

Temporary Sales Office in Residential Garage

The following information clarifies the permit requirements for converting a garage to a temporary sales office, and reconverting the office to the garage. Both conversions require separate building permits from the original residential building permit.

PERMIT REQUIREMENTS FOR GARAGE CONVERSION TO TEMPORARY SALES OFFICE

1. Construction drawing showing how garage will be converted to sales office for RBD Plans Review.
2. Approval from the zoning department of the site jurisdiction (city or county).
3. Building Permit for garage conversion to sales office.
4. Electrical Permit attached to the Building Permit for garage conversion to sales office. (This permit is obtained by the electrical contractor.)
5. Inspections include electrical rough and final.

PERMIT REQUIREMENTS FOR CONVERSION TO GARAGE

1. Building Permit for conversion to original garage. (This does not require construction drawings/plans for review.)
2. Electrical Permit attached to the Building Permit. (This permit is obtained by the electrical contractor.)
3. Inspections include electrical rough and final, and building final to verify the garage door reinstallation, removal of wall partitions and electrical is returned to original residential use.

For information regarding a temporary office for sales or commercial use in a manufactured building or unit, please see the Temporary Office in a Manufactured Building.