



BUILDING PERMIT APPLICATION

**COMMUNITY DEVELOPMENT DEPARTMENT
BUILDING DIVISION**
10890 San Pablo Ave, El Cerrito, CA 94530
TEL: (510) 215-4360 - FAX: (510) 233-5401
www.el-cerrito.org

DATE: _____

APPL. / PERMIT #: _____

Plan Check #: _____

Received By: _____

[Please PRINT clearly and fill in all that apply]

PROJECT ADDRESS: _____ **CITY/COUNTY:** _____

PROPERTY OWNER

TENANT

ARCHITECT

DESIGNER

ENGINEER

NAME: _____

LICENSE / REGISTRATION #: _____

ADDRESS: _____

NAME: _____

CITY/STATE/ZIP: _____

COMPANY NAME: _____

PHONE #: () _____ FAX #: () _____

ADDRESS: _____

E-MAIL ADDRESS: _____

CITY/STATE/ZIP: _____

TENANT COMPANY NAME: _____

PHONE #: () _____ FAX #: () _____

Jurisdictions may require written approval from the owner.

E-MAIL ADDRESS: _____

PROJECT CONTACT PERSON: _____ **PHONE #:** () _____ **FAX #:** () _____

ADDRESS: _____ **E-MAIL ADDRESS:** _____

CONTRACTOR

OWNER-BUILDER

LICENSE #: _____ **LIC. CLASS(ES):** _____ **PHONE #:** () _____

COMPANY NAME: _____ **FAX #:** () _____

ADDRESS: _____ **E-MAIL ADDRESS:** _____

CITY/STATE/ZIP: _____ **BUSINESS LIC #:** _____

Licensed Contractors 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. Date: _____ Contractor Signature: _____

Owner-Builder Declaration: I hereby affirm *under penalty of perjury* that I am exempt from the Contractors License Law for the following reason (Sec. 7031.5, Business and Professions Code: Any city or county which requires a permit to construct, alter, improve, demolish, or repair any structure, prior to its issuance, also requires the applicant for such permit to file a signed statement that he or she is licensed pursuant to the provisions of the Contractors License Law (Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code) or that he or she is exempt therefrom 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 the work, and the structure is not intended or offered for sale (Sec. 7044, Business and Professions Code: The Contractor License Law does not apply to an owner of property who builds or improves thereon, and who does such work himself or herself or through his or her own employees, provided that such 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 he or she did not build or improve for the purpose of sale.)
- I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Sec. 7044, Business and Professional Code: The Contractors License Law does not apply to an owner of property who builds or improves thereon, and who contracts for such projects with a contractor(s) licensed pursuant to the Contractors License Law.)
- I am exempt under Sec. _____, B. & P.C. for this reason _____

Date: _____ Owner Signature: _____

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, as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.
- 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. _____

(This section need not be completed if the permit is for one hundred dollars (\$100) or less.)

- 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.

Date: _____ Applicant Signature: _____

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 fees.

Construction Lending Agency Declaration:

- 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 (Sec. 3097, Civ. C.).

Lender's Name: _____ Lender's Address: _____

I CERTIFY THAT I HAVE READ THIS APPLICATION AND STATE THAT THE ABOVE INFORMATION IS CORRECT. I AGREE TO COMPLY WITH ALL CITY AND COUNTY ORDINANCES AND STATE LAWS RELATING TO BUILDING CONSTRUCTION, AND HEREBY AUTHORIZE REPRESENTATIVES OF THIS COUNTY OR CITY TO ENTER UPON THE ABOVE-MENTIONED PROPERTY FOR INSPECTION PURPOSES.

Signature of Applicant/Agent: _____ Date: _____

Printed Name of Applicant/Agent: _____

Please PRINT Clearly and Fill-In All That Apply

TYPE OF CONSTRUCTION: _____ OCCUPANCY: _____ ZONE: _____ FIRE SPRINKLERS: Yes No
 HAZARDOUS MATERIALS: Yes No EXISTING USE: _____ [N/A]
 PROPOSED USE: _____

ASSESSOR'S PARCEL #: _____ MAP: _____ LOT: _____ BLOCK: _____ SUBDIVISION: _____

DESCRIPTION OF WORK: *(Please fill-in and mark all that apply)*

CONSTRUCTION VALUATION: \$ _____

NONRESIDENTIAL RESIDENTIAL

- New Building Addition Alteration Termite/Dry Rot Repair Demolish
- Move Building Fire Sprinklers Sign Foundation Only Chimney Demo/Rebuild
- Tenant Improvement Swimming Pool/Spa Fire Repair Repair/Retrofit
- Other _____ Combination Permit (Additional Information may be required)

Description: _____

DESCRIPTION OF BUILDING: *(Please fill-in and mark all that apply)*

- Office/Bank/Professional Single Family Duplex Townhouse Condominium Apartment Bldg.
- Hotel/Motel Amusement/Recreation Industrial Service Station Medical Bldg.
- Restaurant Accessory Bldg. Historic Bldg. Educational/School
- City/County Owned Church/Assembly Mercantile/Store Other: _____

BLDG. AREA: _____ sq. ft. BLDG. HEIGHT: _____ ft. No. STORIES: _____

EXISTING: Floor Area _____ Garage Area _____ Other Area _____ # Units _____

ADDITIONAL PROPOSED: Floor Area _____ Garage Area _____ Other Area _____ # Units _____

Number of Bedrooms: _____ Number of Bathrooms _____ Total Number of New Rooms _____

Lot Size (sq. ft.) _____ Lot Dimensions (Front/Side/Rear) _____/_____/_____ Lot Coverage % _____

SETBACKS: Front _____ Rear _____ Left _____ Right _____

Easements _____ Flood Zone _____ Fire Zone _____ Sewer Septic Water Well: Yes No

PLAN CHECK: Yes No *[This Section is for Office Use Only]*

Route to Agencies Checked Below:

- Residential Plan Check Public Works STEGE Contra Costa Co. Environmental Health
- Commercial Plan Check Fire DebrisCompliance BAAQMD
- Planning Other: _____

Check All That Apply:

- Hazardous Materials Energy Calcs Req'd School Fees Req'd Certificate of Occupancy Req'd
- Soils Report Req'd Grading Plans Req'd Sewer Fees Req'd Verify Workers Compensation
- Engineer'g Calcs Req'd Special Inspection Req'd Planning Approval Other: _____

PAYMENT METHOD

Payment for plan review and permit fees may be paid with cash, check, or credit card. Only Visa, MasterCard, Discover Card can be accepted. Over-the-Phone credit card payments will not be accepted. The credit card and proper identification must be present with the applicant to be used unless a pre-arranged credit authorization form for fax permits only is on file.

