
HOW LONG WILL IT TAKE TO PROCESS MY BUILDING PERMIT?

For “non-conditioned” space (i.e., garage, swimming pool, outbuildings, etc.), the County’s goal is to plan check the project within 5 working days. For “conditioned” space (i.e., addition to single family dwelling, dwellings, commercial or industrial), the project will normally be plan checked in 2 to 3 weeks from the date the application was submitted. It should be noted that these time frames are for the initial plan check and may not represent how long it will take to obtain the permit.

I NEED TO CLOSE ESCROW, BUILD BEFORE IT RAINS, ETC. CAN I BE MOVED TO THE FRONT OF THE PLAN CHECK LINE?

The County plan check structure is based on the order the application was received- first come, first served. Provisions may be made for “foundation only” permits for commercial projects.

I DON’T HAVE ANY CHILDREN IN PUBLIC SCHOOLS, SO WHY DO I HAVE TO PAY SCHOOL IMPACT FEES?

School impact fees are established by the local school district and are assessed on new residential and commercial construction of 500 square feet or more, regardless of whether or not there are school age children in the household. School fees for residential construction apply only to living space; garages and workshops are exempt.

WHERE CAN I GET A COPY OF THE CODE BOOKS?

Copies of the California Codes are available for review at the County. Copies can be purchased from the International Code Council at 5360 S. Workman Mill Road, Whittier, California, 90601, www.ICCSAFE.org or by telephone at 1-888-422-7233.

WHAT IS CLASS K?

Class K is a relaxed construction standard available to owner-built rural dwellings and appurtenant structures intended “... to allow and facilitate the use of alternatives to the specifications prescribed by the Uniform technical code to the extent that a reasonable degree of health and safety is provided...” To qualify, the property must be **zoned** for a one acre or larger minimum lot size and the structure cannot exceed 2 ½ stories. The fee to process the permit is the same for a Class K or Uniform Building Code structure. (Note: Class K does not apply to commercial or industrial structures.)

DOES THE COUNTY HAVE A GRADING ORDINANCE? DO I NEED TO OBTAIN A PERMIT TO GRADE MY PROPERTY?

No. The County does not have a Grading Ordinance. Yes, a grading permit or an exemption from a permit must be obtained. Grading within the coastal zone may be subject to a Coastal Development Permit.

WHY DO I NEED TO PREPARE A PLOT PLAN WITH MY BUILDING PERMIT APPLICATION?

Most applications require that a plot plan be submitted. The information assists the County in determining setbacks, distance to other structures, septic tank and leach field location and other information necessary to evaluate the application for consistency with County Codes. The Plot Plan, or Site Plan, also provides a record of improvements for future owners/buyers/sellers.

DO I NEED A PERMIT FOR REROOFING?

Yes.

FREQUENTLY ASKED QUESTIONS REGARDING BUILDING PERMITS



COUNTY OF MENDOCINO DEPARTMENT OF PLANNING AND BUILDING SERVICES

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<http://www.co.mendocino.ca.us/planning>

BUILDING INSPECTION FREQUENTLY ASKED QUESTIONS

WHAT TYPES OF PROJECTS TYPICALLY DO NOT REQUIRE A BUILDING PERMIT?

Building:

1. One-story detached *accessory structures* used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 120 square feet (11.15 m²).
2. Fences not over 6 feet (1829 mm) high.
3. Retaining walls that are not over 4 feet (1219 mm) in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge.
4. Water tanks supported directly upon *grade* if the capacity does not exceed 5,000 gallons (18927L) and the ratio of height to diameter or width does not exceed 2 to 1.
5. Sidewalks and driveways.
6. Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.
7. Prefabricated swimming pools that are less than 24 inches (610 mm) deep.
8. Swings and other playground equipment associated with single family dwellings.
9. Window awnings supported by an exterior wall which do not project more than 54 inches (1372 mm) from the exterior wall and do not require additional support.
10. Decks not exceeding 200 square feet (18.58 m²) in area, that are not more than 30 inches (762 mm) above *grade* at any point, are not attached to a *dwelling* and do not serve the exit door required by Section R311.4.

Electrical:

1. *Listed* cord-and-plug connected temporary decorative lighting.
2. Reinstallation of attachment plug receptacles but not the outlets thereof.
3. Replacement of branch circuit over-current

devices of the required capacity in the same location.

4. Electrical wiring, devices, *appliances*, apparatus or *equipment* operating at less than 25 volts and not capable of supplying more than 50 watts of energy.
5. Minor repair work, including the replacement of lamps or the connection of *approved* portable electrical *equipment* to *approved* permanently installed receptacles.

Gas:

1. Portable heating, cooking or clothes drying *appliances*.
2. Replacement of any minor part that does not alter approval of *equipment* or make such *equipment* unsafe.
3. Portable-fuel-cell *appliances* that are not connected to a fixed piping system and are not interconnected to a power grid.

Mechanical:

1. Portable heating *appliances*.
2. Portable ventilation *appliances*.
3. Portable cooling units.
4. Steam, hot- or chilled-water piping within any heating or cooling *equipment* regulated by this code.
5. Replacement of any minor part that does not alter approval of *equipment* or make such *equipment* unsafe.
6. Portable evaporative coolers.
7. Portable-fuel-cell *appliances* that are not connected to a fixed piping system and are not interconnected to a power grid.
8. Self-contained refrigeration systems containing 10 pounds (4.54 kg) or less of refrigerant or that are actuated by motors of 1 horsepower (746 W) or less.

The stopping of leaks in drains, water, soil, waste or vent pipe; provided, however, that if any concealed trap, drainpipe, water, soil, waste or vent pipe becomes defective and it becomes necessary to remove and replace the same with new material; such work shall be considered as new work and a *permit* shall be obtained and inspection made as provided in this code.

The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures, and the removal and reinstallation of water closets, provided such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures.

DO MY PLANS HAVE TO BE DRAWN BY AN ARCHITECT OR ENGINEER?

In general, state law requires that plans for commercial or industrial projects be drawn by a licensed engineer or architect. Other structures of a complex design or those not conforming to the California Building Code definition of conventional construction may also require plans by a licensed engineer or architect.

WHAT INFORMATION MUST I SUBMIT WITH ANY BUILDING PERMIT APPLICATION?

1. Three sets of plans, plus one reduced set of plan that are 11" x 17"
2. Three copies of the plot plan
3. Two copies of engineering calculations (if applicable).
4. Two copies of California Energy Compliance (for conditioned space).
5. One copy of CalFire 4290 Preliminary Clearance (if located in a State Responsibility Area).

WHY DO I NEED ENERGY CALCULATIONS AND WHERE DO I GET THOSE DONE?

Any conditioned space requires energy calculations. We cannot recommend anyone in particular, but you may wish to check the yellow pages of the telephone book under "architects" for assistance.