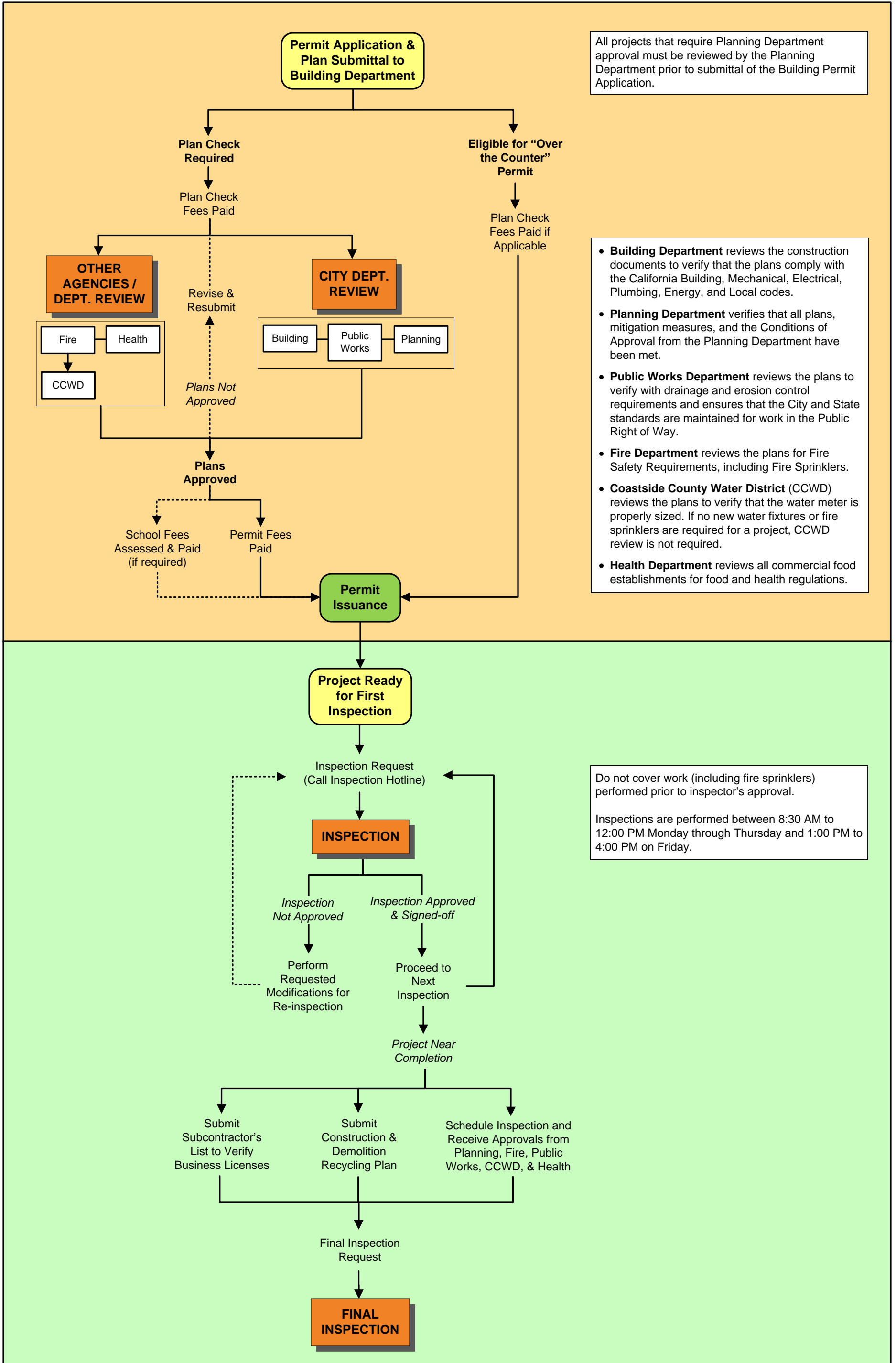


**City of Half Moon Bay
BUILDING DEPARTMENT
Permit Application, Plan Check and Inspection Process**



All projects that require Planning Department approval must be reviewed by the Planning Department prior to submittal of the Building Permit Application.

- **Building Department** reviews the construction documents to verify that the plans comply with the California Building, Mechanical, Electrical, Plumbing, Energy, and Local codes.
- **Planning Department** verifies that all plans, mitigation measures, and the Conditions of Approval from the Planning Department have been met.
- **Public Works Department** reviews the plans to verify with drainage and erosion control requirements and ensures that the City and State standards are maintained for work in the Public Right of Way.
- **Fire Department** reviews the plans for Fire Safety Requirements, including Fire Sprinklers.
- **Coastside County Water District (CCWD)** reviews the plans to verify that the water meter is properly sized. If no new water fixtures or fire sprinklers are required for a project, CCWD review is not required.
- **Health Department** reviews all commercial food establishments for food and health regulations.

Do not cover work (including fire sprinklers) performed prior to inspector's approval.

Inspections are performed between 8:30 AM to 12:00 PM Monday through Thursday and 1:00 PM to 4:00 PM on Friday.