



RESIDENTIAL SKYLIGHTS

BUILDING DIVISION REQUIREMENTS

A building permit is required for the installation or replacement of a skylight (including solar tubes). Permits are required prior to installation or replacement of such items.

The following is a list of the general requirements for skylights based on the current California Building Code (CBC) and the California Mechanical Code (CMC). For additional information, contact the Building Division.

- For condominium building, include type of construction of the building and show that the skylight shall be five (5) feet away from party walls.
- The ICC number for skylights. (CBC 2405.5)
- Plastic skylights shall not be less than a minimum of four (4) feet from each other, unless:
 - the skylights are located within the same room or space and the maximum area of the skylights is 100 square feet, or
 - the building is equipped throughout with an automatic fire sprinkler system (CBC 2610.6).
- Operable skylights shall be ten (10) feet from all plumbing vents or the vent shall terminate three feet above the skylight (CMC 802.8 and CPC 906.2).
- Smoke alarms to be provided in all sleeping rooms and adjacent hallways, multi-levels and basements (CBC 907.2.10).

PERMIT PROCESS

Building Permit Review

Building permits for skylights that do not involve modifications to the ceiling or roof framing can be obtained at the Building Division Counter.

Inspections

For skylight installations that require the modifications to the ceiling or roof framing, two inspections are required. The framing and insulation inspection should be scheduled after the framing has been completed and before the skylight is installed. The final inspection should be scheduled after all work is completed.

For skylight installations that do not require modifications to the framing (i.e. solar tubes), one final inspection is required after all of the work is complete.

Building Permit Application Requirements

- A completed Building Permit Application (available at the Building Division or online at www.cityofepa.org, please provide only one copy)
- An approval letter from the Homeowner's Association (if applicable).
- If modifications are made to the ceiling or roof framing, provide three (3) copies of a framing plan showing the size and spacing of existing rafters and ceiling joists and the framing skylight well (including gypsum board and wall framing).
- If any prefabricated trusses are cut, provide engineering calculations and details. Where rafters and /or ceiling joists are cut, double rafters and ceiling joists adjacent to skylight are required.