

## First question...do I need a permit?

Short answer: Yes, almost every single project inside the City of Kingsville limits requires a permit.

### Permits are required for the following:

- New Construction - includes anything from a small shed, carport, garage, home, commercial business, etc. Anything where a builder is erecting a new building where people can go inside requires a permit, and may require multiple permits
- Re-models - includes any add-on, or removal and replacement, of any existing structure or interior that does not exceed 50% of total size or value of the original structure. If a re-model exceeds 50% of the original structure, it falls under "New Construction." This includes adding or removing walls and changing the use of a room (such as converting a garage into an occupiable space)
- Demolition - a demolition permit is required for any demolition of a structure (or partial demolition of a structure) inside the Kingsville City Limits. This ensures that the city utilities either to the demolition site or in the vicinity, are properly secured prior to the demolition itself
- The cutting away of any structural beam or load bearing support requires a permit
- Roofing - All new or re-roofing projects require a building permit (**an appraisal card and WPI-1 form are required to obtain this permit**)
- Plumbing - Any plumbing work typically requires a building permit. Removal and replacement of fixtures (toilets, faucets, shower heads, gas lines, etc.) **is an exception** to the permit requirement
- Electrical - All electrical work requires a building permit. Any re-model may require a building permit to upgrade electrical requirements for the new load to the re-model as well as new construction for residential and commercial structures
- Fencing - Fencing requires a building permit to ensure fence heights and setback distances are in compliance with City of Kingsville ordinances
- Home Movements - Any home movement, whether a structure, manufactured home, mobile home, modular home, accessory building, etc., requires a "Movement Permit" to ensure the route of travel to the site either into or out of the city has the proper clearance from overhead utility lines
- Accessory Buildings - sheds, carports, detached structures, etc., all require a building permit to ensure proper setback distances from lot lines and minimum fire code distances are met between the accessory building and the main structure either on the same property or the neighboring property as well
- Installation of stairs, landings or decks
- Lawn Sprinkler Systems - permit required to test for proper operation of the backflow preventer that ensures contaminants cannot access the city water system from a sprinkler system
- Swimming Pool - permit required for any plumbing and electrical requirements

- Driveways / sidewalks / curb cuts – require a permit to ensure the setbacks, dimensions and gradients comply with the City of Kingsville ordinances as well as City of Kingsville Engineering Department guidelines
- House-leveling – requires a building permit (**site plan and WPI-1 form engineer plan stamp required**)

To apply for a permit, click here

**Permits are Not Required for the Following:**

- Paint - either interior or exterior painting does not require a building permit (**Painting in the Historical District requires approval of colors by the Historical Preservation Officer**)
- Wall Coverings - interior paneling, wall paper, etc.; no permit required
- Flooring - Any floor covering, such as carpet, wood, linoleum, etc., that is **not part** of the sub-floor does not require a building permit
- Replacing countertops
- Adding or replacing kitchen cabinets
- Replacing certain kitchen appliances or fixtures
- Concrete - no permit is required for concrete work to establish slabs. Some foundations with concrete may require a building permit; see the Planning Department for details
- Tree trimming and general yard maintenance
- Repairs to roof coverings with a cumulative area of less than 100 sq. ft., not involving roof decking or framing members
- Repair or replacement of gutters
- Replacement of decorative shutters
- Repairs to breakaway walls
- Fascia repairs
- Slab on grade for patios
- Repair or replacement of soffit less than 24"
- Replacement of interior doors
- Repairs or replacement of storm doors or screen doors
- Removal and replacement of fixtures (toilets, faucets, shower heads, etc.)

- Backyard playground sets
- Above ground swimming pools. A permit will be required if the swimming pool has an electrical filtration system requiring connection to the home's electrical system

**NOTE: This list is a guide and not all-inclusive; please feel free to contact the City of Kingsville Planning & Development Services Department at (361) 595-8019/8055 with any questions**

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