

Date: _____	Permit #: _____
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Owner Info	Property Owner _____ Mailing Address _____ *Email: _____ City _____ State _____ Zip Code _____ Home Phone _____ Cell/Office _____ Fax _____
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Site Info	APN _____ Physical address _____ Community _____ Subdivision _____ Lot# _____ Block# _____ Snow Load _____ (Roof-Not ground) Utilities: Water: <input type="checkbox"/> Community <input type="checkbox"/> Well Sewer: <input type="checkbox"/> Community <input type="checkbox"/> Septic
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Project Info	Carefully indicate and describe all work for which his permit is requested: <input type="checkbox"/> New Commercial Construction <input type="checkbox"/> New Multifamily Residential Construction <input type="checkbox"/> Commercial Addition <input type="checkbox"/> Commercial Remodel—Includes Disabled Access Compliance Improvements <input type="checkbox"/> Commercial Shell <input type="checkbox"/> Commercial Structural Repair Description of Proposed Work _____
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Builder Info	Contractor To Be Determined <input type="checkbox"/> (Must be Declared Before Permit is issued) Owner/Builder <input type="checkbox"/> Contractor's Name _____ Class _____ Contractor's Mailing Address _____ *Email: _____ City _____ State _____ Zip Code _____ Phone: _____ Cell/Office: _____ Fax: _____ Contractor's Signature _____ Responsibility Completion <input type="checkbox"/> Partial <input type="checkbox"/>
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Designer	Applicant designates the following as the " Design Professional in Responsible Charge" ‡ Design Professional _____ Lic# _____ Phone _____ *Email: _____ Address _____ City _____ State _____ Zip _____ ‡ The owner is required to engage and designate a registered design professional who shall act as the registered design professional in responsible charge of the project> (Coordinating all submittal documents & revisions) C.B.C. 106.3.5.1 (See Attached Statement for more detail)
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Legal Owner & Agent	Sign and Initial Below: _____ (initial) I am the legal owner of the parcel referenced in this application. _____ (initial) I acknowledge and approve all proposed construction activity applied for in this application as required in California health and Safety Code Sec. 19830 _____ (initial) I designate _____ to act as my agent and signatory per California Building Code Sec. 105.3, #6 for the purpose of securing and perfecting this permit and authorize _____ _____ (initial) I certify that I am aware of all conditions, covenants, restrictions, and easements governing this property. When the permit is ready to issue contact: <input type="checkbox"/> Owner <input type="checkbox"/> Contractor or Design Professional in Responsible Charge _____ Signature of property owner Owner's Printed Signature Signature of authorized agent for owner
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Planning Review

RECORDS

	BOOK	PAGE	APP. REQ.
MAP			
C.C.			
N.V			
N/A			

ZONING

ZONING(S): _____

ORD.: _____

PERMITTED USE

LAWFUL NONCONFORMING USE

APPLICABLE	DATE
<input type="checkbox"/> Special Use Permit	_____
<input type="checkbox"/> Variance	_____
<input type="checkbox"/> Planned Dev. Permit	_____
<input type="checkbox"/> Site Dev. Permit	_____
<input type="checkbox"/> Flood Study	_____
<input type="checkbox"/> Historic/Design Review	_____
<input type="checkbox"/> Scenic Review	_____

	REQUIREMENTS MET
<input type="checkbox"/> Airport Surface	_____
<input type="checkbox"/> Airport Zone of Influence	_____
<input type="checkbox"/> Noise Limitation	_____
<input type="checkbox"/> Industrial Protection Zone	_____

PARKING AND LOADING AREAS

	SPACES				COMPLETED
	REQ	REQ	MOD	PROP	
Parking					
Loading					
Land-scaping	SQ. FT.				
Paving					
N/A					

CEQA

- EXEMPT § 15061 (B)(3) - (Not subject to CEQA)
- §15300.1 - (Ministerial)
- §15301 - (Existing Facilities)
- §15302 - (Replacement/ Reconstruction)
- §15303 - (New/Conversion small)
- Other: _____

NON-EXEMPT: N/D _____ EIR _____

- PLOT PLAN REQUIRED
- FLOOD § 8-17.nnn
- OK TO PLAN CHECK
- PERMIT NOT TO BE ISSUED
- FIRE DEPARTMENT: _____

HEIGHT: LIMIT _____ FT.

 PROPOSED _____ FT.

 N/A _____

COVERAGE: LIMIT _____ %

 PROPOSED _____ %

 N/A _____

GENERAL PLAN

PRIME OPPORTUNITY AREA

MULTIPLE FAMILY USE

COMMERCIAL USE

INDUSTRIAL USE

OTHER USE

DEVELOPMENT

ACCESS

COUNTY ROAD ENCROACHMENT PERMIT REQUIRED

STATE HWY. ENCROACHMENT PERMIT REQUIRED

PRIVATE ROAD

DRIVEWAY NEEDED DRIVEWAY PLAN NEEDED

N/A <input type="checkbox"/>	YARDS (SETBACKS)				
STRUCTURE	FRONT	FRONT	REAR	LEFT	RIGHT
REQUIRED					
PROPOSED					
REQUIRED					
PROPOSED					
REQUIRED					
PROPOSED					

APPLICABLE	COMPLETED
ROADWAY	
<input type="checkbox"/> DEVELOPMENT STANDARDS	
<input type="checkbox"/> PAVED	<input type="checkbox"/>
<input type="checkbox"/> YEAR-ROUND, MAINTAINED	<input type="checkbox"/>
<input type="checkbox"/> PAVED INTERNAL	<input type="checkbox"/>
WATER	
<input type="checkbox"/> EXISTING SYSTEM	<input type="checkbox"/>
<input type="checkbox"/> NEW SYSTEM	<input type="checkbox"/>
<input type="checkbox"/> 750 GPM	<input type="checkbox"/>
<input type="checkbox"/> 1000 GPM	<input type="checkbox"/>
SEWER	
<input type="checkbox"/> COMMUNITY SYSTEM	<input type="checkbox"/>
<input type="checkbox"/> SYSTEM WAIVED	<input type="checkbox"/>
FIRE PROTECTION	
<input type="checkbox"/> IN DISTRICT	<input type="checkbox"/>
<input type="checkbox"/> YEAR ROUND SERVICE	<input type="checkbox"/>
<input type="checkbox"/> REALISTIC RESPONSE TIME	<input type="checkbox"/>
STREET LIGHTING	
<input type="checkbox"/>	<input type="checkbox"/>
OPEN SPACE	
<input type="checkbox"/>	<input type="checkbox"/>

INITIAL REVIEW

PROBLEMS: _____

INITIAL REVIEW BY: _____ DATE: _____

FINAL REVIEW

COMMENTS / REQUIREMENTS: _____

MODERATE OPPORTUNITY AREA

COMMERCIAL ZONE

INDUSTRIAL ZONE

OTHER ZONE

ROAD PAVING REQUIRED Yes No

FINAL REVIEW BY: _____ APPROVED _____ DATE: _____

Directions to Job Site

Permit Name: _____

Physical Address: _____ A.P.N. _____

Directions: In the space below, draw a simple map to your job site from the nearest State Highway. All roadways must be clearly labeled. Please include any markers, monuments, or features that would assist the inspector in finding your job site.

NOTE: Failure to provide clear, concise directions (with road markers as needed) WILL result in inspection cancellation or delay.

If cancellation occurs, ***A REINSPECTION FEE WILL BE ASSESSED!***

N

Provide North arrow

PLUMAS COUNTY BUILDING DEPARTMENT

555 Main Street, Quincy, CA 95971

Phone: (530) 283-7011

Fax: (530) 283-6134

www.plumascounty.us



Method A: 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.

License Class: _____ License No: _____

Date: _____ Contractor Signature: _____

Method B: OWNER-BUILDER 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>.

Date: _____ Signature of Property Owner or Authorized Agent: _____

WORKERS' COMPENSATION DECLARATION 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.

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 Number: _____ Expiration Date: _____

Name of Agent: _____ Phone #: _____

PLUMAS COUNTY BUILDING DEPARTMENT

555 Main Street, Quincy, CA 95971

Phone (530) 283-7011

FAX (530) 283-6134



PROPERTY OWNER'S PACKAGE

Disclosures & Forms for Owner-Builders Applying for Construction Permits

IMPORTANT! NOTICE TO PROPERTY OWNER

Dear Property Owner:

An application for a building permit has been submitted in your name listing yourself as the builder of the property improvements specified at _____.

We are providing you with an Owner-Builder Acknowledgment and Information Verification Form to make you aware of your responsibilities and possible risk you may incur by having this permit issued in your name as the Owner-Builder. **We will not issue a building permit until you have read, initialed your understanding of each provision, signed, and returned this form to us at our official address indicated.** An agent of the owner cannot execute this notice unless you, the property owner, obtain the prior approval of the permitting authority.

OWNER'S ACKNOWLEDGMENT AND VERIFICATION OF INFORMATION

DIRECTIONS: Read and initial each statement below to signify you understand or verify this information.

1. I understand a frequent practice of unlicensed persons is to have the property owner obtain an "Owner-Builder" building permit that erroneously implies that the property owner is providing his or her own labor and material personally. I, as an Owner-Builder, may be held liable and subject to serious financial risk for any injuries sustained by an unlicensed person and his or her employees while working on my property. My homeowner's insurance may not provide coverage for those injuries. I am willfully acting as an Owner-Builder and am aware of the limits of my insurance coverage for injuries to workers on my property.

2. I understand building permits are not required to be signed by property owners unless they are *responsible* for the construction and are not hiring a licensed Contractor to assume this responsibility.

3. I understand as an "Owner-Builder" I am the responsible party of record on the permit. I understand that I may protect myself from potential financial risk by hiring a licensed Contractor and having the permit filed in his or her name instead of my own.

4. I understand Contractors are required by law to be licensed and bonded in California and to list their license numbers on permits and contracts.

5. I understand if I employ or otherwise engage any persons, other than California licensed Contractors, and the total value of my construction is at least five hundred dollars (\$500), including labor and materials, I may be considered an "employer" under state and federal law.

6. I understand if I am considered an "employer" under state and federal law, I must register with the state and federal government, withhold payroll taxes, provide workers' compensation disability insurance, and contribute to unemployment compensation for each "employee." I also understand my failure to abide by these laws may subject me to serious financial risk.

7. I understand under California Contractors' State License Law, an Owner-Builder who builds single-family residential structures cannot legally build them with the intent to offer them for sale, unless *all* work is performed by licensed subcontractors and the number of structures does not exceed four within any calendar year, or all of the work is performed under contract with a licensed general building Contractor.

8. I understand as an Owner-Builder if I sell the property for which this permit is issued, I may be held liable for any financial or personal injuries sustained by any subsequent owner(s) that result from any latent construction defects in the workmanship or materials.

9. I understand I may obtain more information regarding my obligations as an "employer" from the Internal Revenue Service, the United States Small Business Administration, the California Department of Benefit Payments, and the California Division of Industrial Accidents. I also understand I may contact the California Contractors' State License Board (CSLB) at 1-800-321-CSLB (2752) or www.cslb.ca.gov for more information about licensed contractors.

10. I am aware of and consent to an Owner-Builder building permit applied for in my name, and understand that I am the party legally and financially responsible for proposed construction activity at the following address:

11. I agree that, as the party legally and financially responsible for this proposed construction activity, I will abide by all applicable laws and requirements that govern Owner-Builders as well as employers.

12. I agree to notify the issuer of this form immediately of any additions, deletions, or changes to any of the information I have provided on this form. Licensed contractors are regulated by laws designed to protect the public. If you contract with someone who does not have a license, the Contractors' State License Board may be unable to assist you with any financial loss you may sustain as a result of a complaint. Your only remedy against unlicensed Contractors may be in civil court. It is also important for you to understand that if an unlicensed Contractor or employee of that individual or firm is injured while working on your property, you may be held liable for damages. If you obtain a permit as Owner-Builder and wish to hire Contractors, you will be responsible for verifying whether or not those Contractors are properly licensed and the status of their workers' compensation insurance coverage.

Before a building permit can be issued, this form must be completed and signed by the property owner and returned to the agency responsible for issuing the permit. Note: A copy of the property owner's driver's license, form notarization, or other verification acceptable to the agency is required to be presented when the permit is issued to verify the property owner's signature.

Signature of property owner _____ Date: _____

*Note: The following Authorization Form is required to be completed by the property owner **only** when designating an agent of the property owner to apply for a construction permit for the Owner-Builder.*

AUTHORIZATION OF AGENT TO ACT ON PROPERTY OWNER'S BEHALF

Excluding the Notice to Property Owner, the execution of which I understand is my personal responsibility, I hereby authorize the following person(s) to act as my agent(s) to apply for, sign, and file the documents necessary to obtain an Owner-Builder Permit for my project.

Scope of Construction Project (or Description of Work): _____

Project Location or Address: _____

Name of Authorized Agent: _____ Tel No _____

Address of Authorized Agent: _____

I declare under penalty of perjury that I am the property owner for the address listed above and I personally filled out the above information and certify its accuracy. Note: A copy of the owner's driver's license, form notarization, or other verification acceptable to the agency is required to be presented when the permit is issued to verify the property owner's signature.

Property Owner's Signature: _____ Date: _____