



## Land Use Services Department Building and Safety Division

# Residential Development Guide

This handout is intended to provide the general information necessary to build or alter a residential building or structure within the unincorporated area of San Bernardino County, in compliance with the San Bernardino County and State of California codes. For additional information, please visit the Land Use Services Virtual Counter at:

<https://lus.sbcounty.gov/contact-us/>

**PERMITS:** Permits are required to build, alter, repair, move, or demolish any building and to do electrical, plumbing, heating, solar, air conditioning, and grading work. Be sure you have all the necessary permits before you start work. Permits can be obtained at your local Building and Safety Office (listed on last page of document) or via the EZ Online Permitting website located at the link below:

<http://wp.sbcounty.gov/ezop/>

Below is a list of items requiring a permit:

- New Buildings and Structures greater than 120 square feet\*
- Roof and Ground Mount Solar Installation
- Patio Covers (Solid and Lattice)
- Enclosed Patios
- Electric Charging Station
- Additions and Alterations
- Pools and Spas
- Carports, Garages and Barns
- Fences/Block Walls over 6 ft. in height
- Retaining Walls over 4 ft. in height, measured from the bottom of footing or any retaining wall supporting a surcharge
- Electrical, Plumbing, Mechanical and Structural Repairs
- Re-roofing
- Temporary structures such as a modular unit, recreational vehicle/trailer
- Onsite Grading (cut & fill) of 50 cubic yards or more
- Demolition
- Erosion Control
- Wall or Monument Signs
- Other types of construction activities, not listed here, may require a permit. All building setbacks must be maintained, whether a permit is required or not.

\*Per County Development Code section 84.01.020(b), An accessory structure or use shall always exist in conjunction with, and never without, a legally established primary structure or primary use that has the same common owner. Where the primary use is a residence, it shall not be enclosed within an accessory structure. Where the primary use has not yet been established, an accessory structure may only be built subject to the issuance of a Temporary Use Permit in compliance with Chapter 84.25 (Temporary Structures and Uses).

**PERMIT FEES:** Permit fees for residential and accessory buildings, as well as mechanical, electrical, plumbing permits are based on average cost. More detailed fee information is available upon request. Other fees, such as school fees, traffic fees or drainage fees may apply.

Please visit the EZ Online Permitting website at <http://wp.sbcounty.gov/ezop/> to estimate your building permit fees.

**WATER SERVICE:** A will serve letter from the water purveyor or an approved well tag from Environmental Health Services is required prior to plan approval.

**WASTEWATER SERVICE:** A will serve letter from the sewer purveyor or a proposed septic system and percolation rate approved by Environmental Health Services is required prior to plan approval.

**PLANS:** A set of plans includes a plot plan, foundation, floor, framing and roof plans, elevations, sections, architectural and structural details, specifications and energy information which consists of an energy compliance package, heating and cooling calculations and a list of mandatory features and devices, as well as all necessary information required for construction and inspection activities. Water and Sewer Will Serve letters are required prior to issuance. Please visit the below website for plan check requirements:

<https://lus.sbcounty.gov/building-safety-home/guidance-and-technical-handouts/>

**BUILDING SETBACKS:** Building setbacks are required for all structures. The land use zoning district will dictate the size of the front, side, or rear building setback. For more information regarding setback requirements please visit the following website:

<https://lus.sbcounty.gov/building-safety-home/zoning-setbacks/>

**EROSION CONTROL:** In general, prior to any construction and/or land disturbing activity, all projects require some type of erosion control. The degree of erosion control depends on the type of project. If a grading permit is required as part of the project, then erosion control shall be included in the grading plan submission. If a building permit is required without a grading permit, the erosion control information must be included on the building site plan. If no grading plans or building permit are required, a separate erosion control permit must be obtained prior to any construction activity. For more information, please reference the County of San Bernardino, Erosion Control and Pollution Prevention Handout, available at the following link:

<https://lus.sbcounty.gov/pre-construction-erosion-control/>

**GRADING:** If proposing to grade 100 cubic yards or more (cut & fill) or disturbing greater than a 2:1 slope as part of the project, you will need to submit grading plans for review and obtain approval by Building and Safety. More information regarding grading requirements is available at the following link:

<https://lus.sbcounty.gov/building-safety-home/guidance-and-technical-handouts/>

**INSPECTIONS:** In general, an inspection will be required prior to covering up or concealing any completed work. To schedule an inspection online, log in to EZOP at the following website:

<https://ezop.sbcounty.gov/CitizenAccess/Default.aspx>

To schedule an inspection via phone, please contact our Customer Service Unit at (909) 387-8311 or (760) 995-8140 (desert areas).

For more inspection information please visit the following websites:

<https://wp.sbcounty.gov/ezop/faqs/videos/>

<https://lus.sbcounty.gov/faq-category/building-and-safety-questions/>

**PARKING AND GARAGES:** All dwellings shall have two parking spaces with at least one being covered. A parking space is 9 feet wide x 19 feet long, with the covered space being a minimum of 10 feet wide x 20 feet long.

More information on parking requirements is available in the County Development Code, available at the following link:

[https://codelibrary.amlegal.com/codes/sanbernardino/latest/sanberncity\\_ca/0-0-0-166578](https://codelibrary.amlegal.com/codes/sanbernardino/latest/sanberncity_ca/0-0-0-166578)

**PERMIT REQUIREMENTS:** Below is a list of other divisions/departments that may affect your permit:

- **Land Development Division** – (909) 387-8311
- **Fire District** – (909) 386-8400
- **California Department of Fish & Wildlife** – (909) 484-0167
- **Caltrans** – (909) 383-4631
- **Department of Public Works/Transportation Permits** – (909) 387-7995
- **Department of Public Works/Solid Waste Management Division** – (909) 386-8701
- **Department of Public Health/Division of Environmental Health Services** – (800) 442-2283
- **Other agency/departmental requirements, not listed here, may apply. Please contact the corresponding Division/Department for more information about specific requirements.**

**Land Use Services Department – Office Locations:**

County Government Center  
385 N. Arrowhead Ave.  
San Bernardino, CA 92415  
(909) 387-8311

Jerry Lewis High Desert Government Center  
15900 Smoke Tree St.  
Suite 131  
Hesperia, CA 92345  
(760) 995-8140

Big Bear Building and Safety Office – Open Tuesdays only  
477 Summit Blvd.  
Big Bear Lake, CA 92315  
(909) 387-8311

Twin Peaks Building and Safety Office – Open Monday, Wednesday, Thursday & Friday  
26010 State Highway 189  
P.O. Box 709  
Twin Peaks, CA 92391  
(909) 387-8311

Joshua Tree Building and Safety Office – Open Wednesdays only  
63665 Twentynine Palms Highway  
Joshua Tree, CA 92252  
(760) 995-8140