



COMMERCIAL MINOR REPAIR SPEC LIST

This form is to be completed by the applicant to obtain a minor repair permit for work that does not require a plan review provided the materials match or are equivalent to the materials being repaired or replaced. The materials and methods of construction must comply with the Code and are subject to field inspection for final approval. The issuance of a permit does not grant permission to violate the requirements of the code or authorize construction on, or use of, any property in violation of deed restrictions.

Definition of Repair: The reconstruction or renewal of any part of an existing building for the purpose of its maintenance.

Complete the following information (Please Print):

Applicant: _____ Date: _____

Project Address: _____

Cost of Improvements: \$ _____ Project Number: _____

Check all that apply:

- 1. Replace exterior veneer
- 2. Replace doors*
- 3. Replace windows/glazing*
- 4. Replace roof covering/decking*
- 5. Repair/replace floor decking
- 6. Replace ceiling and/or wall covering*
- 7. Replace damaged studs
- 8. Repair/replace existing stairs and /or steps
- 9. Replace cavity insulation*
- 10. Repair existing fireplace
- 11. Repair/replace storefront assembly
- 12. Repair Electrical (Separate Permit Required) ♦
- 13. Repair Plumbing (Separate Permit Required) ♦
- 14. Repair Mechanical (Separate Permit Required) ♦
- 15. Replace flooring (Note: a permit is NOT required for floor finish materials: carpet, tile, wood flooring, etc.)
- 16. Other repair work, provide description below:

Applicant Signature: _____

♦ All trade permits, if required, shall be purchased under the repair spec list project number.

*** ENERGY CODE:**

The following shall be maintained for energy efficiency compliance in Climate Zone 2:

Fenestration U-Factor			Fenestration SHGC						Wall Cavity	
Fixed	Operable	Doors	Project Factor & Orientation						Insulation	
.50	.65	.83	SEW			N			Wood	Metal
			.25	.30	.40	.33	.37	.40		