



COMMUNITY DEVELOPMENT DEPARTMENT  
Building Division  
221 West Pine St./PO Box 3006, Lodi, CA 95241-1910  
(209) 333-6714

## **OWNER-BUILDER QUALIFICATIONS<sup>1</sup>**

### **Who is Considered an Owner-Builder?**

Any individual or group of individuals who own the property on which they plan to construct, alter, repair, improve, or remodel a building or structure is considered an Owner-Builder.

### **Is an Owner-Builder Required to Have a License?**

An Owner-Builder is exempt from licensure, but there are limitations.

A license is not required if:

- The Owner-Builder does the work themselves or through their own employees with wages as their sole compensation and the structure(s) is/are not intended for sale.
- The Owner-Builder contracts with properly licensed subcontractor(s). (This exemption applies to the construction of a single-family residential structure and limits the number of structures intended or offered for sale to four or fewer in a calendar year.)
- The Owner-Builder contracts with a General Building ("B") contractor. (The number of structures is then unlimited.)

### **Do You Qualify for the Owner-Builder License Exemption?**

A homeowner improving their principal place of residence is exempt from licensure if all of the following exist:

- |                                                                                                                                    |     |                          |
|------------------------------------------------------------------------------------------------------------------------------------|-----|--------------------------|
| 1. Will the work under the permit application be performed prior to sale of the residence?                                         | YES | <input type="checkbox"/> |
|                                                                                                                                    | NO  | <input type="checkbox"/> |
| 2. Will the homeowner have resided in the residence for the 12 months prior to completion of the work?                             | YES | <input type="checkbox"/> |
|                                                                                                                                    | NO  | <input type="checkbox"/> |
| 3. Has the homeowner <b><u>not</u></b> taken advantage of this exemption on more than two structures during any three-year period? | YES | <input type="checkbox"/> |
|                                                                                                                                    | NO  | <input type="checkbox"/> |

If the homeowner answered '**NO**' to any of the above questions, then the homeowner does not qualify for the Owner-Builder License Exemption under the California Contractors State License Board current regulations.

If the homeowner answered '**YES**' to all of the above questions, then the homeowner meets the qualifications for the Owner-Builder License Exemption under the California Contractors State License Board current regulations.

I declare under penalty of perjury that I am the property owner for the address listed above and I personally filled out the above information and certify its accuracy.

Property Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**\*Disclaimer:** A valid copy of a driver's license or identification card is required to verify occupancy. If the address on the driver's license or identification card does not match the address on the permit, documentation demonstrating at least twelve (12) months of residency will be required.