieffelin Historic District will require additional approval of the Historic Preservation Commission, prior to submission and approval of Building Permit.

Please complete the below information.

PROPERTY INFORMATION:

Cochise County Tax Parcel Id Number: _____

Property Street Address: _____

Subdivision _____ Lot # _____ Zoning: _____ Block # _____

Property is within the boundaries of the Schieffelin Historic District (see attached map): ☐ Yes ☐ No

OWNER INFORMATION:

Last Name First Name Middle Name

Mailing Address: _____

City State Zip

1st Contact Number 2nd Contact Number E-Mail Address

PERMIT INFORMATION:

Permit Type: ☐ Residential ☐ Commercial

Class of Work: ☐ New ☐ Repair/Replace ☐ Sign ☐ Utility ☐ Row Other: _____

Total Square Footage: _____

Valuation of Work: _____

Description of Work: _____

Falsification of information on this document for the purpose of evading or attempting to evade building code requirements is a class 1 misdemeanor pursuant to IBC Section 105.4 and 114.4.

Signature Date

OFFICIAL USE ONLY

Occupancy Group: _____ Building Type: _____ Building Area (under roof): _____ sq. ft.

Date of Issuance: _____ Issued By: _____

In Accordance with A.R.S. Title 32

☐ I am currently a licensed contractor:

Contractor Name: _____

Doing Business As: _____

ROC License # _____ / Classification of ROC License: _____

Contractor's Signature: _____ Date: _____

Title: _____

☐ I am an Owner/Builder:

Owner/Builder Name: _____

Owner/Builder Physical Address: _____

Owner/Builder Mailing Address: _____

Owner/Builder Signature: _____ Date: _____

EXEMPTION FROM LICENSING

I am exempt from Arizona Contractor's License laws on the basis of the licensing exemption contained in A.R.S. 32-1121A.

☐ I am the Owner/Builder of the property. I will follow in strict compliance with 32-1121A.5. The property is intended for sole occupancy by the owner, not intended for occupancy of member of the public, owner's employees or business visitors. The structures are **NOT INTENDED FOR SALE OR RENT WITHIN 1 YEAR AFTER COMPLETION.**

☐ I am the Owner/Developer of the property. I will follow in strict compliance with 32-1121A.6. I will contract with a General Contractor licensed pursuant to the chapter. To qualify for this exemption, all licensed contractor's names and license numbers working on this project shall be included on this application and contained within all sales documents.

☐ Other Exemption: _____

I fully understand that the exemption provided by A.R.S. 321121A.14 (the Handyman Exemption) does not apply to ANY construction project which requires a building permit, is the smaller part of a larger project and/or the total aggregate contract price including labor, materials, and all other items is \$1,000 or more.

I will be using the following licensed contractors or sub-contractors on this project:

(General Contractor) ROC License #: _____ Class: _____

(Mechanical Contractor) ROC License #: _____ Class: _____

(Electrical Contractor) ROC License #: _____ Class: _____

(Plumbing Contractor) ROC License #: _____ Class: _____

FALSIFICATION OF INFORMATION ON THIS DOCUMENT FOR THE PURPOSE OF EVADING OR ATTEMPTING TO EVADE STATE LICENSING LAWS IS A CLASS 2 MISDEMEANOR PURSUANT TO ARIZONA REVISED STATUTES 13-2704.

I have read and fully understand all of the information contained within this document. The above information provided by me on this document is true and accurate to the best of my knowledge.

PRINT FULL NAME AND ADDRESS:

Signature _____ Date: _____

PERMITS ARE REQUIRED BY TOMBSTONE CITY CODE

You are required by the Tombstone City Code, 3-1-1: Adoption of the Uniform Building Code, to obtain a Building Permit if you: Construct, Enlarge, Alter, Repair, Improve, Move, Convert, Demolish any building, utilities, or structure.

You **Do Not** need a permit for the following:

- Detached storage sheds less than 120 sq. ft.
- Certain fences
- Oil Derricks
- Certain cases, counters, partitions
- Certain retaining walls
- Certain water Tanks
- Certain Platforms, Walks, and Driveways
- Painting
- Temporary Movie Sets
- Certain Window Awnings
- Certain Swimming Pools
- You require a permit if any of the above require Plumbing, Mechanical, or Electrical Work according to Building Permit Requirements per **Uniform Building Code Permit Requirements**.

Failure to obtain a building permit, prior to commencement of work or manufactured home can be cause for revocation of a City of Tombstone Business License, a \$300.00 fine, a six (6) month imprisonment, or any combination of the three. A separate offense can be deemed for each day of violation.

MINIMUM REQUIREMENTS FOR OBTAINING A PERMIT

1. Furnish one (1) project drawing. The Minimum is ¼ inch equals 1 foot. Minimum sheet size is 8 1/2" x 11". Place title block on the lower right-hand corner with the name of the project, location of the project, date of the drawings and contact information including names and phones numbers of Property Person and Drafts Person. Number each sheet consecutively of a set. An example would be, sheet 1 of 6, sheet 2 of 6, etc. (sample on file at Public Works)
2. Submit sufficient documentation of project requirements with complete application (example-roof truss design) and other submittals necessary to show the intent and extent of the project. Submit any other information required by the building official for your particular project.

Required Project Drawings

- 1) PLAT PLAN. Include the following:
 - a) Property dimensions and property orientation to North.
 - b) Point of Origin for all site Utilities and point of connections to the building.
 - c) Placement of the structure upon the property, to scale and orientation to North.
 - d) Location of driveways for access upon the property and the street name connected to the driveway.
 - e) Any recorded easement or variance of the property.
- 2) FLOOR PLAN. Include the following:
 - a) All dimensions for locations and thickness of all interior and exterior walls.
 - b) Room sizes and intended use. (i.e. kitchen, bedrooms, etc.)
 - c) Locations and sizes of all windows and doors. Furnish a window and door schedule.
 - d) Structural calculations and design of roof trusses.
- 3) EXTERIOR ELEVATIONS. Include the following:
 - a) All sides of the building including roof slopes
 - b) The materials that will be used for roof and exterior finishes
- 4) CROSSCUT SECTIONS. Include the following:
 - a) Exterior wall showing details of construction for footings, roof, and special conditions.
- 5) MECHANICAL PLAN. Include the following:
 - a) All mechanical means of heating and cooling.
 - b) All passive solar heating systems, if any.
 - c) Equipment closets and outside equipment (if applicable) locations.
 - d) Duct layout and duct sizes.
 - e) Register locations and sizes.
 - f) Routing of refrigerant piping

- 6) **PLUMBING PLAN.** Include the following:
 - a) Service entrance locations into the building for water, sewer, and gas
 - b) Locations and layout of all Plumbing fixtures and water heaters.
 - c) Routing and pipe sizes for water and sanitary sewer piping.
 - d) Location of water service entrance shut off valves.
 - e) Routing, location, and pipe sizes for septic tank sewer system.
 - f) Routing, location, and pipe sizes for gas piping including shut off valve locations.
- 7) **ELECTRICAL PLAN.** Include the following:
 - a) Service entrance location with meter and service disconnect
 - b) Location of main service breaker panel
 - c) Location of any subpanels.
 - d) Locations of all switches, 110v outlets, 220v outlets, and light fixtures.
 - e) Routing of wiring, including wire sizes and circuitry for all outlets, motor power switches.
 - f) Routing of wiring, including wire sizes and circuitry for all exterior lighting. Provide exterior fixture data.
 - g) Provide panel circuitry of the breakers and legibly identify breakers on panel circuit list.

In addition to the above, when requested by the building official, you may be required to submit engineering data or product information of varied aspects of materials or building techniques.

Commercial Projects may require a Professional Architect and/or Engineer.

INSPECTIONS

You must call 520-457-3415 to schedule the below required inspections:

1. Before and after any land clearing.
2. Before work begins on the completed foundation pad.
3. Before any placing of concrete work or before laying sub-floors or framed first floors.
4. After nailing and before covering any Framing, Drywall, or Lathing including exterior Sheathing and Roof Decking.
5. Rough-In inspection of Plumbing, Mechanical, & Electrical.
6. After installation of Gas Lines and confirm Gas Piping Test
7. After nailing of drywall and before taping and painting.
8. Final Plumbing, Mechanical, & Electrical
9. Final Interior
10. Final Exterior
11. Certificate of Occupancy

CERTIFICATE OF OCCUPANCY

You must obtain a certificate of occupancy before you can occupy or use any new construction.