DFCM

EDMS Building Permit Application for Public School Construction Projects

This form is required for all public school construction projects requiring a building permit. Please complete the information requested below, then submit this document to dfcmk12support@utah.gov.

School District or Charter School: **Date:**

Project Name:

The following individuals will be added to the EDMS project with roles according to the chart below. If the individuals listed are not already set up as a user in EDMS, you **must** provide their email and phone number, or they will not be added to the project.

1. **School District Construction Authority (SDCA):**
2. **School District Project Manager, other than SDCA:**
3. **Architect or Engineer:**
4. **Approved Plan Reviewer**
   - ☐ DFCM Building Official Plan Review
   - ☐ School District-Employed Plan Reviewer:
   - ☐ Third Party Plan Reviewer:
5. **Approved Code Inspector**
   - ☐ School District-Employed Inspector:
   - ☐ Third Party Inspector:
6. **Additional LEA Staff (these individuals will be added with 'View Only' access):**

EDMS User Roles for Public School Construction Projects

Project Role	EDMS User Role Assigned
• Business Administrator • Other LEA Staff – facilities, etc.	➢ Agency Representative
• Project Architect or Engineer	➢ Architect
• School District-Employed Approved Code Inspector • Third-Party Approved Code Inspector	➢ Building Code Inspector
• Project Contractor	➢ Contractor
• School District Construction Authority (SDCA) • School District Project Manager	➢ Project Manager
• DFCM Building Official • School District-Employed Approved Plan Reviewer • Structural Plan Reviewer • Fire Marshal • DPS School Security	➢ Plan Reviewer

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Clear Form

Fields marked with an asterisk are required.

BASIC INFORMATION

Project Number* DFCM will assign this
Project Name*
Format: "School District Name" and "Project Name"
Const. Budget*
Property #* Risk ID Number:

Address Line 1*
Address Line 2
City*
State/ZIP*

☐ Project Address Not Applicable

AGENCY

Agency* Leave this blank

SPECIFY COMPANY SUBMITTING PLANS

Architect/Engineer Firm Name*

WORK DESCRIPTION

Project Category* ☐ Addition ☐ Remodel ☐ New Construction ☐ Other

Brief Description of Project*

USE ☐ Not Applicable

Occupancy* ☐ A-1 ☐ A-2 ☐ A-3 ☐ A-4 ☐ A-5 ☐ B ☐ E ☐ F-1 ☐ F-2 ☐ H-1 ☐ H-2 ☐ H-3 ☐ I-1 ☐ I-2 ☐ I-3 ☐ I-4 ☐ M ☐ R-1 ☐ R-2 ☐ R-3 ☐ R-4 ☐ S-1 ☐ S-2 ☐ U

Construction Type* CHOOSE ONE
Stories*
Building Floor Area* ft2
Building Height* ft
Design Occupant Load*
Affected Floor Area* ft2

FIRE PROTECTION ☐ Not Applicable

Required* ○ Yes ○ No ○ Unknown
Provided* ○ Yes ○ No ○ Unknown
Type* CHOOSE ONE

ELEVATOR ○ No ○ Yes

Will an elevator be installed as part of this work?

BOILER ○ No ○ Yes

Will a boiler with a heat input of over 200,000 BTU be installed as part of this work?

WATER ○ No ○ Yes

Will potable water piping be installed as part of this work?

NFRC ○ No ○ Yes

Will this project require any site-built fenestration, or will all window assemblies include an NFRC label?

SMOKE CONTROL ○ No ○ Yes

Will an engineered smoke control system be required for this project?

HAZARDOUS MATERIAL SURVEY ○ Yes ○ No ○ Not Required

Has a hazardous material survey been conducted for this scope of work?

ROOFING PROGRAM MANAGER REVIEW ○ Yes ○ No ✔ Not Required

DFCM Projects Only

SUBMITTAL TYPE

Complete/Phased: ○ Complete Submittal ○ Phased Submittal