

Work Exempt from a Building Permit

Purpose

This handout describes the regulations on construction work that is allowed without obtaining a building permit. Unless a portion of the work proposed is not listed under the exemptions within the City of Dublin Municipal Code, a permit is always required to be obtained.

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Permits shall not be required for the following type of work (Dublin Municipal Code 7.28.290):

- **Fences:** Open wire fences not more than sixteen (16) feet in height and all other type fences not more than eight (8) feet in height;
- **Retaining walls:** not more than three (3) feet in height measured from the top of the footing to the top of the wall, unless supporting a surcharge or ground slope exceeding 1:20 or impounding Class I, II or IIIA liquids. See CBC Section 2304.12.5 for requirements for treatment of wood used for retaining wall;
- **One (1) story detached accessory buildings:** used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed one hundred twenty (120) square feet;
- **One (1) story buildings:** not more than four hundred (400) square feet in area used exclusively for housing animals, poultry, livestock and similar animals and the storage of necessary food, hay and grain for the animals housed therein;
- **Agricultural buildings:** as defined in CBC Section 202; on lots exceeding twenty (20) acres in area which are located in an A zoning district and where the principal use of the land is agriculture;
- **Lath houses and similar sun shade structures:** without a solid roof, which are not more than ten (10) feet in height and one thousand (1,000) square feet in area;
- **Awnings:** over doors and windows of a Group R-3 or Group U occupancy, supported by an exterior wall that not project more than fifty-four (54) inches from the exterior wall and do not require additional support;
- **Temporary construction offices:** including storage sheds used on a site where there is a valid building permit, grading permit or used in connection with a construction project where no building permit or grading permit is required; however, this provision shall not apply to such building remaining on the site thirty (30) days after the completion of construction;
- **Temporary contractor construction offices:** including storage sheds when stored in a contractor's equipment yard; provided, however, a permit shall be required if such offices or sheds are used for any purpose whatsoever;
- **Decks:** not exceeding two hundred (200) square feet (18.58 m²) in area not more than thirty (30) inches above grade at any point, are not attached to a dwelling and do not serve the exit door required by CRC Section R311.4;
- **Tree houses:** or other structures which are designed to be used by children for play;
- **Flag poles, radio or TV antennas and towers:** less than thirty-five (35) feet in height when not attached to a building and less than twenty (20) feet in height when attached to a building, except permits are required for dish-type antennas more than four (4) feet in diameter;
- **Swimming pools:** including bathing, wading pools and fish ponds not exceeding eighteen (18) inches in depth;
- **Prefabricated swimming pools:** including spas or hot tubs accessory to a Group R-3 occupancy not exceeding four (4) feet in depth if resting on the surface of the ground or a concrete slab on the ground;
- **Painting:** including papering, floor tile, carpeting and similar finish work;
- **Nonfixed and moveable cases:** including counters, racks and partitions not over five (5) feet nine (9) inches high;
- **Water tanks:** supported directly upon grade if the capacity does not exceed five thousand (5,000) gallons and the ratio of height to diameter or width does not exceed two to one (2:1);

- **Water storage tanks:** of any size if resting on the surface of the ground or on a concrete slab on the ground when used only for watering livestock or irrigation;
- **Swings:** and other playground equipment accessory to detached one (1) and two (2) family dwellings;
- **Sidewalks and driveways:** not more than thirty (30) inches above adjacent grade and not over a basement or story below and are not part of accessible route;
- **Replacements:** Of lamps or the connection of portable electrical appliances to suitable receptacles which have been permanently installed;
- **Nonelectrical signs:** less than eight (8) feet in height, nonelectrical signs which do not exceed three (3) pounds per square foot nor four (4) inches in thickness when fastened flat against the wall of any building; and provided further, that the sign does not extend above the top of the wall of the building;
- **Clearing stoppage:** or repairing leaks in pipes, valves, fittings or fixtures when such repairs do not involve the replacement or rearrangement of pipes, valves, fittings or fixtures;
- **Buildings and structures:** owned by a sanitary district used exclusively for storage, collection, conveying and treating sewage;
- **Demolition or exploration work:** that may be necessary to determine conditions in connection with a proposed addition or alteration to an existing building if an application for a permit is on file and prior approval for the demolition or exploration work is obtained from the Building Official;

- **Small or unimportant work:** when approved by the Building Official.

NOTE: Permits shall be required for electrical, plumbing and mechanical installations in any building or structure listed above and permits shall be required for all new construction and substantial improvements that are located within an area of special flood hazard in accordance with Chapter 7.24 of the DMC.

Exemption from the permit requirements of this chapter shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this chapter or any other law, ordinance, rule or regulation.

Any person may obtain inspection services for work exempt from the permit requirements of this chapter by applying for a permit for such work and paying the applicable fee.

For emergency repairs, where equipment replacements and repairs must be performed in an emergency situation, the permit application shall be submitted to the Building Official on the next working business day.