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PUBLIC WORKS

INFORMATIONAL SUBMITTAL PROCESS

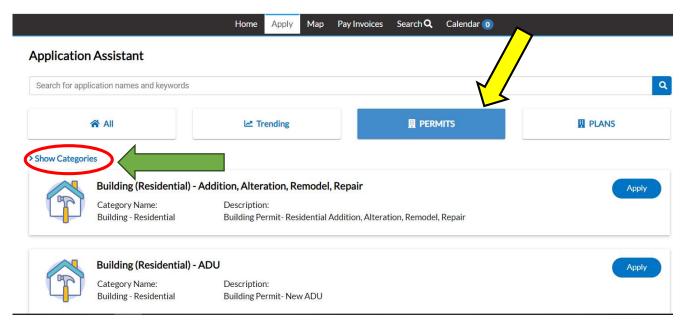
APPLYING FOR PUBLIC WORKS REVIEW

- **Dumpster** Permit for Dumpster in the Public Right-of-Way
- POD Permit for Storage Unit in the Public Right-of-Way
- Banner Permit for One Banner Posting at One Location for Two Weeks Maximum
- Encroachment -Types A-C
 - Type A: Examples include but are not limited to parkway construction, driveway construction, small alley closures under an hour, parking lane closures, fire flow tests, with no plan check required.
 - Type B: Examples include utility permits (Water & Sewer), utility company permits, projects lasting 2-20 working days, non-standard encroachment agreements, with minimal plan check required.
 - Type C: Involves major plan checks for large-scale construction projects lasting more than 30 days and construction meter installation.
- Fats, Oil, and Grease (FOG): Fats, Oils, Grease Annual Permit for New and Existing Restaurants, including Change of Ownership
- **Transportation Single Trip:** Permit for wide load trucks transporting within City limits.
- 1. Go to webpage: https://sealbeachca-energovpub.tylerhost.net/apps/selfservice#/home
- 2. You will need to register an account for use of the portal

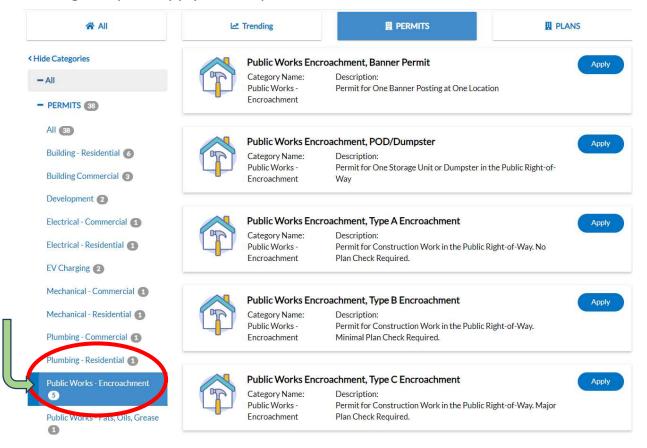
3. Once registered, click the "Apply" button



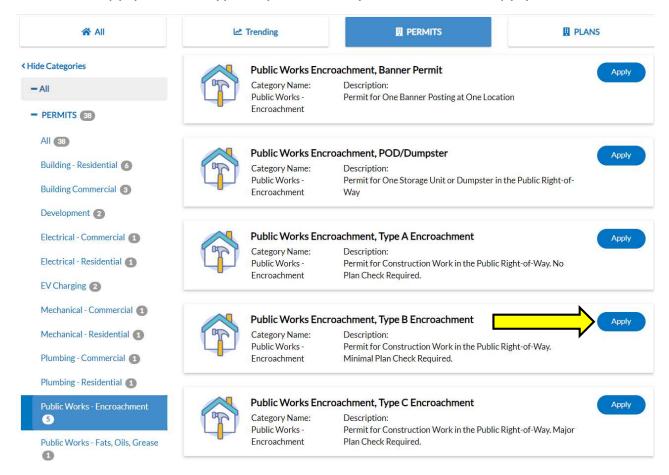
4. To apply for Public Works review, select the "Permits" tab and then click on the "Show Categories" dropdown.



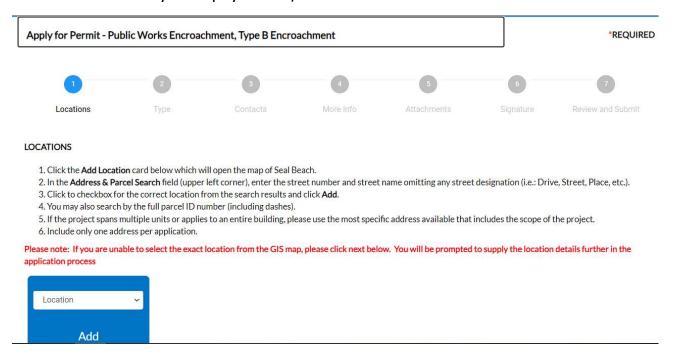
5. Once the "Show Categories" is expanded, Click on "Public Works - Encroachment," or "Public Works – Fats, Oils, Grease," or "Transportation – Single Trip" to apply for the permit needed.



6. Select "Apply" for the type of permit that you would like to apply for.



- From there you will go through a step-by-step process. When you get to Step
 3: Contacts, make sure you to include Owner <u>AND</u> Contractor, if applicable.
 <u>Note</u>: Please inform Public Works if invoices need to be received by multiple contacts.
 - If you are submitting for a FOG permit, please add the individual (if different from the Owner) who will be paying the invoices (this system will allow you to pay online).



For questions or inquiries about applying with Public Works, please contact Jessica Salvador in the Public Works Department at (562) 431-2527 x1319 or pwinquires@sealbeachca.gov.