

HOMEOWNER REQUEST FOR REMODEL APPROVAL

Sea View Villas
736 Gould Avenue
Hermosa Beach, CA 909254

Name:

Phone numbers:

FAX:

E:mail:

Unit #:

1. Please check off each item below, related to your project. It is understood that you or your contractor will be doing the work.

BUILDING PERMIT, INCLUDING STRUCTURAL

	I AM doing this work	I am NOT doing this work
You do need a permit:		
If you break interior drywall		
If you break exterior stucco		
If you reframe a window, door, or skylight		
You don't need a permit for:		
Exterior paint		
Interior paint		
Wallpaper		
Molding and trim		
Flooring		
Changing a window or door without changing the framing		

PLUMBING PERMIT

	I AM doing this work	I am NOT doing this work
You do need a permit:		
If replacing a hot water heater		
If moving any plumbing lines		
Adding new plumbing lines		
Rerouting drain or supply lines		
If adding or moving any gas lines		
You don't need a permit:		
If replacing appliances, such as washer, dryer, refrigerator		
If replacing toilet with new toilet, but not moving any plumbing lines		
If capping off lines		

ELECTRICAL PERMIT

	I AM doing this work	I am NOT doing this work
You do need a permit:		
If adding any new wiring		
If moving any new wiring		
If upgrading electrical system		
If adding outlets or switches		
If removing fixture from one location and moving to new location		
You do not need a permit:		
If taking down one fixture and replacing with new fixture in same		

HEATING, MECHANICAL, COOLING

	I AM doing this work	I am NOT doing this work
You do need a permit:		
If changing an air conditioning unit or heating unit, even if replacing with the same unit		
Rerouting mechanical ducts		
You do not need a permit:		
To perform routine servicing		

2. Please list complete scope of work for your intended project.

3. Please label and attach all drawings, diagrams, window + door configuration drawings and cut-sheets, and other necessary documentation that will help the Board of Directors (BOD) understand and review your project for approval. List below.
-

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10.

4. Approximate anticipated date of construction start.
-

5. Anticipated length of project.
-

6. Structural Engineer
-

Engineering plans must be submitted before final approval by Board of Directors is given.

Engineering plans have been submitted to Board of Directors:

yes_____ no_____ not applicable_____

Structural Engineer's Name:

Name of Company:

Address:

City, State, Zip:

Phone:

Cell:

FAX:

E-mail:

7. Contractor Information

Work shall be performed by licensed, insured contractors or bonded professionals. All work shall be in accordance with Association Rules.

Name:

Name of Company:

Address:

City, State, Zip:

Phone:

Cell:

FAX:

E-mail:

Contractor's License Number:

8. Window & Door Replacement

Retrofit windows and doors are NOT permitted. Window and door replacement must be performed subject to waterproofing specifications and under inspection by waterproofing consultant designated by Association, at Owner expense. This work requires removal of stucco around windows and doors, and re-stucco after waterproofing. Waterproofing consultant contact information is available through the Sea View Villas' Board of Directors.

Window and door cut-sheets and manufacturer's brochure must be submitted to the Board for approval.

9. Original SVV drawing files are available from the Board of Directors.

10. A copy of the Permit from the City of Hermosa Beach must be given to the Sea View Villas BOD prior to construction commencing.

copy of permit given to BOD _____

not applicable _____

11. Homeowner agrees to request approval of any changes that come up in the construction process to the BOD, prior to commencing construction of that work.

Homeowner Signature(s)

unit #

date

Thank you for your cooperation. You will receive a written response to this request from the BOD.
The Sea View Villas Board of Directors

