



# RESIDENTIAL BUILDING PERMIT APPLICATION

## New Single-Family Residence

Use this form to apply for a residential building permit.

- ▶ If you are unsure about any information requested, please contact a Truckee building permit technician for help before submitting your application.

### Want some free application help?

Call 530-582-7281, click or scan the code, or email [cdd@townoftruckee.gov](mailto:cdd@townoftruckee.gov) to reach a Truckee permit technician.



Accurate, complete applications can get processed faster, so we're here to help.

**All fields are required.** Check "Same As" boxes to reference previous values. Scan or click the Parcel Number code to look up parcel numbers.

### ABOUT THE JOBSITE

ADDRESS

PARCEL NUMBER (APN)



### ABOUT THE PERMIT APPLICANT

### ABOUT THE CONTRACTOR

### ABOUT THE PROPERTY OWNER

SAME AS:  APPLICANT  CONTRACTOR

### ABOUT THE PROJECT CONTACT

SAME AS:  APPLICANT  CONTRACTOR  OWNER

### NEXT STEPS

Complete both sides of this form. Save the completed form to your computer and email it to [cdd@townoftruckee.gov](mailto:cdd@townoftruckee.gov). Optionally, print the empty form, fill it out by hand and take it to the building counter at Town Hall.

**New Residence / Deck / Covered Entry or Patio / Detached Structure**

- Living Area \_\_\_\_\_ SF
- Garage: Attached \_\_\_\_\_ SF | Detached \_\_\_\_\_ SF
- Deck \_\_\_\_\_ SF
- Entry Porch \_\_\_\_\_ SF
- Patio: Covered \_\_\_\_\_ SF | Uncovered \_\_\_\_\_ SF
- Carport \_\_\_\_\_ SF
- Storage \_\_\_\_\_ SF
- Other (explain) \_\_\_\_\_ SF
- Number of: Bedrooms \_\_\_\_\_ Bathrooms \_\_\_\_\_

Second Unit or Duplex Yes  No

**Residential Addition**

- Number of existing bedrooms \_\_\_\_\_ SF
- Number of bedroom(s) being added \_\_\_\_\_ SF
- Living Area \_\_\_\_\_ SF
- Garage: Attached \_\_\_\_\_ SF | Detached \_\_\_\_\_ SF
- Deck \_\_\_\_\_ SF
- Covered Porch/Patio \_\_\_\_\_ SF
- Carport \_\_\_\_\_ SF
- Storage \_\_\_\_\_ SF
- Other (explain) \_\_\_\_\_ SF

Second Unit or Duplex Yes  No

**Asbestos and Lead Paint Removal:**

- Is asbestos presumed to be present?  Yes  No
- Is asbestos NESHAP notification required?  Yes <sup>1</sup>  No <sup>2</sup>
- Is lead based paint presumed to be present?  Yes <sup>3</sup>  No
- Performing renovation, repair, and/or painting on a residential home, childcare facility, or preschool that was built prior to 1978?  Yes <sup>4</sup>  No

<sup>1</sup> If yes, a copy of the notification that has been submitted to NESHAP shall be required. Visit <https://ww2.arb.ca.gov/our-work/programs/asbestos-neshap-program> for more information.

<sup>2</sup> If no, a copy of the disposal receipts shall be required prior to final occupancy.

<sup>3</sup> If yes, contact NCDEH at (530) 265-1222 for review and written approval for the proposed project.

<sup>4</sup> Submit a copy of EPA certified renovator certification (does not apply to homeowners working on their own property). For more information visit: [www.epa.gov/lead/lead-renovation-repair-and-painting-program](http://www.epa.gov/lead/lead-renovation-repair-and-painting-program)

**Tree Removal State Regulations:**

Does your project involve removal of trees? Yes  No  | If YES, please contact CALFIRE at [www.fire.ca.gov/Forest-Practice](http://www.fire.ca.gov/Forest-Practice) or (530) 265-4589

**Truckee Fire Protection Defensible Space Inspection:** Defensible Space Inspection should be scheduled between April 30<sup>th</sup> – November 30<sup>th</sup>.  I understand and will comply. Please call 530-582-7850 for any further questions.

**\*\*NOTICE TO APPLICANT:** Your building permit may be subject to an inspection for determination of all non-Town approved solid fuel devices if: (1) the building permit is for an addition, interior remodel, alterations, or mechanical equipment with a project valuation of \$5,000 or greater; (2) your home was constructed prior to 1994; (3) a certificate of compliance, verifying that there are no non-Town approved devices, has not been issued to your property.  I understand and will comply |  N/A – No existing solid fuel burning appliances |  N/A – Built after 1994

**Type of Construction:**  Typical Wood Framed Bearing Wall System  Other

**The property is served by:**  Sewer System  Septic System (EH approval may be required)

**Valuation:** (cost of labor and materials)

\$ \_\_\_\_\_

**Detailed Scope of Work:**



SOW EXAMPLES

I certify that I have read and understand all the requirements and I have provided all required information.

Applicant's Signature: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

**Remodel Work**

**Electrical:**

- Panel Changeout (Main or Sub-Panel)
- Upgrade of Panel(s)
- Outlets or Fixtures

**Mechanical:**

- Heating FAU
- Hydronic/Boiler
- Fireplace/Woodstove/Pellet Stove
  - Gas  Wood

**Plumbing:**

- Water Heater
- Fixture replacement
- Rough Plumbing
- Ground Plumbing
- Gas Lines; adding or modifying

**Miscellaneous:**

- Reroof (Number of Squares) \_\_\_\_\_
- Re-side (Complete scope of work below)
- Interior/Exterior Remodel (Complete scope of work below)
- Demolition (Complete scope of work below)
- Fire Sprinkler - Indicate square footage of:
  - Residence \_\_\_\_\_ SF | Garage \_\_\_\_\_ SF
  - Storage (if head installed) \_\_\_\_\_ SF
- Window/Door Changeout (Indicate quantity below)
- Other (Complete scope of work below)

**Engineering / Stormwater**

- Area of Disturbance \_\_\_\_\_ SF
  - What is the nearest water body?
    - Truckee River  Donner Lake  Donner Creek  Trout Creek  Prosser
    - Alder Creek  Martis Creek  Cold Stream  Other \_\_\_\_\_
  - Approx. distance from water body:
    - <250'  250'-500'  500'-1/4mi  >1/4mi
  - Construction start date: \_\_\_\_\_
- If the answer to any question below is 'Yes', water quality threat is high
1. Do property slopes exceed 10%? Yes  No
  2. Is site disturbance greater than 1 acre? Yes  No
  3. Is project within 250 feet of a water body? Yes  No
  4. Are you starting construction during the rainy season? (October 15<sup>th</sup> - May 1<sup>st</sup>) Yes  No

\*NOTE: If yes to #4, inspection 101 (site compliance) must be scheduled and inspected **prior** to any land disturbance.  
 I understand and will comply  N/A