



Work Not Requiring a Permit

Except as listed below, no building or structure, electrical conductor or equipment, plumbing and drainage systems, mechanical system, swimming pool, spa, hot tub or solar energy system regulated by the code shall be erected, constructed, enlarged, moved, converted, demolished, improved, installed, altered, repaired, replaced or remodeled unless a separate permit for each separate building or structure has first been obtained (City of Walnut Creek Municipal Code, Section 9-0.5.301).

Warning: Exemption from the permit requirements of the City of Walnut Creek Municipal Code does not grant authority for any of the work to be done in any manner in violation of the provisions of said code, city ordinances, or state or federal laws. Please check with the planning, engineering, building, and transportation departments/divisions for any potential code violations prior to starting any work not requiring a building permit. In some cases a Use Permit from the planning division may be necessary.

Exempt Work:

1. A building permit shall not be required for the following:
 - (a) Single story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 120 square feet.
 - (b) Fences not over 7 feet high.
 - (c) Oil derricks.
 - (d) Retaining walls that are not over 4 feet in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge or impounding Class I, II or IIIA liquids.
 - (e) Water tanks supported directly on grade if the capacity does not exceed 5,000 gallons and the ratio of height to diameter or width does not exceed 2:1.
 - (f) Sidewalks and driveways not more than 30 inches above grade, not over any basement or story below, and not part of an accessible route.
 - (g) Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.
 - (h) Temporary motion picture, television and theater stage sets and scenery.
 - (i) Prefabricated swimming pools accessory to a Group R-3 occupancy that are less than 24 inches deep, do not exceed 5,000 gallons and are installed entirely above ground.
 - (j) Shade cloth structures constructed for nursery or agricultural purposes, not including service systems.
 - (k) Swings and other playground equipment accessory to detached one- and two-family dwellings.
 - (l) Window awnings in Group R-3 and U occupancies, supported by an exterior wall, that do not project more than 54 inches from the exterior wall and do not require additional support.
 - (m) Nonfixed and movable fixtures, cases, racks, counters and partitions not over 5 feet 9 inches in height.

- (n) Decks accessory to a Group R-3 occupancy and not exceeding 200 square feet in area, that are not more than 30 inches above grade at any point, are not attached to a dwelling and do not serve the required exit door.
2. An electrical permit shall not be required in the case of any work as follows:
- (a) Minor repair work, including the replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles.
 - (b) Electrical equipment used for radio and television transmissions, not including equipment and wiring for a power supply and the installation of towers and antennas.
 - (c) The installation of any temporary system required for the testing or servicing of electrical equipment or apparatus.
 - (d) Listed cord-and-plug connected temporary decorative lighting in Group R-3 and U occupancies.
 - (e) Electrical wiring, devices, appliances, apparatus or equipment operating at less than 25 volts, and not capable of supplying more than 50 watts of energy in Group R-3 and U occupancies.
 - (f) Reinstallation of attachment plug receptacles but not the outlets therefor in Group R-3 and U occupancies.
3. A plumbing permit shall not be required in the case of any repair work as follows:
- (a) The stopping of leaks in drains, water, soil, waste or vent pipe; provided, however, that should any concealed trap, drainpipe, water, soil, waste or vent pipe be or become defective and it becomes necessary to remove and replace the same with new material in any part or parts, the same shall be considered as such new work and a permit shall be procured and inspection made as herein before provided. No permit shall be required for the cleaning of stoppages or the repairing of leaks in pipes, valves, or fixtures and the removal and reinstallation of water closets when such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures.
4. A mechanical permit shall not be required for the following:
- (a) A portable heating appliance, portable ventilating equipment, a portable cooling unit, or a portable evaporative cooler.
 - (b) A closed system of steam, hot, or chilled water piping within heating or cooling equipment regulated by the Mechanical Code.
 - (c) Replacement of any component part or assembly of an appliance that does not alter its original approval and complies with other applicable requirements of the Mechanical Code.
 - (d) Self-contained refrigeration system containing 10 pounds or less of refrigerant and actuated by motors of 1 horsepower or less.

* R-3 occupancies include but are not limited to buildings that do not contain more than 2 dwelling units, care facilities that provide accommodations for 5 or fewer persons receiving care, nontransient congregate residences with 16 or fewer occupants, boarding houses, transient congregate residences with 10 or fewer occupants, efficiency dwelling units, and adult care facilities that provide accommodations for 6 or fewer clients of any age for less than 24 hours.

* U occupancies include but are not limited to agricultural buildings, barns, carports, communication equipment structures with a gross floor area of less than 1,500 square feet, fences more than 7 feet in height, private garages, retaining walls, sheds, tank and towers