



SIERRA COUNTY
DEPARTMENT OF PLANNING AND BUILDING
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FORM NUMBER

BD-03

OWNER-BUILDER NOTICE & CERTIFICATION

Owner's Name: _____

Project Address: _____

Identify project: _____

Assessor Parcel Number: _____

The purpose of this form is to make you aware of your responsibilities and the possible risk you may incur by having this permit issued in your name as the Owner-builder. We cannot issue a building permit until you have read, initialed your understanding of each provision, and signed this form.

Please read and initial each statement below to signify that you understand and verify this information.

- _____ 1. I understand that 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/her own labor and material personally. As Owner-Builder, I may be held liable and subject to serious financial risk for any injuries sustained by an unlicensed person and his/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.
- _____ 2. I understand that building permits are not required to be signed by property owners unless they are responsible for the construction and are not hiring a licensed contractor to assume this responsibility.
- _____ 3. I understand that 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/her name instead of my own.
- _____ 4. I understand that Contractors are required by law to be licensed and bonded in California and to list their license numbers on permits and contracts.
- _____ 5. I understand that if I employ or otherwise engage any persons, other than California licensed contractors, and the total value of my construction is at least \$500, including labor and materials, that I may be considered an "employer" under state and federal law.
- _____ 6. I understand that 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 that my failure to abide by these laws may subject me to serious financial risk.
- _____ 7. I understand that 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 licensed general building contractor.

- _____ 8. I understand that 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.

- _____ 9. I understand that 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 Benefits Payments, and the California Division of Industrial Accidents. I also understand that I may contact the California State License board (CLSB) at 1-800-321-CSLB (2752) or www.cslb.ca.gov for more information about licensed contractors.

- _____ 10. I am aware of and consent to an Owner-Builder building permit applied for in my name, and understand that I am legally and financially responsible for the proposed project described above.

- _____ 11. I agree that, as that legal and financially responsible party, I will abide by all applicable laws and requirements that govern Owner-Builders as well as employers.

- _____ 12. I agree to notify the Sierra County Building Department immediately of any additions, deletions, or changes to any of the information I have provided on this form.

Licensed contractors are regulated by laws designed to protect the public. If you contract with someone who does not have a license, the Contractors’ State License Board may be unable to assist you with any financial loss you may sustain as a result of a complaint. Your only remedy against unlicensed Contractors may be in civil court. It is also important for you to understand that if an unlicensed Contractor or employee of that individual or firm is injured while working on your property, you may be held liable for damages. If you obtain a permit as Owner-Builder and wish to hire contractors, you will be responsible for verifying whether those contractors are properly licensed and the status of their workers’ compensation insurance coverage.

Signature of Property Owner: _____ **Date:** _____

Print Name: _____ **Phone #:** _____ **E-mail:** _____