

WHAT IS EXEMPT FROM PERMITS?

Following is a list (summary) of items that do not require a permit. *(Please note: even though a permit is not required, the project must still comply with ALL applicable construction and zoning codes. Also, always check with your ROA for their covenants, conditions and restrictions (CC&R's).*

- One-story detached, accessory structures used as tool or storage sheds, playhouses, and similar uses, provided the floor area does not exceed 200 square feet. **These buildings must adhere to the required property line setbacks.**
- Retaining walls which are not more than four (4) feet in height measured from the bottom of the footing to the top of the wall (*except* when the retaining wall is supporting a surcharge (load) from a building or other similar load, a permit is required).
- Fences not over six (6) feet high (except when required for a pool enclosure). Please contact the Building Department for specific requirements pertaining to height and location of fencing.
- Concrete slabs, driveways and sidewalks on private property.
- Porches and decks not exceeding 200 square feet in area, that are not more than 30 inches above the surrounding ground & no more 3 steps are required and do not serve the exit door required by IRC Section R311.4 (Also, check with the Planning Department for setback requirements).
- Window awnings supported by the exterior wall of houses and garages when not projecting more than 54", & not requiring additional support(s).
- Prefabricated swimming pools that are less than 24 inches deep. Swings and other playground equipment
- Painting (interior & exterior), papering, tiling, carpeting, countertops & similar finish work.
- Ordinary repairs in conformance with IRC Section R105.2.2

HOW TO CONTACT US

The DuPont Building Services Division is located within the Community Development Office at the City Hall Complex.

Hours of Operation:
8:00 AM to 4:00 PM
Monday through Friday
(except holidays)

For permit applications, permit requirements and other information you may access our website at www.dupontwa.gov
or
contact us by phone at
(253) 912-5217

OUR VISION

"A model small city known for its planned setting and hometown sense of community - a place that blends its natural beauty and rich Northwest history with a proactive approach to its future."

OUR MISSION

"To provide personal & exceptional municipal service, second to none in the Puget Sound, so that DuPont is recognized as a unique place to create your future."

CITY of DUPONT BUILDING SERVICES DIVISION

RESIDENTIAL BUILDING PERMIT INFORMATION



1700 Civic Drive
DuPont, WA 98327
Phone (253) 912-5217
Inspection Line (253) 912-5219
Fax (253) 964-1455
www.dupontwa.gov

WELCOME

This brochure will give you information about your local building department, what work requires a permit and inspection, and other information to assist you in planning your project. The City of DuPont Building Department has a local responsibility for ensuring code compliance for all new and altered buildings and structures within the city limits. Our friendly and knowledgeable staff will be able to assist you in the permitting process when required for your particular project.



Our goal is to ensure that your completed project will be one that not only meets or exceeds the minimum code standards, but one that you will be proud of as well. Please take a few moments to review this information during your project planning.

WHAT WE DO

The Building Services Division provides code related information to homeowners, contractors, and others during project planning and construction.



Review project plans and specifications.

Conduct project inspections at various stages of construction to ensure code compliance.

WHY WE DO IT

Building codes, zoning codes and similar regulations were created and implemented to provide minimum standards to safeguard public health, safety, and general welfare.



WHEN IS A PERMIT REQUIRED?

Generally, permits are required for all construction and improvements not specifically exempt.

Common construction requiring permit includes, but is not limited to items such as:

- Structural changes or repairs including adding or removing walls or partitions, gypsum boards, creating or enlarging openings in walls or ceilings, truss or rafter repairs or changes, etc.
- Replacing a furnace, hot water heater, air conditioner, etc.
- Changing electrical appliances to gas appliances, including adding the gas piping or extending the piping.
- Mechanical systems within your building.
- Installing a wood, gas fireplace or stove.
- Re-roofing.
- Patio covers and enclosures.
- Sprinkler systems including those for lawn and landscape irrigation.
- Exterior decks and stairways not falling within the exemptions listed in this brochure.
- Excavation and grading activities unless otherwise exempted.



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 repair, 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 official and obtain the required permit.

WHY GET PERMITS & INSPECTIONS?

Helps Protect Property Value

If your construction project does not comply with the codes adopted by your community, the value for your investment could be reduced.

Saves Money

Property insurers may not cover work or damages caused by work done without permits & inspections.

Makes Selling Property Easier

If you decide to sell a home or building that has had modifications without a permit, you may be required to tear down the addition, leave it unoccupied or do costly repairs.

Improves Safety

Your permit allows the code official to reduce potential hazards of unsafe construction. By following code guidelines, your completed project will meet minimum standards of safety & will be less likely to cause injury.

It's the Law Work requiring permits are made such by City Ordinance. Work without permit may be subject to removal or other costly remedies.



INSPECTION REQUESTS

Inspections **MUST** be requested one (1) business day **prior** to the requested inspection date. Please be ready to provide the following information with your request:

- Site Address
- Type of Inspection
- Project contact name & phone number

(Remember, it is the duty of the person requesting the inspection to ensure access.)



Inspection Line: (253) 912-5219