



# BUILDING AND FIRE PERMIT APPLICATION

Manage Your Permits and Schedule Inspections Online at [sunnyvaleca-energypub.tylerhost.net/apps/SelfService#/home](http://sunnyvaleca-energypub.tylerhost.net/apps/SelfService#/home)

## PROJECT INFORMATION:

Date: \_\_\_\_\_

Job Address: \_\_\_\_\_

Is the Building Fire Sprinklered?  No  Yes

Is there an Existing Swimming Pool or Spa?  No  Yes

Valuation of Construction: \$ \_\_\_\_\_

Sq. Ft. of Construction: \_\_\_\_\_

Type of Permit(s) Applying for:

- |                                     |  |
|-------------------------------------|--|
| <input type="checkbox"/> Building   | <input type="checkbox"/> Demolition      |
| <input type="checkbox"/> Electrical | <input type="checkbox"/> Sign            |
| <input type="checkbox"/> Mechanical | <input type="checkbox"/> Fire Sprinklers |
| <input type="checkbox"/> Plumbing   | <input type="checkbox"/> Fire Alarms     |
| <input type="checkbox"/> Re-roof    | <input type="checkbox"/> Other: _____    |

Description of Work: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

For Building Permit, is there a Planning Permit associated with this work?

No  Yes, Permit Number: \_\_\_\_\_

For Fire Permits, is there a Building Permit associated with this work?

No  Yes, Permit Number: \_\_\_\_\_

## APPLICANT: (Check one that is most applicable)

- Property Owner (Review Owner-Builder Declaration on reverse side before completing)
- Licensed contractor will do the work
  - Property owner will do the work
  - Exempt
- Contractor
- Authorized Agent for the Property Owner (Property Owner to complete the Authorized Agent Section below)
- Authorized Agent for the Contractor (Contractor to complete the Authorized Agent Section below)

## Applicant Information: (Owner/Contractor/Authorized Agent)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone #: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

E-mail: \_\_\_\_\_

## Permittee Information: (Contractor/Property Owner)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone #: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

E-mail: \_\_\_\_\_

## AUTHORIZING AN AGENT TO BE THE APPLICANT (Complete only if Applicant is an authorized agent as declared above)

Check one:  Licensed Contractor  Owner-Builder

Agent Name: \_\_\_\_\_ Phone No. \_\_\_\_\_

Agent Address: \_\_\_\_\_

I authorize the above-named person to act as my agent to apply for, sign, and file the documents required to obtain a building permit for the project at the listed address. I declare under penalty of perjury that I am the Licensed Contractor or Owner-Builder for the property listed at the above Project Address, I have filled out this section, and I certify the accuracy of the information provided.

Signature of Contractor or Owner/Builder

Print Name

Date

**COMPLETE ONLY THE APPLICABLE SECTION THAT APPLIES TO PERMITTEE:**

**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. \_\_\_\_\_

Expiration Date \_\_\_\_\_ Contractor \_\_\_\_\_  
(Signature)

**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(s):  
\_\_\_\_\_

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/Authorized Agent Date

**WORKERS' COMPENSATION DECLARATION: (Applies to Permittee)**

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 No. \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Agent: \_\_\_\_\_ Phone No. \_\_\_\_\_

\_\_\_ I certify that, in the performance of the work for which this permit is issued, I shall not employ any person in the manner so as to become subject to the worker's 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.

\_\_\_\_\_  
Signature of Permittee

\_\_\_\_\_  
Date

**BY MY SIGNATURE BELOW, I CERTIFY TO EACH OF THE FOLLOWING:**

I am the property owner, contractor, 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 relating to building construction.

I authorize representatives of this city or county to enter the above-identified property for inspection purposes.

\_\_\_\_\_  
Print Name of Permittee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Permittee

Project Number: \_\_\_\_\_ Rev.: \_\_\_\_\_

Project Coordinator: \_\_\_\_\_

Date Plan Accepted: \_\_\_\_\_

Due Date for City Response: \_\_\_\_\_

One-Stop Permit Center at City Hall, 456 W. Olive Ave., 408-730-7444

Building and Planning hours are 8 a.m. - noon and 1 - 5 p.m.

Sunnyvale.ca.gov