



Effective 5-1-2016

Updated 10-15-2019

Permit exemption policy for minor maintenance and repair.

Municipal Code section 26-302(a)(12)-

Minor maintenance and repair work that is deemed by the building official not to affect structural strength, safety, fire resistance, or sanitation, provided that no such work shall be performed in a manner contrary to any provisions of the building code or any other laws.

The following work shall be considered minor maintenance and repair that is exempt from permit under municipal code section 26-302(a)(12).

- Reroofing that does not involve alteration of roof sheathing, decking or framing members.
- Residing of walls that are not required to be fire rated from the exterior side, and does not involve alteration of wall sheathing or framing members.
- Window replacement that meets all of the following criteria:
 - Window rough opening size does not change.
 - Finished egress window opening size is not reduced.
 - Window is not required as part of a smoke control system.
 - Window is not required to be protected due to fire separation distance.
 - Window is not required to be safety glazing.
- Tuckpointing/mortar repair.
- Replacing decking boards on open wood decks.
- Replacing doors/frames with doors of same fire rating, swing and size.
- Installation of foundation repair systems that do not alter the structure, but only stabilize bowing foundation walls by means of any combination of ground anchors, wall plates, or wall braces.
 - Helical and push pier foundation repairs **require** a building permit
- Sheetrock and plaster repair.

Examples of sheetrock/plaster repair that is exempt from permit:

 - Patching holes in wall finishes.
 - Replacing a 64 square foot area of damaged drywall

Examples of repair that **does** require a permit:

 - Removing and replacing finishes on an entire wall or ceiling in a room.
 - Complete removal of interior finishes.

Items exempt from permit are still required to meet current code requirements. Contact Permit and Development Center Staff with questions.