

## **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**