

## MULTI-FAMILY

### Multi-Family Addition Permit Application

Application requires review by Building Department staff. Contractors, who are registered online users, can apply online, upload documents, monitor application progress, schedule inspections, and pay fees 24 hours a day / 7 days a week through the [online portal](#).

You will be notified by email of any changes made to your application status.

All information is intended as a guide and may not cover every situation. Additional information may be required dependent on individual project circumstances.

#### Type of Work

**Multi-Family:** Exterior addition that impacts the footprint of, or adds square footage to, one or more units of a multi-family building. Alteration or repair to more than one unit in a multi-family building.

A multi-family building is a townhouse with 3 or more units, a condo building, or an apartment building.

#### Licensed Professionals

Professionals may only obtain permits for the scope of work in accordance with their license type. Some professionals may be required to name subcontractor(s).

- Building Contractor
- General Contractor
- Property owners acting as their own contractor, Owner/Builder, must appear in person as a walk-in customer.

#### Documents Needed with This Permit Application

**Application**

**NOC**

**Plans**

**Plot Plan**