

FAQ - When do I need a Polk County Permit?

WORK REQUIRING A CONSTRUCTION PERMIT:

- Construction or demolition of any building or structure, regardless of size.
- All new construction, including additions, and any alterations, renovations or remodels involving structured elements or involving any electrical, plumbing, fuel gas, fire-systems, pollutant storage tanks, on-site underground utilities, signs, or mechanical systems.
- Alterations, renovations, remodels, or modifications to any commercial structure affecting occupancy classification, means of egress, fire resistance ratings or handicap accessibility.
- The installation, alteration, replacement, extension, or repair of any irrigation, electrical, plumbing, mechanical work, fuel gas, fire systems, solar systems, or any associated electrical work (low voltage). Including the changeout of A/C equipment, electrical service changes, or the addition of electrical outlets or circuits.
- Conversion of any non-habitable space to habitable space including the enclosure of garages, carports, porches or similar structures, and the replacement of screening or vinyl windows with glass or solid walls.
- Screening of any space, which requires structural or infill framing to be added.
- Although bonafide non-residential agricultural structures are not required to comply with the building codes, a "farm building permit" is required for land use, fire code enforcement and Stat & Federal regulations.
- All foundation remediation work to assure that an engineer is overseeing the work.
- Any change in occupancy as defined by the building code.
- Commercial and residential docks, piers, sea walls, boathouse, bulkheads, and boat ramps.
- All masonry walls and fences with masonry pilasters. All solid fences over eight feet high.
- Retaining walls required for structural support, protection, or erosion.
- All concrete slabs on grade greater than 100 square feet in area, and within 10 feet of the home or principal structure or intended as a slab for construction. Including sidewalks and portions of driveways in the right of way or in required minimum setbacks. All elevated concrete slabs must meet setback from property lines, easements and LDC drainage requirements.
- Tents for public assembly or use or having electrical service.
- Additions, repairs, alterations or accessory structures to mobile homes or park trailers. Owners of a mobile home or park trailer situated on a rented lot will not be able to permit either additions or set ups as owner builders without notarized landowner consent.
- Mobile home and park trailer set-ups. Owners of a mobile home or park trailer situated on a rented lot will not be able to permit either additions or set ups as owner builders without notarized landowner consent.

- In ground swimming pools and spas. Above ground swimming pools and spas more than 24" deep.
- Pool/spa repairs, renovations, demolitions, and remodels involving structural elements, electrical work, or additional equipment.
- All re-roofing, including mobile homes and park trailers, and including installation of insulated roof coverings.
- Decks, walkways, platforms, stairs, and landings. All decks and platforms must meet setbacks and easements.
- All carports or similar structures with rigid roofs.
- All flagpole foundations and poles greater than 50 feet high.
- Replacement of skylights, windows, and doors, including garage doors.
- Installation or replacement of vinyl or acrylic windows.
- Plumbing, re-pipes and water heater change outs.
- Installation or replacement of security bars or permanently installed window and door shutters.
- Siding
- Soffits Handicap ramps for one- or two-family residences require a permit and must meet setbacks.

WORK NOT REQUIRING A CONSTRUCTION PERMIT:

- Minor roof repairs- less than 25 square feet.
- Replacement of screening with like material in an existing structure.
- Interior remodels, interior renovations, or interior repairs on ANSI units or RVs.
- Minor electrical, plumbing, or mechanical repairs.
- Chain link fences of any height and stockade fences up to eight feet high. Check Polk County Land Development Code for prohibited materials for fencing.
- Structures intended for storage use only (prefabricated and of a "Closet" use). You may "reach in" only, not "walk-in." These exempt structures are limited to a max. 5 ft. height (mean height), 50 sq. ft. max. area and a max. 250 cubic ft. with no electrical or plumbing.