



Phased Permit Request Form

Date: _____

A phased permit allows you to submit plans for construction of a new building in multiple pieces. The building must be large or complex to justify the use of this program. Phased permits are only available for new buildings, and the buildings typically need to have a construction value greater than \$5,000,000. Phased permits are not used to separate out shoring and excavation work.

Fee: 2 x base fee for projects with a value greater than \$5,000,000
 1 x base fee for projects with a value equal to or less than \$5,000,000

CONTACT INFORMATION:

MUP Project Number: _____
 Construction Project Number: _____
 Project Address: _____
 Contact Person for this project: _____
 Contact Address: _____ Zip Code: _____
 Phone No: _____ Fax No: _____
 Email: _____
 Project Architect/Firm: _____

PROJECT INFORMATION:

Is this a high-rise or atrium project?	Yes	No
Does this project include demolition of any existing structures? (If demolition of multiple buildings is proposed, please attach a demo plan.)	Yes	No
What is the construction value for this new building? (Please complete a <i>Fee Estimate</i> and attach a copy.)	_____	
What is the construction value for the shoring/excavation work?	_____	
Does this project include multiple new buildings on the site? yes, attach a separate <i>Fee Estimate</i> for each building.)	Yes	No
Will you be submitting electronic or paper plans?		
Identify any other existing project numbers that may be associated with this project:	_____	

PROJECT DESCRIPTION:

Please provide a brief description of the project. (Example: "To Build a 6-story mixed-use building with 80 residential units and ground floor commercial space") If you have already submitted your MUP, you may use the MUP project description.

Phase 2

Structure to grade

Base structure

Super structure

Architectural shell and core

Architectural partial occupancy (includes some architectural tenant build out, but not full occupancy)

Architectural full occupancy

Anticipated submittal date: _____

Additional information to explain the scope of work included in this phase (if necessary):

Phase 3

Super structure

Architectural shell and core

Architectural partial occupancy (includes some architectural tenant build out, but not full occupancy)

Architectural full occupancy

Anticipated submittal date: _____

Additional information to explain the scope of work included in this phase (if necessary):

Phase 4

Super structure

Architectural shell and core

Architectural partial occupancy (includes some architectural tenant build out, but not full occupancy)

Architectural full occupancy

Anticipated submittal date: _____

Additional information to explain the scope of work included in this phase (if necessary):
