



PATIO COVER PERMIT **SUBMITTAL REQUIREMENTS**

Updated 12/17/2020

1. [Permit application](#). (The applicant is the person applying for the permit not the contractor)
 - a. Provide a clear scope of work
 - b. Ensure the application is legible.
2. Letter of authorization on company letterhead authorizing the individual applying for and obtaining the permit on the company's behalf.
3. Owner Builder permits require an [Owner / Builder Declaration](#).
4. Method of payment – utilize the [credit card authorization form](#) available on the Building page.
5. Site plan showing all structures on the property, property lines, proposed location for the patio cover, setbacks from property lines, foundation details, and framing details.

Email these items to building2@ci.pinole.ca.us.

Fees: Please refer to the [fee schedule](#).