



## 2019 PERMITS REQUIRED

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This guideline is intended to assist the applicant in determining what types of construction work require a permit. The 2019 California Building and Residential Code, as adopted by the City, indicates building, plumbing, mechanical and/or electrical permits are required unless listed as being exempt from needing permits.

Grading permits are issued by the Engineering Department. Please call their office at (858) 668-4655 for guidelines on obtaining grading permits.

**Please note that work exempted by Section 105 is still subject to the requirements of other City Departments and other agencies. Verify these approvals prior to commencing work.**

**105.1 Permits Required.** Except as specified in Section 301.2, no building, structure or building service equipment regulated by this code and the technical codes shall be erected, constructed, enlarged, altered, repaired, moved, improved, removed, converted or demolished unless a separate, appropriate permit for each building, structure or building service equipment has first been obtained from the building official.

**105.2 Work Exempt from Permit.** A permit shall not be required for the types of work in each of the separate classes of permit as listed below. Exemption from the permit requirements of this code shall not be deemed to grant authorization for any work to be done in violation of the provisions of the technical codes or any other laws or ordinances of this jurisdiction.

**Building Permits.** A building permit shall not be required for the following:

1. One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 120 square feet (11.15 m<sup>2</sup>). **Verify location & structure height with the Planning Division.**
2. Fences not over 6 feet (1829 mm) high. Please note: State and local requirements for pool enclosures are applicable. **Verify location & fence height with the Planning Division.**
3. Oil derricks.
4. Nonfixed and moveable fixtures, cases, racks, counters and partitions not over 5 feet 9 inches (1753 mm) in height .
5. Retaining walls which are not over 4 feet (1219 mm) 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 IIIA liquids.. **New retaining walls may require a grading permit. Please call the Engineering Division at (858) 668-4655 for further information.**
6. Water tanks supported directly upon grade if the capacity does not exceed 5,000 gallons (18 925 L) and the ratio of height to diameter or width does not exceed 2:1.
7. Sidewalks and driveways not more than 30 inches (762 mm) above grade and not over any basement or story below and are not part of an accessible route.

8. Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.
9. Temporary motion picture, television and theater stage sets and scenery.
10. Window awnings supported by an exterior wall of Group R-3, , and Group U occupancies that do not project more than 54 inches (1372 mm) and do not require additional support.
11. Prefabricated swimming pools accessory to a Group R-3, Occupancy that are less than 24 inches deep.
12. Shade cloth structures constructed for nursery or agricultural purposes, not including service systems. (commercial only).
13. Swings and other playground equipment (residential only).
14. Decks not exceeding 200 square feet in area, that are not more than 30 inches above grade at any point, are not attached to a dwelling and do not serve the exit door required by Section R311.4 (residential only).

**Unless otherwise exempted by this Code, separate plumbing, electrical and mechanical permits will be required for the above exempted items.**

**Plumbing Permits.** A plumbing permit shall not be required for the following:

1. The stopping of leaks in drains, water, soil, waste or vent pipe, provided, however, that if any concealed trap, drain pipe, water, soil, waste or vent pipe becomes defective and it becomes necessary to remove and replace the same with new material, the same shall be considered as new work and a permit shall be procured 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.
3. Portable gas heating appliance.
4. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.
5. Portable gas cooking or clothes drying appliances (residential only).
6. Portable-fuel-cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid. (residential only).

**Electrical Permits.** An electrical permit shall not be required for the following:

1. Listed cord and plug connected temporary decorative lighting. (residential only).
2. Replacement of branch circuit overcurrent device of the required capacity in the same location (residential only).
3. Electrical wiring, devices, appliances, apparatus, or equipment operating at less than 25 volts and not capable of supplying more than 50 watts of energy (residential only).
4. Minor repair work, including the replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles.
5. The provisions of this code shall not apply to electrical equipment used for radio and television transmissions but do apply to equipment and wiring for a power supply and the installations of towers and antennas.
6. A permit shall not be required for the installation of any temporary system required for the testing of servicing of electrical equipment.

**Mechanical Permits.** A mechanical permit shall not be required for the following:

1. A portable heating appliance.
2. Portable ventilation equipment.
3. A portable cooling unit.
4. A portable evaporative cooler.
5. Steam, hot or chilled water piping within heating or cooling equipment regulated by the Mechanical Code.
6. Replacement of any minor part that does not alter its approval of equipment or make such equipment unsafe. and complies with other applicable requirements of the technical codes.
7. Self-contained refrigeration system containing 10 pounds or less of refrigerant and actuated by motors of 1 horsepower or less.
8. Portable fuel-cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid (residential only).

***Building Division Counter is open between the hours of 7:30 a.m. and 5:30 p.m. (closed for lunch 11:30 a.m. - 12:30 p.m) Monday through Thursday. City Hall and the Building Division counter are closed on alternating Fridays ([see calendar](#)). Our Friday hours are 8:00 a.m. – 5:00 p.m. (closed for lunch 11:30 a.m. - 12:30 p.m.).***

**\*\*\*Please contact the Poway Building Division if you have any questions or concerns at (858) 668-4645 or [building@poway.org](mailto:building@poway.org)\*\*\***