



City of Scotts Valley
 One Civic Center Drive
 Scotts Valley, CA 95066
 (831) 440-5640

Plan Check Deposit \$ _____
 Receipt _____
 Date Rec'd. _____
 Received by: _____

**BUILDING PERMIT APPLICATION
 SEWER HOOKUP**

Project Address _____ APN# _____

Property Owner's Name: _____ Phone: _____

Owner's Address _____ City _____ Zip _____

Contractor's Name _____ Phone: _____

Contractor's Address _____ City _____ Zip _____

Engineer's Name _____ Phone# _____

Engineer's Address _____ City _____ Zip _____

*DESCRIBE WORK: _____ VALUATION \$ _____

(Please Check One) The Project Address is a _____ Commercial Property _____ Residential Property

REQUIREMENT: If you are abandoning your Septic tank & switching to a Sewer connect, you must first have your septic tank pumped out and back-filled with sand. Your sand-filled Septic then must be inspected within 30 days after connection to sewer.

180 DAYS LIMITATIONS: An application for which no permit is issued within 180 days following the date of application shall expire by limitation and may be returned or destroyed. A permit issued subsequent to this application becomes null & void if work or construction authorized is not commenced within 180 days, or if construction is suspended or abandoned for a period of 180 days at any time after work is commenced.

IMPORTANT: All construction must be completed per the approved plans. No changes can be made in the field and all proposed changes must be shown on revised plans and approved in writing prior to construction. Failure to adhere to the approved plans may result in the demolition and subsequent rebuilding of the project in conformance with approved plans. If modifications are necessary, they must be approved in writing prior to construction. Requests for changes may be considered by the appropriate board, commission or city department and approved or denied based on the circumstances of the case. Changes to projects without prior written approval will not be tolerated.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

SIGNATURES: Owner Signature _____ Date _____

Licensed Contractor Signature _____ Date _____

Licensed Contractor Info: License# _____ Expiration Date _____

City of Scotts Valley Business License # _____ Expiration Date _____

DEPARTMENTAL APPROVALS - INTEROFFICE USE ONLY

PUBLIC WORKS: Encroachment: _____ Sewer: _____ Comments: _____ Date: _____ By _____

BUILDING: Fee: \$ _____ Comments: _____ Date: _____ By: _____

BUILDING Cont'd: Occupancy _____ Construction Type _____ Valuation \$ _____

ID # _____ TOTAL FEES DUE: \$ _____ PERMIT # _____ RECEIPT# _____ DATE ISSUED _____

**ENCROACHMENT/ON-SITE CIVIL IMPROVEMENTS
PERMIT APPLICATION**

An Encroachment Permit is required for any improvements located in the Public Right-of-way. An On-site Civil Improvements Permit is required for any improvements located on private property.

(ATTACH TWO SETS OF PLANS OR SKETCHES)

Applicant's Name: _____ Date _____

Address _____ City _____ Zip _____

Phone No.: _____ Fax No.: _____

Contractor/Subcontractor's Name _____

Address _____ City _____ Zip _____

Phone No.: _____ Fax No.: _____

City License No.: _____ Job Site Address: _____

State License No.: _____ Job Site APN: _____

Job Valuation: \$ _____ Fee: \$ _____
(\$80.00 or 6% of valuation of improvements, whichever is maximum)

Pursuant to Chapter 5.5 of the State of California Streets and Highway Code and subject to City Ordinance No. 56 and 60, as amended, and to all the terms, conditions, and restrictions written as **GENERAL** or **SPECIAL** provisions on any part of this form, and/or attached hereto,

PERMISSION IS HEREBY REQUESTED TO: _____

Street improvements under Ordinance No. 60 will require that improvements be installed and completed before a final utilities clearance is approved by the Building Inspector.

NOTE:
Please fill out this application carefully. Incomplete application/s will not be processed by the Public Works Department.

This application will be strictly construed and no work other than that specifically mentioned will be authorized. **You must call 438-5854 before starting work.** All work is to be inspected and approved prior to final acceptance by the City of Scotts Valley. Failure to notify the Public Works Department at least two days prior to commencement of construction may cause any and all work related to this application to be rejected and the approved permit to be revoked.

As-built shall be submitted to Public Works Department before final approval by the Public Works Inspector.

Applicant's Signature _____ Date _____

Office use only:

Fee: \$ _____ Expiration Date: _____
(\$80.00 or 6% of valuation of improvements, whichever is maximum)

Processed By: _____ Date: _____

INTEROFFICE USE ONLY

FEE WORKSHEET

SEWER/SEPTIC \$ _____
PLUMBING FEE \$ _____
OTHER DEPT. FEES \$ _____
SUB TOTAL \$ _____
PLAN CHECK \$ _____
(25% of sub-total)
TOTAL PERMIT FEE \$ _____

SCHEDULE OF FEES FOR SEWER HOOK-UP

| CATEGORY | FEE | CALCULATIONS |
|---------------------------------|-----|--------------|
| CONSTRUCTION | | |
| ENCROACHMENT | | |
| ADMINISTRATIVE OVERHEAD | | |
| WASTEWATER TREATMENT FACILITIES | | |
| SPECIAL ASSESSMENT | | |
| SEWER ALLOCATION LETTER | | |
| MODERNIZATION FEE | | |
| LESS PLAN CHECK DEPOSIT | | |
| TOTAL FEES DUE | | |

Today's Date: _____

Public Works Director
City of Scotts Valley
One Civic Center Drive
Scotts Valley, CA 95066