



## RESIDENTIAL PERMIT REQUIREMENTS AND EXEMPTIONS

2003 INTERNATIONAL RESIDENTIAL CODE – SECTION R105

### WORK REQUIRING A PERMIT

Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be done,

**shall first make application by submitting ALL required documentation to the building official and obtain the required permit.**

### BUILDING EXEMPT FROM PERMIT

1. One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 120 sq. ft.
2. Fences not over 6 feet high.
3. 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.
4. Water tanks supported directly on 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.
5. Sidewalks and driveways not more than 30 inches above adjacent grade and not over any basement or story below.
6. Painting, papering, tiling, carpeting, cabinets, counter tops and similar finishing work.
7. Pre-fabricated swimming pools which are less than 24 inches deep, do not exceed 5,000 gallons and are installed entirely above ground.
8. Swings, and other playground equipment accessory to one- and two-family dwellings.
9. Window awnings supported by an exterior wall of Group R-3, as applicable in Section 101.2, and Group U occupancies, which do not project more than 54 inches from the exterior wall and do not require additional support.

### ELECTRICAL EXEMPT FROM PERMIT

Minor repair work, including the replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles.

### GAS EXEMPT FROM PERMIT

1. Portable heating, cooking or clothes drying appliance.
2. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.
3. Portable fuel cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.
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RESIDENTIAL - PERMIT REQUIREMENTS AND EXEMPTIONS CONTINUED

**MECHANICAL EXEMPT FROM PERMIT**

1. Portable heating appliance, portable ventilation equipment or portable cooling unit (including evaporative cooler).
2. Steam, hot or chilled water piping within any heating or cooling equipment regulated by this code.
3. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.
4. Self-contained refrigeration system containing 10 pounds or less of refrigerant and actuated by motors of 1 horsepower (746 W) or less.
5. Portable fuel cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.

**PLUMBING EXEMPT FROM PERMIT**

1. The stopping of leaks in drains, water, soil, waste or vent pipe; provided, however, that if any concealed trap, drainpipe, water, soil, waste or vent pipe becomes defective and it becomes necessary to remove and replace the same with new material, such work shall be considered as new work and a permit shall be obtained and inspection made as provided in this code.
2. The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures, and the removal and reinstallation of water closets, provided such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures.

**EMERGENCY REPAIRS**

Where equipment replacements and repairs must be performed in an emergency situation, the **permit application shall be submitted within the next working business day to the building official.**

**REPAIRS NOT EXEMPT FROM PERMIT**

1. The cutting away of any wall, partition or portion thereof
2. The removal or cutting of any structural beam or load-bearing support
3. The removal or change of any required means of egress or rearrangement of parts of a structure affecting its exit way requirements
4. The addition to, alteration of, replacement or relocation of any standpipe, water supply, sewer, drainage, drain leader, gas, soil, waste, vent or similar piping; electrical wiring; or mechanical or other work affecting public health or general safety.

Prior to applying for a building permit, all necessary subdivision, land development or site plan approval must be obtained. In addition, the proposed construction must comply with all applicable building and Zoning Codes.