

Guidelines For Residential - Miscellaneous Permits

Planning and Development Services Department

www.opkansas.org

The following list provides general information regarding permit requirements for various single family residential construction and maintenance activities. The city may have requirements for work even if a permit is not required.

ADMINISTRATIVE

All persons undertaking work which requires a building permit are required to have a currently valid Johnson County Contractors License. Homeowner occupants acting as the contractor for their own personal home projects do not need to be licensed; however, any subcontractors that they hire are required to have a valid Johnson County Contractors License. For licensing information, please contact Johnson County Contractor Licensing (913) 715-2233. For permit fee information, please call Permit Services at (913) 895-6205.

ARBOR / TRELLIS / SHADE STRUCTURE

A **permit is not required** when the overhead structure is at least 50% open at the top with no member wider than 2 inches in horizontal plane and incapable of accumulating ice or snow (OPMC 16.100.105.2). The structure must also comply with setback requirements of the dwelling when attached to the dwelling, or when detached, it must maintain the setbacks required for an accessory structure. Maintain clearances to service-drop conductors with 8 foot vertical above the roof surface and 3 foot from the roof edge (2018 IRC Section E3604.2).

AIR CONDITIONER / FURNACE REPLACEMENT

A permit is required for air conditioners (except window air conditioners). Repairs do not require a permit. If the demand for the unit is greater than the old unit, conductor sizes may need to be increased. A means to disconnect power is required within sight of the unit. A permit is required for new, additional, or replacement furnaces or air conditioning systems.

ACCESSORY STRUCTURE (DETACHED/RESIDENTIAL) - GARAGES, SHEDS, CARPORTS, GAZEBOS AND GREENHOUSES

A permit is required for accessory structures 200 square feet in area or greater. Materials used must be compatible with residential construction. A handout is available on our website [Guidelines for Residential Accessory Structures and Room Additions](#).

ALARM / SECURITY SYSTEM

A permit is not required by the Planning and Development Services Department. Low voltage wiring (less than 12 volts) does not require a permit. An alarm permit is required by the Overland Park Police Department and can be accessed at this website -

<https://www.opkansas.org/city-services/police-fire-safety/police-fire-safety-licenses-permits-and-inspections/alarm-users-permit/>.

Permits are required for alarms that are connected to emergency assistance and could elicit a response from police, firefighters, or emergency medical services. This could include: Commercial security alarms, Residential security alarms, medical alarm systems. The city processes alarm users permits through the CryWolf system

ADDITION - RESIDENTIAL

A permit is required. The addition of a building area to a dwelling requires a permit regardless of the area. A handout is available on our website Guidelines for Residential Accessory Structures and Room Additions.

AWNING / CANOPIES

A permit is not required provided for awnings in Group R-3 and U occupancies, when they are supported by an exterior wall and do not project more than 54 inches from the exterior wall, and do not require additional support.

BASEMENT FINISH - RESIDENTIAL

A permit is required. Permits are required to install walls or framing to finish a basement. A handout is available on our website Guidelines for Residential Basement Finishing and Remodeling.

BASKETBALL GOALS

No permit is required. Structures greater than 10 feet in height shall be located a distance of at least 1/3 it's height from any property line.

CABINET INSTALLATION / REPLACEMENT

No permit is required. Cabinets and shelves are non-structural and generally are treated similar to furniture. Electrical or plumbing modifications associated with cabinet replacement require a permit. Please call the Plans Examiner of the Day at (913) 895-6225 for more information.

DECKS / BALCONIES / PORCHES

A permit is required for new decks or replacement of existing decks, balconies or porches. Setbacks from property lines and the aspects of the deck, balcony or porch will be reviewed as part of the permit and inspection process. A handout is available on our website Guidelines for Residential Decks. Decks not exceeding 200 square feet in area and which are not more than thirty inches (30") above grade at any point and do not serve the exit door required by 2018 IRC Section R311.2, do not require a permit.

DEMOLITION PERMITS

A permit is required. Service utility connections shall be discontinued and capped in accordance with the approved rules and the requirements of the authority having jurisdiction. Confirmation of the disconnection of service utility connections from the various utility companies are required before a demolition permit will be issued. A handout is available on our web site Demolition Permit Guidelines.

DISHWASHER - NEW AND REPLACEMENT

A permit is not required to replace an existing dishwasher. New installations do require an electrical permit when the installation requires a new branch circuit. Dishwashers and disposals are to be on a separate circuit from the two required countertop small appliance circuits.

DRIVEWAYS AND DRIVE APPROACH

A building permit is not required for sidewalks and driveways not more than 30 inches above adjacent grade which are not over any basement or story below and are not part of an accessible route. A building permit is not required for driveway replacement on private property. Driveways on private property require minimum 4 inch air entrained concrete. The driveway shall have a constant slope so as to avoid ponding of water. A driveway cannot be closer than 2 feet to adjoining property and cannot occupy more than 35 percent of the front yard area (OPMC 16.110.R309.6, UDO 18.430.120).

A right-of-way work permit is required for sidewalk or driveway installation or replacement in the public right-of-way (from the property line to the curb) and are issued by the Public Works Department. An approach addition or replacement requires a minimum 6 inch paving with approved city concrete mix. Contact the Engineering Services Division (913) 895-6223 or Public Works (913) 895-5184 for additional information on approach modifications.

ELECTRICAL LOW VOLTAGE WIRING

A permit is not required for electrical wiring, devices, appliances, apparatus or equipment operating at less than 25 volts and not capable of supplying more than 50 watts of energy and not part of a fire alarm system.

ELECTRICAL SERVICE UPGRADE

A permit is required for electrical service upgrades.

ELECTRICAL GENERATOR

A permit is required for a generator that is direct wired to the building's main electrical system. A transfer switch is required and may require manufacturer's information and schematic plan of the installation for review.

ELECTRICAL MISCELLANEOUS REPAIR / REPLACEMENT

A permit is required for new branch circuits or extension of branch circuits or placing additional fixtures or receptacles on an existing circuit. Replacement of receptacles or light fixtures is considered repair and does not require a permit.

ELEVATOR

A permit is required for installation of elevators, platform lifts and stairway lifts in existing buildings.

Electric Elevators: A permit is required for an alteration that results in an increase or decrease of the car's deadweight by more than 5% from the original design installation. **Hydraulic Elevators:** A permit is required for an alteration that results in an increase of the car's deadweight by more than 5% from the original design installation.

FENCE

A permit is required for all new residential fences and for replacement fences of identical materials if more than 50% of total length is being replaced. If less than 50% is being replaced and no changes are made to the

fence size or materials, it is considered a repair and no permit is required. A handout is available on our website [Guidelines for Residential Fence Permit](#).

FENCE - ELECTRIC

A permit is not required if using off-the-shelf, step-down transformers that plug into a standard receptacle.

Electric fences are not allowed in front yards and not all kinds are considered proper restraining devices for dogs. Some requirements are enforced by the Animal Control Division of the Police Department include the following: OPMC 6.08.020: (a) not permitted in the front yard, (b) not permitted within 10 feet of adjoining property line or public sidewalk, (c) property must be clearly posted indicating electronic fence confines a dog.

FLAG POLE

A permit is not required. A structure that is greater than 10 feet in height shall be located at a distance of at least 1/3 it's height from any property line.

FLATWORK ON PRIVATE PROPERTY – SIDEWALK AND CONCRETE PATIO

A permit is not required for flatwork (concrete slabs on grade) on private property and not supporting a structure. Applicable setbacks must still be followed.

FOUNDATION REPAIR

A permit is required for foundation repair projects, except for maintenance and repairs such as an epoxy injection. Wall replacement or the addition of structural columns or bulkhead requires a permit and an engineered design (sealed plan).

FURNACE REPLACEMENT

A permit is required. Many new furnaces and hot water heaters have venting systems which are fan-assisted and are high efficiency. The existing venting system may not be adequately designed for the new system. Repair does not require a permit (including fan replacement).

GARAGE DOOR OPENER

No permit is required. Cord and plug-connected equipment does not require a permit.

GAS LINE (INSIDE A BUILDING) - INSTALLATION/REPLACEMENT

A permit is required for gas line installations and replacements. The new line shall be tested with test pressure of 1-1/2 times the proposed maximum working pressure, but not less than 3 psig. Test pressure duration shall be not less than 10 minutes (Reference 2018 IRC Section G2417.4).

GAS LINE (OUTSIDE A BUILDING) - INSTALLATION/REPLACEMENT

A permit is required for gas lines installed from the house to gaslights, cookers, or other accessory structures (yard lines). The line from the house to the meter (service line) is the responsibility of the Kansas Corporation Commission and the utility company and does not require a permit.

GARBAGE DISPOSAL - NEW/REPLACEMENT

A permit is not required for replacing a garbage disposal unless it is a new installation which requires a separate circuit (can be combined with a dishwasher circuit). If a new branch circuit is installed, an electrical permit is required. The dishwasher and disposal are to be on a separate circuit from the two required countertop small appliance branch circuits.

LP GAS TANK - RESIDENTIAL

A permit is not required for a tank with less than 500-gallon capacity (see 2018 International Fire Code). Tank and location or placement must comply with the same setbacks as accessory structures and maintain a minimum 5-foot separation from openings below grade and 10 feet from buildings. See 2018 IFC Table 5703.1.1.

LAWN IRRIGATION SYSTEM

A building permit is not required. Any work in the public right-of-way requires issuance of a right-of-way work permit; contact the Public Works Department (913) 895-6040 for more information.

PATIOS

A permit is not required for patios on grade consisting of concrete or brick. Applicable setbacks must still be followed.

PLAYGROUND EQUIPMENT

A permit is not required.

PLUMBING FIXTURE INSTALLATION - REPAIR/REPLACEMENT

A permit is required for installation or replacement of the building water piping or drainage system. A permit is not required for fixture replacement for sinks, lavatories, water closets, tubs, showers, valves, garbage disposals, dishwashers, etc. which are considered repair/maintenance, provided however, that if any concealed trap, drain pipe, water, soil, waste or vent pipe becomes defective and it becomes necessary to remove and replace the same with new material, such work shall be considered as new work and a permit shall be obtained and inspection made as provided in the Overland Park Municipal Code (OPMC 16.100.105.2).

PLUMBING - BACKWATER VALVE

A permit is required. Backwater valves are installed to prevent sewer backups into the floor below the level of the upstream manhole. The Johnson County Wastewater District requires these on dwellings in locations subject to sewer backups. Only fixtures below the manhole level can drain through these valves since they require a high degree of maintenance (OPMC 16.130.715.1).

PLUMBING - SUMP PUMPS

New sump pumps require a dedicated GFCI electric circuit. An electrical permit is required for new branch circuits. Johnson County Wastewater District does not allow sump pump connections to the sanitary sewer system. Sump pump discharge shall not be closer than 5 feet to any adjoining property line (OPMC 7.54.250). A permit is not required for replacement of an existing pump.

RETAINING WALLS

A permit is required for retaining walls over 48 inches and requires an engineered (sealed) design. Retaining walls less than 48 inches in height do not require permits. All retaining walls shall be setback 2 feet from any right-of-way line (OPMC 18.390.140.C) and 1 foot from any other property line (OPMC 7.54.210).

ROOFING - REPAIR/REPLACEMENT

A permit is not required. Re-roofing is considered repair and does not require a permit. Although a permit is not required, the code has specific material and installation requirements for roofing and re-roofing. A composition roof may be installed over wood shingles (not permitted over shakes). No more than two layers of any type of covering may be placed on a roof. If three layers of roofing are in place, all layers shall be removed prior to installation of additional roofing. Some homes associations regulate the quality and color of roof coverings - these are not enforced by the city.

A permit is required if you are switching from a light roof covering (asphalt or wood shingles) to a heavy roof covering (concrete tiles, clay tiles, or slate). This requires engineered analysis of the roof structure and usually requires additional reinforcement of the roof.

ROOF DECK - REPAIR/REPLACEMENT

A permit is not required unless structural repairs are necessary.

SATELLITE DISHES

A permit is not required for one- and two-family dwellings. Dishes less than 39 inches in diameter may be attached to the house or ground-mounted. Where the antenna is ground-mounted on a self-supporting mast, the mast shall be set back a distance from any property line equal to one-third of its height and shall not be located in the front yard.

Satellite dish antennas greater than 39 inches in diameter shall be ground-mounted and shall not exceed 13 feet in height (distance between the average surrounding grade and the highest point on the satellite dish antenna). The antenna shall be located within the rear yard and shall be set back from all property lines at a distance of at least equal to its height (OPMC 18.390.140). All cables and electrical lines serving the antenna shall be located underground.

SEWER LINE REPLACEMENT - EXTERIOR

Johnson County Wastewater issues permits for repair and replacement of sewer lines outside of a building that are connected to the Johnson County Wastewater sewer system. A permit from the county is required for new installations or switching from septic to sewer. A permit is also required from the city for the demolition of the existing septic system.

SIDEWALK REPLACEMENT IN RIGHT-OF-WAY

City sidewalks are replaced or repaired by the city. Contact the Public Works Department (913) 895-6040 if you have sidewalks which need to be repaired or replaced.

SEPTIC TANK DEMOLITION AND CONNECTION TO PUBLIC SEWER SYSTEM

A permit is required. No drawings are needed. Provide a copy of the sewer connection permit from Johnson County Wastewater with the permit application.

SIDING - REPLACEMENT/REPAIR

Siding repair and replacement are considered maintenance and do not require issuance of a permit. A permit is not required for siding repairs except when replacing with stucco or EIFS which does require a permit. The building code contains requirements regarding siding applications and flashing.

SPAS AND HOT TUBS

A permit is required. There are specific electrical and enclosure requirements for spas and hot tubs. A handout is available in our website [Guidelines for Residential Swimming Pools, Hot Tubs and Spas](#)

SWIMMING POOLS

A permit is required. Swimming pools more than 24 inches deep and all spas and hot tubs require a permit prior to installation. A handout is available on our website called [Guidelines for Residential Swimming Pools, Hot Tubs and Spas](#)

TREE HOUSES

A permit is not required. Tree houses are not addressed by the Building Code or Zoning Ordinance. Electrical connections to tree houses are not allowed.

TOWERS - RADIO / COMMUNICATION

A permit is required. Engineering data to support the design may be required.

WATER HEATER REPLACEMENT

A permit is required. Many new furnaces and hot water heaters have venting systems that are fan-assisted and are high efficiency; the existing venting system may not be adequately designed for the new system.

WATER LINE REPLACEMENT - EXTERIOR

A permit is required for the replacement or repair of fire service mains serving private fire hydrants, fire suppression systems (sprinkler) and standpipe systems. Permits are not required for general water line replacement. Call Water One at (913) 895-1800 before beginning work.

WINDOW REPLACEMENT

A permit is not required for an in-kind replacement. Alterations made to exterior walls to allow for the installation of a larger window do require a permit.

The City of Overland Park does not warrant the accuracy, completeness, or timeliness of the information contained in this handout. To verify the city requirements please refer to the official version of the Municipal Code.