

300 Richards Blvd., 3rd Floor Sacramento, CA 95811

Help Line: 916-264-5011 www.cityofsacramento.gov/cdd

## **New Tenant Guidance Worksheet**

Complete this form and send it to <a href="mailto:planning@cityofsacramento.org">planning@cityofsacramento.org</a> if you would like a determination of use conformance. Please include a detailed description of your business activities and business location.

Visit <u>www.cityofsacramento.gov/buildingsmallbusiness</u> for an overview of the steps required to obtain a building permit and complete construction within the City of Sacramento.

Business Address:		
Project/Business Name:	Applicant Nam	ne:
Email:	Phor	ne:
Description of business and changes	to the space:	
Existing Building/Space Information be required to get the space permitted.		d what construction or improvements might
Prior use of space:	Date of last permit	ted construction:
CASp report available from the prop	erty owner? Yes $\square$ No $\square$	
Planning		
Proposed Use:		
Alcohol sales proposed? Yes $\square$ No	☐ ABC License Type:	
Tobacco sales proposed? Yes □ No	□ Proposed exterior char	nges? Yes 🗆 No 🗆
If yes to exterior work, describe:		
_		
Decree American Inc. 1 de la Confession		
Kitchen	nents do you anticipate will be needed for	the space?)
	s? Yes □ No □ Hoods? Yes □ No	☐ Kitchen equipment? Yes ☐ No ☐
<b>Equipment</b> (being added or modified	d to the space, e.g., air conditioner, water	heaters, plumbing, mechanical, etc.)
Fire sprinklers? Yes $\square$ No $\square$ W	$^\prime$ ater heater? Yes $\square$ No $\square$ Mechanic	al equipment (HVAC, A/C)? Yes $\Box$ No $\Box$
Remodel		
New bathroom? Yes □ No □	Bathroom upgrade? Yes ☐ No ☐	New walls or partitions? Yes ☐ No ☐
	. 5	·
Permit Requirements		
	design professional? Yes  No  Viev	
Health Department approval? Yes	」 No □ <u>View CDD-0231</u> Dining ar	rea in the public right-of-way? Yes  No
Notes		