

When is a Permit Required?

Permits are required for many types of projects. Listed in this brochure is work requiring a permit, as well as a list of work that is exempt from a permit.

Please note this information is not all inclusive, so when in doubt about a permitting need, please check with Planning and Development Department staff.

Why Are Permits Required?

- The International Building Codes adopted by the City of Branson requires permits be obtained for certain types of work.
- A Permit protects owner(s) and their investment(s) by involving professional state licensed contractors to do the work when required.
- Permit inspections performed by staff from the City of Branson ensure work is completed safely and it meets minimum code requirements.
- Minor problems that could lead to costly repairs, liability and life/safety issues can be detected during permit inspections and can be addressed before given the opportunity to leave a negative effect.

Work Requiring a Permit

A building permit application shall be required for any construction not exempted in the IBC Section 105.2; permits required for:

New Buildings	Additions
Renovations	Demolitions
Plumbing	Prefabricated Structures
Signs	Temporary Buildings
Electrical Systems	HVAC Systems

Working without a permit could cost you.

If work is performed on a project without a permit, the work will be stopped immediately by a City Official. A notice will be issued for working without a permit, and a fee will be assessed to the property owner. Please contact our Department to verify whether or not a project is exempt from a permit.

Other Projects that Require a Permit

- Demolish, build, or addition of a room, garage, shed, or other enclosed structure attached to a house.
- Build, demolish or move any detached structure that is **more than** 200 square feet in area or **more than** 10 feet high from the floor to the average height of the roof.
- Add or enlarge a porch cover, patio cover, carport or other open-sided roofed structure with a cumulative area **greater than** 200 square feet and is attached to an existing structure.
- Enclose a patio cover, porch or carport.
- Finish an attic, garage or basement to create additional living space.
- Build or replace an exterior stairway **more than** 30 inches in height.
- Cut new window or door opening, widen or reduce the size of existing openings.
- Build a retaining wall that **exceeds** four feet high measured from the bottom of the footing to top of the wall, or any retaining wall affected by the weight of an adjacent slope, or nearby driveway or structure.
- Relocate, remove or add walls.
- Build a deck **more than** 30 inches high.
- Build a fence **more than** seven feet high.
- Pour concrete sidewalks, slabs and driveways **more than** 30 inches above adjacent grade or over any story or basement.
- Install a swimming pool and/or a barrier around an existing swimming pool.
- Replace or repair a roof.

If You are Moving Into a Commercial Building Space, Are You Doing Any of the Following?

You may be required to obtain a permit before you start work on any of the following:

- Changing the business classification from the type of business that was previously in the building. Examples: retail to restaurant, clothing store to hair salon, etc.
- Increasing or decreasing the number of persons already approved to occupy the space at full capacity. Example: the occupancy certificate says 75 people can be in the building at one time, and you are increasing it to 100 people.

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- Installing, relocating, or removing walls, partitions, doors, or windows.
- Replacing or repairing a roof.
- Installing, moving or removing electrical equipment in the building. Examples: service or distribution panels, receptacles, lighting, switches, machines or equipment.
- Installing, moving or revising any space within the building.
- Installing, moving or removing kitchen or permanent business equipment.
- Installing, moving or removing plumbing in the building. Example: water, sewer, plumbing fixtures, or gas.
- Installing, moving, or removing mechanical equipment. Example: heating, air conditioning, venting, exhausting or cooking hoods.

Permits Shall Not Be Required for the Following Projects

International Building Code and
International Residential Code Section 105.2

Building

- One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area **does not exceed** 200 square feet.
- Fences **not** over 7 feet high.
- Retaining walls that are **not** over four feet in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge.
- Water tanks supported directly upon grade if the capacity **does not exceed** 5,000 gallons and ratio of height to diameter or width does not exceed 2 to 1.
- Painting, papering, tiling, carpeting, cabinets, countertops, and similar finish work.
- Sidewalks and driveways.
- Prefabricated swimming pools less than 24 inches deep.
- Swings and other playground equipment.
- Window awnings supported by an exterior wall which does not project **more than** 54 inches from the exterior wall and does not require additional support.
- Decks 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 exit door required by Section R311.1.

Electrical

- Listed cord-and-plug connected temporary decorative lighting.
- Reinstallation of attachment plug receptacles, but not the outlets.

- Replacement of branch circuit overcurrent devices of the required capacity in the same location.
- Electrical wiring, devices, appliances, apparatus or equipment operating at less than 25 volts and not capable of supplying more than 50 watts of energy.
- Minor repair work, including the replacement of lamps or the connections of approved portable electrical equipment to approved permanently installed receptacles.

Gas

- Portable heating, cooking, or clothes drying appliances.
- Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.
- Portable-fuel-cell appliances that are not connected to a fixed piping system, and are not interconnected to a power grid.

Mechanical

- Portable heating appliances.
- Portable ventilation appliances.
- Portable cooling appliances.
- Steam, hot or chilled water piping within any heating or cooling equipment regulated by current codes.
- Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.
- Portable evaporative coolers
- Self-contained refrigeration systems containing 10 pounds **or less** refrigerant or that are actuated by motors of 1 horsepower or less.
- Portable-fuel-cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.

Plumbing

- The stopping of leaks in drains, water, soil, waste or vent pipe: provided, however, that if any concealed trap drainpipe, water, soil, waste or vent pipe becomes defective and it becomes necessary to remove and replace the same with new material, such work shall be considered as new work and a permit shall be obtained and an inspection made as provided by the current codes.
- The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures and the removal and reinstallation of water closets, provided such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures.