



CITY OF LAGUNA BEACH

COMMUNITY DEVELOPMENT, BUILDING DIVISION

505 Forest Avenue
Laguna Beach, CA 92651
949-497-0715

www.lagunabeachcity.net

APPLICATION FOR CHANGE OF DESIGN PROFESSIONAL

Job Address: _____ Parcel No. _____

Project Type: _____ Permit No. _____

Owner/Agent's Name: _____ Phone No. _____

Existing Registered Design Professional _____

New Registered Design Professional _____

The following information outlines the processes and requirements for the City of Laguna Beach, for change of Registered Design Professional. This includes, but is not limited to, Architect-of-Record, Engineer-of-Record, Soils, Civil, Structural Engineer or Contractor.

CHANGE OF REGISTERED DESIGN PROFESSIONAL

This form is completed by the new Registered Design Professional (R.D.P.) and shall include their wet stamp and signature. The property owner must also wet sign this document.

REQUIRED SUPPORTING DOCUMENTATION INCLUDES:

- A letter from new R.D.P stating that all existing plans, specifications and design have been reviewed and acknowledged. Any design parameters not meeting the new R.D.P.'s standards of design shall be incorporated into a Revision and submitted for review and approvals by the City.
- All future construction documents must be wet stamped and signed by the new R.D.P.
- Any foundation and earth retaining structure design revision shall be reviewed, stamped and signed by the Soils Engineer.
- All outstanding Special Inspections and/or Structural Observations must be performed to date and be current.
- All outstanding fees are due and payable prior to execution of this change.

Existing Design Professional _____ Date _____
(Signature)

New Design Professional _____ Date _____
(Signature)

Owner _____ Date _____
(Signature)



New Design Professional Wet Stamp