



Building Permit Application

City of Hughson
7018 Pine Street
PO Box 9
Hughson, CA 95326
(209) 883-4054

IDENTIFY WHO WILL PERFORM THE WORK

(COMPLETE EITHER THE "CALIFORNIA LICENSED CONTRACTOR'S DECLARATION" OR THE "OWNER-BUILDER DECLARATION"

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 effect.

CA Contractor License No.: _____ Class: _____ Exp. Date: _____

City of Hughson Business License No.: _____ Exp. Date: _____

Contractor or Authorized Agent Signature: _____ Date: _____

IDENTIFY WORKERS' COMPENSATION COVERAGE

WARNING: Failure to secure workers' compensation coverage is unlawful, and shall subject an employer to criminal penalties and civil fines.

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 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.

Insurance Carrier: _____ **Policy No.:** _____ **Exp. Date:** _____

Name of Insurance 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 any manner so as to become subject to the workers' compensation law of California. I agree that if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall comply with those provisions.

Contractor, Owner, or Authorized Agent Signature _____ Date _____

OWNER-BUILDER DECLARATION

I hereby affirm under penalty of perjury that I am exempt from the Contractors' State License Law for the following reason(s) indicated below.

Please check all that apply:

I, as the 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 as offered for sale (Section 7044, Business and Professions Code: The Contractor's State License Law does not apply to an owner of the 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 the owner of the property, am exclusively contracting with licensed contractors to construct the project (Section 7044, Business and Professions Code: Contractors State License Law does not apply to an owner of property who builds or improves thereon, and who contracts for such 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 signing below I acknowledge that, as an owner-builder, I must reside at least one year prior to completion of the improvements covered by this permit, unless the the structure is constructed in its entirety by a 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.

Property Owner or Authorized Agent Signature _____ Date _____



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IDENTIFY THE PROJECT

PROJECT LOCATION:

Property Location (Street Address):

Lot, Building, Suite No.:

Parcel Number:

PROPERTY OWNER INFORMATION:

Property Owner Name:

Phone No.:

Address:

CONTACT INFORMATION: (Person responsible for the project/plan check)

Name/Contractor:

Mailing Address:

City:

State:

Zip Code:

Contractor / Architect License No.:

Exp. Date:

Email:

SCOPE OF WORK (check below)

Residential

HVAC

POOL

SIGN

REMODEL

Commercial

ELECTRICAL

SOLAR kW: _____

FIRE

NEW

Industrial

RE-ROOF

PLUMBING

TENANT IMPROVEMENT/ADDITION

OTHER

DESCRIPTION OF WORK: _____

VALUE (INCLUDE ALL LABOR AND MATERIALS): \$ _____

IDENTIFY PERMIT HOLDER OF RECORD

This permit is to be issued in the name of the
 LICENSED CONTRACTOR or PROPERTY OWNER AUTHORIZED AGENT
as the permit holder of record who will be responsible and liable for the construction.

Name/Contractor: _____

Phone No.: _____

Address: _____

City: _____

State: _____

Zip Code: _____

BY SIGNING BELOW I AGREE TO THE FOLLOWING STATEMENT

I have read this application and the information I have provided is correct. I agree to comply with the applicable City and County ordinances, rules, regulations, and State laws relating to building construction. I agree to defend, indemnify, and hold harmless the City of Hughson, its officers, and employees from any and all claims and liability for personal injury, including death, and property damages caused by, or in any way connected with the issuance of this permit. I authorize representatives of the City of Hughson to enter the above property for inspection purposes.

Contractor, Property Owner, or **Authorized Agent Signature _____

Date _____

Print Name: _____ Relation to Project: _____

**REQUIRES SEPARATE AUTHORIZATION FORM (LETTER OF AUTHORIZATION FROM CONTRACTOR)

DEPARTMENT USE ONLY

Date Received: _____

Permit No.: _____

Plan Check Fee: _____



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AUTHORIZATION FORM

AUTHORIZATION OF AGENT TO ACT ON PROPERTY OWNER'S BEHALF

Note: The following Authorization is required to be completed by the property owner only when designating an agent of the property owner to apply for a construction permit for the Owner-Builder.

Excluding the Notice to Property Owner, the execution of which I understand is my personal responsibility, I hereby authorize the following person(s) to act as my agent(s) to apply for, sign, and file the documents necessary to obtain an Owner-Builder Permit for my project.

Scope of Construction Project (or Description of Work): _____

Project Location or Address: _____

Name of Authorized Agent: _____ Phone No.: _____

Address of Authorized Agent: _____

I declare under penalty of perjury that I am the property owner for the address listed above and I personally filled out the above information and certify its accuracy. *(Note: A copy of the 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.)*

Signature of Property Owner

Date



City of Hughson Permit Submittal Chart

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This chart represents the minimum number of submittals that are normally required at the time of submitting the permit application. Some plans or calculations may not always be necessary. You should contact the Community Development Department for more specific information or if you have questions regarding your permit application.

	Single Family Dwelling	Multi-Family dwelling	Commercial	Commercial Tenant Improvement	Pool	Sign	Residential Addition	Residential Remodeling	Miscellaneous Structure	Single Family Dwelling Production	Code Check Only/Master Pan	Fire Related
Application for Permit	1	1	1	1	1	1	1	1	1	1	1	1
Complete Plans (including Site Plans)	3	3	3	3	3	3	3	3	3	3	3	3
Structural Calculations	2	2	2	2	2	2	2	2	2	2	2	2
Energy Documentation	2	2	2	2			2		2	2	2	
Truss Calculations	2	2	2	2			2		2	2	2	
Electric Load Calculations		2	2	2								
Grading/Drainage Plans	3	3	3		2		2			2	2	
Landscaping Plans		3	3									
Civil/Site Improvement		2	2									
Soils Report	1	2	2								1	
Hazardous Materials and Emissions Questionnaire (if applicable)			1	1								
Certificate of Compliance School District Development Fees Form	1	1	1				1					
Owner-Builder Verification (form)*	1	1	1	1	1	1	1	1	1	1	1	1
Systems/Hoods/Alarms												3

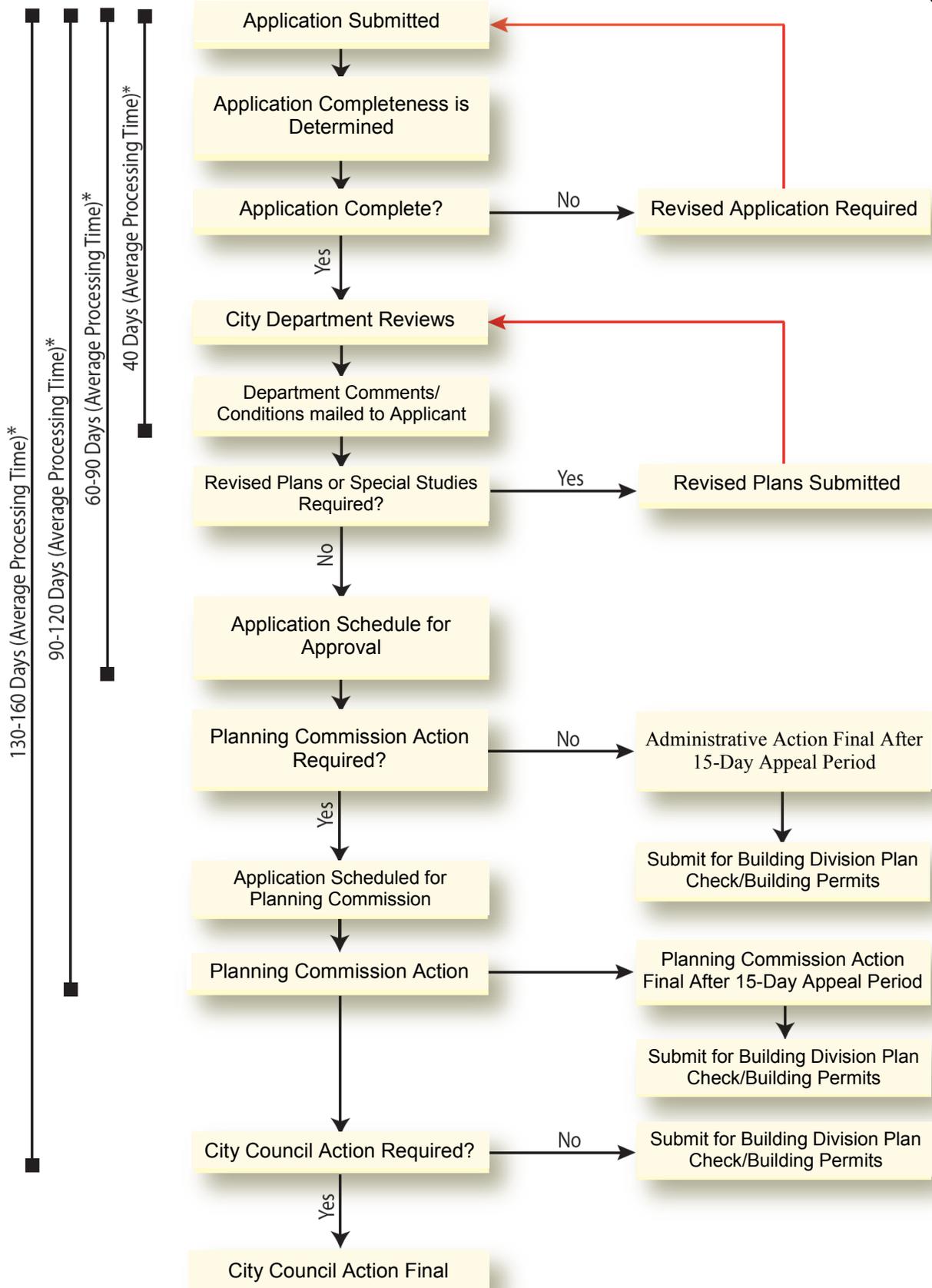
- Plans and calculations shall have the designer's "WET" signature.
- Plan check deposits are required at the time of submittal on new custom single family residences, new commercial buildings, and tenant improvements.
- If the project involves a food establishment or food handling, contact the Stanislaus County Environmental Health Department at (209) 525-6700 to determine if a Health Department permit is required.

*The Owner-Builder Verification (form) is only to be completed if the permit applicant is the property owner.



City of Hughson Entitlement Process

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* This diagram illustrates the average processing timeline, which assumes limited environmental review and timely response by the applicant with required information and revised plans, if necessary. The level of environmental review may add to the schedule. Consult with planning staff on processing timelines for projects subject to a Mitigated Negative Declaration or Environmental Impact Report.