



PERMIT APPLICATION WORKSHEET

Planning & Building Department
250 Frank H. Ogawa Plaza, 2nd Floor
Oakland, CA 94612
(510) 238-3891

For walk-in hours and appointments:
<https://www.oaklandca.gov/permits>

PLEASE COMPLETE ALL INFORMATION. APPLICANTS WITH INCOMPLETE WORKSHEETS MAY BE ASKED TO GET A NEW NUMBER. INACCURATE INFORMATION MAY LEAD TO SUSPENSION OF THE PERMIT. ADDITIONAL PERMITS MAY BE REQUIRED, i.e., Electrical, Plumbing, Mechanical, Sewer, Obstruction.

SCHOOL FEE (SF) Commercial \$0.84 Residential \$5.17

ADDRESS FEE Commercial \$302.76 Residential \$136.24 Change of Address for Any Occupancy \$605.53

TYPE OF PERMIT: (circle one)		
BUILDING	DEMOLITION (_____ SF)	SOLAR SIGN CERTIFICATE OF OCCUPANCY
IS THIS APPLICATION RELATED TO ANY OTHER PERMIT OR COMPLAINT? ☐ YES ☐ NO		IF YES, INDICATE PERMIT #, PLANNING CASE FILE # OR COMPLAINT #:
SITE ADDRESS/JOB LOCATION		ASSESSOR'S PARCEL NO.
DESCRIPTION OF PROPOSED WORK		
VALUATION OF PROPOSED WORK \$	EXISTING # OF RESIDENTIAL UNITS _____	# OF STORIES:
	NUMBER OF UNITS TO BE ADDED _____	OCCUPANCY:
		TYPE OF CONSTRUCTION:
		OCCUPANT LOAD:
		EXISTING FIRE SPRINKLERS: ☐ YES ☐ NO
PROPERTY OWNER'S NAME		PROPERTY OWNER'S PHONE NUMBER
PROPERTY OWNER'S ADDRESS (street, city and zip code)		
PERSON SUBMITTING APPLICATION		PHONE NUMBER EMAIL
ARCHITECT'S/DESIGNER'S NAME		PHONE NUMBER EMAIL
CONTRACTOR'S LICENSE NUMBER		SIGNATURE OF APPLICANT DATE

I ACKNOWLEDGE THAT REFUNDS ARE LIMITED PER OMC15.04.1.165 INITIAL
Sept 2026

DATE