

**CITY OF PEORIA
TENANT IMPROVEMENT
PERMIT APPLICATION**

9875 N. 85th Avenue
Peoria, Arizona 85345
(623) 773-7225: Fax (623) 773-7245
www.peoriaaz.gov/building
Please Print Clearly

**OFFICIAL USE ONLY
Handout 400TI (rev. 08/11)**

Permit No.:

Plan Review Fee:
(if applicable)

Total Permit Fees:
(Balance Due)

PROJECT ADDRESS:		SUITE NUMBER:
PROJECT NAME:		
Submittal Date:	Sq. Footage:	Valuation:
Shell Permit Number:		
Description of Work and Intended Use or Occupancy:		
Construction Type:	Occupancy Type:	Occupant Load:
APPLICANT/ARCHITECT:		
Address:		
City:	State:	Zip Code:
Phone:	e-mail address:	
BUILDING OWNER:		
Address:		
City:	State:	Zip Code:
Phone:	e-mail address:	
LICENSED CONTRACTOR (Required prior to permit issuance):		
Address:		
City:	State:	Zip Code:
Phone:	e-mail address:	
Peoria Sales Tax #:	State Tax #:	Contr. Lic. #:

Are you a first-time/occasional applicant? () YES () NO

Fire alarm and sprinkler shop drawings with installing contractor required for submittal.

**DESIGN PROFESSIONAL SIGNATURE REQUIRED ON REVERSE
(OVER)**

TENANT IMPROVEMENT BUILDING PERMIT APPLICATION ADDENDUM

(To be completed by the registered design professional in charge if required by ABTR.)

Completeness Checklist and Completeness Affidavit

- Front side of this application (#400TI) has been filled out in full in addition to reviewing this page and sign & date
- Three (3) sets of Architectural drawings to include code data on occupancy groups, construction type, allowable area, actual area, means of egress analysis, occupant load factors used in the calculation of means of egress requirements, occupancy groups of adjacent spaces, occupancy classification of prior use of space (if applicable)
- Required plumbing fixture calculations based upon design occupant load (IBC Chapter 29)
- Mechanical drawings complete, with outside air calculations and designation of mechanical roof equipment access.
- Electrical drawings include load calculations, fault current calculations, available fault current, panel schedules and one-line diagram
- Shop Fire Alarm drawings with installing contractor information shall be **attached** to the Tenant Improvement construction plans and shall include the following;
 - Plan Review guide for Fire alarm systems (www.peoriaaz.gov/fire)
 - Misc Permit application(400G) identifying the installing contractor
- Shop Fire Sprinkler drawings with installing contractor information shall be **attached** to the Tenant Improvement construction plans and shall include the following;
 - Plan review guide for fire sprinkler systems (www.peoriaaz.gov/fire)
 - Misc Permit application (400G) identifying the installing contractor
- Fire Alarm and Sprinkler Plans have been included, stamped by a NICET III, NICET IV or professional engineer licensed to practice in the State of Arizona.
- Reflected Ceiling Plan
- A site unit addressing plan has been included, unless the permit does not involve any building with units
 - Digital PDF and CAD versions of the site unit addressing plan, unless there are previously submitted addressing plan files on hand at City of Peoria and they are correct and current.

I, _____ am the registered design professional in charge as designated by the project owner in accordance with IBC (2006) Section 106.3.4.1 hereby certify that all materials as indicated above have been provided with this submittal package. I recognize that failure to provide the requested information will result in any or all of the following:

- (a) the return of the submittal package to the applicant without review
- (b) partial review and return of the submittal package to the applicant
- (c) incomplete review of the plans
- (d) further resubmittal(s) and review of the permit application
- (e) review times in excess of the 21 day standard turnaround time

Signature: _____

Date: _____