



**CITY OF SEAL BEACH
BUILDING DEPARTMENT**

Worksheet for Building Permit Application
Application Date (Mo-Day-Yr - XX-XX-XX)

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Authority: City Code Section 9.60.020 "Building Permit Requirement," states "It shall be unlawful for any person, firm, or corporation to erect, construct, enlarge, alter, repair, move, improve, remove, convert or demolish, equip, use, occupy, or maintain any building or structure or cause or permit the same to occur unless a separate building permit for each building or structure has been obtained from the Building Official."

Purpose of Permit: This administrative device is used in enforcing the laws that relate to building construction, addition, alteration or repairs.

Considerations: The following items are the minimum requirements for each and every building permit application.

Project Address **Suite/Unit No.**

Legal Description: Lot/Block/Tract **Assessor's Parcel No.**

Applicant Check Appropriate Box

Property Owner's Name **Phone Number**

Address **City** **Zip Code**

Architect/Engineer License # **Address**

City **Zip Code** **Telephone Number** **Fax Number**

Contractor's Name or Company **Address**

City **Zip Code** **Telephone Number** **State License No./Class**

Description of Work: Provide a complete written description of the scope of work.

Square Footage of the Proposed Work **Valuation of the Proposed Work \$**

I will insure that items requiring inspection will not be covered without inspection and approval by the City of Seal Beach Building Department. I also understand that permit will EXPIRE if inspections are not scheduled every 180 days.

Signature of Contractor or Authorized Agent: _____ Date: _____

Signature of Owner (If Owner Builder): _____ Date: _____

Office Use Only **Plan Check No.** **Permit No.**

Plan Check Fee **Permit Issuance**

Permit Fee **Strong Motion**

Plumbing Fee **Geographic Information System (GIS)**

Electrical Fee **Micro Fiche**

Mechanical Fee **Other ()** **Total Fee**