



Bulletin from Mayor Elaine Scruggs

The purpose of a building permit is to ensure the safety of our citizens by determining that the structures they live and work in are safe and to protect people's investments in their homes and businesses. Permits are required for most improvement projects that can be done at one's property. Building permits are required for the construction of a new building, a remodel, an addition to a home or an improvement to a property.

A new room, a patio cover, a fireplace, a swimming pool or enclosing a carport would all require a permit. A permit would also be required if you were to build a storage shed, playhouse or gazebo as long as it is over 120 feet of floor area or it is attached to the house. In addition, any change or repair to an existing mechanical, plumbing or electrical system would require a permit. In other words, the permit process would be necessary for a landscape irrigation system, a new air conditioning unit, a new furnace or a new water heater.

Patio covers are a common project that leads a homeowner to obtain a permit from the city. This process has recently been simplified. The homeowner is now given a worksheet that provides them with construction details and lumber spans and allows them to choose how they would like to design their patio, even if they are not an expert in construction. They can come to the Development Services center, meet with a representative and leave with a permit. The process reduces the time and work that it takes for a homeowner to design his or her patio cover and to obtain a permit.

Any work that is started without a permit will result in an investigation fee which is in addition to the building permit fee. Work that is done without a permit can be much more costly if it is not up to building code because it would then have to be removed and rebuilt.

A homeowner, licensed contractor or architect can apply for a building permit. The applicant must provide enough information to describe the project fully and clearly. In most cases, construction drawings shall be required. For commercial projects, these are usually prepared by an architect. For a home improvement project, the homeowner may prepare the drawings, provided that the drawings are accurate, legible and complete.

The building permit will include instructions for when to call and schedule a building inspection. The inspections will be due at various progress points of the project. At the time of the inspection, the work will either be given a red tag, meaning that a problem needs to be corrected before moving on to the next step or a green tag, meaning that the work meets all codes and you



can move on to the next stage of work.

To learn more, visit the Development Services' page of the city's website, [\(Click Here\)](#) or call 623-930-2800. Make sure and have all of your questions answered before you begin any work in order to save yourself time, money and aggravation down the road.

Thank you taking the time to read my "Glendale Bulletins". Please contact me at (623) 930-2260 or mayorscruggs@glendaleaz.com, if you have any comments or questions. I strive to provide the most timely information and best possible service to you, the citizens of Glendale. I sincerely appreciate your feedback.