



**REQUEST FOR ISSUANCE OF BUILDING PERMITS FOR  
MODEL HOMES --  
PUBLIC IMPROVEMENTS PARTIALLY COMPLETE**

**City of Lincoln  
Community Development**

600 Sixth Street  
Lincoln, California 95648  
(916) 434-2470, Fax (916) 645-3552

This form is to be used by applicants requesting Building Permit Issuance for model homes only, in subdivisions which are in the process of constructing public improvements (streets, utilities, drainage improvements, sewer and water lines, street lights, etc.), and have reached the point of substantial completion as defined by Section 2-5 of the City of Lincoln Public Improvements Standards. It should be noted that this request is a permissive action by the City and therefore may not be granted in all instances. Requests are to be submitted on this form a **minimum of fifteen (15) working days in advance** of the date requested for the issuance of Building Permits for models.

**Name of Subdivision:** \_\_\_\_\_

**Applicant/Developer:** \_\_\_\_\_ **Location:** \_\_\_\_\_

**Lots Requested:** \_\_\_\_\_

**Project Manager:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**A MAP OF THE REQUESTED SUBDIVISION/LOTS MUST BE ATTACHED TO THIS FORM.**

**TO BE COMPLETED BY CITY DEPARTMENTS:**

The above named applicant/developer has requested the issuance for building permits pursuant to Section 2-5 of the City's Public Improvement Standards regarding substantially complete public improvements. Building permits will not be issued for the above project unless each of the following Departments has approved or conditionally approved the request.

DEPARTMENT	SIGNATURE	DATE	COMMENTS / CONDITIONS
<b>Public Works</b>			
<b>Water</b>			
<b>Police</b>			
<b>Fire</b>			
<b>Planning</b>			

**Determination:** Based on the above responses, it has been determined that Issuance of Building Permit(s) for the requested model(s):

- Will not be issued for the project.**
- Will be issued based upon the conditions set forth by each of the above departments.**
- Will be issued.**

**Authorizing Signature:**

\_\_\_\_\_  
**Director of Community Development**