



# Do You Need A Construction Permit?

All construction within the city limits must obtain a building permit.

*Permits are issued by the Development Center and include:*

- New/commercial/residential building/remodel
- Carports
- Manufactured home placement
- Driveways
- Electrical
- Mechanical
- Plumbing
- Natural Gas
- Signs & Billboards, Banners, Pennants  
Inflatables and Streamers
- Swimming Pools
- Irrigation Systems, Etc.



## *Items Exempt From Needing A Permit*

- 1) Building permit: Ordinary minor repairs may be made with the approval of the director; provided that such repairs shall not violate any of the provisions of Chapter 5 of the city code.
- 2) Mechanical permit: Ordinary minor repairs may be made with the approval of the director; provided that such repairs shall not violate any of the provisions of Chapter 5 of the city code. In addition, permit applications shall not be required for the following:
  - a. Any electrical portable heating appliance;
  - b. Any portable ventilation equipment;
  - c. Any portable cooling equipment;
  - d. Any steam, hot or chilled water piping within any heating or cooling equipment regulated by Chapter 5 of the city code;
  - e. Replacement of a part on equipment which does not alter the equipment's approval or make it unsafe;
  - f. Any evaporative cooler;

- g. Any self-contained refrigeration system containing ten (10) pounds or less of frigerant and actuated by motors of one (1) horsepower or less; and,
  - h. Window-type air conditioners without duct work.
- 3) Plumbing permit: No permit shall be required for minors repairs such as the following:
- a. Repair or replacement of faucets, valve traps, or supplies;
  - b. Replacement of plumbing fixtures where no change of rough-in location is involved;
  - c. Repairs of water, sewer, and drain lines provided the entire system is not replaced.
- 4) Electrical permit: No permit shall be required for the following:
- a. The making of minor repairs, such as the replacement of lamps, sockets, drop cords, snap switches, or other similar items;
  - b. The connection of portable electrical equipment to suitable permanently installed receptacles;
  - c. The replacement of a motor by another motor of the same horsepower and rating, solenoid valves, low pressure controls, or other controls when the electrical supply to same is or has been properly installed by a licensed electrician;
  - d. The installation of electrical conductors or equipment by or for a public utility in the generation, transmission, sale, or use of electrical energy as outlined in their franchises; nor for the use of such public utility in the transmission of message;
  - e. Any work involved in the manufacturing, testing or servicing; altering or repairing of electrical equipment or apparatus, except that this exemption shall not include permanent wiring.
- 5) Sign permit: No permit shall be required for nonelectrical signs thirty-two (32) square feet or less in area, except for banners, inflatables, pennants and streamers as provided in section 5-156.



***Building permits for commercial projects will only be issued when sufficient plans, details, and site plans are submitted so as to determine compliance with all applicable codes.***



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