### PROPERTY DESCRIPTION

- **Property Owner:**
- **Site Address:**
- **APN:**

### PROJECT DESCRIPTION

#### RESIDENTIAL  COMMERCIAL  ACCESSORY

- **Work Description:**
- **Total New Sq. Ft.:**
- **Conditioned Sq. Ft.:**
- **Unconditioned Sq. Ft.:**

### DESIGN CRITERIA

- **Submittal Date:**
- **Construction Type:**
- **Use:**
- **Occupancy Group:**
- **Roof Live Load:**
- **Floor Live Load:**
- **Seismic Design Data:**
- **Wind Design Data:**
- **Fire Hazard Zone:**
- **In Flood Plane/Way:**
- **Special Inspections:**
- **Deferred Submittals:**

### DESIGN PROFESSIONALS

- **Architect/Draftsperson Name:**
- **Architect License #:**
- **Email Address:**
- **Phone #:**

- **Engineer Name:**
- **Engineer License #:**
- **Email Address:**
- **Phone #:**

- **Energy Consultant:**
- **Phone #:**
- **Email Address:**

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**For additional information, forms & documents please visit us on the web at:** [http://www.cityofsthelena.org/content/building](http://www.cityofsthelena.org/content/building)

**A completed copy of this form must be attached to the front of your plan set. Please type or print clearly. Incomplete and/or illegible forms will delay your submission.**