



COMMUNITY DEVELOPMENT AGENCY
BUILDING AND SAFETY DIVISION

Express Permitting Application

CA Health and Safety Code Section 19825 v 3/15/21

Please submit this completed form *only* for the following listed scopes of work by attaching to your email and send to SubmitBuildingPermit@marincounty.org . IMPORTANT: In order for your application to be considered complete, you must also attach your completed Building Permit Application Submittal Deposit Authorization Form and your 11" X 17" .Pdf plans in order for your application to be processed.

Date: _____ Tracking #: _____ Permit #: _____

Project Address: _____

Nearest Cross Street: _____ # of existing Dwelling Units: _____

Assessor Parcel # (APN): _____

Total contract amount or dollar value of all work to be performed under this permit: \$ _____

NOTE: Express Permitting is NOT offered on properties with an open Code Enforcement case.

My request for permit is for the following limited residential improvement(s): (check all that apply)

- (60) Rooftop Photovoltaic System *LIMITATIONS:* Single-family and Multi-family only.
- (60.1) Onsite Energy Storage System *LIMITATIONS:* Single-family and Multi-family only.
- (61) Rooftop Solar Thermal System *LIMITATIONS:* Single-family and Multi-family only.
- (11.1) County Standard Retaining Wall *LIMITATIONS:* Must conform to County zoning, road, waterway, drainage and onsite sanitation setbacks, 4'-0" maximum total height and structural restrictions; AND must not require engineered structural design or supporting calculations.
- (23.1) Non-structural (non-substantial) Interior Remodel *LIMITATIONS:* Must not constitute a "substantial remodel" and/or a "substantial improvement" as defined on Page 5 of this application; OR affect structure framing; OR exceed existing septic/leach field capacity.
- (23.2) Non-structural (non-substantial) Junior Accessory Dwelling Unit *LIMITATIONS:* Must not constitute a "substantial remodel" and/or a "substantial improvement" as defined on Page 5 of this application.
- (57.1) Non-structural Skylight Install *LIMITATIONS:* Must not require alteration of existing roof framing or trusses.
- (54) Minor Repairs *LIMITATIONS:* Must not constitute a "substantial remodel" and/or a "substantial improvement" as defined on Page 5 of this application.

Property Owner Contact Information:

Property Owner Name _____ Telephone _____
Mailing Address _____ City, State, Zip _____
Email _____

The responsible party **in whose name this permit will be issued** AND who will bear legal responsibility for all work to be performed under this permit as the permit holder of record, including scheduling inspections, timely completion of work, and compliance with relevant codes, standards and Marin County Ordinances is (*check only one*):

CA licensed contractor **Property owner as owner-builder**

The individual completing this application and **submitting this permit** AND who will submit payment of permit fees and serve as the contact person for this application until this permit is issued is (*check only one*):

Contractor Property Owner Property owner's authorized agent*
 Other* (*please describe relationship*) _____

**Requires separate authorization form signed by the property owner or contractor of record*

Name of Person Submitting: _____
Address: _____
Email: _____ Tel #: _____

WHO will perform the actual construction work? (Complete either (a) or (b) below):

(a) – 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: _____ License Class and No. _____
Mailing Address: _____ City, State, Zip: _____
Email: _____ Tel # _____ Contractor Signature _____

(b) – 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:

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 _____

IDENTIFY WORKERS' COMPENSATION COVERAGE

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 # _____

() 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 # _____

() 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:

APPLICANT'S ACKNOWLEDGEMENTS, AGREEMENTS AND DECLARATIONS

Under penalty of perjury and by my initials below and my signature on page 5, I affirm each of the following:

I am a California licensed contractor; OR I am the property owner; OR

I am an authorized agent to legally act on the property owner's behalf *(requires a separate authorization form signed by the property owner of record)*

_____ I have read this EXPRESS PERMITTING APPLICATION and the information I have provided is correct.

_____ I agree to comply with all applicable local requirements, county ordinances and state laws relating to building construction.

_____ I authorize redline(s) of my plans, by representatives of the County of Marin, to address Code issues as necessary for the purpose of approving my plans for Express Permit issuance.

_____ I authorize representatives of the County of Marin to enter the above-identified property for inspection purposes.

_____ I recognize this EXPRESS PERMITTING 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.

_____ I declare and affirm that any and all structures affected by issuance of this permit application were, to the best of my knowledge, constructed lawfully and in conformance with the codes, standards and local requirements in effect at the time of their construction.

_____ I understand, agree and affirm that if the County of Marin issues the permit applied for herein, it does so with the presumption that the structures affected by this permit were constructed lawfully and in conformance with the codes, standards and local requirements in effect at the time they were constructed. I also understand, agree and affirm that in the event the County of Marin, subsequent to issuance, final inspection and closure of this permit, discovers any of the structures, or parts of structures, affected by this permit were NOT constructed lawfully and in compliance with the codes, standards and local requirements in effect at the time of their construction, the County of Marin reserves the undiminished right to pursue correction of these very structures, or parts of structures, for the purpose of compliance with current codes, standards and local requirements; AND that issuance, final inspection and closure of this permit does and will not confer or imply acceptance, lawfulness, compliance or legitimacy of any structures, or parts of structures, that were NOT constructed lawfully and in conformance with the codes, standards and local requirements in effect at the time of their construction. In other words, I understand, agree and affirm that issuance of this permit **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 this building 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 permit.

_____ I agree to prevent the existence or creation of any Unfinished-construction Nuisance, as defined in Section 19.04.053 of Marin County Code and included on page 6 below, 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 understand and agree, as the permit applicant, that my application to this Express Permitting program is elective and purely voluntary, and that I have the option to choose a traditional permit application process for this proposed scope of work, but willingly choose to participate in this optional Express Permitting program.

_____ I understand and agree that the Express Permit issued as a result of this application, or any or all of the permissions granted to me under this permit, may 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 this permit. I further understand and agree that the approvals necessary to issue and finalize this application and 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 this permit.

_____ I declare under penalty of perjury that, pursuant to the requirements of Sections 1101.1-8 of the California Civil Code, I have installed, or will install, water-conserving plumbing fixtures throughout the structures affected by this/these permit(s) and hereby certify that: 1) No toilets at this property will use more than 1.6 gallons of water per flush; 2) No urinals on this property will use more than 1 gallon of water per flush; 3) No showerheads on this property will have a flow capacity of more than 2.5 gallons per minute; and 4) No interior faucet will emit more than 2.2 gallons per minute.

_____ I declare under penalty of perjury that, pursuant to the requirements of Section 13113.7 of the California Health and Safety Code, I have installed, or will install, smoke alarms that are approved and listed by the State Fire Marshal within each dwelling unit affected by this/these permit(s). Smoke alarms compliant with Section R314 of the California Residential Code are installed, or will be installed: 1) In each sleeping room; 2) Immediately outside each separate sleeping area; 3) On each story of each dwelling unit, including basements and habitable attics; 4) On the upper level of split level floors without an intervening wall.

_____ I declare under penalty of perjury that, pursuant to the requirements of Section 17926 of the California Health and Safety Code and Section R315 of the California Residential Code, I have installed, or will install, carbon monoxide alarms that are approved and listed by the State Fire Marshal within each dwelling unit affected by this/these permit(s) that contain either 1) a fuel-fired appliance or fireplace; or 2) an attached garage with an opening into the dwelling unit. Carbon monoxide alarms compliant with Section R315 of the California Residential Code are installed, or will be installed: 1) In each sleeping room (or sleeping room with attached bathroom) containing a fuel-burning appliance; and 2) Immediately outside each separate sleeping area.

_____ I agree to strictly follow any/all applicable current construction safety protocols, as required by the Marin County Health Officer and strictly enforce these same construction safety protocols on the job site for this/these permit(s), until said permit(s) are finalized and closed.

_____ I agree to comply with all applicable construction and demolition requirements as set forth by Cal Green code and I acknowledge that this/these permit(s) will not be finalized and closed until such compliance is made evident to the issuer of this/these permit(s). For my project I plan demonstrate compliance by (select one):

_____ The Easy Method – I will take my materials to a Certified C&D and Reuse Facilities and submit copies of my receipts prior to final inspection (electronic submittals are accepted). A list of Certified Facilities can be found at the Zero Waste Marin (<https://zerowastemarin.org/businesses/about-zero-waste-commercial-programs/certified-construction-and-demolition-facilities/>)

_____ The Advanced Method – I will completed and submit a Post Documentation Form (pages 3-4 of the [Construction Waste Management Plan](#)) and copies of receipts from a waste facility.

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

Applicant signature _____ Date _____

MARIN COUNTY STAFF USE ONLY:

COMPLETENESS VERIFIED BY: _____ Date: _____

COMMENTS: _____

Definitions of terms used in this application:

“Substantial Remodel”, as used herein, is the renovation of any structure, which, combined with any additions to the structure, affects a floor area which exceeds fifty percent of the existing floor area of the structure within any thirty-six-month period. When any changes are made in the building, such as walls, columns, beams or girders, floor or ceiling joists and coverings, roof rafters, roof diaphragms, foundations, piles or retaining walls or similar components, the floor area of all rooms affected by such changes shall be included in computing floor areas for purpose of applying this definition. This definition does not apply to the replacement and upgrading of residential roof coverings.

“Substantial Improvement”, means any repair, reconstruction, or improvement of a structure, the cost of which equals or exceeds fifty percent of the market value of the structure either: (A) Before the improvement or repair is started; or (B) If the structure has been damaged and is being restored, before the damage occurred. The term does not, however, include either: (A) Any project for improvement of a structure to comply with existing state or local health, sanitary or safety code specifications which are solely necessary to assure safe living conditions; or (B) Any alteration of a historic structure as defined in Section 23.09.030(22), MCC.

Junior Accessory Dwelling Unit, as used herein, is a type of accessory dwelling unit that is accessory to and included within a legal primary dwelling on the same site. A junior accessory dwelling unit provides independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, and cooking. Cooking and food preparation facilities shall be limited to an efficiency kitchen (*Wet Bar**) as provided for in the local zoning ordinance. Sanitation facilities may be independently provided for the junior accessory dwelling unit or may be shared with occupants of the primary dwelling provided interior access is available.

Non-Structural (Non-Struct), for the purposes of Express Permitting, means improvements that do not involve or affect the preexisting framing of the dwelling structure; AND/OR affect the vertical and/or lateral design performance of the preexisting dwelling structure. Examples of permissible non-structural proposed

framing include: (A) In-filling an existing interior door opening that is served by a compliant header; (B) Adding new non-load bearing partition walls to divide space; (C) Furring out existing wall framing to true a wall plane; (D) Creating a new 36" wide exterior door opening to serve a new Junior Accessory Dwelling Unit or other purpose, provided a properly sized header is provided and supported. Non-permissible proposed framing includes: (A) Removal, addition and/or reconfiguration of interior or exterior wall, ceiling or floor framing, *unless* such preexisting framing is shown in the plans sufficiently to establish the wall to be non-load bearing; OR as specifically described as permissible in Examples (A) – (D) above.

***Wet Bar**, as used herein, is an area that accommodates a bar sink and small food preparation appliances, such as a toaster, microwave, hotplate, coffee maker, and mini-refrigerator. The bar sink shall not exceed a maximum dimension of 12 inches by 12 inches and adjoining cabinets and counters shall not exceed an aggregate length of six feet. The maximum size of the trap arm and drain for the bar sink shall not exceed 1.5 inches. Gas lines, gas stub-outs, and additional plumbing stub-outs are prohibited as part of the wet bar area. Wet bars are not considered kitchens.

Unfinished-construction Nuisance shall mean: *Construction-related impacts to an extent deemed unreasonable* by the Community Development Agency Director, or his/her assign, and shall constitute a public nuisance subject to Chapter 1.05 of this code requiring abatement.

Unreasonable Construction-related Impacts shall mean: Construction-related impacts including but not limited to noise and/or visual disturbances to neighbors of the construction projects, loss of on-street parking due to the presence of construction related vehicles, materials and/or equipment, and/or reduced ability for emergency access and egress and/or the public to use the public right of way due to construction deliveries or other construction-related activities, the presence of portable toilets; and/or unfinished structure facades and/or construction-related materials, tools, and/or equipment visible from the public right of way that both a) Exceed the *reasonable time limit for construction* defined by this Section; and b) Constitute a violation of Section 19.04.053 of this code based on complaints from area residents.

Reasonable Time Limit for Construction shall mean: Construction for which a building permit is required, or has been issued, that does not exceed the maximum allowable time limit prescribed in Section 19.04.055 plus two permit extensions of 365 days each.