



Office use: Permit Number: \_\_\_\_\_

# County of San Diego, Planning & Development Services COMMERCIAL BUILDING PERMIT APPLICATION BUILDING DIVISION

## APPLICANT TO COMPLETE THIS PAGE

**BUILDING PROJECT IDENTIFICATION – This section must include the property owners phone number and email address.**

1 Project Address: \_\_\_\_\_ Assessor Parcel Number: \_\_\_\_\_

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

Owner on Application: \_\_\_\_\_ E-mail: \_\_\_\_\_

Street: \_\_\_\_\_ Unit #: \_\_\_\_\_

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

**2 LICENSED CONTRACTOR DECLARATION – I hereby affirm that I am licensed under provisions of Chapter 9 of Division 3 of the State of California Business and Professions Code, commencing with Sec. 7000, and my license is in full force and effect.**

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

**3 CALIFORNIA LICENSED CONTRACTOR INFORMATION**

CA License Class: \_\_\_\_\_ CA License Number: \_\_\_\_\_

Business Name: \_\_\_\_\_ E-mail: \_\_\_\_\_

Street: \_\_\_\_\_ Suite #: \_\_\_\_\_

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

**4 OWNER-BUILDER DECLARATION – I hereby affirm that I am exempt from the Contractor's State License Law for one of the following reasons:**

I, as owner of the property, building or improving structure thereon, or appurtenances thereto, will do the work myself or through my own employees with wages as their sole compensation. None of the structures, with or without the appurtenances thereto, are intended or offered for sale (Sec. 7044(a), Business and Professions Code). **NOTICE TO APPLICANT:** In all actions brought in the Contractor's State License Law, proof of the sale or offering for sale of any structure by the owner-builder within one year after completion of same constitutes a rebuttable presumption affecting the burden of proof that such structure was undertaken for purposes of sale. Proof of the sale or offering for sale of five or more structures by the owner-builder within one year after completion generally constitutes a conclusive presumption that the structures were undertaken for purposes of sale (Sec. 7044(c)(3), Business and Professions Code).

I, as owner of the property, building or improving structures thereon, or appurtenances thereto, will contract with a contractor(s) or subcontractor(s) licensed pursuant to the Contractors' State License Law to construct the project. I will not construct more than four (4) single-family residential structures which are intended or offered for sale within a calendar year, except that such limitation shall not apply if I contract with a general contractor for the construction (Sec. 7044(b), Business and Professions Code).

I am a homeowner improving my principal place of residence, or appurtenances thereto, and the following conditions exist: (1) the work will be performed prior to sale, (2) I have resided in the residence for the twelve months prior to completion of the work, and (3) I have not used this exemption from the Contractor's State License Law on more than two structures more than once during any three year period (Sec. 7044(c), Business and Professions Code).

**7 NOTICE TO APPLICANT:** Sec. 7031.5 of the Business and Professions Code specifies that each county or city which requires the issuance of a permit as a condition precedent to the construction, alteration, improvement, demolition or repair of any building or structure shall also require that each applicant for such a permit file as a condition precedent to the issuance of a permit a statement which he or she has prepared and signed stating that the applicant is licensed under the provisions of the Contractor's State License Law, or, if the applicant is exempt from the provisions of the Contractor's State License Law, the basis for the alleged exemption. Any violations of Sec. 7031.5 by any applicant for a permit shall be subject to a civil penalty of not more than five hundred dollars (\$500).

Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**WORKERS' COMPENSATION DECLARATION – 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: \_\_\_\_\_

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

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 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.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

WARNING: Failure to secure worker's 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.

**9** I certify that I have read this application and state that the above information is correct. I agree to comply with all county ordinances and state laws relating to building construction, and hereby authorize representatives of this county to enter upon the above-mentioned property for inspection purposes.

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

Applicant's Address: \_\_\_\_\_

5510 OVERLAND AVE., SUITE 110, SAN DIEGO, CA 92123 • (858) 565-5920 • (888) 336-7553

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PROJECT INFORMATION SHEET TO BE COMPLETED BY APPLICANT – Complete sections for proposed structures or work to be completed only, do not enter anything for existing structures. In most cases only 1 of the 3 sections will be completed (refer to section headings on sections 2 and 3 for exceptions)

PLAN CHECK CONTACT
Name: Phone #:
Email:
INSPECTION CONTACT
Name: Phone #:
Email:

NEW COMMERCIAL CONSTRUCTION - STRUCTURE TYPE
New Commercial Buildings # of Buildings: Building Height: Square Feet:
New Apartment Buildings # of Buildings: Building Height: Square Feet:
Cell Site Number of Antenna: Square Feet:
Cell Site Modification Number of Antenna: Square Feet:
Tenant Improvements - Yes or No (circle one) - If yes, complete the items below.
Exterior Wall Infill Square Feet:
Interior Partitions (added & removed) Linear Feet:
New Windows & Doors Square Feet:
Project Valuation:

RENEWABLE ENERGY (may be in conjunction with section 1 or 3)
Solar PV System Roof Mount or Ground Mount (circle one) Kilowatts:
Wind Turbine Total Wind Turbines:
EV Charging Station Total EV Stations:
Solar Water Heater
Advanced Energy Storage System

MISCELLANEOUS (may be in conjunction with sections 1 or 2)
Swimming Pool Square Feet:
Retaining Walls County Standard or Engineered (circle all applicable) Linear Feet: Max Height:
Deck Balcony Square Feet:
Carport Square Feet:
Patio Cover Square Feet:
Patio Enclosure Square Feet:
Re-Roof Structural Re-Roof Square Feet:
Electrical Meter Upgrade New Meter AMPS:
Plumbing
Mechanical

Additional items not included above (include type and square footage):

\_\_\_\_\_

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**PROJECT WORKSHEET TO BE COMPLETED BY COUNTY STAFF – PLEASE PRINT CLEARLY**

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

Scope Code: \_\_\_\_\_

Use of Structure(s): \_\_\_\_\_

**Remarks**

WWDP Number or Sewer Receipt Number or  
Department of Environmental Health Approval: \_\_\_\_\_

Structural Approved by: \_\_\_\_\_

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

Zoning Approved by: \_\_\_\_\_

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

Application Approved by: \_\_\_\_\_

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