



BUILDING PERMIT APPLICATION-*ELECTRONIC*

City of Reno-Building & Safety Division
Community Development Department
1 E. 1st Street- P.O. BOX 1900 RENO, NV 89505
(775) 334-2063 Email: eplans@reno.gov

COMMERCIAL

Record No.: _____

Received By: _____

Date Received: _____

You must have an active ACA account through www.onenv.us in order to submit plans electronically. The applicant will have rights to upload all required documents.

PARCEL NUMBER: _____ **ADDRESS:** _____ **Building/Suite:** _____

New Construction Site Improvements Remodel/Addition Demolition HVAC-Rooftop Change Of Use New Tenant

Description of Work:

Structural Electrical Plumbing Mechanical

Business/Tenant Information:

Project/Tenant Name: _____

Business Description: _____ Hours of Operation: _____

Property Owner: _____ Property Owner Address : _____ Property Owner Phone: _____

General Contractor Information:

Company Name : _____ NV Contractor's Lic. : _____ Classification: _____ City Lic. : _____

Contact Name: _____ Contact Phone: _____ Contact Email: _____

Applicant/Person to Contact Regarding this Project:

Name: _____ Email: _____ Phone: _____

ACA Account : EXISTING NEW If Existing, ACA USER ID: _____

Project Information:

Building Code Year and Edition: _____ Previous Occupancy: _____ Proposed Occupancy: _____

This project's Total Square Footage (Area of Work) : _____ Total Building Square Footage: _____

Zoning: _____ Building Height: _____ No. of Stories: _____ No. of Units (Apts): _____

Existing Fire Sprinkler System: YES NO Proposed Fire Sprinkler System: YES NO *separate permit required

Existing Fire Alarm System: YES NO Proposed Fire Alarm System: YES NO *separate permit required

Existing/New Septic: YES NO Existing/New Water Well: YES NO

Grease or Sand Oil Interceptor: New _____ gallons Existing _____ gallons Not Applicable

Total Project Valuation:

Cost of Construction: \$ _____ Cost of Site Improvements: \$ _____

*New Construction and Additions must use City of Reno Construction Cost Fee Table.

Occupancy Classification and Use:

Type of Construction: _____ Occupancy Classification: _____ Use: _____ Sq Ft: _____

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Applicant Signature: _____ **Applicant Name (Printed):** _____