
Permit Application Process

When applying for a building permit, certain information is required to complete the process.

1. Description of the work.
2. Location of the project.
3. Legal owners name, address and phone number.
4. Valuation of the proposed work (Contract price).
5. Two copies of plans, which **must** include:
 - Plot plan to scale with dimensions.
 - Floor plan and elevations.
 - Foundation and framing plans with details as required.
 - Electrical and plumbing plans.

The owner or licensed contractor are the only parties that may sign the building permit application. Contractors are required to show proof of the property owner's approval and Worker's Compensation Insurance at the time the permit is issued. Upon approval of the application and issuance of the permit, the permit holder has **180 days** to commence work, and **365 days** to complete both the work and inspections.



Building Permit Division

(916) 351-3555

INSPECTIONS

Inspections are required for all building permits issued.

A foundation and/or attachment inspection is required.

Based upon the nature of the structure, the frame and final inspections are completed at the same time unless walls are enclosed. If walls are to be enclosed, a framework inspection is required. All electrical is to be noted on plans and inspected prior to being concealed.

When and how to call for an inspection

24 Hour Inspection request recorder:

916-355-7210



Requests received prior to 3:30pm, will be scheduled for the following business day. All requests received after 3:30pm, will be scheduled for the second business day after the request.

Approved plans **and** the original permit card issued for the project must be on the job site and available to the inspector at the time of inspection.

Important Telephone Numbers

Building Permit Division, Inspection Requests

(916) 355-7210

Building Information

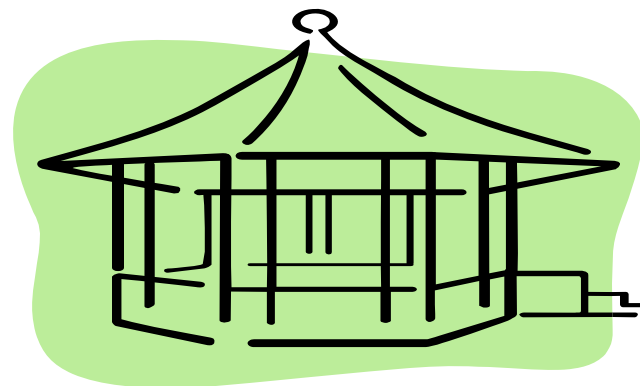
(916) 351-3555

Planning and Zoning

(916) 355-7214

COMMUNITY DEVELOPMENT DEPARTMENT
GUIDELINES

ACCESSORY STRUCTURES



A Guide for Owners and Builders



CITY OF
FOLSOM
DISTINCTIVE BY NATURE

City of Folsom
Community Development Department
50 Natoma Street
Folsom, California
(916) 355-7214

ACCESSORY BUILDINGS, STRUCTURES AND USE



General Information and Guidelines

- All Accessory Structures that are greater than **120 sq.ft.** in size require a building permit.
- Accessory Structures that are attached to another structure where the combined area is greater than **120 sq.ft.** require a building permit.
- Structures **120 sq.ft.** or less that include plumbing and/or electrical require a building permit.
- Decks over **30"** in height require a building permit and must be a minimum of **5 feet** from the rear and side property lines.
- Structures and/or residential additions over **400 sq.ft.** in size require review by the City of Folsom's Architectural Review Commission **prior** to obtaining a building permit.
- A detached garage or building may not occupy more than **50%** of the area of the required rear yard.
- The **maximum height** for all **detached** accessory structures is **15 feet** above average grade.
- Eaves, cornices, and canopies **shall not** extend beyond **2 feet** into the required setback.

ACCESSORY BUILDINGS

"Accessory Building" means an attached or detached subordinate building, the use of which is incidental to that of the main building on the same lot, or to the use of the land. (FMC17.02.020)



An **Attached Garage** must meet all setback requirements for the house, and comply with the coverage limitations allowed for building lot area.

A **Detached Garage** has a maximum height limit of **15 feet** above grade and must maintain an **8 foot clear distance** from any other structure in addition to the **5 foot** set-back requirements from the rear and side property lines.

All Attached Sunrooms and Enclosed Patios are required to meet the setback requirements of the house and shall be at least **8 feet** from any other structure and **5 feet** from a pool.*

Shed, Casita, Gazebo and Playhouse structures must be at least **8 feet** from any other structure and at least **5 feet** from a pool in addition to the **5 foot** setback requirements for rear and side property lines.*

* *Sliding doors must be a minimum of **10 feet** from the water's edge of a pool.*



ACCESSORY STRUCTURES

"Structure" means anything constructed or erected upon the ground or attached to a structure having location on the ground.



All Patio Covers must be a minimum of **5 feet** from the rear and side property lines.

- **Attached Solid Patio Covers** must be **5 feet** from the water's edge of a pool.
- **Attached Lattice Patio Covers** may have support posts less than **5 feet** from the water's edge of a pool, as long as a **3 foot** clear access is provided.
- **Detached Solid Patio Covers** have a maximum height limit of **15 feet** above grade and must maintain an **8 foot clear distance** from any other structure in addition to a **5 foot** distance from the water's edge of a pool.
- **Detached Lattice Patio Covers** may have support posts less than **5 feet** from the water's edge of a pool, as long as a **3 foot** clear distance is provided. The maximum height limit is **15 feet** above grade.

Decks over 30 inches in height must be a minimum of **5 feet** from the rear and side property lines and require a building permit.

Outdoor Kitchens must be located a minimum of **5 feet** from the side and rear property lines. Please note that all electrical and plumbing work require a building permit.

Outdoor Fireplaces that burn gas, and propane heaters must be located a minimum of **5 feet** from the rear and side property lines, and **5 feet** from existing buildings and pools. Fireplaces that burn solid fuel must be **25 feet** from a property line and any other structures.