



City of Hermosa Beach

Civic Center, 1315 Valley Drive, Hermosa Beach, California 90254-3885

PUBLIC WORKS DEPARTMENT C-Sheet Checklist

Date Submitted:

Project Address:

Point of Contact:

Phone:

Email:

Required Documents

All documents can be submitted digitally for pre-review and plan checking process. Upon City approval hard copies are required for all the following documents.

1. Civil Plans (Use City Title Block) (Title Sheet, Demo Plan, Grading & Drainage Plan, Public Improvements, Details Sheet, Driveway Profiles, Erosion Control Plan)	
2. Architectural Plans	
3. Shoring Plan (For Reference)	
4. Survey or Parcel Map	
5. LID Report and Covenant Agreement (Include Exhibit 1 & Exhibit 2)	
6. Owner's Certification	
7. Hydrology & Hydraulic Calculations	
8. Soils Report (Including Percolation Test)	
9. Title Report within past 6 months	
10. Tree Permit Application (If applicable)	
11. Residential Encroachment Permit Application (If applicable)	
12. Current Sewer Lateral Condition Video (If applicable)	
13. Assumption of Risk (If applicable) It is the owner's responsibility to record	
14. Planning Commission Conditions of Approval for Condo projects	
15. Plan Check fees	

If you have any questions regarding C-Sheet review process, please contact the Public Works Department directly at (310) 318-0214 or pwplancheck@hermosabeach.gov.

Public Works Project Manager _____

Please submit for review to: pwplancheck@hermosabeach.gov