



**Community Development Department**  
11 English Street  
Petaluma, CA 94952  
<http://cityofpetaluma.org>

Building Division  
Phone: (707) 778-4301  
To schedule inspections: (707) 778-4479  
Email: [building@cityofpetaluma.org](mailto:building@cityofpetaluma.org)

Online Permit Portal Link: <https://petalumaca-energovweb.tylerhost.net/apps/SelfService#/home>

## Projects Which Require Building Permits

All new installations listed below require permits. Permits, if required for replacement items, are also indicated. **The following is only a partial list and other things that are not listed may require a permit.** Note that all work, regardless of whether a permit is required, shall comply with the California Building Standards Code in CCR Title 24, Municipal Codes and City Ordinances.

### BUILDING PERMITS

- Accessory dwelling units
- Accessory building over 120 sf
- Attached storage shed or structure
- Awnings
- Carports
- Covering the interior walls of an unfinished building/garage
- Commercial outdoor patio or deck
- Decks that are attached to the structure or serve doors
- Demolition (interior or exterior)
- Doors new
- Doors replacement if size is increased
- Garage and garage conversion
- Enclosing a porch
- Fence (new or replacement) – ***planning permit application is required for all fences.***
- Fireplace
- Foundations
- Handicap restroom(s)
- Handicap ramp(s)
- New walls
- Partition wall
- Patio cover/trellis/arbor
- Patio enclosure
- Porch and sunrooms
- Pool (in and above ground)
- Re-roof
- Roof change (flat to sloped)
- Room addition
- Remodels
- Retaining walls over 4 feet in height, measured from the bottom of the footing to the top of the wall require a building permit and engineering calculations. Walls under 4' mat still need a permit if they are subject to a surcharge.  
***Retaining walls which are not over four (4) feet in height measured from the bottom of the footing to the top of the wall require a planning fence permit application.***
- Seismic (earthquake) retrofit
- Shower wall repair and enclosures
- Signs
- Siding
- Skylight
- Spa/hot tub

Spray booth (fire permit also required)  
Steps and stairways  
Storage loft/platform  
Storage shed/building having a floor area of 120 square feet or more  
Sliding glass door  
Sliding glass door replacement if area is increased  
Suspended ceiling  
T-bar ceilings  
Termite/dry rot repair  
Tenant improvements  
**Windows, new and replacement, commercial and residential**  
**Windows, Replacement of windows where size of opening remains the same – energy compliance verification is required.**  
**Windows, new and replacement, in Historic District structure**

## **MECHANICAL PERMITS**

Air conditioning  
Central vacuum system  
Commercial kitchen hoods  
Ducting system  
Extension of duct system  
Exhaust fans (new): bathroom, kitchen, laundry  
Exhaust fans replacement if type, size, or rating is changed  
Fireplace insert  
Heating unit (central furnace, wall furnace, floor furnace, unit heater)  
Make-up air units  
Paddle/ceiling fans  
Product conveying systems  
Ventilation systems  
Wood stove/pellet stove

## **PLUMBING PERMITS**

Dishwasher new  
Dishwasher replacement if an air gap or plumbing connections are not existing  
Fixtures (new): bathtub, bidet, laundry tray, lavatory, shower, sink, and toilet  
Fixtures replacement if plumbing is changed  
Garbage disposal new  
Garbage disposal replacement if plumbing is changed  
Gas piping (new, replacement, and extensions)  
Grease traps  
Lawn sprinkler anti-siphon valves  
Sewer ejectors  
Solar panel  
Fire Sprinkler  
Standpipe (washing machine or water softener)  
Sewer line replacement  
Sump pumps  
Water heater (new, replacement and relocated)  
Water piping (new, replacement and extensions)

## **ELECTRICAL PERMITS**

Cook top/oven/range  
Cook top/oven range replacement if type (gas or elec.) or rating is changed  
Exterior lighting for commercial buildings (new or replacement)  
Garbage disposal  
Garage door opener only if adding outlet or wiring  
Lighting fixtures

Paddle/ceiling fans (new only)  
Pool related electrical  
Service panel or sub panel (new, replacement, relocated, or upgraded)  
Spa/hot tub related electrical  
Temporary power poles  
Wiring (new, extended, replacement, and upgrades)  
Wiring devices (new) switch, outlet, etc.  
Wiring and wiring devices for appliances such as air conditioners, space heaters, dishwashers, washing machines, water heaters, clothes dryers, etc.  
Wiring and wiring devices for motors, generators, transformers, industrial heating, air conditioners and heat pumps, cooking and baking equipment, etc.  
Wiring and wiring device for signs

The following is a **partial** list of projects that **DO NOT** require a permit. Note that all work, regardless of whether a permit is required, shall comply with the California Building Standards Code in CCR Title 24, Municipal Codes and City Ordinances. Please check with the other City of Petaluma Departments for their requirements. Departments may require approval and/or permits for work not mandated to have a permit by the Building Division.

Concrete Flatwork, unless in the public right-of-way, on an accessible path, or supporting structures or equipment requiring a permit  
Retaining walls that are not over 4 feet 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, or on a property line.  
Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work  
Landscaping                      Floor covering                      French drains                      cabinet faces  
Clean up interior                      Wall or floor tile                      minor wall repair such as hole repair.  
Nonfixed and movable fixtures, cases, racks, counters and partitions not over 5 feet 9 inches in height.  
One and two-family dwelling concrete or paver patios not serving a door  
Swings and other playground equipment accessory to detached one- and two-family dwellings

Decks, serving one and two-family dwelling exempt from a building permit, include those 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 an exit door.

Detached storage building, play house or tree house having a floor area less than 120 square feet, no electrical, mechanical or plumbing installed, and no finish on interior walls such as insulation, wallboard or pegboard - **these buildings still need to meet zoning setbacks**

Plumbing fixtures where plumbing piping is not changed  
Plug cord connected spa/hot tubs  
Electrical receptacles, lights, switches replacement

This is a comprehensive **(but not complete)** list of items or projects that require permits. Other items not listed may or may not require a permit. Any project which is submitted to this office for review and approval could require the applicant to apply for one or more of the above permits.

- **Please feel free to contact the Building Division at [building@cityofpetaluma.org](mailto:building@cityofpetaluma.org) whether a permit is needed or not. We will answer specific questions about your project.**
- **Walk in counter hours are from 10am – 2pm Monday through Thursday.**