



**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** _____