



BUILDING PERMIT APPLICATION

Community Development Department / Building Division
3232 Main Street, Lemon Grove, CA 91945
Phone: 619-825-3805 Fax: 619-825-3818
www.lemongrove.ca.gov

PROPERTY INFORMATION FOR JOB SITE

PROPERTY OWNER NAME:

PROJECT STREET ADDRESS:

PRIMARY PHONE NUMBER:

ALTERNATE PHONE NUMBER:

ASSESSOR'S PARCEL #:

EMAIL:

PROPERTY OWNER'S MAILING ADDRESS (IF DIFFERENT):

CITY:

STATE / ZIP:

DESCRIPTION OF WORK:

RESIDENTIAL

COMMERCIAL

- New Const.
- ARDU
- Solar

- Addition
- Jr ARDU

Tenant Improvements _____ Total Sq Ft
 Other _____

- ReRoof _____ Sq. Ft.
- Sign _____ Sq. Ft.
- Fire Sprinkler/Alarm _____ Sq. Ft.
- Deck _____ Sq. Ft.
- Patio Cover _____ Sq. Ft.
- Enclosed Patio _____ Sq. Ft.
- Retaining Wall _____ Sq. Ft.
- Elec. Upgrade _____ Amps

- Water Heater
- HVAC
- Cell Site
- Electrical
- Plumbing
- Other (Please describe below)

Is this application a result of Code Enforcement action?

Yes

No

DETAILED DESCRIPTION/ADDITIONAL INFORMATION:

(FOR OFFICE USE ONLY)

CHECK ALL THAT APPLY:

- New Construction 2,500 square feet or larger Sewer District App for New Dwelling Units
- Renovation 1,000 square feet or larger
- Demolition 1,000 square feet or larger
- C & D Debris Diversion Deposit required
- Landscape Plan required

RESPONSIBLE PERSON/APPLICANT/CONTRACTOR INFORMATION:

CONTACT NAME:

COMPANY NAME:

ADDRESS:

CITY:

STATE/ZIP:

PHONE NUMBER:

EMAIL:

CONTRACTOR INFORMATION:

Note: All general contractors and subcontractors must have a valid Contractor's State License on their person at time of issue of permit. All Contractor's State License numbers will be verified by this office prior to issuance of any permits. All contractors (general & sub) must have a city of Lemon Grove Business License prior to issuance of any building permits.

CONTRACTOR NAME:

CONTACT NAME:

ADDRESS:

CITY:

STATE/ZIP:

STATE LICENSE #:

CLASS CODE(S):

EXPIRATION DATE:

WORKER'S COMP:

POLICY #:

EXPIRATION DATE:

CITY BUSINESS LICENSE #:

EXPIRATION DATE:

CONSENT BY PROPERTY OWNER:

If the applicant is other than the property owner, the owner must sign this consent.

I/We, as owners of the subject property, consent to the filing of this application.

Signature:

Date:

Name (please print):

Phone:

Signature:

Date:

Name (please print):

Phone:

Note: This application being signed under penalty of perjury and does not require notarization.

Property Address: _____

Description of Work: _____

DECLARATIONS

To obtain this permit, the undersigned hereby files this application and agrees, certifies and declares:

• That notice has been given me that this permit may be used only in compliance with the Lemon Grove Municipal Code, and all other applicable ordinances and laws. • That this permit does not allow occupancy, and that no occupancy is permitted, of the construction for which this permit is issued until it has been approved in writing by this office for occupancy after final inspection. • That this permit does not allow, and separate permits are required for, any plumbing, electrical, heating and air conditioning work. • I agree that the city may enter upon the job premises at any reasonable time to inspect any work installed under this permit, to remove any non-conforming construction at my own expense, and to otherwise act as when required by the Lemon Grove Municipal Code.

LICENSED CONTRACTOR 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 Professional Code, and my license is in full force and effect.

License Class _____ License Number _____ Exp. Date _____ Contractor Name _____

OWNER-BUILDER DECLARATION

I hereby affirm under the penalty of perjury that I am exempt from the Contractor's License Law for the following reason (Section 7031.5, Business & Professions Code: Any city or county that requires a permit to construct, alter, improve, demolish, or repair any structure prior to its issuance, also requires the applicant for the permit to file a signed statement that he/she is licensed pursuant to the provisions of the Contractors License Law (Chapter 9 [commencing with Section 7000] of Division 3 of the Business & Professions Code) or that he/she is exempt there from and the basis for the alleged exemption. Any violation of Section 7031.5 by any applicant for a permit subjects the applicant to a civil penalty of not more than five hundred dollars (\$500.00)).

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 (Section 7044, Business & Professions Code: The Contractors License Law does not apply to an owner of the property who builds or improves thereon, and who does the work him/herself or through his/her own employees, provided that the improvements are not intended or offered for sale. If, however, the building or improvements is sold within one year of completion, the owner-builder will have the burden of proving that he/she did not improve for the purpose of sale.)

I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Section 7044, Business & Professions Code: The Contractors License Law does not apply to the owner of property who builds or improves, thereon, and who contracts for the projects with contractor(s) licensed pursuant to the Contractors License Law.)

I am exempt under Section _____ of the Business & Professions Code for this reason

Property Owner _____ Date _____

WORKERS' COMPENSATION DECLARATION

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 worker's compensation, as provided by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.

I have and will maintain worker's 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 (\$100.00) or less)

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 worker's compensation laws of California, and agree that if I should become subject to the worker's compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with these provisions.

Applicant _____ 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 (\$100,000.00) IN ADDITION TO THE COST OF COMPENSATION DAMAGES AS PROVIDED FOR IN SECTION 3706 OF THE LABOR CODE, INTEREST, AND ATTORNEY'S FEES.

The Contractors' State License Board shall semiannually compile and distribute to city, county, and city and county building departments a list of all contractors who did not secure payment of compensation in compliance with Article 1 (commencing with Section 3700) of Chapter 4 of Part 1 of Division 4 of the Labor Code during any period for which workers were employed during the preceding six months.

THIS PERMIT SHALL EXPIRE BY LIMITATION AND BECOME NULL AND VOID IF THIS WORK IS NOT COMMENCED WITHIN 180 DAYS. SHOULD ANY WORK, AUTHORIZED BY THIS PERMIT, BE SUSPENDED OR ABANDONED FOR 180 DAYS, THIS PERMIT SHALL BE NULL AND VOID. A NEW PERMIT WILL BE REQUIRED FOR ANY EXPIRED PERMIT.

APPLICANT/AGENT SIGNATURE _____

DATE _____

PRINT APPLICANT/AGENT NAME _____

RELATIONSHIP _____



STORMWATER BMPs for Ministerial Permits

Community Development Department / Planning Division
3232 Main Street, Lemon Grove, CA 91945
Phone: 619-825-3805 Fax: 619-825-3818
www.lemongrove.ca.gov

Best Management Practices (BMPs) – The goal of Storm Water management planning is to improve water quality to the maximum extent practicable by implementing BMPs. When properly implemented, monitored and maintained; BMPs will function to prevent pollutants (**including sediment**) from leaving the site and entering stormwater conveyances and receiving waters. **It is the responsibility of the property owner and the contractor to determine the types of BMPs that will be used as well as the levels of application necessary to comply with the City's Storm Water and Construction/Grading Ordinances.**

At a minimum, each of the following types of BMPs must be utilized on the site for the duration of the project:

- Erosion Control method for graded slopes and flat area;
- Sediment Control BMPs for disturbed area and vehicles entrances;
- General Site Management BMPs and Good Housekeeping BMPs.

A complete detailed listing of the BMPs is available on the CASQA (California Stormwater Quality Association) website: www.cabmphandbooks.com OR Caltrans website: <http://dot.ca.gov/hq/construc/stormwater/manuals.htm>

Are there any watercourses or water-bodies (including vegetated/grass swales) within 50 feet of the disturbed area?
 YES NO

If yes, the Water Quality Program Coordinator must be contacted prior to the issuance of any permit.

If you have questions about anything contained in this handout, please contact Paolo Romero, Water Quality Program Coordinator at 619-825-3820.

The following certification must be signed before a Building/Grading Permit will be issued.

I have read and understand that the City of Lemon Grove has minimum requirements for Storm Water management of construction activities. I, hereby, certify that all necessary BMPs will be implemented to effectively minimize the potentially negative impacts of this project's construction activities on Storm Water quality. I further agree to install, monitor, maintain or revise the selected BMPs to ensure their effectiveness.

I also understand that the City may inspect the site at any time during normal business hours and that non-compliance with the City's Storm Water and Construction/Grading Ordinances may result in enforcement by the City or other State agencies; including fines, citations, stop-work orders, cease and desist orders or other actions.

Property Owner:

Name:	Phone #:
Signature:	Date:

Contractor:

Name:	Phone #:
Signature:	Date:

STORMWATER TRAINING:

Would you be interested in a brief pre-construction stormwater training by the Water Quality Coordinator for your on-site personnel? YES NO

Applicability of Construction (Temporary) and Permanent (Post-Construction) Stormwater BMP Requirements (Stormwater Intake Form for all Development Permit Applications)		Form I-1	
Project Information			
Project Address/Location:			
Brief Description of Work Proposed:			
Determination of Requirements			
Answer each step below. Upon reaching a Stop, do not complete further Steps beyond the Stop. If additional forms are required, complete those additional forms and submit them along with this form as a complete set.			
Step	Answer	Progression	
Step 1: Does the project consist exclusively of one or both of the activity types below? <ul style="list-style-type: none"> • Project with no soil disturbance or change to building general exterior dimensions or structural framing. <i>Examples:</i> interior remodeling, electrical work, HVAC work, plumbing, etc. • Routine maintenance. <i>Examples:</i> roof repairs, pavement grinding, resurfacing existing roadways, routine replacement of damaged pavement (e.g., pothole repair), resurfacing or repairing existing sidewalks or pedestrian ramps, trenching and resurfacing associated with utility work, or rebuilding a structure to its original design after a fire or natural disaster. 	<input type="checkbox"/> Yes	Stop. No permanent storm water BMP plan is required. Review and sign the Stormwater Certification Statement.	
	<input type="checkbox"/> No	Complete and attach Form I-2	
Certification			
I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations. This application is signed under penalty of perjury and does not require notarization.			
Name of Person Completing this Form			Date Completed
Role of Person Completing this Form	<input type="checkbox"/> Property Owner <input type="checkbox"/> Contractor <input type="checkbox"/> Architect <input type="checkbox"/> Engineer <input type="checkbox"/> Other: _____		
Signature			

For additional information and to review the BMP Design Manual, visit <http://www.lmongrove.ca.gov/departments/development-services/stormwater>.

Stormwater Certification Statement

The following stormwater quality protection measures are required by Lemon Grove Municipal Code Chapter 8.48 and the City's Jurisdictional Runoff Management Program.

1. All applicable construction BMPs and non-stormwater discharge BMPs shall be implemented in accordance with the City of Lemon Grove minimum BMP requirements included in the City of Lemon Grove Municipal Code and the City of Lemon Grove Jurisdictional Runoff Management Program (JRMP). All stormwater BMPs shall be maintained for the duration of the project.
2. Erosion control BMPs shall be implemented for all portions of the project area in which no work has been done or is planned to be done over a period of 14 or more days. All onsite drainage pathways that convey concentrated flows shall be stabilized to prevent erosion.
3. Run-on from areas outside the project area shall be diverted around work areas to the extent feasible. Run-on that cannot be diverted shall be managed using appropriate erosion and sediment control BMPs.
4. Sediment control BMPs shall be implemented, including providing fiber rolls, gravel bags, or other equally effective BMPs around the perimeter of the project to prevent transport of soil and sediment offsite. Any sediment tracked onto offsite paved areas shall be removed via sweeping at least daily. All BMPs shall be installed and maintained in accordance with the applicable CASQA fact sheets.
5. Trash and other construction wastes shall be placed in a designated area at least daily and shall be disposed of in accordance with applicable requirements.
6. Materials shall be stored to avoid being transported in storm water runoff and non-storm water discharges. Concrete washout shall be directed to a washout area designed in accordance with CASQA standards; concrete shall not be washed out to the ground.
7. Stockpiles and other sources of pollutants shall be covered when the chance of rain within the next 48 hours is at least 50%.

I certify that the stormwater quality protection measures listed above will be implemented at the project described on Form I-1. I understand that failure to implement these measures may result in monetary penalties or other enforcement actions. This certification is signed under penalty of perjury and does not require notarization.

Name: _____ Title: _____

Signature: _____ Date: ____/____/____

For additional information and to review the BMP Design Manual, visit
<http://www.lcmongrove.ca.gov/departments/development-services/stormwater>.

Applicability of Construction (Temporary) and Permanent (Post-Construction) Stormwater BMP Requirements for Standard Development Projects		Form I-2	
Project Information			
Project Address/Location:			
Brief Description of Work Proposed:			
Determination of Requirements			
Answer each step below. Upon reaching a Stop, do not complete further Steps beyond the Stop. If additional forms are required, complete those additional forms and submit them along with this form as a complete set.			
Step	Answer	Progression	
Step 1: Does the project create or replace <u>less</u> than 5,000 square feet of impervious area (rooftop or pavement, including roads, sidewalks, parking lots, concrete patios, etc.) <u>AND</u> is also not an automotive repair shop or a retail gasoline outlet?	<input type="checkbox"/> Yes	Stop. Incorporate Construction Stormwater BMP Notes and Standard Project Stormwater BMP Notes onto site plan.	
	<input type="checkbox"/> No	Complete and attach Form I-3.	
Certification			
I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations. This application is signed under penalty of perjury and does not require notarization.			
Name of Person Completing this Form		Date Completed	
Role of Person Completing this Form	<input type="checkbox"/> Property Owner <input type="checkbox"/> Contractor <input type="checkbox"/> Architect <input type="checkbox"/> Engineer <input type="checkbox"/> Other: _____		
Signature			

For additional information and to review the BMP Design Manual, visit
<http://www.lemongrove.ca.gov/departments/development-services/stormwater>.

Construction Stormwater BMP Notes and Standard Project Stormwater BMP Notes

The following construction BMP notes shall be added to the site plan:

Construction Stormwater BMP Notes

1. All applicable construction BMPs and non-stormwater discharge BMPs shall be implemented in accordance with the City of Lemon Grove minimum BMP requirements included in the City of Lemon Grove Municipal Code and the City of Lemon Grove Jurisdictional Runoff Management Program (JRMP). All stormwater BMPs shall be maintained for the duration of the project.
2. Erosion control BMPs shall be implemented for all portions of the project area in which no work has been done or is planned to be done over a period of 14 or more days. All onsite drainage pathways that convey concentrated flows shall be paved, protected by laying aggregate over exposed soil, fully covered by established vegetation, or otherwise stabilized to prevent erosion.
3. Run-on from areas outside the project area shall be diverted around work areas to the extent feasible. Run-on that cannot be diverted shall be managed using appropriate erosion and sediment control BMPs in accordance with applicable CASQA fact sheets.
4. Sediment control BMPs shall be implemented, including providing fiber rolls, gravel bags, or other equally effective BMPs around the perimeter of the project to prevent transport of soil and sediment offsite. Any sediment tracked onto offsite paved areas shall be removed via sweeping at least daily. All BMPs shall be installed and maintained in accordance with the applicable CASQA fact sheets.
5. Trash and other construction wastes shall be placed in a designated area at least daily and shall be disposed of in accordance with applicable requirements.
6. Materials shall be stored to avoid being transported in storm water runoff and non-storm water discharges. Concrete washout shall be directed to a washout area designed in accordance with CASQA standards; concrete shall not be washed out to the ground.
7. Stockpiles and other sources of pollutants shall be covered when the chance of rain within the next 48 hours is at least 50%.

The following permanent (post-construction) BMP notes listed shall be added to the site plan, except where not applicable and feasible as determined by the City of Lemon Grove.

Permanent (Post-Construction) Stormwater BMP Notes

1. Landscaped areas shall be designed in accordance with Lemon Grove Municipal Code Chapter 18.44 (Water Efficient Landscape Regulations).
2. Roof drainage shall be directed to landscaped areas or rain barrels (applies to new roofs only).

For additional information and to review the BMP Design Manual, visit
<http://www.lemongrove.ca.gov/departments/development-services/stormwater>.

3. Driveway and walkways shall be designed to drain to adjacent landscaped or natural areas or constructed using permeable materials (applies only to driveways and walkways created or replaced as part of the proposed project).
4. Streets, sidewalks, and parking lot aisles shall be constructed to the minimum width necessary, provided public safety is not compromised.
5. Existing trees and natural areas, including but not limited to natural water bodies and natural storage reservoirs or drainage corridors (e.g., topographic depressions, natural swales, and areas of naturally permeable soils), shall be conserved and protected to the extent feasible.
6. The impervious footprint, including roofed areas and paved areas, of the project shall be minimized to the extent applicable and feasible.
7. Dumpsters, other trash receptacles, and waste cooking oil containers shall be stored inside buildings or in four-sided enclosures with a structural overhead canopy designed to prevent precipitation from contacting materials stored in the enclosure.
8. Onsite storm drains shall be stenciled or otherwise permanently labeled with “No Dumping, Drains to Ocean” or other equivalent language approved by the City.
9. Outdoor material storage areas and outdoor work areas shall be protected from rainfall, run-on, and wind dispersal.
10. Planning inspection required prior to final.