



**CITY OF GRASS VALLEY
OVER-THE-COUNTER BUILDING PERMIT APPLICATION**

PERMIT # ASSIGNED: _____

ADDRESS # _____ **STREET** _____ **APT/STE #** _____ **APN** _____

IDENTIFY TYPE OF WORK TO BE COMPLETED (check all types of work that will be involved in your project):

BUILDING DEMOLITION ELECTRICAL MECHANICAL PLUMBING POOL/SPA/TUB OTHER

ESTIMATED JOB VALUATION: \$ _____ (required for ALL permits)

DESCRIPTION OF WORK: _____

SITE INFORMATION: *NOTE: You are responsible for obtaining an Encroachment Permit if your project is restricting any public right of way. Initial and date here that you understand : _____*

COMMERCIAL:

Business Name _____ Business Phone # _____

RESIDENTIAL (if different from owner):

Tenant Name _____ Tenant Phone # _____

PROPERTY OWNER INFORMATION:

Name _____ Phone # _____
Address _____ City _____ State _____ Zip _____

LICENSED CONTRACTOR INFORMATION (if applicable): **CSLB #** _____

Representative Name _____ Business Name _____

Address _____ City _____ State _____ Zip _____

Phone # _____ Email Address _____

Do you have a current City of Grass Valley Business License? YES # _____ / NO (If NO, please indicate which option you choose below)

I will purchase an annual license for \$120 OR I will be charged a \$29 per Permit fee to legally work within the City Limits

APPLICANT INFORMATION:

Property Owner Contractor

If not owner or contractor, complete the following:

Name _____ Email Address _____

Contact Mailing Address _____ City _____ State _____ Zip _____

Contact Phone # _____

If you are not the Owner of the property or a Licensed Contractor, you must provide written authorization from the owner to be Agent for this project.

APPLICANT SIGNATURE: _____ **DATE:** _____