

# Commercial Permit Application

## New Construction and Additions

### General Contractor Information

**General Contractor Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
**Company Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **Fax:** \_\_\_\_\_  
**Email Address:** \_\_\_\_\_  
**State Contractors Lic#** \_\_\_\_\_ **Exp. Date:** \_\_\_\_\_  
**City Business Lic#** \_\_\_\_\_ **Exp. Date:** \_\_\_\_\_

**Site Location:** \_\_\_\_\_  
**Subdivision:** \_\_\_\_\_ **Lot #** \_\_\_\_\_

### Type and Cost of Building

#### Type of Improvement

- New Building
- Addition
- Alteration
- Repair, Replacement
- Demolition
- Moving
- Foundation Only

#### Proposed Use

##### Residential

- One Family
- Two or More Family  
*(Enter Number of Units)* \_\_\_\_\_
- Transient Hotel, Motel,  
or Dormitory  
*(Enter Number of Units)* \_\_\_\_\_
- Garage
- Carport
- Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

##### Non Residential

- Amusement, recreational
- Church, other religion
- Industrial
- Parking Area
- Service Station, Repair Garage
- Hospital, Institutional
- Office, Bank, Professional
- Public Utility
- School, Library, Other Educational
- Store, Mercantile
- Tank, Towers
- Other: \_\_\_\_\_

**Nonresidential-** Describe in detail proposed use of buildings. If use of existing building changed, enter proposed use.

\_\_\_\_\_

**Ownership**     Private *(Individual, Corporation, Nonprofit, Institution, etc.)*     Public *(Federal, State, or Local Government)*

**Total Cost of Job \$** \_\_\_\_\_

**Electrical \$** \_\_\_\_\_  
**Plumbing \$** \_\_\_\_\_  
**Mechanical \$** \_\_\_\_\_  
**Other \$** \_\_\_\_\_

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## Characteristics of Building

### Type of Construction

- Masonry (wall bearing)
- Wood Frame
- Structural Steel
- Reinforced Concrete
- Other \_\_\_\_\_

### Type of Heating / Fuel

- Gas
- Oil
- Electricity
- Coal
- Other \_\_\_\_\_

### Type of Sewage Disposal

- Public or Private Company
- Private (Septic tank, etc.)

### Type of Water Supply

- Public or Private Company
- Private (Well, Cistern)

## Type of Mechanical

- Will there be central air conditioning?  Yes  No
- Will there be a elevator?  Yes  No

## Dimensions

Number of Stories \_\_\_\_\_

Total square feet of floor area, all floors, based on exterior dimensions \_\_\_\_\_

Total land area, sq. ft. \_\_\_\_\_

**Number of Off-Street parking spaces:** Enclosed \_\_\_\_\_ Outdoors \_\_\_\_\_

## Residential Building only

Number of Bedrooms \_\_\_\_\_

Number of Bathrooms: Full \_\_\_\_\_ Partial \_\_\_\_\_

## Identification – To be completed by all applicants

Owner or Lessee: \_\_\_\_\_ Phone \_\_\_\_\_

Address: \_\_\_\_\_

Contractor: \_\_\_\_\_ Phone \_\_\_\_\_

Address: \_\_\_\_\_

Architect or Engineer: \_\_\_\_\_ Phone \_\_\_\_\_

Address: \_\_\_\_\_

*I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as the authorized agent and we agree to confirm to all applicable laws of this jurisdiction.*

Signature of Applicant

Address of Applicant

Application Date

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### Sub- Contractors List

*A list of all sub-contractors must be furnished to the Building Department prior to Temporary Power being received on a job site. On jobs not requiring temporary power, this must be furnished prior to the Final Inspection. All sub-contractors must have a current City of Wetumpka Business License. (PLEASE PRINT)*

General Contractor: \_\_\_\_\_

Site Location: \_\_\_\_\_

Framing	_____	Extinguishing System	_____
Concrete Finisher	_____	Fire Sprinkler System	_____
Layout / Footing	_____	Tank Installer	_____
Block / Brick / Mason	_____	Other	_____
Plumber / Gas	_____	Other	_____
Grading	_____		
Electrician	_____		
Heating / Air	_____		
Roofer	_____		
Cabinets/ Countertops	_____		
Trim	_____		
Vinyl Siding	_____		
Hardwood Flooring	_____		
Ceramic Tile	_____		
Carpet /Vinyl Flooring	_____		
Painter	_____		
Sheetrock	_____		
Landscaping	_____		
Pool	_____		
Fencing	_____		
Fireplace	_____		
Termite Protection	_____		
Port-A-Let	_____		
Wallpaper Hanger	_____		
Closet / Shelving	_____		
Insulation	_____		
Outside Utilities	_____		
Poured Walls	_____		
Gutters	_____		
Waterproofing	_____		
Alarm System	_____		
Septic Tank	_____		
Asphalt	_____		
Hood Systems	_____		

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## Acceptance of Plans

Acceptance of plans for \_\_\_\_\_

The City of Wetumpka by no means removes the Owner or Builder of responsibility in complying with all adopted Codes. The Codes are as follows:

2015 International Residential Code, 2015 International Building Code, 2015 International Existing Building Code, 2015 International Fire Code, 2015 International Mechanical Code, 2015 International Plumbing Code, 2015 International Fuel Gas Code, 2014 International Electrical Code.

Date: \_\_\_\_\_

Owner/Builder: \_\_\_\_\_

Telephone# \_\_\_\_\_

Address \_\_\_\_\_

Notes:

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### Requirement Checklist for All New Construction and Additions Permit

*\*All plans must have a State of Alabama Registered Engineer Stamp or State of Alabama Registered Architect stamp.*

- A COMPLETE set of plans must be turned into the following listed below:
  - Building Department
  - Fire Chief
  - Public Works Department
  
- Provide a Site Plan showing the setbacks and elevations. A Flood Elevation certificate must be certified by Registered Engineer, Surveyor, or Architect. If the property is in a flood zone, provide the appropriate FEMA information.
  
- Submit Landscape Plans to the Building Department
  
- A Copy of the Alabama Department of Transportation (ALDOT) permit, if applicable.
  
- E-911 Street Address - the 911 Administrative telephone number # 334-567-1105.
  
- Provide a List of Sub Contractors.
  
- Provide Legal papers pertaining to easements or drainage.
  
- Check with the Wetumpka Water Works & Sewer Board for water and sewer hookups # 334-567-8404 or Central Elmore Water Authority #334-567-6814.
  
- After permits are issued and construction begins, it is your responsibility to contact the Building Department (334-567-1303) for all required inspections during building activities. A ½ days' notice is require for all inspections. Inspections: footing and foundation; concrete slab and under-floor inspection; rough-in inspection of plumbing, gas, electrical, and mechanical, framing, and insulation, vapor barrier, etc.....**
  
- It is the Developer / Property Owner responsibility to pay for all review fees done by the City of Wetumpka.
  
- Completion of Construction - To obtain a certificate of occupancy after all necessary code work is completed, the contractor or owner (or their representative) must call (334-567-1303) to set an appointment date for the final inspection. A ½ days' notice is require for all inspections. After approval of your final inspection, a Certificate of Occupancy will be issued.**

*Failure to submit all information requested above the permit application will be rejected*

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