



Building Permit Data Sheet

Single Family Dwellings, Accessory Dwelling Units, and Accessory Structures

Revised 12/19/18

PERMIT # _____ REVISION # _____ PA# _____ (If Applicable)

Project Address:		APN#:		Structure ID#:	
Address Range:					
[Public Works]		[Building]		[Planning]	
Known Easements on the Property: (List types of easements) <input type="checkbox"/> Public Utility <input type="checkbox"/> Emergency Vehicle Access <input type="checkbox"/> PGE <input type="checkbox"/> Sewer <input type="checkbox"/> Maintenance Access <input type="checkbox"/> Public Access/Pedestrian <input type="checkbox"/> Other Easements		Flood Zone:		Zoning:	
		Occupancy:		Proposed F.A.R.:	
		Construction Type:		Proposed Rear Yard Lot Coverage: %	
		Heritage Trees on the Property:		Removal of Exterior Wall:	
		Heritage Trees to be Removed:		Removal of Roof:	
		Wild Urban Interface Fire Area:		Reasonable Accommodation Site:	

* **Notes:** = All other requested data are related to life & safety or other San Mateo Municipal Code requirements.

	Existing Primary Residential	Proposed Primary Residential	Detached Accessory Dwelling Unit (ADU)	Detached Accessory Structure(s)
PARCEL INFORMATION [Planning]:				
Number of Structures on Parcel:				
Number of Dwelling Units on Parcel:				
PARKING [Planning]: (Zoning Code 27.64):				
Covered Spaces:				
Uncovered Parking Spaces:				
Total Floor Area for Parking Requirement:				
Total Parking Spaces:				
BUILDING HEIGHT & LEVELS/STORIES [Planning]: (Zoning Code 27.04 & 27.18):				
Building Height (from Grade to Top of Plate):				
Building Height (from Grade to Top of Roof):				
Number of Above Grade Levels/Stories:				
Number of Basement Levels/Stories:				
FLOOR AREA (in Sq Ft) [Planning] (Zoning Code 27.04.120):				
Existing Floor Area:				
Addition:				
Garage:				
Alteration/Remodel of Existing Garage:				
Total Floor Area for FAR Requirements:				
Floor Area of JADU:				

	Existing Primary Residential	Proposed Primary Residential (Net New):	Detached Accessory Dwelling Unit (ADU)	Detached Accessory Structure(s)
STRUCTURE [Planning] (Zoning Code 27.18):				
# of Bedroom Units in ADU:				
# of Bedrooms in JADU of Primary Structure:				
Removal of Exterior Wall for Structure (% to be removed):	%		%	%
Removal of Roof (% to be removed):	%		%	%
FLOOR AREA (in Sq Ft) [Building]:				
Existing Floor Area:				
Addition:				
Alteration/Remodel:				
Garage:				
Alteration/Remodel of Existing Garage:				
Demolition of Structure:				
Total Floor Area:				
STRUCTURE INFORMATION [Building]:				
Number of Bedrooms in Structure (Studios to be included):				
Number of Full Bathrooms in Structure:				
Number of Half Bathrooms in Structure:				
Number of Kitchen in Structure:				
Fire Sprinklered:				

RESPONSIBLE APPLICANTS SIGNATURE:	
Name:	Signature:
Company:	Date:

INTERNAL OFFICE USE:		
	PLAN REVIEWER SIGNATURE:	DATE:
Building Division:		
Planning Division:		
Public Works Department:		
Housing Division:		
Notes:		