

Departments	Approved	Date	Fee
Planning			
Environ. Health			
Land Dev./DPW			
Building & Safety			

Table above to be completed by County staff

# CONSTRUCTION PERMIT APPLICATION

California Health and Safety Code Section 19825 v 12/20/19

Tracking # \_\_\_\_\_

Permit Number: \_\_\_\_\_

Plans Received: \_\_\_\_\_

Issued Date: \_\_\_\_\_

Zoning: \_\_\_\_\_

## #1 IDENTIFY YOUR BUILDING PROJECT

**What is it you are trying to do?** Please describe ALL work to be performed under this building permit and the USE of the space or structure (additional space available on page 2)

**How much is this going to cost?** TOTAL contract amount or dollar value of all work to be performed under this permit

## Project Location

Address of Project \_\_\_\_\_  
 City, State, Zip \_\_\_\_\_  
 Locality \_\_\_\_\_ Nearest Cross Street \_\_\_\_\_  
 Assessor Parcel Number \_\_\_\_\_ Number of Units \_\_\_\_\_

## Project Data Table

Check all that apply:

- New Construction
- New Addition
- Change of Use/Conversion
- Remodel Existing
- Misc Improvement
- Repair Existing
- Code Enforcement Case

\* Not Including Remodeled Area  
 (Proposed = Existing + Addition/New)

	Existing Sq. Ft.	Remodel Sq. Ft.	Addition/New	Total Proposed*
1 <sup>st</sup> Floor Dwelling Area				
2 <sup>nd</sup> Floor Dwelling Area				
3 <sup>rd</sup> Floor Dwelling Area				
Total				
Utility Area				
Decks				
Total				

**Property Owner Contact Information:**

Property Owner Information \_\_\_\_\_ Telephone \_\_\_\_\_  
 Mailing Address \_\_\_\_\_  
 City, State, Zip \_\_\_\_\_ Email \_\_\_\_\_

**Project Applicant Contact Information:**

Licensed Design Professional in charge of project \_\_\_\_\_ Telephone \_\_\_\_\_  
 Address \_\_\_\_\_  
 City, State, Zip \_\_\_\_\_ Email \_\_\_\_\_

**Additional Information for Plan Review or Inspection Staff**

*Please use this space to provide important helpful information, difficult directions to job site, contact name and phone number for coordinating inspections, gate codes, etc.*

Property Tenant Name and Phone Number (if applicable): \_\_\_\_\_

**APPLICANT’S ACKNOWLEDGEMENTS, AGREEMENTS AND DECLARATIONS**

*Under penalty of perjury and by my initials below and my signature on page 4, I affirm each of the following:*

\_\_\_\_\_ I agree to prevent the existence or creation of any Unfinished-construction Nuisance, as defined in Section 19.04.053 of Marin County Code, for any scope of work authorized by issuance of this permit application and at the project location identified in this permit application. Furthermore, I acknowledge and agree that my violation of this agreement may make me subject to substantial monetary penalties in accordance with Section 19.04.053 of Marin County Code.

\_\_\_\_\_ I acknowledge, agree and affirm that issuance of this permit application does not express or imply approval for *any* current or prior construction, use or occupancy other than the specific scopes of construction, use or occupancy declared in permit application as the basis for permit issuance and evidenced in the submitted documentation. Current or prior construction performed without proper permits is specifically excluded from any approvals expressed or implied under this building permit.

\_\_\_\_\_ I acknowledge, agree and affirm that the building permit issued as a result of this application, including any or all of the permissions granted under said permit, my be denied, voided or revoked by the County of Marin on the basis of incomplete or inaccurate information or my failure to demonstrate compliance with any of the specific requirements of said permit. I further acknowledge, agree and affirm that the approvals necessary to issue and finalize said permit are not guaranteed and are subject to review of information provided by me and my evidence of work performed in compliance with the requirements of said permit.

**Intake Completeness Record: (This area for CDA Use Only)**

**Plans** [ ] NR/NA Recd by \_\_\_\_\_ Date \_\_\_\_\_ **Lead cert** [ ] NR/NA Recd by \_\_\_\_\_ Date \_\_\_\_\_

**Lic #** Verified by \_\_\_\_\_ Date \_\_\_\_\_ **C&D form** [ ] NR/NA Recd by \_\_\_\_\_ Date \_\_\_\_\_

**OB form** Verified by \_\_\_\_\_ Date \_\_\_\_\_ **WComp** [ ] NR/NA Verified by \_\_\_\_\_ Date \_\_\_\_\_

**Will Serve:** **water** [ ] NR/NA Recd by \_\_\_\_\_ Date \_\_\_\_\_ **sewer** [ ] NR/NA Recd by \_\_\_\_\_ Date \_\_\_\_\_

**Fire** (describe) \_\_\_\_\_ Verified by \_\_\_\_\_ Date \_\_\_\_\_

**School Fees** (describe) \_\_\_\_\_ Verified by \_\_\_\_\_ Date \_\_\_\_\_

**Other** (describe) \_\_\_\_\_ Verified by \_\_\_\_\_ Date \_\_\_\_\_

**#2 IDENTIFY WHO WILL PERFORM THE WORK (Complete either 2a or 2b)**

This permit is to be issued in the name of the ( ) Licensed Contractor or ( ) the Property Owner as the permit holder of record who will be responsible and liable for the construction. (check one)

**2a – CALIFORNIA LICENSED CONTRACTOR'S DECLARATION**

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

Contractor Name: \_\_\_\_\_ Telephone Number \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ Email Address: \_\_\_\_\_

License Class and No. \_\_\_\_\_ Contractor Signature \_\_\_\_\_

**2b – OWNER-BUILDER'S DECLARATION**

I hereby affirm under penalty of perjury that I am exempt from the Contractors' State License Law for the reason(s) indicated below by the checkmark(s) I have placed next to the applicable item(s) (Section 7031.5, Business and Professions Code: Any city or county that requires a permit to construct, alter, improve, demolish, or repair any structure, prior to its issuance, also requires the applicant for the permit to file a signed statement that he or she is licensed pursuant to the provisions of the Contractors' State License Law (Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code) or that he or she is exempt from licensure and the basis for the alleged exemption. Any violation of Section 7031.5 by any applicant for a permit subjects the applicant to a civil penalty of not more than five hundred dollars (\$500).):

I, as owner of the property, or my employees with wages as their sole compensation, will do  all of or  portions of the work, and the structure is not intended or offered for sale (Section 7044, Business and Professions Code: 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, however, 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.).

I, as owner of the property, am exclusively contracting with licensed Contractors to construct the project (Section 7044, Business and Professions Code: 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.).

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

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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, Section 7044 of the Business and Professions Code, is available upon request when this application is submitted or at the following Web site: <http://www.leginfo.ca.gov/calaw.html>.

Property Owner or Authorized Agent signature \_\_\_\_\_ Date \_\_\_\_\_

**#3 IDENTIFY WORKERS' COMPENSTATION COVERAGE AND LENDING AGENCY**

**WARNING: FAILURE TO SECURE WORKERS' COMPENSATION COVERAGE IS UNLAWFUL AND SHALL SUBJECT AN EMPLOYER TO CRIMINAL PENALTIES AND CIVIL FINES UP TO ONE HUNDRED THOUSAND DOLLARS (\$100,000), IN ADDITION TO THE COST OF COMPENSATION, DAMAGES AS PROVIDED FOR IN SECTION 3706 OF THE LABOR CODE, INTEREST, AND ATTORNEY'S FEES.**

WORKERS' COMPENSATION DECLARATION

I hereby affirm under penalty of perjury one of the following declarations:

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 Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. Policy No. \_\_\_\_\_

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

Carrier \_\_\_\_\_ Policy No \_\_\_\_\_ Expiration Date \_\_\_\_\_

Name of Agent \_\_\_\_\_ Tel No \_\_\_\_\_

I certify that, in the performance of the work for which this permit is issued, I shall not employ 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 Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

DECLARATION REGARDING CONSTRUCTION LENDING AGENCY

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 (Section 3097, Civil Code).

Lender's Name and Address \_\_\_\_\_

**#4 SIGNED DECLARATION BY CONSTRUCTION PERMIT APPLICANT**

**IMPORTANT! We *strongly* encourage property owners to consult their homeowner's association *prior* to submitting their building permit application to the County of Marin.**

By my signature below, I hereby affirm and certify each of the following as well as all acknowledgements and agreements contained within this building permit application:

I am  a California licensed contractor or  the property owner\* or  authorized to act on the property owner's behalf\*\*.

- I have read this CONSTRUCTION PERMIT 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.
- I recognize this CONSTRUCTION PERMIT APPLICATION expires in 365 days if permit is not issued.
- I agree to save, indemnify and keep harmless the County of Marin against liabilities, judgments, costs and expenses which may in any way accrue against said County in consequence of the granting of this permit.

\*requires separate verification form

California Licensed Contractor, Property Owner\* or Authorized Agent\*\*: \*\*requires separate authorization form

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_