

WORK EXEMPT FROM PERMIT REQUIREMENTS

Community Development
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Works exempt from permit requirements (residential)

Exemptions from permit requirements shall not allow authorization for any work to be done in any manner that violates the provisions of this code or any other law or ordinance of the City of Menlo Park. Permits will not be required for the following.

Building

1. Detached accessory buildings used as storage or garden sheds, provided they are not taller than 8 feet, the floor area isn't greater than 64 square feet, and the structure complies with Section 16.68.030, Accessory buildings and/or structures, of the City of Menlo Park Municipal Code.
2. Wood fences not over seven feet high.
3. Oil Derricks.
4. Retaining walls that are 2 feet tall or less when measured from the top of the footing to the top of the wall, unless supporting a surcharge or impounding Class I, II, or III liquids.
5. Water tanks supported directly upon the ground if the capacity does not exceed 5,000 gallons (18,927 L) and are not taller than twice the width of the tank.
6. Platforms, walkways, and driveways that aren't more than 12 inches above the ground and are not over any basement or story below.
7. Painting, papering, carpeting, tiling (except in showers), cabinets, countertops and similar finish work.
8. Temporary television and theater stage sets and scenery.
9. Prefabricated swimming pools accessory to a Group R Division 3 occupancy that are less than 24 inches deep, do not exceed 5,000 Gallons and are installed entirely above ground.
10. Shade cloth structures constructed for nursery or agricultural purposes, not including service systems.
11. Swings and other playground equipment in yards of detached one and two-family dwellings that do not exceed 120 square feet measured at the supports or nine feet in height as measured from the ground to the top of the highest point of the structure.
12. Windows awnings supported by an exterior wall of Group R Division 3 occupancy when projecting no more than 36 inches.
13. Non-permanent moveable fixtures five feet nine inches in height or less.
14. Decks 200 square feet or less, that are 30 inches or less above the ground, are not attached to a dwelling unit, and do not serve the exit door required by section 311.4.

Unless otherwise exempted by this code, separate plumbing, electrical, and mechanical permits will be required for the above exempted items

Mechanical

1. A portable heating appliance, portable ventilating equipment, portable cooling unit, or portable evaporative cooler.
2. A closed system of steam, hot, or chilled water piping within heating or cooling equipment regulated by the 2019 CMC.
3. Replacement of any component or assembly of an appliance that does not alter its original approval and complies with other requirements of the 2019 CMC
4. Self-contained refrigeration systems containing 10 pounds (4.54 kg) or less of refrigerant or that are powered by motors of 1 horsepower (746 W) or less.
5. Portable-fuel-cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.

Electrical

1. Cord and plug connected temporary decorative lighting.
2. Reinstallation of attachment plug receptacles, but not the outlet.
3. Repair or replacement of circuit overcurrent devices in the same location.
4. Electrical wiring, devices, appliances, apparatus or equipment operating at 25 volts or less that are not capable of supplying more than 50 watts of energy.
5. Minor repair work, including the replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles.

Plumbing

1. The stopping of leaks in drains, soil, waste, or vent pipes, however if the leak is caused by a defective part that needs to be removed and replaced then it will be considered new work and a permit shall be procured and the work inspected.
2. The repairing of leaks in pipes, valves, or fixtures, provided such repairs does not involve or require the replacement or rearrangement of valves, pipes, or fixtures.

Gas

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