



Building Services
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GEN-01
Permits—
Do I Need One?

DO I NEED A PERMIT?

Permits are required for any building or structure which is to be erected, constructed, enlarged, altered, repaired, moved, improved, removed, converted, or demolished unless a separate permit for each building or structure has already been obtained from the Building Department.

WHAT WORK, IF ANY, IS EXEMPT FROM A PERMIT?

There are some types of projects which will be exempt from the permit process. They are:

One-story detached accessory buildings used as tool and storage sheds, playhouses and similar uses, provided that the floor area does not exceed 120 square feet (IRC 105.2, IBC 105.2).

Oil derricks.

Movable cases, counters, and partitions fewer than 69 inches high.

Retaining walls which are not over 4 feet in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge or impounding Class I, II, or III-A liquids.

Water tanks supported directly upon grade if the capacity does not exceed 5,000 gallons and the ratio of height to diameter or width does not exceed 2 to 1.

Sidewalks, walks and driveways fewer than 30 inches above grade and not over any basement or story below and which are not part of an accessible route.

Painting, papering and similar finish work.

Temporary motion picture, television and theater stage sets and scenery.

Window awnings supported by an exterior wall of Group R, Division 3, and Group U Occupancies when projecting fewer than 54 inches.

Prefabricated swimming pools accessory to a Group R, Division 3 Occupancy in which the pool walls are entirely above the adjacent grade, the pool is less than 24 inches deep.

Please Note: Although these projects do not need a permit, there may still be code regulations to be met. For example, a shed under 120 square feet will still have setback requirements and must adhere to all zoning regulations.