



City of Desert Hot Springs

11999 Palm Drive, Desert Hot Springs, CA 92240
 www.cityofdhs.org • 760-329-6411 • Fax: 760-288-0639

BUILDING PERMIT APPLICATION

(All applicable sections must be completed before application will be processed)

This fillable application can be found on:

<http://www.cityofdhs.org/Applications>

FOR OFFICE USE ONLY	
Case No.	
Fee:	
Related Apps:	
Accepted By:	

PROPERTY INFORMATION				
Project Site Address:				
APN #:				
Owner:		Phone No.		Email:

CONTRACTOR / ARCHITECT INFORMATION				
Company Name:				
Contact Name:		Phone No.		
Address:		City/St/Zip		
Email:				
State Lic#:		City Lic#		Exp Date:

Permit Type:	Project Description		
<input type="checkbox"/> Addition <input type="checkbox"/> Carport/Garage <input type="checkbox"/> Demolition <input type="checkbox"/> Electrician Panel <input type="checkbox"/> HVAC Change-out <input type="checkbox"/> Mobile Home <input type="checkbox"/> New Structure <input type="checkbox"/> Patio <input type="checkbox"/> Remodel <input type="checkbox"/> Re-Roof <input type="checkbox"/> Seepage Pit <input type="checkbox"/> Sewer Connection <input type="checkbox"/> Sign <input type="checkbox"/> Swimming Pool <input type="checkbox"/> Temp Power Pole <input type="checkbox"/> Tenant Improvement <input type="checkbox"/> Wall / Fence <input type="checkbox"/> Water Heater Replacement <input type="checkbox"/> Other (Specify in Description)	Type of Work:	<input type="checkbox"/> Commercial <input type="checkbox"/> Residential <input type="checkbox"/> Other	
	Class of Work:	<input type="checkbox"/> Addition <input type="checkbox"/> Alteration <input type="checkbox"/> New <input type="checkbox"/> Demo	
	Building Use:		
	Total Valuation:	Wall Linear Feet:	
	DESCRIPTION:		

For all new constructions (3) complete sets of plans and (2) sets of structural, energy, and truss calculations and PDF are required.

PLEASE READ AND SIGN PAGE 2 OF THIS DOCUMENT BEFORE SUBMITTING.

CARBON MONOXIDE DETECTORS – State of California, Sections R315 & 420 require installation of carbon monoxide detectors for ALL building permits exceeding \$1,000 dollars.

Pursuant to the Desert Hot Springs Municipal Code 15.03.025, Applications for which no permit is issued within 180 days following the date of application shall expire by limitation, and plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the Building Official. The Building Official may extend the time for action by the applicant for a period not exceeding 90 days upon request by the applicant. The extension shall be requested in writing and justifiable cause demonstrated showing that circumstances beyond the control of the applicant which has prevented action from being taken. Extension shall be requested prior to date of expiration. No application shall be extended more than once. In order to renew action on an application after expiration, the applicant shall resubmit plans and pay a new plan review fee.

IT SHALL REMAIN THE APPLICANTS RESPONSIBILITY TO ENSURE ALL PERMITS ARE PROPERLY FINALIZED AND FILED WITH THE CITY OF DESERT HOT SPRINGS' BUILDING AND SAFETY DEPARTMENT BEFORE THEY ARE DEEMED TO BE ABANDONED OR INVALID. If a permit is determined to be abandoned or invalid, work can recommence only after that permit is renewed or new permit is issued. All current applicable fees and any modifications enacted to existing building or newly enacted building codes, will be in effect and may increase the price of the new permit accordingly.

I UNDERSTAND THAT THE APPLICATION FEE FOR THIS PERMIT IS NON-REFUNDABLE AND IS DUE IN FULL AT THE TIME THE APPLICATION IS SUBMITTED AND THAT ADDITIONAL FEES WILL APPLY. I further understand that the valuation of the work submitted by me on the application, along with the project square footage, if applicable, will be reported to the Riverside County Assessor's Office and may affect future property taxes assessed on this parcel application for which this application is being requested for.

The estimates provided by the Applicant for project valuation and square footage will be reviewed and adjusted as necessary by the City of Desert Hot Springs' Building Department Staff if the estimates provided do not confirm to the current Building Valuation Data on construction costs as defined by the International Code Council (www.iccsafe.org/cs/pages/bvd.aspz). Such an adjustment may affect the cost of the permit fees and the valuation and square footage as is reported to the Riverside County Assessor's Office.

I certify that I am the legal owner of this property or I am authorized by the legal owner to apply for this permit on their behalf. I further certify that I am familiar with all requirements of the City of Desert Hot Springs as it pertains to this permit, and fully understand that no Certificate of Occupancy will be issued until ALL the requirements have been met prior to final inspection.

By signing below, I attest that I have read this application thoroughly and that the information given is true and correct to the best of my knowledge, and that any false or misleading information shall be grounds for denial of this application.

Applicant Signature:	
Print Name:	
Date:	