



CITY OF SOLDOTNA BUILDING PERMIT APPLICATION

177 N Birch Street, Soldotna AK 99669 Phone 262-9107 Fax 262-1245

Building Permit #: _____
City of Soldotna will assign

Soldotna Municipal Code Title 15 governs buildings and construction within the city. However, all projects must also comply with Title 17, Zoning*; additional reviews and approvals may be required from the Planning and Zoning department prior to issuing a building permit. Please contact the City Planner if you have questions about zoning requirements on your property.

**Other codes may be applicable, see the City of Soldotna Municipal Code for more information. The code can be viewed on line at: www.ci.soldotna.ak.us (select "City Code" under Quick Links on the left side of the web page).*

Attachments to this completed application should include the following as a minimum:

- Contractor's **and** owner's KPB Sales Tax Compliance Certification form (*signed by KPB*)
- Foundation drawings
- Building drawings
- Plot plan, showing the location of the improvements/building on the property.

OWNER'S INFORMATION

Owners name: _____

Owners phone: _____

Owners mailing address: _____

CONTRACTOR'S INFORMATION

Owner Builder *If owner builder/skip the rest of this "Contractor's Information" section*

Contractors Name: _____

Contractors Phone Number: _____ License Number: _____

STRUCTURE LOCATION

Structure Address: _____

Lot: _____ Block: _____ Subdivision: _____

Other: _____

Parcel #: _____

This information can be pulled up on the Kenai Peninsula Borough web site at: <http://www.borough.kenai.ak.us>, under "Online Services" select "Public Information Parcel Lookup" or "Maps" to find your parcel number. This is also a double check for your physical address.

STRUCTURE INFORMATION

Value: Value is either determined by square footage or estimated cost. Square footage is used when determining the value of new construction; all other construction (including but not limited to alterations, additions, relocations, tenant improvements, etc.) is determined using estimated cost.

Square Footage - Determined by calculating the **OUTSIDE** dimensions of each floor (length x width). Total shall be total square footage of all floors combined.

House _____ Garage _____ Other (describe): _____

Valuation: _____

Total cost includes labor and materials. If owner is performing all or part of the labor, the valuation must include owner labor as if it were done by a licensed contractor.

Type of construction occurring: New Construction Addition/Alteration

Relocation/Demolition

Tenant Improvement Other: _____

Sign: *A sign permit is required for all signs. These permits can be obtained from the Planning and Zoning Department at City Hall. If your sign is in conjunction with a building permit there will be no additional charge for your sign permit.*

Describe work being performed: _____

Number of floors: Basement 1 floor 2 floor 3 floor Other: _____ →
Only count those floors above ground

Type of building: Sign Residential Commercial Institutional Industrial
 Other: _____

Type of dwellings: Single Family Multi-Family > > > > > Number of units = _____
A permit is required for each structure. If there are multiple structures on a lot, each will require its own permit

I hereby certify that all information supplied on this application and the attachments is true and correct to the best of my knowledge. All provisions of laws and ordinances governing this type of work will be compiled whether or not specified herein. The granting of a permit does not give any person authority to violate or cancel the provisions of any State, Federal or local law regulating construction or the performance of construction.

Signature of Owner (or designee)

Date

Signature of Contractor (if applicable)

Date

BELOW THIS LINE FOR CITY OF SOLDOTNA USE ONLY

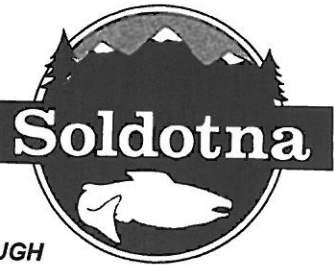
Use Zone: _____ Use Type: _____

Construction Type: _____ Group: _____ Code in Effect: _____

Fire Marshal Review Required? YES NO

City of Soldotna

177 North Birch • Soldotna, Alaska 99669 • Phone: (907) 262-9107



SALES TAX COMPLIANCE CERTIFICATION
THIS FORM MUST BE SUBMITTED TO THE KENAI PENINSULA BOROUGH
FINANCE DEPARTMENT LOCATED AT 144 NORTH BINKLEY, SOLDOTNA, ALASKA 99669
FAX NO. 262-8623

DATE RECEIVED BY KPB _____

PERMIT/VARIANCE: _____

BUSINESS NAME: _____ A. INDIVIDUAL _____
 and/or _____ B. CORPORATION _____
 OWNER(S) NAME: _____ C. PARTNERSHIP _____

Business Mailing Address: _____

Telephone Number: _____ Fax Number: _____

As a business or individual, have you ever conducted business within the Kenai Peninsula Borough?
 _____ YES _____ NO (If yes, please supply the following account numbers and sign below. If no, please sign below.)

Soldotna Municipal Code of Ordinances (per Ordinance No. 534) requires that businesses or individuals wishing to obtain any building permit, site plan approval, conditional use permit or variance be in compliance with Borough Sales Tax provisions. No building permit will be issued to any individual or business who is found to be in violation of the Borough Code of Sales Tax Ordinance.

SALES TAX ACCOUNTS/STATUS

ACCT. #	BUSINESS/OWNER NAME	FILED THRU	DO NOT WRITE IN BOX		
			M/F'S	BALANCE DUE	IN COMPLIANCE
_____	_____	_____	_____	_____	YES ___ NO ___
_____	_____	_____	_____	_____	YES ___ NO ___
_____	_____	_____	_____	_____	YES ___ NO ___
_____	_____	_____	_____	_____	YES ___ NO ___
_____	_____	_____	_____	_____	YES ___ NO ___

I, _____, the _____,
 (Signature) (Title)

hereby certify that to the best of my knowledge, the above information is correct. _____
 Date

(TO BE COMPLETED BY BOROUGH PERSONNEL) I hereby certify to the best of my knowledge the above business is:

A. _____ IN COMPLIANCE WITH ALL BOROUGH SALES TAX PROVISIONS.
 B. _____ NOT IN COMPLIANCE WITH ALL BOROUGH SALES TAX PROVISIONS.

 (Signature Required) Date

Kenai Peninsula Borough Finance Department