



CITY OF SOUTH PASADENA
COMMUNITY IMPROVEMENT DEPARTMENT
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PERMIT OR NO PERMIT?

The following are some of the most common examples of where you will be required to obtain a permit. **This list is NOT all inclusive**. If you are not sure if a permit is required for a specific activity, please call or email us!

- ✓ Additions to existing structures
- ✓ Adding new or more circuits
- ✓ Aluminum enclosures
- ✓ Appliance/Equipment – new location or supply (appliances can be replaced without a permit if remaining in the same location and not changing the type of appliance from gas to electric or vice versa)
- ✓ Air handler replacement
- ✓ Asphalt re-sealing & restriping (multi-family and commercial only)
- ✓ Awnings
- ✓ Bathrooms – remodeled or new addition
- ✓ Bathroom cabinets – removal & replacement
- ✓ Bathtub installation
- ✓ Balconies - repair
- ✓ Carports – new, replace or close in
- ✓ Cabinets & Countertops – removal & replacement (kitchen & bathrooms)
- ✓ Concrete patios – new or replacement
- ✓ Concrete sidewalks/steps – new or replacement
- ✓ Concrete or asphalt driveway – new or replacement
- ✓ Condenser replacement
- ✓ Covered patios – new, replace or close in
- ✓ Demolition of ANY kind
- ✓ Doors – exterior (interior doors **do not** require a permit)
- ✓ Drywall – removal & replacement
- ✓ Duct work replacement
- ✓ Electrical work such as: new or replacement of service panels, add new wiring, relocate or add outlets/light fixtures/ceiling fans

- ✓ Equipment hoods – new or replacement
- ✓ Electrical system – new or replacement
- ✓ Exhaust fan – new or replacement
- ✓ Exhaust vents – new or replacement
- ✓ Fences
- ✓ Flag poles – new or replacement
- ✓ Flooring **DOES NOT** require a permit and may be replaced or changed without a permit, provided it is not part of a larger project that requires permitting
- ✓ Fire system – new or replacement
- ✓ Fireplace – new or replacement
- ✓ Garage – new or close in for habitable storage or space
- ✓ Garage doors
- ✓ Hurricane shutters – new or replacement
- ✓ Kitchen remodeling
- ✓ Kitchen cabinets – new or replacement
- ✓ New structures – residential or commercial
- ✓ Plumbing work such as: replace water and drainage piping, shower pans, disconnect/reconnect of water, water heaters
- ✓ Pools and spas – new or replace
- ✓ Painting **DOES NOT** require a permit
- ✓ Railings – removal and replacement
- ✓ Remodeling – interior or exterior
- ✓ Roofing – new, repairs or re-roof
- ✓ Sewer line- replacement
- ✓ Screen doors leading to the front door **DO NOT** require a permit but a contractor must install
- ✓ Screen rooms – new
- ✓ Screen walls – installing vinyl or glass in existing screen area (**NO PERMIT** is required to replace just screens)
- ✓ Sheds – new or replacement
- ✓ Shower pan – replacement
- ✓ Shower installations
- ✓ Shower and tub valves
- ✓ Sink – kitchen/bath (disconnect/reconnect and if relocating)
- ✓ Spas – new or reconstruction
- ✓ Stairs – removal & replacement or new
- ✓ Signs – new, alteration, replacement or face change
- ✓ Tents – commercial special events
- ✓ Tile replacement on bathroom walls
- ✓ Toilet – if being relocated or replacing the wax ring (**NO PERMIT** if replacing a toilet at the same location where one already exists using the existing water supply and drain)

- ✓ Tub – new or replacement
- ✓ Walls – removal, replacement, or adding of walls, pass through
- ✓ Wall siding – new or replace
- ✓ Water heater – new or replacement
- ✓ Water lines – replacement
- ✓ Water softener – new or relocated
- ✓ Windows
- ✓ Wood decks- new or replacement