APPLICATION FOR A BUILDING PERMIT
CONTRA COSTA COUNTY

DATE and TIME
FOR OFFICE USE ONLY

Permit #: FOR OFFICE USE ONLY	**Parcel #:** FOR OFFICE USE ONLY

PROJECT ADDRESS:	City/Zip:
APPLICANT NAME:	
Address:	City/Zip:
Email:	Phone:
LEGAL OWNER NAME (if different from Applicant):	
Email:	Phone:
DESIGN PROFESSIONAL IN CHARGE (if any):	State License #:
Address:	City/Zip:

CONTRACTOR:	License #:	Phone:

DETAILED SCOPE OF WORK:

PLEASE NOTE: Unless you show good faith to obtain a building permit, this application will be deemed abandoned after 180 days.

GRADING:
Does this project include any trenching, grading, or fill within the drip line of any tree? Yes ☐ No ☐
Does this project involve any grading? Yes ☐ No ☐
How many cubic yards? _____

JOB VALUATION:
$_____

OFFICE USE ONLY

PLANNING: Zoning: _____ General Plan: _____ Flood Zone: _____

COMMENTS:

Print Name: _____

Signature: _____

CODE ENFORCEMENT
Yes ☐ **No** ☐

A. LICENSED CONTRACTOR DECLARATION

Company Name:			Contractor's License #:	
License Class:		Phone #:	Business License #:	

I hereby affirm under penalty of perjury that I am licensed under provisions of Business and Professions Code Division 3, Section 7000 of Chapter 9, and my license is in full force and effect.

_____

SIGNATURE (Contractor or Agent, (Must present Photo ID)) **PRINT NAME** **(on line above)** **DATE**

Contractor

B. OWNER-BUILDER DECLARATION

I hereby affirm under penalty of perjury that I am exempt from the Contractors' State License Law for the reason checked below. Per Business and Professions Code Section 7031.5, any city or county that requires a permit to construct, alter, improve, demolish, or repair any structure, prior to its issuance, also requires the permit applicant to file a signed statement that he or she is either licensed (pursuant to Contractors' State License Law Chapter 9 Section 7000) OR that he or she is exempt from licensure and provides the basis for the alleged exemption. Any violation of Section 7031.5 by a permit applicant subjects the applicant to a civil penalty up to $500.00. Check only one box:

☐ a) I, as owner of the property, or my employees with wages as their sole compensation, will do (__) ALL or (__) PORTIONS of the work, and the structure is not intended or offered for sale. Per Business and Professions Code Section 7044, "the Contractors' State License Law does not apply to an owner of property who, through employees' or personal effort, builds or improves the property, provided that the improvements are not intended or offered for sale. If the building or improvement is sold within one year of completion, the Owner-Builder will have the burden of proving that it was not built or improved for the purpose of sale.

☐ b) I, as owner of the property, am exclusively contracting with licensed contractors to construct the project. Per Business and Professions Code Section 7044, "the Contractors' State License Law does not apply to an owner of property who builds or improves thereon, and who contracts for the projects with a licensed contractor pursuant to the Contractors' State License Law."

☐ c) I am exempt from licensure under the Contractors' State License Law for the following reason: _____

By my signature below I acknowledge that, except for my personal residence in which I must have resided for at least one year prior to completion of the improvements covered by this permit, I cannot legally sell a structure that I have built as an Owner-Builder if it has not been constructed in its entirety by licensed contractors. I understand that a copy of the applicable law, Business and Professions Code Section 7044, is available upon request when submitting this application or at the following website: http://leginfo.legislature.ca.gov

SIGNATURE (Owner-Builder or Authorized Agent (must present photo ID)) **PRINT NAME (on line above)** **DATE**

C. WORKER'S COMPENSATION DECLARATION (Signature applies to both declarations)

WARNING: Failure to secure workers' compensation coverage is unlawful, and shall subject an employer to criminal penalties and civil fines up to $100,000, in addition to the cost of compensation, damages as provided for in Labor Code Section 3706, interest, and attorney's fees. I hereby affirm under penalty of perjury one of the following declarations: Check only one box.

☐ a) I have and will maintain a certificate of consent to self-insure for workers' compensation, issued by the Director of Industrial Relations as provided for by Labor Code Section 3700, for the performance of the work for which this permit is issued. My policy number is: _____.

☐ b) I have and will maintain workers' compensation insurance, as required by Labor Code Section 3700, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy are:

Carrier:		Phone#:	
Policy #:		Expires:	

☐ c) I certify that, in the performance of the work for which this permit is issued, I shall not employee any person in any manner so as to become subject to the workers' compensation laws of California, and agree that, if I should become subject to the workers' compensation provisions of Labor Code Section 3700, I shall comply with those provisions.

D. CONSTRUCTION LENDING AGENCY DECLARATION (If not using a construction lending agency, write N/A.)

I hereby affirm under penalty of perjury that there is a construction-lending agency for the performance of the work for which this permit is issued (Civil Code Section 8172).

Lender's Name:		Lender's Address:	

I also certify to each of the following:

- I am the property owner or authorized to act on the property owner's behalf.
- I have read this application and the information I have provided is correct.
- I agree to comply with all applicable city and county ordinances and state laws relating to building construction.
- I authorize representatives of this city or county to enter the above-identified property for inspection purposes.

SIGNATURE (Licensed Contractor, Property Owner, or Authorized Agent) **PRINT NAME (on line above)** **DATE**

CHECKING YOUR BUILDING OR PLANNING PERMIT STATUS IS EASY, JUST GO TO: https://epermits.cccounty.us/CitizenAccess/. (No Registration required to look up permit information.)