

BUILDING PERMITS

WHY AND HOW?

WE, IN THE BUILDING DEPARTMENT IN THE CITY OF CALIFORNIA CITY, HAVE TRIED TO MAKE THIS INFORMATION EASY TO READ AND UNDERSTAND. IT IS NOT INTENDED TO ANSWER ALL OF YOUR QUESTIONS, BUT TO PROVIDE BASIC INFORMATION TO YOU CONCERNING THE BUILDING PERMIT PROCESS.

What is a Building Permit?

A building permit is a license granting legal permission to start construction of a building project. Permits allow the enforcement of the codes adopted as law by the City of California City. No matter what the specific project may be, the enforcement of codes is carried out to protect the public health, safety and welfare of the community. The official enforcing the code is acting to insure safe construction.

Code officials and inspectors use building permits as a vital step in their enforcement of codes. You have an investment in the home or business you are about to build or remodel. When that home or business building does not comply with the codes, your investment is reduced, and you could be left with an unsafe structure. Applying for a building permit notifies the Code Official that you are constructing or remodeling a building so they can ensure code compliance. They provide the means for Code Officials to protect us by reducing the potential hazards of unsafe or poor construction and therefore ensuring the public health, safety and welfare of the community.

The building permit process helps us understand what our local laws and ordinances are. Before any construction or remodeling work begins, application for a permit should be made. Building permits provide the means for Code Officials to inspect construction to ensure that minimum standards are met and proper materials are used.

The Permit Process.

Visit or call your Building Department. You will be asked what you are planning to do and where you are planning to do it. They will then explain the requirements (codes or ordinances) that apply to your project. This initial contact will provide the resources and information you will need to make your project a success and avoid potential problems that could cost you time and money.

The first step in the Building Permit process involves the Building Official receiving your plans for plan check, and being provided information regarding who will perform the work, and what work will be done. A computation will be done to figure the permit fees for your project and you will be required to pay the plan check portion of those fees. The Code Official determines in this step if your project is in compliance with the construction codes, zoning codes for the City and with other municipal or state ordinances. If compliance with the codes and ordinances applicable to your project is determined, the application is approved. You will then be notified to come in and pay the balance of the fees and your permit will be issued. If compliance is not determined, a list of the changes or information needed will be given to you to provide. Once those are taken care of the permit can be issued and work may proceed.

Plans

It is not necessary to have an architect draw your house plans; you may draw them yourself or have someone else draw them for you. We need two complete sets of plans which will include:

1. A Property Plat showing property corner locations submitted by a Licensed Land Surveyor or a Qualified Registered Civil Engineer.
2. A plot plan showing the lot and a footprint of where the property lines are and where the structure will be on the property with the distances from all the property lines. It is also necessary to see on the plans how water will drain away from the house and off of the property. If the lot slopes very little or not at all you may need to provide a grading plan showing what you intend to do to get the water away from the house and onto the street.
3. A foundation plan showing how the building will be supported, location of the steel reinforcements and anchor bolts, and any other required structural reinforcements.
4. A floor plan showing the dimensions and uses of all the rooms, plumbing fixture locations, door and window sizes and locations, and often also the electrical plan showing light, smoke detector and switch locations. Also a reduced 8 ½ x 11 floor plan for the County Records office.
5. Structural details of the walls with insulation values, interior and exterior wall coverings, and structural details of the roof with roofing type. If trusses are used we will need a copy of the engineered truss calculations.
6. Exterior elevations showing what the building will look like from the outside.
7. Heat Loss Calculations these are required by State Building Codes.
8. The City requires all new homes that are not built within Mobile Home Parks to be a minimum of 1200 square feet of living area with a two car garage.

Building Permit Received.

The building permit is the document granting legal permission to start construction. You must proceed as approved in the plan check process. The balance of all necessary fees will be collected at this time. The permit fee gives you access to the Code Officials knowledge and experience when and if you have any questions about your construction project. Inspections required for your project will be indicated on the permit card that is issued at the time the permit is approved. This card must be on the jobsite with a copy of the approved plans when an inspection occurs. If there are to be any changes they must be brought to the attention of the Code Official immediately, before any work is done. Changes will require a review and approval in the same manner as the original application.

WE WANT TO HELP ANY WAY WE CAN FOR YOUR PROJECT TO PROCEED QUICKLY, SMOOTHLY AND SAFELY.

Thank you,

California City Building Department.