

# ***When Do I Need A Permit?***

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## ***AN OVERVIEW OF PERMIT REQUIREMENTS FOR THE CITY OF CONCORDIA***

### ***ELECTRICAL PERMIT***

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

### ***PLUMBING PERMIT***

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 or water conditioning equipment..

### ***MECHANICAL PERMIT***

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

### ***BUILDING PERMIT***

A building permit is required if any building (including basement finishes and garage conversions) is constructed, added on to, remodeled, renovated, structurally repaired, altered or converted.

### ***SIGN PERMIT***

A sign permit is required to paint, construct, erect, remodel, relocate, or expand any sign. Some signs are exempt from a permit.

### ***FENCE PERMIT***

A permit is required to install, alter, relocate or replace any fence. A retaining wall over 4 feet high from the bottom of the footing to the top of the wall also requires a permit.

### ***EXCAVATION PERMIT***

A permit is required to make any excavation in any street or alley right of way within the city limits.

### ***CURB REMOVAL PERMIT***

A permit is required to grade, construct, repair or reconstruct curbs, gutters, and driveways or sidewalks– from curb to property line.

**SIDEWALK REMOVAL REPLACEMENT PERMIT**

A permit is required to remove and replace a sidewalk in the City right-of-way.

**FLOOD PLAIN DEVELOPMENT PERMIT**

A separate permit is required for any development or construction within the flood hazard boundaries.

**BUILDING DEMOLITION/ MOVING PERMIT**

A permit is required to remove, demolish, raise, or relocate any building.

**WATER SERVICE LINE OR SEWER TAP PERMIT**

A permit is required to do water service line or sanitary sewer line work.

- **FEDERAL LAW REQUIRES AN EPA LICENSE TO PERFORM WORK REQUIRING THE HANDLING OF CONTROLLED REFRIDGERANTS.**
- **ALL WORK MUST COMPLY WITH THE ADOPTED CODES AND RELATED ORDINANCES OF THE CITY OF CONCORDIA.**
- **SOME WORK MAY REQUIRE LICENSING AND INSURANCE.**
- **SOME PERMITS MAY REQUIRE A FEE.**

**For any questions contact the Community Development Department at (785) 243-2672.**