



Commercial Building Permit Application

City of Seaside
Building and Planning Department
1387 Avenue U * Seaside, OR 97138
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DEPARTMENT USE ONLY

REVIEW #:

DATE RECEIVED:

PLAN REVIEW: \$

RECEIPT #:

This permit is issued under OAR 918-460-0030. **Permits can expire if work is not started within 180 days of issuance or if work is suspended for 180 days.** All contractors must obtain a City of Seaside Business License prior to performing work.

JOB SITE INFORMATION		TYPE OF WORK	
Job Site Address:		<input type="checkbox"/> New Construction	<input type="checkbox"/> Addition/Remodel Alteration
OWNER INFORMATION		<input type="checkbox"/> Demolition	<input type="checkbox"/> Change of Use
Property Owner:		CATEGORY OF CONSTRUCTION	
Owner Address:		<input type="checkbox"/> Commercial	<input type="checkbox"/> Multi-family
APPLICANT / CONTACT INFORMATION		COMMERCIAL USE	
Name:		Valuation of Project: \$	
Address:			
Phone Number:		Existing building area: square feet	
Email Address:		New building area: square feet	
Applicant Signature:		Type of Construction:	
Print Name:		Occupancy Group:	
Date:		Number of Units (Multi-family only):	
CONSTRUCTION INFORMATION		DESCRIPTION OF WORK	
<input type="checkbox"/> Property Owner Construction <input type="checkbox"/> Contractor Construction			
Name/Business Name:			
Address:			
Email:			
Phone Number:			
CCB #:			
City of Seaside Business License #:			

SEPARATE PERMITS are required for fill permits, signs, fire sprinklers/fire suppression systems, plumbing, mechanical, alarms, and smoke detection. Electrical permits are required to be obtained through Clatsop County Building Department. Boiler and Elevator Permits are required to be obtained from the State of Oregon. State Licensing review and permits may be required to be obtained from the Oregon Health Authority. Local health review and inspections are required from Clatsop County Health Department for food service operations.



Commercial **Plan Review Checklist**

REQUIRED INFORMATION FOR PLAN REVIEW	
<input type="checkbox"/>	SITE PLAN (Show all property lines, structures and distances between)
<input type="checkbox"/>	FOUNDATION PLAN & CROSS SECTIONS (Including rebar & size)
<input type="checkbox"/>	LATERAL DESIGN (engineered)
<input type="checkbox"/>	CROSS SECTION (Include insulation values and structural members)
<input type="checkbox"/>	FLOOR & ROOF FRAMING TYPE (May be included in the cross section)
<input type="checkbox"/>	ENERGY CODE FORMS (ComCheck forms)
<input type="checkbox"/>	FLOOR PLAN (Show all room types, including existing)
<input type="checkbox"/>	ELEVATIONS AT ALL SIDES OF THE STRUCTURE
<input type="checkbox"/>	EROSION CONTROL (If applicable)
<input type="checkbox"/>	GEO TECH REPORT (If applicable)