

CITY OF MILPITAS
BUILDING & SAFETY DIVISION
455 E. Calaveras Boulevard
Milpitas, CA 95035
(408) 586-3240 www.ci.milpitas.ca.gov



Permission to duplicate
official copy of plans and
documents.

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A request has been made of the Building Department to provide a duplicate of the official copy of the plans for _____ maintained on file by the Building Department. Pursuant to the provisions of Health and Safety Code 19851, a copy of the plans may not be duplicated in whole or in part except with the written permission of: 1) The certified, licensed or registered professional or his or her successor, if any, who signed the original documents; 2) The original or current owner of the building, or if the building is part of a common interest development, with the written permission of the board of directors or governing body of the association; 3) by order of a proper court or upon the request of any state agency.

Enclosed is a completed and signed copy of the affidavit filed out by the individual or entity requesting the copy of the plans.

The City hereby requests your permission to duplicate the above-mentioned plans and provide them to the requesting party. Failure by the professional to respond to the Building Department's request within thirty (30) days of receipt of the request shall be deemed an unreasonable refusal, and pursuant to the provisions of 19851 (a) and (f), the Building Department shall provide the plans as requested.

By: _____
Building Department

Signature

Date

Phone: (408) 586-3240

Fax reply to: (408) 586-3285

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Affidavit Requesting Duplication

AFFIDAVIT REQUESTING DUPLICATION OF OFFICIAL COPY OF PLANS

I, _____ declare as follows:

1. I hereby request that a duplicate of the official copy of the plans for _____
_____ maintained on file by the Building Department be provided to me.
2. That the copy of the plans shall only be used for the maintenance, operation and use of the building.
3. That drawings are instruments of professional service and are incomplete without interpretation of the certified license or registered professional of record.
4. That subdivision (a) of Section 5536.25 and subdivision (b) of section 6735,6735.3 & 6735.4 of the Business and Professions Code states that a licensed architect or engineer who signs plans, specifications, reports or documents shall not be responsible for damage caused by subsequent changes to, or use of, those plans, specifications, reports, or documents where the subsequent changes or uses, including changes or uses made by state or local governmental agencies, are not authorized or approved by the licensed architect or engineer who originally signed the plans, specifications, reports or documents, provided that the architectural and engineering service rendered by the architect or engineer who signed the plans, specifications, reports, or documents was not also a proximate cause of the damage.
5. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Dated: _____

Signed: _____

Address: _____

Phone: _____