

Construction Permit Requirements and Exemptions

This guide provides information regarding when permits are required, when certain construction work may be exempt from permit requirements, and when permits are required for repair work.

Permit requirements are established pursuant to Pleasanton Municipal Code [§ 20.04.120](#).

Permits required:

Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be done, shall first make application to the Building and Safety Official and obtain the required permit.

Certain types of building, electrical, mechanical, and plumbing work may be exempt from permit requirements by the City of Pleasanton. Exempt work shall still comply with the applicable provisions of the Title 24 California Building Standards Code and City of Pleasanton Municipal Code requirements. A Planning or Zoning permit may still be required even when a building permit is not required. For additional information, contact the Planning Division at pod@cityofpleasantonca.gov.

Work Except from a Permit:

Exemption from the permit requirements of this or any other code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of these technical codes or any other laws or ordinances of the City of Pleasanton. Permits shall not be required for the following:

Building:

1. One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 120 square feet (11.15 m²).
2. Fences not over 7 feet (1829 mm) high.
3. Retaining walls which are not over 4 feet (1219 mm) in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge or impounding Class I, II or IIIA liquids.
4. Water tanks supported directly upon grade if the capacity does not exceed 5,000 gallons (18,925 L) and the ratio of height to diameter or width does not exceed 2:1.
5. Sidewalks and driveways are not more than 30 inches (762 mm) above adjacent grade and not over any basement or story below and are not part of an accessible route.
6. Painting, papering, carpeting, and similar finish work.

7. Temporary motion picture, television and theater stage sets and scenery.
8. Prefabricated swimming pools accessory to a Group R 3 Occupancy that are less than 24 inches (610 mm) deep, do not exceed 5,000 gallons (18 925 L) and are installed entirely above ground.
9. Shade cloth structures constructed for nursery or agricultural purposes, not including service systems.
10. Swings and other playground equipment are accessories to detached one- and two-family dwellings.
11. Window and door replacements/retrofits that do not alter the dimensions, opening style, wall framing or weather protection barrier of the existing window or door opening in a Group R-3 Occupancy.
12. Window awnings supported by an exterior wall of Group-3 and Group U Occupancies that do not project more than 54 inches (1372 mm) from the exterior wall and do not require additional support.
13. Non-fixed and movable fixtures, cases, counters and partitions not over 5 feet 9 inches (1753 mm) high.
14. Decks at one- and two-family occupancies not exceeding 200 square feet (18.58m²) in area, that are not more than 30" above grade at any point, are not attached to the dwelling and do not serve the required exit door.
15. Repairs to a roof that do not exceed the lesser of 25 percent of the roof area or a maximum of 500 square feet.

Electrical:

1. Portable motors or other portable appliances energized by means of a cord or cable having an attachment plug end to be connected to an approved receptacle when that cord or cable is permitted by the Electrical Code.
2. Repair of fixed motors, transformers or fixed approved appliances of the same type and rating in the same location.
3. Listed, cord-and-plug temporary decorative lighting in or outside of one- and two-family dwellings.
4. Repair or replacement of current-carrying parts of any switch, contactor or control device the same location.
5. Reinstallation of attachment plug receptacles when the receptacle is not moved from its previous location, but not the outlets therefor.
6. Repair or replacement of any over current device of the required capacity in the same location.
7. Temporary wiring for experimental purposes in suitable experimental laboratories.
8. Electrical wiring, devices, appliances, apparatus or equipment operating at less than 25 volts and not capable of supplying more than 50 watts of energy.
9. Low-energy power, control and signal circuits of Class II and Class III as defined in the Electrical Code.

Mechanical:

1. Portable heating, cooking or clothes drying appliances.
2. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.
3. Portable-fuel-cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid

Plumbing:

1. The stopping of leaks in drains, water, soil, waste or vent pipe; provided, however, that should any concealed trap, drain pipe, water, soil, waste or vent pipe become defective and it becomes necessary to remove and replace the same with new material, the same shall be considered as new work and a permit shall be obtained and inspection made as provided in this code.
2. The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures and the removal and reinstallation of water closets, provided such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures.

Repairs:

1. Emergency Repairs. Where equipment replacements and repairs must be performed in an emergency situation, the permit application must be submitted within the next business day to the building official.
2. Application or notice to the building official is not required for ordinary repairs to structures, replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles. Such repairs shall not include the cutting away of any wall, partition or portion thereof, the removal or cutting away of any structural beam or load-bearing support, or the removal or change of any required means of egress, or rearrangement of parts of a structure affecting the egress requirements; nor shall ordinary repairs include addition to, alteration of, replacement or relocation of any water supply, sewer, drainage, drain leader, gas, soil, waste, vent or similar piping, electrical wiring or mechanical or any other work affecting public health or general safety.

If you have any questions regarding the above information, please contact the Building Division at:

E-mail- Buildingdivision@cityofpleasannotnca.gov
Phone: 925-931-5300