

## GENERAL RESIDENTIAL GARAGE REQUIREMENTS

This information has been compiled by the Department of Building Safety and is a result of the department's *ON TRACK PROGRAM*. The information is intended to help contractors and the general public understand the guidelines and requirements for obtaining a building permit.

### *Frequently Asked Questions*

**Q. Is a permit required to build a garage?**

Yes. This handout will explain the process and list the required documents.

**Q. What requirements or guidelines do I follow to design and build my garage?**

The Department of Building Safety enforces the adopted codes of the municipality, the 2000 International Residential Code for one and two family dwellings (IRC). *Please note that the Department of Building Safety and the Zoning Department do not review plans for compliance with subdivision covenant agreements. You should contact your Home Owners Association for specific restrictions.*

**Q. May I, as a homeowner, do the work myself?**

Yes. Many home centers can assist you with design, material selections, and installation advice.

**Q. Will my garage be inspected?**

Yes. The process is described later in this handout.

**Q. Can I call the Department of Building Safety with questions I have?**

Yes. We encourage you to ask questions. Whether your garage is a do it yourself project or you have hired a contractor, you may always direct your questions to the Department of Building Safety.

***For an inspection call ICCI 877/551-4224 (ICCI) one-business day in advance by 4:00 p.m.***

## RESIDENTIAL GARAGES

### SUBMIT THE FOLLOWING TO OBTAIN A PERMIT

- ✓ Two (2) Plats of Survey, showing the size and location of your proposed structure and the distance from the structure to all property lines, existing buildings, and other structures on the property.
- ✓ Two (2) sets of proposed construction plan. The handout shows examples of the minimum information required on the construction plan. Provide a floor plan to

list the overall length and width, header sizes, electrical, plumbing, and mechanical systems if applicable.

**Note:** The Department of Building Safety and Zoning does not review plans for compliance with subdivision covenant agreements. You should contact your Homeowners Association for specific restrictions.

## ONCE YOUR PERMIT IS ISSUED

1. The green building permit card must be posted so that it is visible from the street. The number for the Department of Building Safety is shown on the green permit card. All inspection requests must be called in one business day before inspection. It is your responsibility to call the Department of Building Safety to schedule the appropriate inspections.
2. Call J.U.L.I.E. for assistance in locating utilities at 800.892-0123, 24 hours daily, before starting construction.
3. The approved construction plans and permit must be kept on the job site and available to the inspector for:
  - ✓ Footing and Foundation
  - ✓ Roughs: Structural, Electrical, Mechanical, and or Plumbing as needed,
  - ✓ Finals: Electrical, Mechanical, Plumbing and Structural

**Note:** Please schedule **all** inspections before 4 p.m., one business day in advance.