### BUILDING PERMIT APPLICATION

**COMMUNITY DEVELOPMENT DEPARTMENT**

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

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

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**Job Address:**

- **Q** Residential
- **O** Commercial

**Property Owner:**

- Email:
- Phone:

**Applicant:**

- Email:
- Phone:

**Contractor:**

- Email:
- Phone:

**CSLB License No:**

- City License No:

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**DESCRIPTION OF PROJECT:**

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**NO. OF STORIES:**

<table>
<thead>
<tr>
<th>Const. Type</th>
<th>Occ. Group</th>
<th>No. of Units</th>
</tr>
</thead>
</table>

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**PROPOSED SCOPE OF WORK**

<table>
<thead>
<tr>
<th>Work Description</th>
<th>Fee Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>NEW/ADDITION SF:</td>
<td>Initial Plan Check 4220</td>
</tr>
<tr>
<td></td>
<td>Add'l Plan Check and/or Hourly 4221</td>
</tr>
<tr>
<td>ALTER/REMODEL/TI SF:</td>
<td>New Unit Tax 4400</td>
</tr>
<tr>
<td></td>
<td>Imaging 4017</td>
</tr>
<tr>
<td>BASEMENT SF:</td>
<td>Construction Sign 4222</td>
</tr>
<tr>
<td>COVERED PATIO/TRELLIS SF:</td>
<td>Seismic Fee 4015</td>
</tr>
<tr>
<td></td>
<td>WMP 5429</td>
</tr>
<tr>
<td></td>
<td>Permit Surcharge 4150</td>
</tr>
<tr>
<td>DECK/BALCONY SF:</td>
<td>General Plan Maintenance 5785</td>
</tr>
<tr>
<td></td>
<td>Permit Fee 4000</td>
</tr>
<tr>
<td>NEW/ADD TO GARAGE SF:</td>
<td>BSA Fee 5780</td>
</tr>
<tr>
<td>REMODEL GARAGE SF:</td>
<td>Public Art Fee 5910</td>
</tr>
<tr>
<td>BLOCK WALL/FENCE/RETAINING WALL SF:</td>
<td>Re-Inspection 4511</td>
</tr>
<tr>
<td></td>
<td>After the Fact 4000</td>
</tr>
<tr>
<td>OTHER (NOT MENTIONED ABOVE):</td>
<td>Landscape Plan Check 4517</td>
</tr>
</tbody>
</table>

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**VALUATION:**

<table>
<thead>
<tr>
<th>Valuation</th>
<th>Balance Due</th>
<th>Total Fee</th>
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</thead>
</table>

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**Applicant Acknowledgement Statement**

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. I also understand that the plan check will EXPIRE 180 days after the date of submittal. 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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**Effective 08/01/2018**

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**ADDITIONAL INFORMATION ON BACK**

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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 ¼" 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.