

**APPLICATION REQUIREMENTS – Awning****PRAW***Commercial & Multi-Family***Submittal Requirements**

The submittal items below must have documents submitted for review as required by the scope of work.

- **Specialty Engineering / Specification Sheets:** Construction plans for awning, signed and sealed, if applicable. Information about fabric.
- **Site Planning Document:** A copy of the approved site plan

**Information Required for Online Portal Application**

The following questions will be asked on the portal when applying for a permit.

**Select: Building, Remodel & Accessory Permits****Application Type**

Choose the application type: **Awning**

Please categorize the nature of the work being done: *Addition, Alteration/Remodel, New Construction*

Please describe the work being done: *(enter scope of work)*

Building Use: *Business, Institutional/Civic, Mixed-Use, Multi-Family, Transient Lodging*

Is this a private provider inspection?

Is this a private provider review?

Is the property owner doing work?

Business Name:

Related to a Natural Disaster?

Waiver of review time limits:

Are you applying as a Design Professional?

Are you applying as a State Park, Habitat for Humanity, or Chickee Builder contact?

**Permit Type**

Awnings

**Work Items**

Declared Construction Cost for this scope of work:

Work Items (select as applicable): *Awnings - Comm*

**Location**

Address Location: *(enter street address or parcel)*

**Contacts**

Select Primary Contractor: *(only active contractors will show)*

Select Qualifier:

Select any subcontractors needed: *electrical, plumbing, mechanical, roof, septic*

**\* Please ensure to generate your permit application summary page once you have successfully submitted your application for your records.\***

**Helpful Guides**

- [Register on the portal](#)
- [Adding an address to a permit: Address Picker](#)
- [Adding a Contractor and Qualifier to Contacts](#)
- [Applying for a Building Application](#)