



CITY OF WILLITS
111 E Commercial Street Willits CA 95490
tel 707-459-4601, fax 707-459-1562

BUILDING PERMIT APPLICATION

Only property owners, licensed contractors, or agents with written authorization may obtain permits.

- New construction
- Addition/Alteration to an existing building

PROJECT INFORMATION

APN _____ Zoning _____ Parcel Area _____
Living Area _____ Garage Area _____ Deck Area _____
Valuation \$ _____
Project Address _____
Project Description _____

OWNER

Name _____ Phone _____
Mobile _____ Email _____
Address _____

APPLICANT

Name _____ Phone _____
Mobile _____ Email: _____
Address _____

CONTRACTOR

Name _____ Phone _____
Mobile _____ Email _____
Address _____
California License # _____

DESIGN PROFESSIONAL (Architect/Engineer)

Name _____ Phone _____
Mobile _____ Email _____
Address _____

California License # _____

SUMMITAL REQUIREMENTS: Submit three (3) complete sets of **plans and specifications** for single family residential construction or five (5) complete sets of plans and specifications for multi-unit residential or commercial projects. See *Building Plan Submittal Requirement* page.

AQMD RELEASE: Projects involving demolition of existing structures require an Asbestos Demolition Notification and Release Form approved by the Mendocino County Air Quality Control District before permit is issued. See ADRN 2791 form.

Signed and completed Construction and Demolition Waste Management (CWM) Plan form is attached.

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

Contractor Signature _____ Date _____

OWNER-BUILDER DECLARATION: I hereby affirm under penalty of perjury that I am exempt from the Contractors' State License Law for the reasons indicated below by the checkmarks I have placed next to the applicable items (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, 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, 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 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>.

Signature of Property Owner: _____ Date _____

WORKER'S COMPENSATION DECLARATION: *Please read carefully and check the applicable statement below.*

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 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 _____ Exp. Date _____

Name of Agent _____ Agent Phone Number _____

I certify that, in the performance of the work for this 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.

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 Number: _____

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). N/A

Lender's Name: _____

Lender's Address: _____

By my signature below, I certify to the following:

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.

* Requires Separate Owner Verification **Requires Separate Agent Authorization Form

Signature of Owner or Agent: _____ Date: _____

TIME LIMITATIONS OF APPLICATION: An application for a permit for any proposed work shall be deemed to have been abandoned 1 year after the date of filing, unless a permit has been issued. The destruction of documents may occur 180 days after application expiration date.

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 regarding to building construction, and hereby authorize representatives of the City of Willits to enter upon the above-mentioned property for inspection purposes.

Signature of Applicant: _____ Date: _____