

TOWN OF SAN ANSELMO

BUILDING DIVISION

On January 1, 2009, California Assembly Bill 2335 becomes effective which significantly changes the process for obtaining construction permits.

If the owner applies for a construction permit, an owner-builder form (*Owner's Acknowledgement and Verification of Information form*) must be completed by the owner and provided along with the application. The owner-builder form must be notarized or a copy of the owner's driver's license must be provided to verify the signature is that of the owner.

If anyone other than the property owner or a licensed contractor applies for a construction permit, they must present an authorization form signed by the owner allowing them to do so. In addition, an owner-builder form (*Owner's Acknowledgement and Verification of Information form*) completed by the owner must be provided.

The owner-builder form (*Owner's Acknowledgement and Verification of Information*) and owner authorization form (*Authorization for Agent to Act on Property Owner's Behalf*) may be obtained at the permit counter at town hall or on-line at www.townofsananselmo.org. These forms must be notarized or a copy of the owner's driver's license must be provided to verify the owner's signature.

THIS OFFICE WILL BE ENFORCING THESE REQUIREMENTS AS FOLLOWS:

