

Plan Standards for Building Permit Submittals

In order to obtain a building permit from The City of Sacramento Community Development Department, the Planning Division and the Building Division require that all plans submitted for both residential and commercial development must be **DRAWN TO SCALE**. Preferred scales include 1:10, 1:20, 1/4":1' or 1/8":1'.

Some typical projects requiring plan submittals and review prior to issuance of a building permit are:

- New homes and buildings
- Retaining walls*
- Room additions
- Fences*
- Patio enclosures and carports
- Decks and patio covers**
- Skylights
- Garage conversions
- Swimming pools and spas
- Sheds*

* Except as noted below

Common items that a building permit is not required for (per 2016 CRC R105.2) include:

- 1 story detached accessory buildings used as tool and storage sheds, playhouses, etc., provided the floor area does not exceed 120 sq. ft. (and has no electrical).
- Fences not over seven feet high** (except masonry).
- Retaining walls not over four feet in height measured from the bottom of the footing to the top of the wall, (unless supporting a surcharge**).
- Commercial sidewalks and driveways not more than 30" above the adjacent grade, and not over any basement or story below and are not part of an accessible route.
- Residential sidewalks and driveways.
- Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.
- Residential pre-fabricated swimming pools that are less than 24 inches deep, do not exceed 5,000 gallons and are installed entirely above ground.
- Swings and other playground equipment accessory to detached one and two family dwellings.
- Window awnings supported by an exterior wall that do not project more than 54 inches from the exterior wall and do not require additional support.
- Non-fixed and movable fixtures, cases, racks, counters and partitions not over 5'9" in height.
- Residential decks not exceeding 200 square feet in area, that are not more than 30 inches above grade at any point, are not attached to a dwelling and do not serve the exit door required by Section R311.4 of the Residential Code.

**Recommendation: Although your project may not require a building permit, it's recommended you obtain Planning Division approval before beginning any project as Zoning Code rules may apply and a plot plan to drawn to scale may be required.

The above is a general list only. For specific information above permit requirements for your project, please email ezpermit@cityofsacramento.org or visit the Permit Service Center at 300 Richards Blvd., Sacramento, 95811.