



PERMIT APPLICATION

CITY OF HIGHLAND BUILDING DIVISION
27215 BASE LINE, HIGHLAND, CA 92346
(909) 864-8732

BULLETIN

January 2020

#1 IDENTIFY YOUR BUILDING PROJECT

SITE ADDRESS _____

TRACT _____ LOT NO. _____ ASSESSORS PARCEL NUMBER _____

OWNER NAME _____ PHONE _____ EMAIL _____

ADDRESS _____ CITY _____ STATE _____ ZIP _____

DESCRIPTION OF WORK _____

SQUARE FEET _____ TYPE OF CONSTRUCTION _____ VALUATION _____

AGENTS NAME _____ PHONE _____ EMAIL _____

ADDRESS _____ CITY _____ STATE _____ ZIP _____

NOTARIZED LETTER REQUIRED _____ YES _____ NO

CONTRACTOR, ARCHITECT AND ENGINEER INFORMATION

CONTRACTOR _____ PHONE _____ EMAIL _____

ADDRESS _____ CITY _____ STATE _____ ZIP _____

STATE LICENSE NO. _____ LICENSE TYPE _____ EXPIRE DATE _____

CITY LICENSE NO. _____ WORKMAN COMP INS. CO. _____

POLICY NO. _____ EXP. DATE _____ PHONE _____

ARCHITECT _____ PHONE _____

ADDRESS _____ CITY _____ STATE _____ ZIP _____

STATE LICENSE NO. _____ EXP. DATE _____

ENGINEER _____ PHONE _____

ADDRESS _____ CITY _____ STATE _____ ZIP _____

STATE LICENSE NO. _____ EXP. DATE _____

#2 IDENTIFY WHO WILL PERFORM THE WORK (Complete either 2a or 2b)

2a – 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 and Address: _____

License, Class and No. _____ Contractor Signature _____

2b – 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 _____

#3 IDENTIFY WORKERS’ COMPENSTATION COVERAGE AND LENDING AGENCY

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 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 No _____ Expiration Date _____

Name of Agent _____ Tel No _____

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 _____

#4 DECLARATION BY CONSTRUCTION PERMIT APPLICANT

4A – HAZARDOUS MATERIALS

If the intended occupancy will use chemicals you acknowledge that Health and Safety Code Sections 25502, 25533 and 25534 as well as filling directions were made available to you. I am aware of my responsibilities to implement lead-safe work practices as required by the Health and Safety Code Section 17920.10 and 105256 when conducting renovation, repair or painting work in pre-1978 residences, childcare facilities or schools. I will ensure that any paint disturbed work will be done by or supervised by RRP certified individuals. Failure to follow this rule may result in enforcement action by the EPA.

4B – PERMIT DECLARATION SIGNATURE

By my signature below, I certify to each of 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 to enter the above-identified property for inspection purposes.

California Licensed Contractor, Property Owner* or Authorized Agent**:

Applicant's Signature _____ **Date** _____

**requires separate verification*

***requires separate authorization*

This permit/plan review expires by time limitation and becomes null and void if the work authorized by the permit is not commenced within 180 days from the date of permit issuance or if the permit is not obtained within 180 days from the date of the plan submittal. This permit expires and becomes null and void if any work authorized by this permit is suspended or abandoned for 180 days or if no progressive work has been verified by the City building inspector for a period of 180 consecutive days.

CALLS FOR INSPECTION

Request for inspection must be make at least one business day in advance of the inspection by telephone at
(909) 864-2136 ext. 228