



**CITY OF LAKEWOOD**  
 Building and Safety Division  
 5050 Clark Avenue, Lakewood, CA 90712  
 (562) 866-9771, Extension 2350  
**email to: MyPlans@lakewoodcity.org**

Plan Check No. \_\_\_\_\_

**Disclaimer: Permits are public records and may be posted to the Internet for Public review.**

**APPLICATION FOR BUILDING PERMIT**

**PLEASE FILL OUT ELECTRONICALLY**

<b>Project Address:</b>	<b>Unit:</b>	<b>City:</b>	<b>Zip:</b>
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Assessor Parcel Number:	Cross-St:
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Tenant/Project Name:

**Description of Work:**

**PROPERTY OWNER**

Name:		Owner builder:    Yes <input type="checkbox"/> No <input type="checkbox"/>
Address:		Phone:
City:	State:	Zip code:
E-Mail:	Fax:	

**APPLICANT INFORMATION (IF DIFFERENT FROM OWNER)**

Name:		E-mail:
Address:		Phone:
City:	State:	Zip Code:

**CONTRACTOR INFORMATION**

Name:		E-mail:
Address:		Phone:
City:	State:	Zip Code:
State License No.:	Class:	Exp. Date:
Workers Compensation Carrier:	Policy No.	Exp. Date:

**ARCHITECT/ENGINEER/DESIGNER INFORMATION**

Name:		
Address:		E-mail:
City:	State:	Zip code:
State License No.:	Exp. Date:	Phone:

I, the applicant/owner of the property located as noted as project address, acknowledge that I am aware approval from the City of Lakewood Community Development Department, Fire Department, Health Department, and any other agencies indicated on the agency referral form are required prior to the issuance of the building/grading permit. I hereby choose to submit plans for building/grading plan check prior to obtaining the necessary approvals of the agencies provided on the agency referral form. Furthermore, I am aware that if the building/grading plans have been reviewed and I cannot obtain the necessary approvals from the other agencies, the fees paid to Building and Safety Division for plans will be forfeited. I understand that additional plan check fees will apply if the plans submitted are modified in order to obtain approvals from other agencies. Also, plan check is valid for one year; additional fees may be required after one year for renewal.

Applicant/Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Construction Cost (material & labor):		New Building/Addition (sq. ft.):	Remodel/TI (sq. ft.):
New Garage (sq. ft.):		Patio Cover/Deck (sq. ft.):	Number of Stories:
Construction Type:		Occupancy group:	
Retaining Wall Length/Height:		Fire Zone:	Sewer Map: Page:
Special Conditions:			
Stat Class:	New or Demo Dwell Units:		CMP Code:
Pool Size (sq. ft.):	Pool type: Residential <input type="checkbox"/> Commercial <input type="checkbox"/>		Spa: Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>DOCUMENT CHECKLIST: (SPECIFY NUMBER OF EACH SUBMITTED)</b>			
Sets Of Plans:		Sets Of Energy Calcs:	Sets Of Structural Calcs:
Sets Of Mechanical Plans:		Sets Of Plumbing Plans:	Sets Of Electrical Plans:
Number Of Soils Reports:		On Cd:	

**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 of 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 improvements 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 a 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 or Authorized Agent Date

**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.

License Class \_\_\_\_\_ State License No. \_\_\_\_\_

Contractor / Agent Signature \_\_\_\_\_

Date \_\_\_\_\_

**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 Number

( ) 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 a subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

Signature of Applicant Date

JOB ADDRESS: \_\_\_\_\_

LOCALITY: LAKWOOD

**HAZARDOUS MATERIAL DECLARATION**

Will the applicant or future building occupant handle a hazardous material or a mixture containing a hazardous material equal to or greater than the amount specific on the hazardous materials information guide? Yes \_\_\_\_\_ No \_\_\_\_\_

Will the intended use of the building by the applicant or future building occupant require a permit for construction or modification from the South Coast Air Quality Management District (SCAQMD)? See permitting checklist for guidelines. Yes \_\_\_\_\_ No \_\_\_\_\_

( ) I have read the hazardous materials information guide and the SCAQMD permitting checklist. I understand my requirements under the Los Angeles County Code Title 2, Chapter 220, Sections 220.100 through 220.140 concerning hazardous material reporting and for obtaining a permit from the SCAQMD.

**ASBESTOS NOTIFICATION**

( ) Notification letter sent to SCAQMD or EPA  
( ) I declare that notification of asbestos removal is not applicable to addressed project

**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 8172, Civil Code).

Lender's Name \_\_\_\_\_

Lender's Address \_\_\_\_\_

By my signature below, I certify to each of the following:

- ( ) I am the property owner or authorized agent to act on the property owner's behalf.
- ( ) I have read this application and the information I have provided is correct.
- ( ) I agree to comply with all applicable city and county ordinances and state laws relation to building construction.
- ( ) I authorize representatives of this county to enter the above-identified property for inspection purposes.

Signature of Property Owner or Authorized Agent Date



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**(562) 866-9771, Ext. 2350**

**OWNER-BUILDER ACKNOWLEDGEMENT AND INFORMATION VERIFICATION**

**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 \_\_\_\_\_.  
(Property Address or Assessor Parcel Number)

We are providing you with an Owner-Builder Acknowledgement 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. An agent of the owner cannot execute this notice unless you, the property owner, obtain the prior approval of the permitting authority.

**OWNER'S ACKNOWLEDGEMENT 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 not hiring a California licensed Contractor to assume this responsibility.
- \_\_\_ 3. I understand as "Owner-Builder" I am the responsible party of record on the permit. I understand that I may protect myself from potential 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 person(s), other than California licensed Contractor(s), and the total value of my construction is more than 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 material.
- \_\_\_ 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](http://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-Builder 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.

**YES** \_\_\_ **NO** \_\_\_ I am the bona-fide owner of the single-family dwelling identified above, and it is my principal place of residence.

**Please be advised, should we become aware that there is a violation of any section of the Contractor's License Law at a construction project within our jurisdiction, the names of those individual, including the owner and any unlicensed permission involved in such violations, will be reported immediately to the Contractors State License Board for follow-up action including possible legal actions as allowed by law.**

Signature of property owner \_\_\_\_\_ Date \_\_\_\_\_