



BUILDING PERMIT APPLICATION COMMUNITY DEVELOPMENT DEPARTMENT

Permit #:

City Hall 1400 Highland Avenue Manhattan Beach, CA 90266-4795

 Telephone (310) 802-5500 FAX (310) 802-5501 TDD (310) 546-3501

Job Address:	<input type="radio"/> Residential	<input type="radio"/> Commercial
Property Owner:	Email:	
	Phone:	
Applicant:	Email:	
	Phone:	
Contractor:	Email:	
	Phone:	
CSLB License No:	City License No:	

DESCRIPTION OF PROJECT:

NO. OF STORIES:	CONST. TYPE:	OCC. GROUP:	NO. OF UNITS:
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PROPOSED SCOPE OF WORK	CITY USE ONLY		
NEW/ADDITION SF:	Initial Plan Check	4220	
	Add'l Plan Check and/or Hourly	4221	
ALTER/REMODEL/TI SF:	New Unit Tax	4400	
	Imaging	4017	
BASEMENT SF:	Construction Sign	4222	
	Seismic Fee	4015	
COVERED PATIO/TRELLIS SF:	WMP	5429	
	Permit Surcharge	4150	
DECK/BALCONY SF:	General Plan Maintenance	5785	
	Permit Fee	4000	
NEW/ADD TO GARAGE SF:	BSA Fee	5780	
	Public Art Fee	5910	
REMODEL GARAGE SF:	Re-Inspection	4511	
	After the Fact	4000	
BLOCK WALL/FENCE/RETAINING WALL SF:	Landscape Plan Check	4517	
OTHER (NOT MENTIONED ABOVE):			
	Balance Due		
	Total Fee		
VALUATION:			

<u>Applicant Acknowledgement Statement</u>	
I hereby apply for a building permit for the work described above. I have carefully examined and read the above application and state the information is correct. By this application, I am obligated to pay the plan check fee whether or not a building permit is issued. Plans must comply with codes in effect on the date the permit is issued. <u>I also understand that the plan check will EXPIRE 180 days after the date of submittal.</u> Upon request, if received prior to expiration, the Building Official may extend the plan check for a period of 180 days not to exceed 2 years.	
Signature:	Date:



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PLANS: Plans must follow standard drafting conventions and be complete and are typically printed on 24"x36" sheets. Typical plan scale is 1/8" for site plan and plot plan and 1/4" scale for floor plan, elevations, sections, etc.

RESIDENTIAL

- Three (3) sets of plans (2-complete and 1-architectural ok)
- Two (2) sets of structural calculations (if applicable)
- Two (2) sets of Title 24 energy calculations (if applicable)
- Two (2) sets of geotechnical reports (if applicable)
- Two (2) topographical lot surveys (1-full size and 1-11"x17")
- One (1) 11'x17" site plan

COMMERCIAL

- Four (4) sets of plans (2-complete w/MEP's and 2-architectural)
- Two (2) sets of structural calculations (if applicable)
- Two (2) sets of Title 24 energy calculations (if applicable)
- Two (2) sets of geotechnical reports (if applicable)
- One (2) topographical lot surveys (1-full size and 1-11"x17")
- One (1) 11'x17" site plan

PLAN REVIEW APPROVAL REQUIREMENTS:

- Building Division
- Planning Division
 - Special Planning Approvals (if applicable):
 - Coastal approval
 - Minor Exception approval
 - Tree approval
 - Homeowner's Association approval
- Fire Department (if applicable)
- Public Works Department (if applicable)
- Traffic Department
 - Construction Management Parking Plan (CMPP) (if applicable)

ADDITIONAL INFORMATION:

- AQMD NOTICE** required for any demolition of exterior walls and/or interior bearing walls. ***Proof of notice is required prior to permit issuance.***
- WASTE MANAGEMENT PLAN (WMP)** required for demolition and projects valued over 100K.
- CONSTRUCTION MANAGEMENT PARKING PLAN (CMPP)** for Districts 3 & 4 only.
- HEALTH DEPARTMENT APPROVAL** required for applicable for commercial projects. ***City copy of Health Department approved plan must be submitted prior to permit issuance.***
- SCHOOL DEVELOPER FEES** required for any increase of assessable space.
- PUBLIC ART FEES** collected for: new commercial over 500k; 4 or more residences; commercial/residential (4 or more) remodel over 250k. Fee is 1% of developer fee.

