

## FREQUENTLY ASKED QUESTIONS

- \* What are permits and why do I need one?
- \* When don't I need a permit?
- \* What happens if I build without a permit?
- \* How and where do I get a permit?
- \* What is/are the design criteria for the City of Red Bluff?
- \* Can I draw up my own plans?
- \* Who can obtain a permit?
- \* How much will the permit cost?
- \* How long does it take to get a permit?
- \* What about inspections request?
- \* Can I do the work myself or do I have to hire a contractor?
- \* How do I verify if a contractor is licensed?
- \* What if I have a permit but never called for inspections?

### **What are permits and when do I need one?**

Permits are the way the City of Red Bluff regulates construction. There are several different types of permits, based on the type of construction:

- \* **Building Permit:** New construction, additions, alterations, spas, gazebos, patio covers, decks, house moves, most retaining walls, fences over 6 feet high or repairs to either residential or non-residential structures. Structural Calc. may be required.
- \* **Electrical Permit:** New installations, additions, alterations, changes, and fire and accident repairs of any electrical equipment associated with a structure or project.
- \* **Plumbing Permit:** New installation, removal, alteration, repair, or replacement of any plumbing, gas or drainage piping work, or any fixture or water heater or treating equipment in a building or premise.
- \* **Mechanical Permit:** New installation, alterations, repair, replacement,

remodel, and/or removal of duct work, heating, venting or air conditioning equipment (HVAC).

\* **Re-roof Permit:** Re-roofing in Red Bluff requires the replacement of any dry rot or fungus damaged wood and the replacement with the new minimum Class A or B, 25 year roofing with a minimum 75 MPH wind rating per manufacturer listings installed to same.

\* **Demolition Permit:** The partial and/or complete demolition of an existing structure. This permit is required to remove a structure from the property for tax role purposes and requirements are to be met by all agencies as required by law.

### **When do I need a permit?**

Most projects will require permits. This is necessary to ensure that all buildings meet the minimum standards which protect its present and future occupants and neighbors. Depending upon the project, other permits may be required from other departments. The construction of such projects should be in conformance with all applicable codes.

### **What happens if I build without a permit?**

A “Stop Work Order” shall be issued immediately by an inspector if work without the required permit has been started. You will be required to apply for the permits and pay triple fees the amount of the original fee. A design package shall be filled out prior to the issuance of the building permit. After the permit has been properly issued, you will then be required to uncover any work that has been covered so that it may be inspected for release of the “Stop Work Order.” In some cases, Planning Department and building codes may not permit the types of construction that has been started and/or completed. In this case you shall be required to restore the area to original condition at your expense.

### **How and where do I get a permit?**

Permits are issued by the Building Department at 555 Washington St., Monday-Friday (except holidays) 8am to 11am and 1pm-4pm. Building Department contact information number is 530-527-2605 ext: 3058. The following may be required to obtain a permit: plot plan, foundation plan, floor plan, roof framing (provide truss calculations when required), floor framing, cross section, all exterior elevations, energy calculations, structural calculations with wet stamp of engineer.

Additional information is available in handout form at the counter.

### **What design criteria is required for the City of Red Bluff?**

- \* Governing codes are State of California in reference to the 2001 California Building Codes and City of Red Bluff codes, 2004 California Electrical codes, and 2005 California Energy codes (with no grandfather allowed).
- \* Bearing soil capacity without geo-technical report to be 1900 PSF max.
- \* Buildings & foundations placed on slopes are required to be designed to a site specific geo-tech report for design match to location.
- \* Seismic Zone 3 with building & foundation requirements to match.
- \* Wind speed shall be 75MPH minimum design.
- \* Roof load 10 PSF and all roof coverings shall be listed to with standard 75 MPH minimum.
- \* Standard plan size scale shall be 1/4 in. = 1 ft. minimum.
- \* Owners name, job site address, all contact phone numbers (including cell number and fax number) email address, A P N. All information shall be listed on the bottom right corner of cover sheet.
- \* For other related information contact the Building Department.

### **Can I draw my own plans?**

Yes, but only for residential design projects. All commercial building designs shall be drawn by licensed persons. An exception may be permitted when in writing and date stamped by the City Building Director/Official stating reason for exception.

### **Who can obtain a permit?**

Licensed contractors with active "Worker Comp Certificate" certified agents with a letter of authorization signed by the owner and notarized. Property owners (for work on owner occupied single family or duplex buildings).

### **How much will the permit cost?**

As all projects may vary in design and cost of the project, contact the building department for a cost estimate at 530-527-2605 ext: 3058.

### **How long does it take to get a permit?**

Projects vary in size and requirements. Some permits are issued over the counter when first contact is made. Other larger projects may take up to 3 weeks depending on turn around time from submittal. A meeting may also

be required to obtain permit. A better estimate is given by contacting the Building Department and discussing your project.

**What about inspections request?**

- \* A minimum of 24 hours notice is required to be called to the inspection line for Building Permits.
- \* A minimum 72 hour notice is required to be called to inspection line for Occupancy Permits& Business License .
- \* An inspection is only made when all permits and requirements have been completed. Inspection line phone number is 530-527-2605 ext: 3069.
- \* The Inspection line is only answered at 7am on normal work days.

**Can I do the work myself or do I have to hire a contractor?**

Property owners may do work on their own property. Some regulations shall be followed to do work on your own property. If you hire anyone, they shall need workers compensation insurance. Proof of insurance shall be provided to the Building Dept. before permit issuance. The property owner will also need to fill out an (OWNER-BUILDER) statement signed by a notary for the issuance of a permit.

**How do I verify if a contractor is licensed?**

Contact the Building Department at 530-527-2605 ext: 3058.

**What if I have a permit but never called for inspections?**

Permits expire after 180 days if no inspections have been made. In order for the project to be complete, it shall pass final inspection. If a permit expires before final inspection, the project is in violation of C B C and City codes. If it is legally possible, we will help you reactivate the permit or help you apply for another one with as little inconvenience as possible. Please call 530-527-2605 ext: 3058 if this has happened. It is our goal to insure all permits are brought to final and your project is in code compliance. To be final a wet signature from the Building Department staff is required.

With regards,

J D Ellison, Sr.  
Building Director/Official  
Red Bluff, California  
96080

