

## **Do I Need a permit?**

Changing exterior wall covering such as siding, stucco, adhered masonry or other materials? – YES. Any proposed material change on the exterior of a building within the Historic or Heritage Conservation Districts requires review by those respective Boards before a permit can be issued.

Brick re-pointing? Within the Historic District yes. Only lime mortar is permitted without the addition of any Portland cement. A small sample area must be repointed and a building code official must review this on-site with the contractor and approve it before proceeding. – Mortar joints must be wetted during the grinding process or a grinder vacuum system must be utilized.

Sandblasting? – Sandblasting and hydro-silica blasting of brick or stone is prohibited in the City unless approved by the Building Code Official.

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

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

For a fence? All fences within the Historic District – Yes. All other districts, up to 6 feet no building permit is required; however, zoning regulations may apply.

For a deck? Yes, if the walking surface is more than 30 inches above finished grade. For all decks, including those lower than 30 inches above finished grade, zoning and stormwater approvals are required. Historic District regulations may apply depending on the location on the property.

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 stormwater approvals. For areas, less than 1,200 SF, zoning and stormwater approvals may be required.

For the construction of a patio? A building permit is not required; however, zoning and stormwater approvals are required. Historic District approval may be required depending on the location on the property.

For a retaining wall? Yes, if the wall is to be over four feet in height above finished grade. Plans sealed by a professional engineer are required for any wall over four feet; zoning and stormwater regulations apply to all retaining walls. Retaining walls over four feet above grade in Historic and Heritage Conservation Districts are subject to Board approval depending on their location on the property.

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

For exterior work on any building within the Historic District? - Yes, including the addition, installation or replacement of items such as window boxes, sheds, and fences visible from a public street, or any repairs that would change the appearance of a feature. Exception – painting.

To construct a garage or carport or to close an existing one in? Yes. Zoning and storm water approvals are required. Historic and Heritage Conservation District regulations may apply.

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

To enclose an existing porch? – Yes Zoning approval will be required.

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 stormwater approvals are required. Historic regulations apply to all of these structures regardless of size.

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/ pergolas for one and two family dwelling units? – No permit required. Historic District regulations apply. Zoning and stormwater regulations may apply.

Arbors/ pergolas for commercial properties, including residential – more than two units? – Yes, a building permit is required. Zoning and stormwater regulations may apply.

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 where the fair market value (labor & materials) of the work exceeds \$300.00.

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 Historic District requires Historic Preservation Specialist review prior to work being done.*

Replacement of Gutters and downspouts? – Yes, within the Historic District.

Window replacements? – Yes. Submit a copy of the manufacturers specification sheet showing the U-Value. 0.35 or less is required. Within the Historic District, HARB approval is required.

Exterior door replacements? – Yes.

Storm doors? – No. However, Historical staff approval must be obtained within the Historic District.

Storm window installations – No. However, within the Historic District, Historical staff approval is required.

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

Repairs to any subfloor? – Yes.

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 dwelling 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 interconnected alarms and low voltage alarm systems. Battery operated alarms – NO.

To install a single hard-wired smoke alarm or carbon dioxide alarm? No, as long as the fair market value (labor & materials) do not exceed \$300.00.

To install battery operated smoke alarms? No. City code requires 10-year sealed lithium battery alarms, unless hardwired smoke alarms are installed.

To install carbon monoxide alarms, including plug in type units? No.

Security Systems? – No; however, these are to be registered with the Treasury Bureau.

Electrical – all yes. Cleaning up electrical wiring deemed to be hazardous requires a permit and inspections. Installation of low voltage lighting with transformers requires a permit and inspections. 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.

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

Replacing furnace, hot water heaters or A/C units? – Yes – Chimney liner is required for furnace/boiler/hot water heater replacements when brick masonry unlined chimney (atmospheric) 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 and turning radius. 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.