



REQUEST FOR ISSUANCE OF BUILDING PERMITS

**WHERE PUBLIC IMPROVEMENTS
ARE SUBSTANTIALLY COMPLETE**

**City of Lincoln
Department of Community Development
600 Sixth Street, Lincoln, CA 95648
(916) 645-3320, Fax (916) 645-3552**

This form is to be used by applicants requesting Building Permit Issuance in subdivisions that 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 Improvement 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 issuance of Building Permits.

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 of building permit(s) 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 have approved or conditionally approved the request.

Department	Signature	Date	Comments/Conditions
Public Works			
Water			
Police			
Fire			
Planning			

Determination: Based upon the above responses, it has been determined that the issuance of Building Permit(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