

Permit Center Appointment Requirements

City of San Jose
Building Division

January 12, 2001

Submittal

Appointments for document submittal for permit application are required for the following types of projects:

- New commercial/industrial structures or additions to existing commercial/industrial buildings.
- New multi-family structures or additions to existing multi-family buildings.
- New tract housing.
- New custom homes.
- Commercial/Industrial tenant improvements.
- Single-family residential additions including new detached accessory structures. *Ask for a "residential site review" appointment. A review for zoning compliance and easement restrictions will be done during this appointment. Customers may submit for plan review immediately following the site review.*

Permit Issue

- If your project has been through plan check, the Permit Specialist assigned to your project will contact you to set up a time for you to come in and complete the permit process. Appointments are not required for permits that do not have an associated plan check, but appointments may be made for simple permit issue if you desire.

Express Plan Checks

Always require an appointment.

For appointments call (408) 535-3555