



CITY OF GLENDALE - BUILDING AND SAFETY

633 E. Broadway, Room 101
Glendale, CA 91206 - (818) 548-3200, 548-4830 (Inspection)

APPLICATION NO.
BB -

APPLICATION FOR BUILDING PERMIT

Separate applications are required for Electrical, Plumbing, Heating/Air Conditioning, Fire Sprinklers, Use & Occupancy and Signs

Please complete the section below clearly, legibly and in ink

EXPIRATION DATE

APPLICATION NO.
BB

PROJECT ADDRESS, CITY AND ZIP UNIT (SUITE) NO.

BLDG. TYPE: DWELLING/DUPLEX, APARTMENT/CONDO, COMMERCIAL, MANUFACTURING, RECREATIONAL, PUBLIC ADMIN/UTILITY, SCOPE OF CONSTRUCTION: NEW STRUCTURE, ADDITION, ALTERATION/REPAIR, DEMOLISH STRUCTURE

DESCRIPTION OF CONSTRUCTION ACTIVITY

COST OF CONSTRUCTION (includes all fixed equipment, electrical, plumbing, mechanical and labor costs. This may be revised by the building official.) \$ CHECK THIS BOX IF WORK HAS ALREADY STARTED. Double the permit fee will be charged for legalization.

Check one to the primary contact: APPLICANT'S NAME, MAILING ADDRESS, BUS. PHONE NO., APPLICANT'S TITLE, CITY, STATE & ZIP, ALT. PHONE NO., PROPERTY OWNER'S NAME, MAILING ADDRESS, PHONE NO., ARCHITECT/ENGINEER'S NAME, MAILING ADDRESS, STATE LIC. NO., PHONE NO., CONTRACTOR'S NAME, MAILING ADDRESS, CITY BUS. LIC. NO., STATE LIC. NO., PHONE NO.

STAFF USE ONLY BELOW THIS LINE

ASSESSOR'S PARCEL NO., LEGAL DESCRIPTION, TRACT, BLOCK, LOT, SECTION MAP NO., PARCEL ZONE, FIRE ZONE 4

NO. OF EXISTING BUILDINGS ON PARCEL AND RESPECTIVE USES LOT DIMENSIONS LOT AREA

PROPOSED USE OF BUILDING EXISTING USE OF BUILDING (Only if changed)
USE OF SPACE OCCUPANCY DESIGNATION FLOOR AREA (BLDG.) OCCUPANT LOAD
BEDROOMS DWELLING UNITS FIRE SPRINKLERS HEIGHT (BLDG.) STORES BASEMENT MEZZ. SPECIAL INSP. TYPE OF CONSTR.

FLOOR AREA (ZONING) HEIGHT (BLDG.) PARKING PROVIDED PARKING REQUIRED CASES, ORDINANCES, VARIANCES...

STAFF COMMENTS, (INITIALS) PLAN REQUIRED PLOT PLAN ATTACHED NEW CERT. OF OCCUPANCY

O.K. TO SUBMIT/EXPRESS BY: SIGNATURE DATE ACCEPTED BY: DATE RECEIPT NO. P.C. FEE
ENGINEERING SIGNATURE DATE P.W. EASEMENTS P.L. TO CURB FACE ACCESSIBILITY
ZONING SIGNATURE DATE P.S. WATER SIGNATURE DATE ENERGY
FIRE/INDUSTRIAL WASTE SIGNATURE DATE P.S. ELECTRIC SIGNATURE DATE STRONG MOTION
DESIGN REVIEW SIGNATURE DATE AGENCY: SIGNATURE DATE S.F.C.
AGENCY: SIGNATURE DATE ARCHIVE FEE (PAGES)
BLDG. PLAN CHECK SIGNATURE DATE ACCEPTED BY: DATE RECEIPT NO. SUPP. P.C. FEE
O.K. TO ISSUE PERMIT BY: SIGNATURE DATE ACCEPTED BY: DATE RECEIPT NO. PERMIT FEE

THE CITY OF GLENDALE RESTRICTS ISSUANCE OF THE BUILDING PERMIT TO THE PROPERTY OWNER OR LICENCED GENERAL CONTRACTOR ONLY. SIGNATURES OF THIS INDIVIDUAL MUST BE VERIFIED BY PERSONAL IDENTIFICATION. ANY PERSON SIGNING THE PERMIT APPLICATION AS AGENT FOR THE OWNER OR CONTRACTOR SHALL HAVE AN ORIGINAL LETTER OF AUTHORIZATION AT THE TIME OF PERMIT ISSUANCE. APPLICATIONS SHALL EXPIRE 180 DAYS AFTER THE DATE OF SUBMITTAL AND THEREAFTER, ANY DOCUMENTS SUBMITTED TO THE DEPARTMENT SHALL BE RETURNED TO THE APPLICANT OR DESTROYED BY THE BUILDING OFFICIAL. UPON WRITTEN REQUEST FROM THE APPLICANT, THE BUILDING OFFICIAL MAY EXTEND THE PERIOD OF PERMIT APPLICATION

LICENSED CONTRACTORS DECLARATION

I HEREBY AFFIRM, UNDER PENALTY OF PERJURY, THAT I AM LICENSED UNDER THE PROVISIONS OF CHAPTER 9 (STARTING WITH SECTION 7000) OF DIVISION 3 OF THE BUS. & PROF. CODE, AND THAT MY LICENSE IS IN FULL FORCE AND EFFECT.

LICENSE CLASS _____ LICENSE NO. _____ CONTRACTOR'S SIGNATURE _____ DATE _____

OWNER-BUILDER DECLARATION

AS THE PROPERTY OWNER AND BUILDER OF THE PROPOSED PROJECT (OWNER-BUILDER) YOU ARE THE RESPONSIBLE PARTY OF RECORD ON THIS PERMIT. BUILDING PERMITS ARE NOT REQUIRED TO BE SIGNED BY PROPERTY OWNERS UNLESS THEY ARE PERSONALLY PERFORMING THEIR OWN WORK. IF YOUR WORK IS BEING PERFORMED BY SOMEONE OTHER THAN YOURSELF, YOU MAY PROTECT YOURSELF FROM POSSIBLE LIABILITY IF THAT PERSON APPLIES FOR THE PROPER PERMIT IN HIS OR HER NAME. CONTRACTORS ARE REQUIRED BY LAW TO BE LICENSED AND BONDED BY THE STATE OF CALIFORNIA AND TO HAVE A BUSINESS LICENSE FROM THE CITY OF GLENDALE. THEY ARE ALSO REQUIRED BY LAW TO PUT THEIR LICENSE NUMBER ON ALL PERMITS FOR WHICH THEY APPLY. IF YOU PLAN TO DO YOUR OWN WORK, WITH THE EXCEPTION OF VARIOUS TRADES THAT YOU PLAN TO SUBCONTRACT, YOU SHOULD BE AWARE THAT IF YOU EMPLOY OR OTHERWISE ENGAGE ANY PERSONS OTHER THAN YOUR IMMEDIATE FAMILY, AND THE WORK (INCLUDING MATERIALS AND OTHER COSTS) IS \$200 OR MORE FOR THE ENTIRE PROJECT, AND SUCH PERSONS ARE NOT LICENSED AS CONTRACTORS OR SUBCONTRACTORS, THEN YOU MAY BE AN EMPLOYER. IF YOU ARE AN EMPLOYER, YOU MUST REGISTER WITH THE STATE AND FEDERAL GOVERNMENT AS AN EMPLOYER AND YOU ARE SUBJECT TO SEVERAL OBLIGATIONS INCLUDING STATE AND FEDERAL INCOME TAX WITH-HOLDING, FEDERAL SOCIAL SECURITY TAXES, WORKERS COMPENSATION INSURANCE, DISABILITY INSURANCE COSTS, AND UNEMPLOYMENT COMPENSATION CONTRIBUTIONS. THERE MAY BE FINANCIAL RISKS FOR YOU IF YOU DO NOT CARRY OUT THESE OBLIGATIONS, AND THESE RISKS ARE ESPECIALLY SERIOUS WITH RESPECT TO WORKERS' COMPENSATION INSURANCE. FOR MORE SPECIFIC INFORMATION ABOUT YOUR OBLIGATIONS UNDER FEDERAL LAW, CONTACT THE INTERNAL REVENUE SERVICE (AND, IF YOU WISH, THE U.S. SMALL BUSINESS ADMINISTRATION). FOR MORE SPECIFIC INFORMATION ABOUT YOUR OBLIGATIONS UNDER STATE LAW, CONTACT THE DEPARTMENT OF BENEFIT PAYMENTS AND THE DIVISION OF INDUSTRIAL ACCIDENTS. IF THE STRUCTURE IS INTENDED FOR SALE, PROPERTY OWNERS WHO ARE NOT LICENSED CONTRACTORS ARE ALLOWED TO PERFORM THEIR WORK PERSONALLY OR THROUGH THEIR OWN EMPLOYEES, WITHOUT A LICENSED CONTRACTOR OR SUBCONTRACTOR, ONLY UNDER LIMITED CONDITIONS. A FREQUENT PRACTICE OF UNLICENSED PERSONS PROFESSIONING TO BE CONTRACTORS IS TO SECURE AN 'OWNER-BUILDER' BUILDING PERMIT, ERRONEOUSLY IMPLYING THAT THE PROPERTY OWNER IS PROVIDING HIS OR HER OWN LABOR AND MATERIAL PERSONALLY. INFORMATION ABOUT LICENSED CONTRACTORS MAY BE OBTAINED BY CONTACTING THE CONTRACTORS STATE LICENSE BOARD IN YOUR COMMUNITY OR AT 1020 N STREET, SACRAMENTO, CALIFORNIA 95814. NOTE THE CURRENT MAILING ADDRESS OF THE CONTRACTORS STATE LICENSE BOARD IS P.O. BOX 26000, SACRAMENTO, CALIFORNIA 95826.

SECTION 7031.5 OF THE BUS. & PROF. CODE REQUIRES THE PERMIT APPLICANT TO SIGN A STATEMENT ABOVE OR CLAIM EXEMPTION FROM THE CONTRACTORS LICENSE LAW AND STATE THE BASIS FOR SUCH EXEMPTION. VIOLATIONS OF THIS SECTION SUBJECTS THE APPLICANT TO A CIVIL PENALTY OF NOT MORE THAN FIVE HUNDRED DOLLARS (\$500). I HEREBY AFFIRM THAT I HAVE READ THE PARAGRAPH ABOVE AND WILL FULLY ACCEPT THE RESPONSIBILITY OF AN OWNER-BUILDER. I FURTHER AFFIRM, UNDER PENALTY OF PERJURY, THAT I AM EXEMPT FROM THE CONTRACTORS LICENSE LAW FOR THE FOLLOWING REASON:

INITIAL I, AS OWNER OF THE PROPERTY, OR MY EMPLOYEES WITH WAGES AS THEIR SOLE COMPENSATION, WILL DO THE WORK AND THE STRUCTURE IS NOT INTENDED OR OFFERED FOR SALE (SEC. 7044, BUSINESS AND PROFESSIONS CODE: THE CONTRACTORS LICENSE LAW DOES NOT APPLY TO AN OWNER OF PROPERTY WHO BUILDS OR IMPROVES THEREON, AND WHO DOES SUCH WORK HIMSELF OR HERSELF OR THROUGH HIS OR HER OWN EMPLOYEES, 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 HE OR SHE DID NOT BUILD OR IMPROVE FOR THE PURPOSE OF SALE).

INITIAL I, AS OWNER OF THE PROPERTY, AM EXCLUSIVELY CONTRACTING WITH LICENSED CONTRACTORS TO CONSTRUCT THE PROJECT (SEC. 7044, BUSINESS AND PROFESSIONS CODE: THE CONTRACTORS LICENSE LAW DOES NOT APPLY TO AN OWNER OF PROPERTY WHO BUILDS OR IMPROVES THEREON, AND WHO CONTRACTS FOR THE PROJECTS WITH A CONTRACTOR(S) LICENSED PURSUANT TO THE CONTRACTORS LICENSE LAW.). I HAVE OR PLAN TO CONTRACT WITH THE FOLLOWING PERSON (COMPANY) TO PROVIDE THE PROPOSED CONSTRUCTION:

NAME _____ ADDRESS _____ PHONE _____ CONTRACTOR'S LIC. NO. _____

INITIAL I, AS OWNER OF THE PROPERTY, PLAN TO PROVIDE PORTIONS OF THE WORK BUT I HAVE OR PLAN TO CONTRACT WITH THE FOLLOWING PERSON(S) (COMPANY(IES)) TO PROVIDE THE WORK INDICATED:

NAME _____ ADDRESS _____ PHONE _____ TYPE OF WORK _____

NAME _____ ADDRESS _____ PHONE _____ TYPE OF WORK _____

NAME _____ ADDRESS _____ PHONE _____ TYPE OF WORK _____

INITIAL I AM EXEMPT UNDER SECTION _____ OF THE BUS. AND PROF. CODE FOR THE FOLLOWING REASON: _____

Name of Property Owner _____ Signature _____ Date _____

WORKERS COMPENSATION DECLARATION

INITIAL 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.

INITIAL 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 _____
(THIS SECTION NEED NOT BE COMPLETED IF THE PERMIT IS FOR ONE HUNDRED DOLLARS (\$100) OR LESS)

INITIAL 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.

- CONTRACTOR
 OWNER
 AGENT

Print Name _____ Signature _____ Date _____

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.

ASBESTOS NOTIFICATION

I declare that notification of asbestos removal is not applicable to this project. A notification letter has or will be sent to the AQMD or EPA. SIGNATURE _____

CONSTRUCTION LENDING AGENCY

I HEREBY AFFIRM UNDER PENALTY OF PERJURY THAT THERE IS A CONSTRUCTION LENDING AGENCY FOR THE PERFORMANCE OR THE WORK FOR WHICH THIS PERMIT IS ISSUED (SEC. 3097 CIVIL CODE)

LENDERS NAME _____ LENDERS ADDRESS _____ PHONE _____

FINAL DECLARATION

I CERTIFY THAT I HAVE READ THIS APPLICATION AND STATE THAT THE ABOVE INFORMATION IS CORRECT. I AGREE TO COMPLY WITH ALL CITY AND COUNTY ORDINANCES AND STATE LAWS RELATING TO BUILDING CONSTRUCTION, AND HEREBY AUTHORIZE REPRESENTATIVES OF THE CITY OF GLENDALE TO ENTER UPON THE ABOVE-MENTIONED PROPERTY FOR _____ PURPOSES.

- CONTRACTOR
 OWNER
 AGENT

Print name _____ Signature _____ Date _____