



RESIDENTIAL PERMITS REQUIREMENTS

Please note that this list is not all inclusive and subject to change. Additionally, properties within the Historic District may need prior approval for exterior work regardless of not requiring a permit, which include activities such as painting, and certain landscaping. See the City's Historic Preservation Design Guidelines, specifically pages 48-49 for a list of improvement activities. Also, properties which abut Shoreland are advised to contact the department for ANY exterior work on the property, including landscaping. List updated as of 6/8/22.

Building/Zoning Projects	
Permit Needed	Permit Not Needed
<ul style="list-style-type: none"> New one- or two-family construction Additions Replacement of roof, soffit, and fascia New or replacement of deck New or replacement of siding/exterior covering Altering of any structural member including but not limited to: Headers, studs, posts, columns, beams, trusses, rafters, etc. Accessory or storage structures (detached garages, sheds, carports, gazebos, pavilions, pergolas, etc.) Add or replace windows and/or doors on main residence or garages, same sized or different sized openings Stair/step alterations/replacement/installation Temporary structures used semi-permanently (carports - canopy/metal/tarp, etc.) Driveway expansion, installation, or reconstruction Fencing, or retaining walls 2 feet or higher Patios, landscaping, or retaining walls over 2 feet in height Signs, permanent and temporary Razing structures, main or accessory Cabinets and countertops when there is a layout change Tourist Rooming Houses (short-term rentals such as AirBnB's) Accessory Dwelling Units Parklets 	<ul style="list-style-type: none"> Flooring only not including subfloor Cabinets and countertop where the replacement is like-for-like in size and placement Wrapping of windows Gutter installation or replacement Board replacement on decks Painting Patching or seal coating existing driveway footprint Patios and landscaping retaining walls under 2 feet in height Pools under 150 square feet (may have separate screening requirements regardless of size. Contact office to discuss) Accessory or storage structures under 25 square feet. Must still meet zoning requirements. Garden fencing (temporary only, such as mesh, etc.) Landscaping including the planting or removal of vegetation Removal of trees, unless the tree is in the public right-of-way, then contact City Forester
Electrical Projects	
Permit Needed	Permit Not Needed
<ul style="list-style-type: none"> All new construction Service upgrade, relocation, alterations Temporary electrical service (if not part of a new build) Generator backup or renewable energy systems (ex. solar panels) Changing the ground/bonding of the electrical service in anyway including switching from metal to plastic water service piping Electrical panel conversion from fuses to circuit breakers Adding new circuits, outlets, switches, lights, electrical equipment, etc. Extending circuits (make wire longer to refeed existing circuits, outlets, switches, lights, etc.) New or alteration of fire alarm system Replacement of knob and tube wiring Alterations, replacements, or repairs to mast 	<ul style="list-style-type: none"> Changing lamps Change outlet or switch with same type of device (i.e. 2 prong outlet with a new 2 prong outlet) Change light fixture with the same type of light fixture, one for one Low voltage wiring: Data cable, telephone wiring, CATV or similar wiring
HVAC (Heating, Venting and Air Conditioning) Projects	
Permit Needed	Permit Not Needed
<ul style="list-style-type: none"> All new construction and ductwork Replacement Furnace/Boiler/Heating Equipment Installation Extension or alterations of existing ductwork Replacement of chimney or venting systems New gas piping 	<ul style="list-style-type: none"> Changing diverter registers/grilles Changing filter on equipment
Plumbing Projects	
Permit Needed	Permit Not Needed
<ul style="list-style-type: none"> All new construction and plumbing work Water heater replacement Shower/tub replacement Water softener install/replacement Lawn irrigation install/replacement Water or drain piping replacement, installation, extension Cross connection control/backflow preventer, new install or replacement Sewer/water lateral replacement Yard hydrant install or replacement Shut-off/control valve replacement 	<ul style="list-style-type: none"> Residential-like for like fixture replacement if the fixture has shutoff valves already in place (cannot change or add shutoff valves). Excludes tubs and showers. Faucets or spigot replacement