



Building Permit Requirements

A Guide to Help Determine if a Building Permit is Required



Many homeowners are not aware when a permit is required. As a general rule, any construction work that is regulated by adopted building codes and fire and public safety regulations requires a building permit before work can begin.

The list below does not cover all activities. It is advisable to contact the Building Division at 970-498-7700 before starting your work if you are uncertain if a permit is required.

Building Permit <u>Required</u>	Building Permit <u>Not Required</u>
<p>To erect a new building or structure including homes, cabins, garages, agricultural buildings, swimming pools, and manufactured/modular/mobile homes</p> <p>To demolish, repair, alter, add onto, move, or change the occupancy of an existing building or structure</p> <p>Renovations (garage conversions, basement finishes, kitchen expansions, room alterations, etc.)</p> <p>Commercial decks, residential decks that serve a required exit door or are more than 30" above grade</p> <p>Fences greater than 7 feet high</p> <p>Fireplace/woodstove installations</p> <p>Propane tank and gas line installations and/or repairs</p> <p>Air Conditioners/Heat Systems (addition or replacement)</p> <p>Most electrical and plumbing work</p> <p>Water heaters (New & Non-Like for Like)</p> <p>Any repair which will change or affect the structural nature of a building or structure</p> <p>Signs and signage (temporary or permanent)</p> <p>Roof repairs over 100 square feet and re-roofing</p> <p>Replacement of structural siding</p> <p>Retaining walls 4 feet or higher</p> <p>Solar Panel systems installed on roofs, walls, or ground</p> <p>Commercial floor plan alterations and changes to use or occupancy</p> <p>Fire alarms and fire sprinkler systems (obtain permit from local fire district or State Fire Marshal)</p>	<p>Residential decks not more than 30" above grade at any point and that do not serve a required exit door</p> <p>Fences 7 feet high or less</p> <p>Painting, cabinet work, decorating, tiling, counter tops, laying carpet, or other similar finish work</p> <p>Repairs/maintenance using similar or same materials which do not affect any mechanical work</p> <p>Accessory structures (<i>storage shed, etc.</i>) not greater than 200 square feet in floor area, provided a hazard is not created</p> <p>Roof repairs not exceeding 100 sq. ft. per building</p> <p>Replacement of windows that are the same size or smaller than existing windows</p> <p>Drywall and/or insulation installation and replacement</p> <p>Concrete flatwork such as driveways or sidewalks</p> <p>Replacement of non-structural siding</p> <p>Pergolas, arbors or trellises whose roof area is at least 67% open.</p> <p>Playground equipment and swings, including one elevated playhouse per lot not exceeding 64 square feet in floor area nor over 8 feet high from floor to highest point</p> <p>Shade cloth and maximum 6-mil, single layer poly-roofed structures used for agricultural and nursery purposes with no general public access and no utilities</p> <p>Agricultural windmills used for the purpose of water generation, decorative windmills, or private windmill generation 12 feet or less in height</p>
<p>Revised 03/04/2022</p>	<p><i>Building and Land Use Code requirements, including but not limited to lot coverage, setbacks, and floodplain regulations, apply to structures exempt from building permits.</i></p>