



Construction Permits

CITY OF HEMET BUILDING DIVISION
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I. CONSTRUCTION PERMITS

Construction permits are documents obtained through the Building Division which authorizes the start of construction or remodeling of a building in the City of Hemet.

II. FIVE COMMON TYPES OF PERMITS

1. Building Permit: Is required to construct or modify a building or structure.
2. Electrical Permit: Is required to install or modify an electrical system.
3. Plumbing Permit: Is required to install or modify a plumbing system.
4. Mechanical Permit: Is required to install or modify heating, ventilation, refrigeration, air conditioning and other related systems.
5. Block Wall Permit: Is required to construct a block wall over 3 foot in height measured from the top of the footing.

III. WHEN IS A PERMIT NEEDED?

Most major projects will require a permit of some kind. This is necessary to ensure that all buildings meet minimum standards which will protect its occupants and neighbors not only in everyday living, but also in case of emergencies and natural disasters.

IV. HOW DOES ONE APPLY?

Permits are issued by the Building Division. On some simple jobs a permit can be obtained during the first visit. However, in most circumstances more time will be needed to review the plans in detail prior to issuing any construction permits. You can find submittal requirements for some projects on our website www.cityofhemet.org along with the application for building permit.

Small residential projects require a minimum of 3 complete sets of plans to be submitted for review. Large residential projects, commercial tenant improvements and new commercial buildings require 5 complete sets.

If plans are required, they must include the minimum following items, additional information may be required:

1. A front, back and side elevation of the new building or addition.
2. Construction details and material specifications.
3. The location of emergency rescue windows from bedrooms and sleeping areas.
4. Title 24 Energy report/insulation requirements.
5. Plot Plan. This must show the location of all buildings, and the distance from each building to the property lines.

V. WHO CAN OBTAIN A CONSTRUCTION PERMIT?

A building permit will be issued to:

1. The owner of the property.
2. A licensed contractor.
Contractors working in the City of Hemet are required to have a City of Hemet business license.
3. Lessee of the building.
4. Agent acting on behalf of the owner, with approval.

VI. PLAN CHECK

City engineers, planners, building plan checkers, fire department, water department and refuse are departments/divisions that may review the plans submitted with a building permit application. This may result in design changes to comply with City regulations. The amount of time required for plan check depends on the size and complexity of the project. Please refer to "Plan Check Turn-Around Times", *Information Bulletin #102*.

Building plan check fees equal 90% of the cost for the building permit.

Mechanical, electrical and plumbing plan check fees equal 50% of the cost of the corresponding permits. Fire plan check is 25% of the building permit fee, or actual charges incurred for outside plan check consulting.

Building and Fire plan check fees are due at time of submittal.

VII. ON-SITE INSPECTIONS

A City inspector will make one or more inspections of the project as determined by the type of construction, size of project and the specific use of the buildings or structures. Work shall not be concealed until said work has been inspected and approved.

VIII. HOW LONG IS IT VALID?

Permits will remain active provided the construction is started within 180 days of permit issuance and at least one inspection is performed within each 180 days until the completion of the project. Please refer to the 2007 California Building Code, Appendix Chapter 1, Section 105.5.

IX. HOW MUCH DOES IT COST?

The cost of a building permit is based upon the valuation of the proposed project as determined by the type of construction, size of project and the specific use of the buildings or structure. Refer to the 2007 CBC, Appendix Chpt. 1, Section 108.3 for further information. A copy of the signed contract for the work must be provided to our office.