

Frequently Asked Questions

Q. Does every project require a building permit?

A. No. However, if the project is beyond routine or emergency maintenance, it may require a permit.

Q. How do I obtain a building permit?

A. You may either fill out an application at City Hall or request that an application be emailed to you. Due to state law, the original signed copy with ID verification is required for many types of permits.

Q. How much do building permits cost?

A. Permit fees vary depending on the cost (valuation) and type of project proposed.

Q. I'm not a professional contractor; would I need to obtain a permit if I'm building/renovating my home myself?

A. Yes.

Q. How long does it take to apply for and receive a building permit?

A. Typically, a permit can be issued within 24-48 business hours. Unforeseen circumstances may cause a longer delay.

Q. Do I need a permit to have vinyl siding installed on my house?

A. Yes. If anyone other than yourself will be installing your siding, the contractor must also obtain a city business license.

Q. Do I need a permit to install a swimming pool in my backyard?

A. Yes, a permit and current legal survey are required for a pool or spa if it will hold more than eighteen (18) inches of water. *A fence, child safety latch gate and alarm at entry doors are also a life safety pool requirement.*

Q. Do I need a permit to install a fence in my yard?

A. Yes, but contact Inspections ([802-3812](tel:802-3812)) or Planning ([802-3821](tel:802-3821)) for height limits and setbacks.

Q. Do I need a permit to install a pre-fabricated, storage building?

A. Yes, because there are specific guidelines for its placement on your property. Contact Inspections ([802-3812](tel:802-3812)) for specifics.

Q. Do I need a permit to build, extend, or repair my wood deck?

A. Yes, because it needs to be inspected for safety, code and city

ordinance compliance.

Q. Do I need a permit to have a professionally built storage building or garage?

A. Yes, and the contractor must obtain or possess a City of Mountain Brook business license.

Q. Do I need a permit if my house is on a multi-acre lot and I want to remove some trees, one that is too near the house and some on the perimeter that I prefer to remove?

A. You do not need a permit to remove any tree that endangers your personal property (car, garage, house, etc.). You may be required, however, to obtain a disturbance or excavation permit for the necessary site work. All trees and debris are to be hauled off by the contractor. A city license is required.

Q. Do I need a permit if a heating and air service technician is coming to my house?

A. Maybe. If the technician is servicing or repairing parts, then a permit is not required. However, if they are replacing or upgrading the air handler or condenser unit, a permit is required.

Q. Do I need a permit to refresh my home's exterior by installing a new roof and re-painting?

A. Yes, a permit is required for painting your home and the company re-painting must be licensed with the City. A permit is required if you are re-roofing or replacing shingles on your home. If you should have any questions please contact Inspections (802-3812).

Q. I'm buying a home and I want to find out if it's in a flood zone. How do I do that?

A. Contact the City Building Official ([802-3812](tel:802-3812)).

Q. I have received a certified letter informing me of a zoning hearing on property in my neighborhood, what does this mean?

A. It may mean a petition has been made to request rezoning (to a different use) of the property, a subdivision of the property, or a variance from required zoning regulations. Any further information may be obtained by calling Planning ([802-3821](tel:802-3821)), referring to the web link at the bottom of the legal notice you received, or by attending the scheduled meeting advertised on the legal notice.

Q. I plan to protest a zoning request; when/how can I do that?

A. By attending the scheduled hearing, or writing a letter to the appropriate board. Call [802-3810](tel:802-3810) for more information.

Q. I want to have horses or livestock on my property, am I permitted to do that?

A. It depends on how your property is zoned. Contact Planning (802-3821).

Q. Is a permit required for a garage/yard sale permit?

A. Yes, a permit is required for a yard/garage sale permit. The cost is \$20.00 and it is good for 2 consecutive days. You are allowed 1 yard sale permit per year and it may be purchased at City Hall. City staff will issue the permit and give you the sign guidelines as well. City Hall is open Monday-Friday 7:00AM-5:00PM. If you should have additional questions contact 802-3806.

Q. What requires a City of Mountain Brook Business license?

A. **Any property maintenance, service work, and goods sold or service performed by any entity within the City Limits. For questions call 802-3806 or 3807.**