



CITY OF EL MONTE

Community and Economic Development Department
Building Division

Application for Building Permit

Building Address:			
Description of Work:			
Owner Name Address:			
	Phone #		
Person to Contact:			
Mailing Address:	State:		Zip Code:
Email:	Phone #		
Contractor Name Address:	Phone #		
	Email:		
City, State, Zip			
Business Lic. #	License Expiration Date:		
State License #	Lic Type:	Lic Expiration:	
Workers Comp	Carrier:	Policy #	Exp.:

BUILDING PERMIT

Submitting for Plan Check

NEW CONSTRUCTION OR ADDITIONS			REMODEL/ALTER
# of Plan Pages		Valuation:	
# of Document Pages (8-1/2 X 11)			
Total Sq Footage New or Added:			Residential Remodel
Living Space			Remodel SFD (SQ FT): _____
Garage			Valuation:
Other: (Patio, etc.)			Commercial
Construction Type: _____ Fire Sprinklers: YES ☐ NO ☐			Tenant Improvement
Occupancy Group: _____			TI (SQ FT): _____
Number of Units: _____			Valuation:
Number of Stories: _____			

Roofing

Block Wall

Valuation/Contract Price:			Height:	
(1 permit needed for each Address)	CRRC #		Linear Feet:	
	Tear Off?		Height:	
	Layover?		Linear Feet:	
	Type of Material		Height:	
	How many squares		Linear Feet:	

Issuance Fee is \$51.69 per Type of Permit

ENERGY STANDARDS

Energy Standards Plan Check

The following conditions would require energy plan review independently, or in conjunction with Code Plan Check:

- D All new buildings and additions (heated and/or cooled)
- D All new tenant improvements adding heating and/or cooling systems to existing conditioned spaces or to buildings in which the envelope was previously approved for compliance with the Energy Standards
- D All alterations to the envelope of any building
- D All newly installed or altered ductwork
- D All shell buildings
- D New construction, tenant improvement installations, and alterations with a conditioned/unconditioned floor area greater than 1,000 square feet will require review to verify compliance with the California Building Energy Efficiency Standards
- D New construction, tenant improvements and alterations with the outdoor illuminated area greater than 30,000 square feet - or - the addition/modification of outdoor luminaires of 3,200 watts or greater

In-House Approvals and other fees

Planning Division / Landscape Compliance

City Hall West 626-258-8626

****ART IN PUBLIC PLACES****-This fee is applicable to projects whose total valuation exceeds \$500,000 or is a Planned Unit Development (PUD) consisting of 4 or more units. This fee is charged and collected along with the building permit fee. A Copy of this Ordinance is available with Planning Division.

Public Works / Engineering Division (Grading Permit /Development Impact Fees)

City Hall West 626-580-2058

Certificate of Occupancy Separate Application and Approval

Submit application to Building Division for processing **Fee: \$285.49**

Outside Agencies

Los Angeles County Fire Prevention Bureau

School Fees : required for projects exceeding 500 sq ft

Los Angeles County Sanitation

Los Angeles County Health Department

Local Water District : Fire Flow Availability and Will Serve

South Coast Air Quality Management District (AQMD) For demolitions of 100 sq ft or more requires

AQMD notification prior to permit issuance

Construction & Demolition Compliance: The City of El Monte, in accordance with adopted State of California recycling requirements, has partnered with Valley Vista Services for recycling of construction debris. When any construction or demolition is taking place, a bin rental is required. Additionally, depending on the scope of work, a bond may be required as well. Proof of services with the appropriate waste hauler and/or bond payment must be obtained prior to permit issuance. Obtain C&D questionnaire & forms from the Building Division

Valley Vista Services: Contact 626-855-5531 or email: EMTemp@myvvs.com for Bin Rental (may be required)

I, the applicant/owner of the property located as noted as project address, acknowledge that I am aware of that approval from the Planning Division, Engineering Division, Fire Department, Health Department, and any other agencies indicated on the agency referral form are required prior to the issuance of the building permit. I hereby choose to submit plans for building plan check prior to obtaining the necessary approvals of the agencies provided on the agency referral form. Furthermore, I am aware that if the building plans have been reviewed and I cannot obtain the necessary approvals from the other agencies, the fees paid to the Building and Safety Division for plans will be forfeited. I understand that additional plan check fees may apply if the plans submitted are modified in order to obtain approvals from other agencies. Also, plan check is valid for one year; additional fees may be required after one year for renewal.

APPLICANT / OWNER SIGNATURE: _____ DATE: _____