



# Application for Commercial BUILDING / GRADING Permit

211 W Aspen Ave  
 Flagstaff, AZ 86001  
 flagstaff.az.gov

P: (928)-213-2618 or (928) 213-2619  
 F: (928) 213-2609

Commercial (requires 3 sets of plans)  Demo (requires 2 sets of plans)

**SITE ADDRESS:** \_\_\_\_\_ **Ste#** \_\_\_\_\_

Subdivision: \_\_\_\_\_ Lot # \_\_\_\_\_ Parcel # \_\_\_\_\_

Business Occupying Property: \_\_\_\_\_ Shopping Cntr: \_\_\_\_\_

Property OWNER: \_\_\_\_\_ Tenant: \_\_\_\_\_

Owner's Address: \_\_\_\_\_ Owner's Phone# \_\_\_\_\_

City - State - Zip: \_\_\_\_\_

Permit Contact Name: \_\_\_\_\_ Phone# \_\_\_\_\_

Email Address: \_\_\_\_\_ Fax #: \_\_\_\_\_

Estimated Value of Construction: \$ \_\_\_\_\_ **Scope of Work** \_\_\_\_\_

Contact the local Registrar of Contractors Office (928-637-0480) regarding licensed contractor requirements. Provide information regarding the licensed General Contractor and/or subcontractors prior to the permit being issued.

GENERAL CONTRACTOR \_\_\_\_\_

Address: \_\_\_\_\_ Contact Name: \_\_\_\_\_

City - State - Zip: \_\_\_\_\_ Day Phone# \_\_\_\_\_

Contractor's License #: \_\_\_\_\_ Class: \_\_\_\_\_ Renewal Date \_\_\_\_\_

Arizona State Tax # \_\_\_\_\_ City of Flagstaff Sales Tax # \_\_\_\_\_

Plumbing Sub: \_\_\_\_\_ License # \_\_\_\_\_ Phone# \_\_\_\_\_

Curb Cut/Approach: \_\_\_\_\_ License # \_\_\_\_\_ Phone# \_\_\_\_\_

Electrical Sub: \_\_\_\_\_ License # \_\_\_\_\_ Phone# \_\_\_\_\_

Mechanical Sub: \_\_\_\_\_ License # \_\_\_\_\_ Phone# \_\_\_\_\_

**X** \_\_\_\_\_  
 Signature  Owner/Agent  Contractor **Title** **Date**

<b>Office Use Only - This routing slip must be given Priority</b>		Flood Zone:	Zoning Dist.:
Permit #	Date Applied	Receipt #	Amount Paid

	Name	Approval - Initial & Date	Hold - Initial & Date
Public Works	_____	/ _____	/ _____
Utilities	_____	/ _____	/ _____
Fire Prevention	_____	/ _____	/ _____
Engineering	_____	/ _____	/ _____
Stormwater	_____	/ _____	/ _____
Planning	_____	/ _____	/ _____
Urban Designer	_____	/ _____	/ _____
Building	_____	/ _____	/ _____

DEV # \_\_\_\_\_ Date: \_\_\_\_\_ P & Z #: \_\_\_\_\_

COMMENTS: \_\_\_\_\_

\_\_\_\_\_

- Property Information:     Yes  No Located in an existing City of Flagstaff Historic District? (Name: \_\_\_\_\_)
- Yes  No Existing structures are over 50 years old at the time of application?
- Yes  No Existing structures are pre-World War II housing?
- Yes  No Subject property is undeveloped land?

Grading Questionnaire

Do any of the following conditions apply to your site? Please check the appropriate response. (cut and fill inside the building foot print is not counted)

- | <u>Yes</u>               | <u>No</u>                |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | 1) Will there be fill greater than 50 cubic yards on any one lot (about 4 ½ -10 wheeler loads)?   |
| <input type="checkbox"/> | <input type="checkbox"/> | 2) Will you be placing fill or creating a cut-slope near your property line (i.e. leveling lot)?  |
| <input type="checkbox"/> | <input type="checkbox"/> | 3) Will you be filling areas of your project outside the building footprint/foundation with imported fill material or existing material from excavations for basements, lower floors, foundations, retaining walls or other structures authorized by a valid building permit. |
| <input type="checkbox"/> | <input type="checkbox"/> | 4) Will there be fill greater than 1 foot in depth placed on natural terrain having a slope greater than 1 unit vertical in 5 units horizontal?   |
| <input type="checkbox"/> | <input type="checkbox"/> | 5) Will there be fill, outside the building, greater than 3 feet in depth?  |
| <input type="checkbox"/> | <input type="checkbox"/> | 6) Will there be fill supporting a structure (must be engineered prior to commencing work)?   |
| <input type="checkbox"/> | <input type="checkbox"/> | 7) Will the placement of fill on your property obstruct or change the flow of an existing man-made or natural drainage course or divert runoff onto neighboring property?   |
| <input type="checkbox"/> | <input type="checkbox"/> | 8) Will there be an excavation, which is greater than 2 feet in depth (excluding excavations for footings and/or utility lines)?  |
| <input type="checkbox"/> | <input type="checkbox"/> | 9) Will there be an excavation which creates an unsupported (i.e. by retaining or foundation walls), cut slope greater than 5 feet in height or steeper than 1 unit vertical in 2 units horizontal at the completion of the project.  |

A “ **Yes** “ response to any question shall require a engineering grading permit. If plans already submitted to the City Engineer, two approved site plans must also be included with the building permit working drawing application.

- Site plan drawn to an engineering scale with contours (1' or 2' elevation gradation), building footprint(s) shown.
- Shade the area to be cut and/or filled. Also show final grade elevations and finished floor elevations.
- Indicate quantities of cut \_\_\_\_\_cyds. ; fill \_\_\_\_\_cyds. Estimate value of grading \$ \_\_\_\_\_
- Typical cross section for area to be cut and/or filled.
- Plans for any retaining walls (if retaining greater than 48” or has a surcharge from a structure or parking area, the plans must be done by a professional engineer and stamped).

**DEPOSIT SCHEDULE: The estimated plan review fee is due at the time the application is submitted and is non-refundable (see estimated plan review fees chart). The remaining balance of the permit fee is due upon permit issuance.**

Solar Application Deposit: \$300.00 (remaining balance will be due upon permit issuance)

## ESTIMATED PLAN REVIEW FEES

(Estimated value of construction should be rounded up)

Estimated Value of Construction	Plan Review Fee	Estimated Value of Construction	Plan Review Fee	Estimated Value of Construction	Plan Check Fee
\$ 1-500	17.64	42,000	346.80	97,000	730.43
600	19.93	43,000	354.38	98,000	735.69
700	22.22	44,000	361.96	99,000	740.95
800	24.51	45,000	369.54	100,000	746.21
900	26.79	46,000	377.12	110,000	788.03
1,000	29.08	47,000	384.70	120,000	830.02
1,100	31.37	48,000	392.28	130,000	872.01
1,200	33.66	49,000	399.85	140,000	914.00
1,300	35.95	50,000	407.43	150,000	955.99
1,400	38.23	51,000	488.54	160,000	997.98
1,500	40.52	52,000	493.80	170,000	1039.97
1,600	42.81	53,000	499.06	180,000	1,081.96
1,700	45.10	54,000	504.32	190,000	1,123.95
1,800	47.39	55,000	509.57	200,000	1,165.94
1,900	49.67	56,000	514.83	210,000	1,207.93
2,000	51.96	57,000	520.09	220,000	1,249.92
3,000	62.48	58,000	525.35	230,000	1,291.91
4,000	73.00	59,000	530.61	240,000	1,333.90
5,000	83.51	60,000	535.87	250,000	1,375.89
6,000	94.02	61,000	541.13	260,000	1,417.88
7,000	104.53	62,000	546.38	270,000	1,459.87
8,000	115.04	63,000	551.64	280,000	1,501.86
9,000	125.55	64,000	556.90	290,000	1,543.85
10,000	136.06	65,000	562.16	300,000	1,585.84
11,000	146.57	66,000	567.42	310,000	1,627.83
12,000	157.08	67,000	572.68	320,000	1,669.82
13,000	167.59	68,000	577.93	330,000	1,711.81
14,000	178.10	69,000	583.19	340,000	1,753.80
15,000	188.61	70,000	588.45	350,000	1,795.79
16,000	199.12	71,000	593.71	360,000	1,837.78
17,000	209.63	72,000	598.97	370,000	1,879.77
18,000	220.14	73,000	604.23	380,000	1,921.76
19,000	230.65	74,000	609.49	390,000	1,963.75
20,000	241.16	75,000	614.74	400,000	2,005.74
21,000	251.67	76,000	620.00	410,000	2,047.73
22,000	262.18	77,000	625.26	420,000	2,089.72
23,000	272.69	78,000	630.52	430,000	2,131.71
24,000	283.21	79,000	635.78	440,000	2,173.70
25,000	293.72	80,000	641.04	450,000	2,215.69
26,000	301.33	81,000	646.30	460,000	2,257.68
27,000	308.91	82,000	651.55	470,000	2,299.67
28,000	316.49	83,000	656.81	480,000	2,341.66
29,000	324.06	84,000	662.07	490,000	2,383.65
30,000	331.64	85,000	667.33	500,000	2,425.64
31,000	339.22	86,000	672.59	550,000	2,605.17
32,000	346.80	87,000	677.85	600,000	2,782.62
33,000	354.38	88,000	683.10	650,000	2,960.07
34,000	361.96	89,000	688.36	700,000	3,137.52
35,000	369.54	90,000	693.62	750,000	3,314.97
36,000	301.33	91,000	698.88	800,000	3,492.42
37,000	308.91	92,000	704.14	850,000	3,669.87
38,000	316.49	93,000	709.40	900,000	3,847.32
39,000	324.06	94,000	714.66	950,000	4,024.77

40,000	<b>331.64</b>	95,000	<b>719.91</b>	1,000,000	<b>4,202.22</b>
41,000	<b>339.22</b>	96,000	<b>725.17</b>	2,000,000 & Over	<b>8,421.50</b>