



COUNTY OF LAKE
COMMUNITY DEVELOPMENT DEPARTMENT
Building & Safety Division
Courthouse - 255 N. Forbes Street
Lakeport, California 95453
Telephone 707/263-2382 FAX 707/263-2225

Application Submittal Requirements for As-built Building Permits

[As-built = structure already constructed, typically without permits]

The following items will be required and must accompany any application for an “as-built” permit:

1. A completed application for Construction.
2. A site plan, drawn to scale, per Lake County guidelines.
3. A floor plan, drawn to scale, of the as-built structure or as built additions to an existing structure.
4. A letter from a licensed architect or engineer, wet stamped and signed, stating that ALL work completed on this structure without the benefit of permits conforms to current codes and structural requirements. Fire sprinklers may be required.

THE LETTER **MUST** SPECIFICALLY IDENTIFY AND CERTIFY THE FOLLOWING ITEMS:

- The foundation, including concrete retaining walls 4ft. in height or higher supporting structures or retaining earth located within 5ft. of the structure
 - The entire lateral of the structure
 - Floor framing
 - Wall framing
 - Roof framing and diaphragm
5. Cross sections of construction, drawn to scale, to verify material types and headroom height
 6. A letter(s) from a licensed electrical/plumbing contractor [*if applicable*] stating that all work completed on this structure conforms to current codes and Lake County requirements.
 7. Energy report prepared by a licensed Energy Designer [*if applicable*] demonstrating that the structure meets the current energy efficiency codes as mandated by the State of California or a completed T-24 worksheet [conditioned/heated structure < 1,000 SF]
 8. Wall coverings may be required to be removed for inspection to verify construction.

If you have any questions regarding your project please feel free to call the Community Development Department at (707)263-2382 and/or (707)263-2221 Monday thru Friday 8am-12pm and 1pm-5pm. **Applications for as-built structures are not approved over-the-counter.** Timelines for the completion of plan check varies depending on the volume of applications in process.

Payment of encroachment fees, sewer connection and/or septic fees, fire fees and school fees may be required. You will be provided with information regarding payment of these fees prior to the issuance of as an as-built permit.

All applicable building permit and review fees charged at current rates, and any penalty fees shall be paid prior to any building permit being issued.