



PERMIT EXEMPTIONS
CITY OF HIGHLAND BUILDING DIVISION
27215 BASELINE, HIGHLAND, CA 92346
(909) 864-8732

BULLETIN

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This Bulletin describes the regulation covering construction work that is exempt from building; electrical, plumbing mechanical or combination permits within the City of Highland.

I. WHEN IS A PERMIT REQUIRED?

In the City of Highland, if proposed construction is not listed as exempt in the 2007 California Building Code, it will require a permit.

II. BUILDING PERMIT EXEMPTIONS

This section also applies to combination permits (combination building, electrical, plumbing and mechanical permits issued for single family residences and duplexes).

Note 1: Even though construction work may not require a building permit, an electrical, plumbing, or mechanical permit may be required. Consult Sections III, IV or V to determine exemptions for these permits.

Note 2: Even though construction work may not require a building permit, it is not exempt from Municipal Code or other public agency requirements, such a zoning regulation.

A building permit will not be required for the following:

A. Small accessory Buildings

One story detached accessory buildings used as tool and storage sheds, playhouses and similar uses are exempt, provided the floor area does not exceed 120 square feet.

B. Walls and Fences

Wood, chain link, or vinyl fences not over six feet high from grade on either side of the fence are exempt. Height requirements may exist for your property. Contact the Planning Department for height restrictions.

Retaining or block walls less than 3 feet in height measured from the top of the footing to the top of the wall may be exempt. (Walls supporting a surcharge are not exempt).

C. Pool, Spas and water tanks

Water tanks are exempt when not exceeding 500 gallons in capacity, supported directly upon grade, and height to diameter ratio is less than or equal to two to one.

Pre-fabricated swimming pools and spas accessory to single-family residences, duplexes or lodging houses are exempt when entirely above grade and not exceeding 5000 gallons capacity. However, a fence and gate permit/ inspection must be obtained. Plumbing and electrical permits may be required.

D. Paving, Decks and Platforms.

Platforms, walks and driveways not more than 30 inches above grade and not over any basement or story below are exempt. Outside paving is exempt. Note: Any work in the public right of way may require an encroachment permit or public improvement permit. To determine where the public right of way ends and private property begins along a street or alley, or to obtain Public Works permits visit the Engineering Division or call (909) 864-8732 Ext.240.

E. Temporary Structure

Temporary motion picture, television and theater stage sets and scenery are exempt. Note: All other temporary structures require building permits regardless of the planned length of use.

F. Miscellaneous

Oil Derricks;

Window awning supported by an exterior wall of Group R, Division 3, and Group U Occupancies when projecting not more than 54 inches, Note: Approval from the Planning Department is required.

G. Interior Remodeling

The following types of interior work are exempt from a building permit. If the work is being done in a commercial building and a change of use is planned, a building permit may still be necessary.

1. Non-fixed and movable cases, counters and partitions not over 69-inches in height.
2. Painting, papering and similar finish or decorative work.
3. Installation of floor coverings.
4. Cabinetwork.

H. Hospital and public school building

Hospital and public school building under the jurisdiction of the State of California are exempt from City of Highland building permits.

III. ELECTRICAL PERMIT EXEMPTIONS

Unless specifically listed in these exemptions, all electrical work in the City of Highland requires a permits.

No permit will be required for minor work such as replacing fuses, replacing or repairing switches, circuit breakers, lamp holders, ballasts or receptacles. Note: The replacement must be the same size and general type as the original equipment and the work must be done in accordance with the California Electric Code.

No permit will be required for the replacement of lamps or the connection of portable appliances to suitable receptacles previously permanently installed.

IV. PLUMBING PERMIT EXEMPTIONS

Unless specifically listed in these exemptions, all plumbing work in the City of Highland requires a permit.

No permit will be required for the stopping of leaks in drains, soil, waste, or vent pipe. Note: If it is necessary to replace any part of the pipe with new materials, a permit will be required.

No permit will be required for the clearing of stoppages, or the repair of leaks in soil, waste, or vent pipes, valves, fixtures, or the replacement of exposed traps in existing plumbing systems serving lavatories, sinks, laundry trays, and /or similar fixtures.

No permit will be required for the replacement of existing residential plumbing fixtures where no change in the plumbing configuration is required. Permits are required for the replacement of water heaters

V. HEATING, VENTILATION, AIR CONDITIONS AND REFRIGERATION PERMIT EXEMPTIONS

Unless specifically listed in these exemptions, all heating, ventilation, air conditioning and refrigeration work in the City of Highland requires a permit.

No permit will be required for the repair of heating, ventilation, air conditioning, or refrigeration equipment. Note; If the repair requires removal of equipment from its installed position, or the replacement of faulty controls, valves, driers, or filters, a permit is required, Also you should contact the California Energy Commission for their requirements