



Building Permits & Inspection Division

General Information: (916) 875-5296
www.building.saccounty.net

Full Service Center 827 7th Street, Room 102 Sacramento, CA 95814 M-F 8:30am - 4:30pm	East Area Service Center 5229 Hazel Avenue, Suite B Fair Oaks, CA 95628 M-Tu. 9:00am - 4:00pm
Bradshaw Center 9700 Goethe Road, Suite A Sacramento, CA 95827 M-F 8:30am - 4:30pm	North Area Service Center 3331 Peacekeeper Wy., Suite 100 McClellan, CA 95652 W-Th. 9:00am - 4:00pm

Does My Commercial Building Project Require a Permit?

Document Description: This form was created to assist the general public and licensed professionals to answer the important question, “When is a permit required for a commercial project?”

Note: Commercial projects that may require a permit also include Apartments, Hotels, Motels, Dormitories, some Care Homes and other occupancies.

Title 24 of the California Code of Regulations: 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 to the building official and obtain the required permit.

If your project is not listed below please call Building Inspection to be sure your project does not require a permit prior to starting any work.

PROJECT TYPE	PERMIT TYPICALLY REQUIRED?	PERMIT CASE TYPE
ACCESSIBILITY UPGRADES	YES	CBAC
ADDITION TO COMMERCIAL BUILDING , ROWHOUSE OR CONDO	YES	CBNC
ALTERATION / REMODEL TO A COMMERCIAL BUILDING OR A SPECIFIC TENNANT SPACE	YES	CBAC
AIR CONDITIONER & HEATING	YES	MISC
APPLIANCE REPLACEMENT Plug in equipment only. (unless hardwired appliances or new plumbing or electric wiring)	NO	
ATTIC FAN / WHOLE HOUSE FAN (electric)	YES	MISC
CANOPY (either attached or detached)	YES	CBNC
CARPORT (either attached or detached)	YES	CBNC
CHANGE IN USE TO A BUILDING	YES	CBAC
CELLULAR TOWERS	YES	CBNC
CERTIFICATE OF OCCUPANY (for new tenant space)	YES	CBAC
DECK under 30 inches above grade and/or not used for existing egress	NO	
DECK over 30 inches above grade and/or a required egress. New, repair or replacement	YES	CBNC CBRC
DRIVEWAY / PATIO (concrete) not over 30 inches above grade	NO	
ELECTRIC NEW CIRCUIT	YES	MISC
ELECTRICAL- Turn on power to tenant space. (NO WORK, NO CHANGE OF USE, (requires copy of business lic.)	YES	MISC
ELECTRICAL – Turn on power in vacant space. (for owner of building only)	YES	MISC
ELECTRIC GATE (less than six feet in height)	YES	MISC
ELECTRIC GATE over six feet in height	YES	CBNC
ELECTRIC – NEW receptacle or circuit for a PORTABLE SPA OR POOL	YES	MISC
ELECTRIC PANEL (either service or sub-panel)	YES	MISC
ELECTRIC REPAIR - maintenance purpose (like for like)	No/May*	
ELECTRIC REPAIR - improvement (I.e. from fixture to new paddle fan)	Yes	MISC
ELECTRIC TO GAS CONVERSIONS	YES	MISC
FENCE less than seven feet as measured from either side	NO	
FENCE over seven feet as measured from either side	YES	CBNC
FIREPLACES either direct vent or wood burning on exterior of building	YES	CBNC
FIREPLACE insert (into existing fireplace)	YES	MISC
FIREPLACE (interior with framing – no foundation or increase in area	YES	CBAC
FIREPLACE --exterior greater than 6 feet in height	YES	CBNC
FIRE PIT landscape – no gas line	NO	
FIRE PIT with gas line	YES	MISC

FLOORING including vinyl, carpet, hardwood, tile	NO	
FOUNTAINS -- PORTABLE without piped water ;using existing GFCI plug	NO	
FOUNTAINS -- PERMANENT with either piped water or electric pump	YES	CBNC
FURNACE either new or replacement	YES	MISC
FOLD-DOWN LADDER in garage ceiling for attic access	YES	CBAC
GARAGE – new either attached or detached	YES	CBNC
GAS LINE (new or replacement)	YES	MISC
HEATING or AIR CONDITIONING REPLACEMENT	YES	MISC
COMMERCIAL BUILDING REMODELING	YES	CBAC
IRRIGATION / SPRINKLERS w/ required backflow prevention	YES	MISC
KITCHEN – BATH REMODEL / ALTERATION	YES	CBAC
LANDSCAPING / DRAINAGE	NO	
OCCUPANCY CHANGE	YES	CBAC
OUTDOOR KITCHEN	YES	CBNC
OUTDOOR BARBEQUES (permanently installed with gas or elect.	YES	CBNC
OUTDOOR FIREPLACES (fixed construction / installation	YES	CBNC
PAINTING	NO	
PARTIONS ONLY (under 5' 9" in height and without being part of any other alterations to the commercial space.)	NO	
PARTIONS OVER 5' 9" IN HEIGHT	YES	CBAC
PATIO OR PORCH COVER (attached / detached)	YES	CBNC
POND (not for human immersion) / with electrical, plumbing or mechanical	NO/YES	MISC
PORTABLE CARPORT	YES	CBNC
PORTABLE CARCOVER- cloth, no frame	NO	
RE-PITCH - changing the pitch of an existing roof structure	YES	CBAC
RE-ROOF more than 400 SQ. FT. or 10% of structure – whichever is less	YES	RERC
Roof Repair less than 400 SQ. FT. or 10% of area – whichever is less	NO	
RETAINING WALLS – wood > 24" earth; masonry > 36" earth or with surcharge	YES	CBNC
SEWER LINES – new, replacement or repair more than 10 feet in length	YES	MISC
SHOWER REPLACEMENT	YES	CBAC
SIDING	YES	CBRC
SIGNS – Electric - wall, pole or monument	YES	SGNC
SIGNS – Non-Electric - wall, pole or monument	YES	SGNC
SOLAR PANELS ground mount	YES	CBNC
SOLAR PANELS on top of building	YES	CBAC
SPA (portable - above ground) - electric permit only	YES	MISC
SPA installed in ground either gunite, vinyl or fiberglass	YES	SPCC
STORAGE CONTAINERS (shipping type containers)	YES	CBNC
STOVE HOODS – new or replacement	YES	CBAC
STUCCO	YES	CBRC
SWAMP (evaporative) COOLERS	YES	MISC
SWIMMING POOL / SPA – in ground	YES	SPCC
SWIMMING POOL – above ground & more than 5000 gallons	YES	SPCC
TERMITE / DRY-ROT REPAIR	YES/NO	CBRC
TOILET (water closet) replacement only	No	
WATER HEATER	YES	MISC
WATER LINES – new or replacement, repair	YES	MISC
WATER SOFTENER	YES	MISC
WHOLE HOUSE FAN	YES	MISC
WINDOW REPLACEMENT – like for like – size & operation. Retro fit or nail fin type	YES	CBAC
WINDOW REPLACEMENT – larger, smaller or different operation	YES	CBAC

PERMIT TYPES: **CBNC** = New structure, addition, project with footing or foundation; **CBAC** = Alteration not repair or addition; **CBRC** = reconstruction or renewal for maintenance; **MISCELLANEOUS:** **MISC** = Electrical, Mechanical and/or Plumbing; **RERC** = Re-roof; **SPCC** = Pool/Spa

***May** require a miscellaneous permit – discuss with counter personnel or field building inspector