California State University, Chico
Facilities Management and Services

Building Permit Pending

Date: _____
To: _____
From: _____

Your project request form has been received by the Facilities Management & Services Department. This project will require a building permit before any construction can begin. The Project Manager listed below will assist you through the permit process and obtain the required agency approvals. If "Permit Awarded" is checked "YES" this form serves as your actual Building Permit and you can proceed to bid your project. The Project Manager listed below will coordinate the construction and inspection of this project.

Project Name: _____
Project Manager: _____
Workorder Number: _____
Requestor/Dept.: _____
Date Received PRF: _____

Materials required to complete the review:

- ☐ Photographs
- ☐ Plans (Construction drawings suitable for bidding)
- ☐ Specifications
- ☐ Architect or Engineer's approval and stamps
- ☐ Construction Estimate

Additional agency/departmental approval required **(to be obtained by FMS after requestor provides the information)**

- ☐ Fire Marshal
- ☐ Division of the State Architect Access Compliance
- ☐ CEQA (California Environmental Quality Act)
- ☐ Seismic Peer Review
- ☐ External Plan Check/Wildan
- ☐ Other _____

ALL APPROVALS MUST BE OBTAINED BEFORE CONSTRUCTION CAN BEGIN:
Dates to be provided as approvals are received:

Uiversity Construction Advisory Committee: _____
Campus Planning & Exec. Committee _____
Space Advisory Committee _____
Director, CSRV _____
Director, EMHS _____

Director, Univ. Police _____
Fire Marshal _____
Others as listed:
_____
_____
_____

Building Permit awarded ☐

_____
Director, Facilities Management & Services Date