

Do I need a permit?

Changing exterior wall coverings such as siding, stucco, adhered masonry or other materials? – Yes
Any proposed material change on the exterior of a building within the HARB or Heritage Conservation District requires review by those respective Boards.

Brick re-pointing? – No – Dry grinding of masonry joints is prohibited. Mortar joints must be wetted during the grinding process.

Sandblasting? – Dry sandblasting is prohibited in the city and sandblasting of any type within the Historical District is prohibited.

Sidewalk/curb work? – Yes Contact Public Works Engineering for permits.

Sidewalk construction or replacement in a side or rear yard? – Zoning and storm water regulations may apply.

For a fence? Up to 6 feet no building permit is required; however, zoning regulations may apply.

For a deck? No, if the walking surface is less than 30 inches above finished grade; however, zoning and storm water regulations may apply.

For a parking lot or parking pad/driveway? For areas over 1,200 SF a Parking Lot Permit is required in addition to zoning and storm water approvals. For areas less than 1,200 SF, zoning and storm water approvals may be required.

For the construction of a patio? A building permit is not required; however, zoning and storm water approvals are required.

For a retaining wall? Over four feet in height above finished grade - yes. Engineering plans are required for any wall over four feet; zoning and storm water regulations apply to all retaining walls.

For replacing exterior steps? – For one and two family dwelling units – No when there are four or fewer risers. For multi-family (three or more units and all other commercial properties – Yes for any stair replacement. Guardrail and graspable handrail requirements apply.

For exterior work on any building within the Historic District? – Yes, this includes items such as window boxes, sheds, fences, or any exterior appurtenance effecting an appearance change or any repairs that would affect the exterior appearance. Exception – painting.

To construct a garage or carport or to close an existing one in? Yes. Zoning and storm water applies to new construction.

To construct walls or additional rooms/units within an existing building? – Yes

To make changes within an existing restaurant? – Yes. Health approvals will also be required.

To add additional units within a dwelling unit? Yes. Zoning approval also will be required.

To install or construct a shed, detached garage, carport or greenhouse? If the structure is over 200 SF in area, a building permit is required. Zoning and storm water approvals are required.

Storm door replacement? Within the Historic District Yes. HARB review is required. All other areas, No.

Replacing exterior deck/porch boards? – Yes (Consideration must be given for existing joists which are not pressure treated: tongue and groove boards are required).

Closing off windows with plywood or OSB – Yes. Approved framing, insulation, moisture barrier and an approved exterior weatherproof wall covering is required.

Arbors for one and two family dwelling units? – No permit required.

Arbors for commercial properties, including residential – more than two units? – Yes permit is required.

Replacing a guard rail on an exterior porch or balcony? – Yes if the walking surface is over 30 inches above finished grade. If part of an issued permit for rehab, all guardrails are subject to inspection.

Do I have to install a 36 inch high guardrail system when I am replacing an old one that is only 28 inches high? If the walking surface is more than 30 inches above finished grade - yes. If within the Historic District, HARB approval is required. Historic building exemptions may apply.

Replacing handrails? When serving stairways with four or less risers no, all others in multi-family (three or more units) and all other commercial properties, yes. If part of an issued permit for rehab, all handrails are subject to inspection.

For drywall repairs? – Permit is required for anything requiring a full sheet of gypsum wall board or more.

Painting interior/exterior? – No.

Re-roofing? – Building permit is required when replacing more than 25% of a roof covering. Application of bituminous coatings does not require a permit. No more than two layers of roofing is permitted for shingled and flat roofs. *Roof work within the HARB requires Historic Preservation Specialist review prior to work being done.*

Replacement of Gutters and downspouts? – Yes due to the various Historic and Conservation District considerations.

Window replacements? – Yes

Exterior door replacements? - Yes

To remodel a kitchen or bathroom? Yes. For flooring work or painting only – No.

To install a dishwasher when one did not exist before? - Yes

Replace interior flooring only? – No

Remove a toilet and vanity to replace flooring and then reset these fixtures? – No

Replace a faucet? – No

Install a vanity or sink in a new location? – Yes. Anytime new piping is added or changed for domestic water or waste water line, a permit is required. Homeowner’s are permitted to do their own plumbing work within their owner occupied dwellings under permit and with inspections. All other work requires a licensed plumber. See Plumbing Guidelines on the city web site.

Can I do my own plumbing? Within an owner occupied dwelling – Yes. Permit and inspections are required. Rental units and commercial spaces all require a licensed plumber, permits and inspections apply. See [Plumbing Guide](#) on the city web site.

Residential fire alarm systems? – Yes for 110 volt and low voltage systems. Battery operated alarms – No.

To install a hard wired smoke alarm or carbon dioxide alarm? Yes

To install battery operated smoke alarms? No. City code requires 10 year lithium battery type alarms.

To install carbon monoxide alarms, including plug in type units? – No. 110 Volt hardwired alarms - Yes Security Systems? – No; however, these are to be registered with the police bureau.

Electrical – all yes. Exception, changing out fixtures on existing circuits does not require a permit. Changing out receptacles/GFCI’s on existing circuits does not require a permit. Cleaning up electrical wiring deemed to be hazardous requires a permit and inspections. Installation of low voltage lighting with transformer requires a permit and inspection.

Replacing an electric panel or installing a sub-panel on an existing system? Yes

Replacing furnace or A/C units? – Yes – Chimney liner required for furnace/boiler/hot water heater replacements when chimney venting is used.

Repairing existing furnace or A/C units? - no – Housing may require a contractor certification form to be completed and submitted if they responded to a complaint.

Replacing a hot water heater?– Yes (Mechanical Permit). If domestic water lines are relocated or extended for a new water heater location, a licensed plumber must install. (Plumbing Permit).

To finish a basement or room within a basement? Yes. Egress requirements apply.

To install a ramp or lift for accessibility? – Yes. One and two family dwelling applications do not require a design professional seal or Labor & Industry approval; however, they must meet code requirements for ramp slope. For multi-family (three or more units) and other commercial properties, sealed architectural plans are required and Labor & Industry approval is required for lifts and elevators.