

## Commercial Building Permit Application – Plan Review Submittal

For electronic plan submittal

Planning and Development Services Department

[www.opkansas.org](http://www.opkansas.org)

Date \_\_\_\_\_ Project Name \_\_\_\_\_

Project Address \_\_\_\_\_

\*Type of Business \_\_\_\_\_

(\*Note: Electronic plan review is not available for work involving food service.)

Project Type:  Remodel  Tenant Finish

\*Remodel SQ Feet \_\_\_\_\_ Project Valuation \_\_\_\_\_

(\*Must be less than 3,000 sq. ft.)

### Section 1 - Plan Submittal-Applicant Information

### Contact Information

\_\_\_\_\_  
Your Name

\_\_\_\_\_  
Phone Number

You are: Owner  Contractor  Architect  Engineer

\_\_\_\_\_  
Email Address (primary)

\_\_\_\_\_  
Company you represent

\_\_\_\_\_  
Email Address (alternate)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Email Address (alternate)

\_\_\_\_\_  
City/State/Zip

### Section 2 - Permit Issuance-Applicant Information

### Contact Information

\_\_\_\_\_  
Your Name

\_\_\_\_\_  
Phone Number

You are: Owner  Contractor  Architect  Engineer

\_\_\_\_\_  
Email Address (primary)

\_\_\_\_\_  
Contractor Name

\_\_\_\_\_  
Email Address (alternate)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Email Address (alternate)

\_\_\_\_\_  
City/State/Zip

**NOTE: Email will be the primary form of communication between the City and the applicant.**

\_\_\_\_\_  
JOCO Contractor License Number

This form shall be submitted to [permitservices@opkansas.org](mailto:permitservices@opkansas.org) along with all other supporting documentation.