



OWNER-BUILDER FORM

B-61

This form shall be completed to initiate an Owner-Builder residential building permit application. It must be submitted concurrently with the B-1 Form.

Assessor's Parcel Number: _____

Site Address: _____

Description of Work: _____

OWNER-BUILDER CERTIFICATIONS:

Owner-Builder Acknowledgment and Information Verification Form

CHECK EACH BOX

- I understand a frequent practice of unlicensed persons is to have the Property Owner obtain an "Owner-Builder" building permit that erroneously implies that the Property Owner is providing his or her own labor and material personally. I, as an Owner-Builder, may be held liable and subject to serious financial risk for any injuries sustained by an unlicensed person and his or her employees while working on my property. My homeowner's insurance may not provide coverage for those injuries. I am willfully acting as an Owner-Builder and am aware of the limits of my insurance coverage for injuries to workers on my property.
- I understand building permits are not required to be signed by a Property Owner unless the Property Owner is responsible for the construction and are not hiring a Licensed Contractor to assume this responsibility.
- I understand as an "Owner-Builder" I am the responsible party of record on the permit. I understand that I may protect myself from potential financial risk by hiring a Licensed Contractor and having the permit filed in his or her name instead of my own.
- I understand Contractors are required by law to be licensed and bonded in California and to list their license numbers on permits and contracts.
- I understand if I employ or otherwise engage any persons, other than California Licensed Contractors, and the total value of my construction is at least five hundred dollars (\$500), including labor and materials, I may be considered an "employer" under State and Federal law.
- I understand if I am considered an "employer" under State and Federal law, I must register with the State and Federal government, withhold payroll taxes, provide workers' compensation disability insurance, and contribute to unemployment compensation for each "employee." I also understand my failure to abide by these laws may subject me to serious financial risk.
- I understand under California Contractors' State License Law, an Owner-Builder who builds single-family residential structures cannot legally build them with the intent to offer them for sale, unless all work is performed by Licensed subcontractors and the number of structures does not exceed four within any calendar year, or all of the work is performed under contract with a licensed general

building Contractor.

- I understand as an Owner-Builder if I sell the property for which this permit is issued, I may be held liable for any financial or personal injuries sustained by any subsequent owner(s) that result from any latent construction defects in the workmanship or materials.
- I understand I may obtain more information regarding my obligations as an “employer” from the Internal Revenue Service, the United States Small Business Administration, the California Department of Benefit Payments, and the California Division of Industrial Accidents. I also understand I may contact the California Contractors' State License Board (CSLB) www.cslb.ca.gov for more information about Licensed Contractors.
- I am aware of and consent to an Owner-Builder building permit applied for in my name and understand that I am the party legally and financially responsible for proposed construction activity in accordance with the plans and specifications submitted herewith and for the purpose set forth. I agree that, as the party legally and financially responsible for this proposed construction activity, I will abide by all applicable laws and requirements that govern Owner-Builders as well as employers.
- Licensed Contractors are regulated by laws designed to protect the public. I understand if I contract with a person who does not have a license, the Construction Industry Licensing Board, the Department of Business and Professional Regulation and the Building Department may be unable to assist me with any financial loss that I sustain as a result of a complaint. I understand my only remedy against an unlicensed person may be in civil court. I also understand that, if an unlicensed person or employee of an individual or firm is injured while working on my property, I may be held liable for damages. If I obtain an Owner-Builder permit and wish to hire a Licensed Contractor, I will be responsible for verifying whether the Contractor is properly licensed and the status of the Contractor’s workers’ compensation coverage.
- The city may withhold final approval, revoke the permit, or pursue any action or remedy for unlicensed activity against the Property Owner and any person performing work that requires licensure under the permit issued.

Assembly Bill 2335 amended California Health and Safety Code Section 19825 and added new application requirements to enhance consumer awareness and protection. Did you know – unlicensed persons frequently have the property owner obtain an “Owner-Builder” building permit which erroneously implies that the Property Owner is providing his or her own labor and material personally? Moreover, your homeowner’s insurance may not provide coverage for injuries sustained on your property by an unlicensed person and his/her employees. If you are considered an “employer” under State and Federal law, you must register with the State and Federal government, withhold payroll taxes, provide workers compensation and disability insurance, and contribute to unemployment compensation for each “employee.”

By signing below, I acknowledge that I have completely read, understand, and agree to the declarations above and accept all terms set forth herein and I affirm under perjury that I am exempt from the CSLB requirement. I also 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 application/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.

Signature of Property Owner

Date: _____

FOR CITY USE ONLY	
Receipt Acknowledgement: _____	Date: _____
BUILDING STAFF	