



Plan Check by Appointment

Over the Counter Permit Services

**Walk in with accurate plans, walk out with a permit.
Appointment required.**

Beginning August 1, 2019, the **Building Inspection Division** will offer over the counter plan check.

Appointments can be made by calling 661-862-8650, and will be available between 8 am and 4 pm at 2700 M Street, Bakersfield, California.

Over the Counter Service is for smaller residential projects being proposed for single family, duplex, multifamily and very minor tenant improvements for commercial projects.

This service is available for the following:

Appointment Required

- Single story additions and remodels less than 1000 square feet
- Residential attached or detached accessory structures less than 1000 square feet (patios, garages, ADUs)
- ICC-approved engineered patios and sunrooms
- Fire or auto damage repair work (call out survey required)
- Structural repair work of a minor nature such as foundation repairs, roof structural repairs, etc.
- Construction trailers as part of a larger project.
- Minor tenant improvements.
- Electrical vehicle charging stations.
- Backchecks of a minor nature. Contact your plan checker for availability.

Appointment Not Required

- Residential roof mount solar system
- HVAC and water heater change outs
- Re-roofs
- Residential electrical reconnect and panel upgrades

Requirements:

- **Complete a Building Permit Application** and **apply** for a permit, either online through the [Citizen Access Portal](#) or in-person prior to your scheduled appointment time. The time needed to apply for your permit is **NOT** included in your scheduled appointment time. Permits may be applied for by the property owner (grant deed may be required), a licensed contractor/engineer, or an authorized owner's agent. Your plans technician will advise you if other departments (e.g., Zoning, Fire, Environmental Health) will need to review the plans prior to your appointment.
- Provide three (3) sets of **accurate** project plans; including but not limited to, site plan, foundation plan, framing plan, roof framing plan, electrical plan, plumbing plan, energy documentation as needed, and any required details.
- Plans shall be complete and include all necessary information to properly explain how your project complies with the latest edition of the **California Building Codes** and **Kern County Code of Building Regulations**. If required, plans shall be stamped and signed by a **Registered Design Professional** in responsible charge of the project. If project plans are incomplete, your project may be rejected and further review will be required.

For a complete list of requirements for all project types, please review the **Plan Checklists** on our website at <http://kernpublicworks.com/building-and-development/building-inspection/bulletinsdocumentsforms/> and comply with all applicable items.