



THINKING OF SELLING YOUR HOME?

Thinking of selling your home in the future? Do you have copies of the building permits for your patio cover, room addition, pool, spa, ect.? **NOW** is the time to make sure any additions and alterations were permitted even if previous owners did them 10-20 years ago.

Under State of California Disclosure laws, you must sign a disclosure statement when you sell your home stating whether you have permits for all alterations and additions to the original home.

Many unhappy buyers and sellers have resulted from escrow held up because of missing permits. Most real estate agents, appraisers, financing agencies, and escrow companies will require proof that you have these building permits.

Basically, almost every addition or alteration to your home requires a building permit. If you do not have copies of the building permits now is the time to trace them down. Call, email or visit the City of Laguna Hills Building Department between the hours of 1:00 p.m. and 5:00 p.m. to check the records for your address. They'll be glad to furnish copies of any permit in existence for your home. If you cannot find a record of a building permit chances are the construction was done illegally. Take the time now to obtain the necessary permit.

Any structural, plumbing, electrical, or mechanical addition or alteration requires a permit. *For example:* patio covers, pools, spas, fireplaces, retaining walls, decks over 30" high, room additions, sprinkler systems, gas lines for BBQ's and fire pits, re-roofs, skylights, wall removal or addition, ceiling fans, electric outlets for dryers, ect. Some items that **do not** require building permits are detached structures less than 120 square feet, concrete patios and walls, kitchen cabinet changes, painting and carpeting. If in doubt whether or not a permit is required call the City of Laguna Hills Building Department.

Now you've checked all records and find there is no permit for your addition. What do you do? A suggested guideline is:

1. **Draw up a plot plan** – Show the property lines of your lot, the location of your house on the lot and the location of the addition and the set-backs. (*The distance from the edge of the addition to your property lines*). Set-back distances vary according to the type of lot your home is located on. Call the City of Laguna Hills Planning Department for your specific setback requirements.
2. **Draw up construction plans showing how the addition is constructed** – These should be as detailed as if you were coming in for approval of plans before commencing construction. The City of Laguna Hills Building Department has approved detail sheets for patio covers that you can obtain and use in lieu of plans.
3. Submit three (3) copies of the above information to the City of Laguna Hills Building Department between the hours of 1:00 p.m. and 5:00 p.m., Monday-Friday and pay the required fees. Building permit fees on structures built without a permit are charged a double fee because the work was done without a building permit.

If everything is approved a building permit will be issued and inspections can be performed.