



Residential Building Permit Requirements

Always check with your HOA and Planning Division before undertaking any project.

Permits **ARE** required for the following types of projects:

Outside

- Decks over 30 inches above ground level
- Any deck with an attached roof
- Patio covers, awnings (non retractable), carports
- Storage sheds larger than 120 sq feet
- Fences
- Retaining walls greater than 3 feet or with surcharge
- New lawn sprinkler systems
- Pools (with water depth greater than 24 inches), spas, hot tubs, fountains and other similar installations
- Roofing installation or replacement
- Siding and stucco (other than minor repair)
- Room additions
- Attached and detached garages
- Accessory buildings larger than 120 sq feet
- Evaporative (swamp) cooler installation or replacement
- Air conditioner installation or replacement
- Patio enclosures & screened porches
- Gas lines
- Interconnected electric power production sources such as generators, solar/photovoltaic, wind and fuel cell systems (all areas)
- Installation of new or altered electrical service equipment, including service entrance, feeder, or branch circuit conductors (all areas)
- Underground repair/replacement of sewer/water lines
- Underground electric over 50 volts for landscaping
- Outside BBQs & kitchens

Inside

- Installation or replacement of HVAC equipment, including boilers, water heaters, furnaces, and tankless water heaters
- Whole house water softener systems
- Gas logs & gas lines
- Fireplace/inserts (wood, pellet or gas)
- Remodeling and basement finishes
- Modifications to electrical, plumbing, mechanical and/or structural systems
- Electric to gas conversions
- Installation of additional windows or doors, increase or decrease of window or door size

Permits **ARE NOT REQUIRED** for the following types of projects:

Outside

- Decks not more than 30 inches above ground*
- Stand alone storage sheds 120 sq feet or less with no electrical, plumbing, or mechanical*
- Gazebos 120 sq feet or less with no electrical, plumbing, or mechanical*
- General landscaping
- Concrete sidewalks and driveways on private property
- Concrete porches (without roofs not more than 30 inches above ground)
- Painting
- Minor roofing repair (100 sq feet or less)
- Repair or maintenance of existing fences
- Retaining walls 36 inches or less in height when measured from ground level on the low side to the top of the wall with no surcharge*
- Portable heating, ventilating, and cooling appliances
- Portable wading pools with water depth < 24 inches
- Minor siding repair (less than 100 sq feet)
- Swings or other playground equipment
- Landscape/yard décor electrical less than 50 volts
- Expansion of existing lawn sprinkler system

Inside

- Painting
- Floor covering
- Wallpaper
- Replacing plumbing fixtures (but NOT RELOCATING plumbing fixtures)
- Replacing cabinets and counter tops (note that if configuration of cabinets change from original configuration an electrical permit MAY be required)
- Changing light fixtures (but not relocating light fixtures)
- Repair or replacement of electrical switches, receptacles, and/or circuit breakers
- The clearing of stoppages or the repair of leaks in pipes, valves, or fixture drains, provided no relocation of pipes or valves
- Adding or replacing insulation provided NO OTHER work is being done
- Window replacements of the same size

*Please note that Planning approval may be required for projects constructed on your property. Please contact the Planning Division at 303-658-2092 before you proceed with any exterior alteration.

This is NOT a complete list of all types of projects. The City of Westminster Building Division will provide you with information regarding permitting requirements on your project upon request. Please contact us at 303-658-2075 or via email at permits@cityofwestminster.us with any questions or if you do not see your project listed here.