



# City of Tombstone

P.O. Box 339, 1420 E. Fremont, Tombstone, AZ. 85638  
Phone (520) 457-3823 - Fax (520) 457-3824

## Application For A Commercial Building Permit

### Box 1

Date of Application \_\_\_\_\_ Date of issuance \_\_\_\_\_ Issued by \_\_\_\_\_

### Box 2

#### Property Owner Must Be Named

Permit granted to \_\_\_\_\_ Phone \_\_\_\_\_

Address of owner \_\_\_\_\_

### Box 3

#### Project

Project Address \_\_\_\_\_ Project Value \_\_\_\_\_

Assessor Parcel Id. 109- \_\_\_\_\_ Subdivision \_\_\_\_\_ Lot # \_\_\_\_\_ Zoning \_\_\_\_\_

Occupancy group (\_\_\_\_\_) Bldg. Type (\_\_\_\_\_) Bldg. Area (under roof) (\_\_\_\_\_)sq.ft.

Parking Requirements(\_\_\_\_) Front setback (\_\_\_\_ft.) Rear setback (\_\_\_\_ft.) Side setback (\_\_\_\_ft.)

### Box 4

#### .Work will be Performed by

General Contr. \_\_\_\_\_ Lic. # \_\_\_\_\_ Ph. \_\_\_\_\_ Ph. \_\_\_\_\_

Utility Contr. \_\_\_\_\_ Lic. # \_\_\_\_\_ Ph. \_\_\_\_\_ Ph. \_\_\_\_\_

Plumbing Contr. \_\_\_\_\_ Lic. # \_\_\_\_\_ Ph. \_\_\_\_\_ Ph. \_\_\_\_\_

Mechanical Contr. \_\_\_\_\_ Lic. # \_\_\_\_\_ Ph. \_\_\_\_\_ Ph. \_\_\_\_\_

Electrical Contr. \_\_\_\_\_ Lic. # \_\_\_\_\_ Ph. \_\_\_\_\_ Ph. \_\_\_\_\_

### Box 5

#### A professional architect or engineer must prepare the project submittal if;

- 1) The project is a one or multi story building or structure in which the square footage of the floor area measured to the outside surface of the exterior walls exceed three thousand square feet.
- 2) The commercial project is intended for occupancy by more than twenty persons on a continuous basis.
- 3) The maximum span of any structural member will exceed twenty feet.

Applicants signature \_\_\_\_\_

Date signed \_\_\_\_\_ Applicants status \_\_\_\_\_

The applicant may be other than the property owner, so long as the owner is named on the permit.

In Accordance with A.R.S. Title 32

I am currently a licensed contractor:

Contractor Name: \_\_\_\_\_

Doing Business As: \_\_\_\_\_

ROC License #: \_\_\_\_\_ / Classification of ROC License: \_\_\_\_\_

Contractor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

I am an Owner/Builder:

Owner/Builder Name: \_\_\_\_\_

Owner/Builder Address: \_\_\_\_\_

Owner/Builder Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**EXEMPTION FROM LICENSING**

**I am exempt from Arizona Contractors' license laws on the basis of the licensing exemptions contained in A.R.S. 32-1121A.**

- I am the Owner/Builder of the property. I will follow in strict compliance with 32-1121A.5. The property is intended for sole occupancy by the owner, not intended for occupancy by members of the public, owner's employees or business visitors. The structures are **NOT INTENDED FOR SALE OR RENT WITHIN 1 YEAR AFTER COMPLETION.**
- I am the Owner/Developer of the property. I will follow in strict compliance with 32-1121A.6. I will contract with a General Contractor licensed pursuant to this chapter. To qualify for this exemption, all licensed contractors' names and license numbers working on this project shall be included on this application and contained within all sales documents.
- Other Exemption: \_\_\_\_\_

**I fully understand that the exemption provided by A.R.S. 32-1121A.14 (the Handyman Exemption) does not apply to ANY construction project which requires a building permit, is the smaller part of a larger project and/or the total aggregate contract price including labor, materials and all other items is \$1,000 or more.**

**I will be using the following licensed contractors or sub-contractors on this project:**

\_\_\_\_\_  
(General Contractor) ROC License #: \_\_\_\_\_ Class: \_\_\_\_\_

\_\_\_\_\_  
(Mechanical Contractor) ROC License #: \_\_\_\_\_ Class: \_\_\_\_\_

\_\_\_\_\_  
(Electrical Contractor) ROC License #: \_\_\_\_\_ Class: \_\_\_\_\_

\_\_\_\_\_  
(Plumbing Contractor) ROC License #: \_\_\_\_\_ Class: \_\_\_\_\_

**FALSIFICATION OF INFORMATION ON THIS DOCUMENT FOR THE PURPOSE OF EVADING OR ATTEMPTING TO EVADE STATE LICENSING LAWS IS A CLASS 2 MISDEMEANOR PURSUANT TO ARIZONA REVISED STATUTES 13-2704.**

I have read and fully understand all of the information contained within this document. The above information provided by me on this document is true and accurate to the best of my knowledge.

PRINT FULL NAME AND ADDRESS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applicants signature \_\_\_\_\_

Date signed \_\_\_\_\_

Applicants status \_\_\_\_\_

The applicant may be other than the property owner, so long as the owner is named on the permit.

## Minimum Requirements For Permit Submittals

(Submit Three Copies. Two Stamped Copies Will Be Returned To You For Your Use)

1. Thoroughly fill out boxes 1 thru 5 of the permit application.
2. Submit sufficient documentation of project requirements with completed application (example- roof truss design) and other submittals necessary to show the intent and extent of the project. Submit any other information required by the building official for you particular project.
3. Furnish project drawings. The Minimum is 1/4 inch equals 1 foot. Minimum sheet size is 11" x 14". Place a title block on the lower right hand corner with the name of the project, location of the project, date of the drawings and names and phone numbers of the property owner and of the drafts person. Number each sheet consecutively of a set. An example would be, sheet 1 of 6, sheet 2 of 6 etc. (Sample on file at bldg office.)

### Furnish Project Drawings

#### A. Plat plan. Show the following.

- (1) Property dimensions and property orientation to North.
- (2) Point of origin for all site utilities and point of connections to the building.
- (3) Placement of the structure upon the property, to scale and orientation to North.
- (4) The street names and location of driveways for access upon the property.
- (5) Any recorded easement or variance of the property.

#### B. Floor plan. Show the following.

- (1) All dimensions for locations and thickness of all interior and exterior walls.
- (2) Room sizes and intended use. (i.e. kitchen, bedroom etc.)
- (3) Locations and sizes of all windows and doors. Furnish a window and door schedule.
- (4) Structural calculations and design of roof trusses.

C. Exterior elevations of all sides of the building including roof slopes. Indicate the various materials to be used for the roof, and exterior finishes.

D. Crosscut sections of the exterior walls to show the details of construction of footings, floor, roof and of special conditions.

#### E. Mechanical plan. Show the following.

- (1) All mechanical means of heating and cooling.
- (2) All passive solar heating systems, if any.
- (3) Equipment closet and outside equipment (if applicable) locations.
- (4) Duct layout and duct sizes.
- (5) Register locations and sizes.
- (6) Routing of refrigerant piping

#### F. Plumbing plan. Show the following.

- (1) Service entrance locations into the building for water, sewer and gas.
- (2) Locations and layout of all Plumbing fixtures and water heaters.
- (3) Routing and pipe sizes for water and sanitary sewer piping.
- (4) Location of water service entrance shut off valve.
- (5) Routing, location and pipe sizes for septic tank sewer system.
- (6) Routing, location and pipe sizes for gas piping including shut off valve locations.

#### G. Electrical plan. Show the following.

- (1) Service entrance location with meter and service disconnect.
- (2) Location of main service breaker panel.
- (3) Location of any sub-panels.
- (4) Locations of all switches, 110v outlets, 220v outlets and light fixtures.
- (5) Routing of wiring, including wire sizes and circuitry for all outlets, motor power and switches.
- (6) Routing of wiring, including wire sizes and circuitry for all exterior lighting. Provide exterior light fixture data.
- (7) Provide panel circuitry of the breakers and identify breakers on panel circuit list. (Legibly)

In addition to the above, when requested by the building official, you may be required to submit engineering data or product information of varied aspects of materials or building techniques.

Commercial Projects may require a Professional Architect and or Engineer.

Projects within the historic district will require additional approval of the Historic District Commission, separately.

**You must call for inspections as indicated below. Phone 457-3823  
These are the Inspections that are Required**

For New Buildings, Before and After any Land Clearing  
Before Work Begins on The Completed Foundation Pad layout  
Before Any Placing any Concrete Work  
Nailing Inspection Before Covering any Framing, Drywall or Lathing  
Rough in Inspection of Plumbing, Mechanical & Electrical  
All Piping Pressure or Leak Tests  
Final Plumbing, Mechanical & Electrical  
Final Interior Inspection  
Final Exterior Inspection  
Certificate of Occupancy Inspection

**You Must Obtain A Certificate Of Occupancy Before You Can Occupy Or Use Any New Construction.**

**Permits are Required by the Tombstone City Code**

You Are Required By The Tombstone City Code Adoption Of The Uniform Building Code To Obtain A Building Permit If You; Construct, Enlarge, Alter, Repair, Improve, Move, Remove, Convert, Demolish Any Building, Utility, Or Structure.

You Do Not Need A Permit For The Following; (Oil Derricks), (Certain Cases, Counters, & Partitions), (Certain Water Tanks), (Certain Platforms Walks And Driveways), (Painting), (Temporary Movie Sets), (Certain Window Awnings), (Certain Swimming Pools), Unless Either Plumbing, Mechanical Or Electrical Work Is Associated Or Needed With The Above Exceptions. (**Uniform Building Code Permit Requirements**).

**City Of Tombstone City Code**

Failure To Obtain A Building Permit, Prior To Commencement Of Any Work, Or Manufactured Home Can Be Cause For Revocation Of A Business License, A \$300.00 Fine Or A Six-Month Imprisonment Or Both. A Separate Offence can be Deemed Committed For Each Day Of Violation.