



## Building Permits for Rental Property Owners

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Ogden City follows the State’s rules for issuing building permits on rental property (Construction Trades Licensing Act 58-55-102[12]). These rules also apply to any property that is not the owner’s primary residence:

- Maintenance** on rental property may be performed by the owner of the rental property.
- Any work not considered maintenance, requires the work to be completed by **licensed contractors**.

### **MAINTENANCE:**

- Replacement of roof coverings (when not replacing the roof deck. Roof deck replacement requires a licensed contractor.)
- Repair of existing non-bearing walls, windows, siding, stairs, porches, chimneys, veneers, cabinets, and/or drywall etc.
- Repair of existing wiring. Replacement of electrical fixtures does not require a permit.
- Replacement or repair of existing furnaces, air conditioning, hot water tanks, or flue piping.
- Repair of existing plumbing piping and plumbing fixtures.

All of this “maintenance” work requires permits. ↑ “Maintenance” means repair or replacement of something that *already exists*. If you want to *build* something or *add* something new to your rental property, a licensed contractor is required: ↓

### **WORK REQUIRING A LICENSED CONTRACTOR:**

- Replacement, repair, or addition of a **roof structure**; e.g. rafters, trusses, beams, roof deck, ice & snow shield.
- Replacement, repair or addition of a **bearing wall**, column, any portion of a **footing**, **foundation** system or any work regulated by the Contractor’s Licensing Board.
- Replacement, repair, or addition of sidewalks, approaches, or drives on **City-owned** property (usually the area between the public sidewalk and the street. ie: the “park strip”.)
- Addition to or modification of the **electrical** system; e.g. new receptacles, circuits, panels, upgrade of electrical service to a grounded system or any work regulated by the Utah State Licensing Board.
- Addition to or extension of the **mechanical** system; e.g. new ducts, furnace, water heaters, flue piping, air conditioning, gas piping or any work regulated by the Utah State Licensing Board.
- Addition to or extension of the **plumbing** system; e.g. new piping (water or waste), traps, vents, plumbing fixtures or work regulated by the Utah State Licensing Board.

↑ All of this work requires a permit, and that permit must be issued to a Utah state-licensed contractor. According to state law, we cannot issue these types of permits to rental owners. ↑

\*\*\*See back of this form for more information\*\*\*

## Work that **does not require permits**

According to the *International Residential Code*, the following work is exempt from permit requirements. **No permits** of any kind **are required** for these improvements: ↓

- *Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.*
- *Listed cord-and-plug connected temporary decorative lighting.*
- *Replacing broken receptacles (wall outlets) but not the wiring to the receptacle.*
- *Replacement of breakers or fuses 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 electrical repair work, including the replacement of lamps (bulbs) or the connection of approved portable electrical equipment to approved permanently-installed receptacles (outlets).*
- *Installation of portable heating, cooking or clothes drying appliances.*
- *Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.*
- *Installation of portable fuel-cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid (ie: portable solar panel).*
- *Installation of portable heating, cooling and/or ventilation appliances*
- *Installation of self-contained refrigeration systems containing 10 pounds or less of refrigerant or that are actuated by motors of 1 horsepower or less*
- *The stopping of leaks in drains, water, soil, waste or vent pipe, provided that no new pipe will be installed (New pipe requires a building permit.)*

The following work does not require a *building* permit, but Ogden City does require a **Land Use permit**, which is a free permit and simply requires a site plan showing where the improvement is being placed on your lot. ↓

- *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 4 feet in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge (a hill or some other form of dirt).*
- *Water tanks supported directly upon grade if the capacity does not exceed 5,000 gallons and the ratio of height to diameter or width does not exceed 2:1.*
- *Sidewalks and driveways on private property (usually behind the public sidewalk)*
- *Prefabricated swimming pools that are less than 24 inches deep*
- *Swings and other playground equipment on single-family residential property*
- *Window awnings supported by an exterior wall which do not project more than 54 inches from the exterior wall and do 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 R311.4 IRC.*