

Can I Do the Work Myself?

The owner, **who is also the occupant**, of a single-family residence can perform work on the residence, even when this work requires a permit. However, the homeowner must obtain the proper permits prior to starting the work. If you hire a contractor to do work on your home, that contractor must be licensed to do work in the City of Salina, whether or not the work requires a permit. If a permit is required, the homeowner must communicate with the contractor to be sure the proper permits are obtained prior to starting the work. Typically the contractor obtains the permit on behalf of the homeowner (their customer).

If you are the owner of residential property, in which you do not reside, you must hire City of Salina licensed contractors to perform all work when a permit is required.

Additional Information

Please visit our offices or our website for more information, including permit application forms, submittal checklists and other details necessary to obtain a building permit.

City of Salina web address:

www.salina-ks.gov

1. Click on Departments
2. Click on Building Services
3. Click on Getting a Residential Permit

The information in this brochure is designed to include enough detail to be informative but may not necessarily be all inclusive regarding all permit requirements. We suggest that you check with our office prior to beginning the work on your project.

CITY OF SALINA

**Building Services Division
300 W. Ash, Room 201
Salina, KS 67401**

**Phone 785-309-5715
Fax 785-309-5713
TDD 785-309-5747**

e-mail: building.services@salina.org

web site: www.salina-ks.gov



RESIDENTIAL PERMIT REQUIREMENTS



Permit Requirements for Residential Property

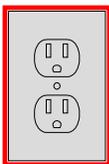
for Work on Homes, Accessory Buildings, Fences, Right-of-Way



Building Permits

A permit is required if any building is constructed, added on to, remodeled, renovated, repaired, altered or converted unless it is one of the following exempted items:

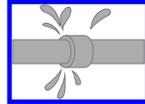
1. A tool or storage shed 120 square feet or less in size. This building is still required to meet zoning requirements such as setbacks and/or easements.
2. Movable cases, counters, walls or partitions not over 5' 9" high.
3. When the walking surface of decks, porches, patios, floors and driveways is not over 30 inches above grade a permit is not needed, unless it will be covered (permits are required for all covered decks).
4. Replacement of sheet rock, painting, papering, replacement of cabinets or other similar finish work.



Electrical Permits

An electrical permit is required to install any wiring for transmitting electrical current to provide light, heat, or power, or to make a change or ad-

dition to any such wiring. A permit is not required to replace an outlet, a switch or other minor electrical devices such as light fixtures.



Plumbing Permits

A plumbing permit is required to install, remove, alter, repair or replace any water, sewer, drainage, or gas piping. The same is also true for water heating equipment. A permit is not required to open clogged pipes or clean pipes, replace washers, faucets, toilet flush valves, sinks, toilets, bathtubs, showers, garbage disposals, dishwashers, ranges, clothes dryers, or flexible gas appliance connectors unless new piping or the relocation of piping is necessary.



Mechanical Permits

A permit is required to install, repair, alter, or replace any mechanical heating, ventilation or air conditioning system. A permit is not required to install a portable appliance, a component part of assembly of an appliance, or a unit refrigerating system.



Fence Permits

A permit is not required to install, alter, relocate or replace any fence or wall 6 feet or less in

height. Anything over 6' does require a permit. Proper placement and other zoning requirements must be met **whether or not a permit is required**.



Work in City Right-of-Way

A permit is required to make any excavation (digging) in any public street, street right-of-way (ROW) or alley within the city limits. A permit is required to grade, construct, repair or reconstruct curbs, gutters, sidewalks, and driveways from curb to property line. A licensed contractor must perform all concrete or excavation work performed in the public right of way. Contact the Engineering Department at 309-5725 for further information or to obtain a ROW construction permit.



Demolition Permits

A permit is required to remove, demolish, raze or relocate any building. A licensed contractor is required for most demolition projects.