

# Permits and Approvals

Permit application can now be submitted, paid and issued online at the below link:

<https://evolvepublic.infovisionsoftware.com/lancaster/>

## Do you need a Permit?

**It's the most commonly asked question we receive. Review the information below or call us we can help you find the answer!**

A permit is required for projects such as new construction, additions, remodeling or repairs to electrical, mechanical and plumbing systems. For your convenience, this page contains a list of the most commonly used permits. Please visit the Link section on the Building Service home page to obtain a complete listing of all [building forms, information bulletins and other helpful resources](#).

### [Fees](#)

### [Security Alarms](#)

Security Alarm permit registration is no longer required as of August 24, 2020.

### [Building Permit](#)

This permit ensures that construction projects comply with local, state and federal standards for land use, zoning and construction, and verify compliance with the minimum standards that help safeguard life or limb, public health, property and welfare. Applications for an address/address change, Deferred Submittals and Demolition Permits should also be submitted in this location.

### [Mobile Home Setup](#)

Setting up a new or used mobile home. Please refer to the Mobile Home document on the homepage.

### [Swimming Pool](#)

A permit is required prior to beginning construction, if you are in a Subdivision we will need Home Owners Association approval.

### [Construction Change to Building Permit](#)

Apply to submit changes to approved Building, Combination, Fire, Plumbing, Mechanical and Electrical permits.

### [Electrical Permit](#)

This permit is required for the installation, alteration, addition or replacement of electrical wiring, devices, appliances or equipment, and to comply with the minimum standards necessary to safeguard life or limb, public health, property and welfare. This permit at most times can be issued over the counter or online.

### [Mechanical Permit](#)

This permit is required for the installation, alteration, replacement or repair of addition or replacement of heating, ventilating, air conditioning, or refrigeration system, and to comply with the minimum standards necessary to safeguard life or limb, public health, property and welfare.

#### **Residential Rooftop-Mounted Solar Photovoltaic (PV) Permit**

This permit is required to install a solar photovoltaics system on a rooftop of a residential building.

#### **Sign Permit**

This permit is required for the installation or alteration of signs.

#### **Temporary Use Permit / Tent**

This permit allows for the temporary use of a contractors office, temporary dwelling, Christmas tree sales, Firework sales, Yard or garage sales, Civic/cultural events, or temporary use recreational vehicle or travel trailer.

#### **Retaining walls**

That are over 4 feet (1219 mm) in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge

*Note: Any wall that is back-filled against, no matter how high, must be permitted.*

#### **Demolition**

This required for all demolition of any structure both residential and commercial

#### **Fire Permit Evolve Project Portal**

Required for any type of fire permit work including, but not limited to, fire alarms, sprinkler systems, blasting, fireworks and underground piping

#### **Grading Permit Evolve Project Portal**

This permit is required when a project will change the topography of a property when conducting certain excavations or filling-in of an area. Construction changes to an existing Grading Permit, should also be submitted in this location. This will be submitted to the Development Coordinator and can also be submitted online.

#### **Civil Construction permit Evolve Project Portal**

This permit is required for development prior to the building process. This permit is to ensure that right-of-way, land disturbing, stormwater, planning and zoning ordinances are met prior to vertical construction. Regulations for this can be found in Unified Development Ordinance. Please see the Civil checklist on the Development Services website for instructions.

#### **FAQ'S**

If you do not see the permit type listed please refer to Documents needed to obtain a permit or call our office at 803-285-1969.