



City of Buena Park

COMMUNITY DEVELOPMENT DEPARTMENT

BUILDING DIVISION:

1. How many roof layers can I have?

The Building Code allows two overlays of asphalt shingles over a single current asphalt roof. Therefore, an average house in Buena Park may have a total of three roofs. The defining factor of how many roof layers depends on the structural design. Some roofs may only be strong enough to hold two layers. For tile, concrete, and specialty roof, call the Building Division for assistance.

2. Why do I need a permit?

The State of California has mandated the City to enforce State adopted Building Codes. These Codes are minimum requirements that ensure life safety, health safety, and protection of property.

3. What repairs require a permit?

Normally, all repairs such as painting, wall papering and other such minor repairs do not need a permit. Changing windows, re-roof, water heater replacement, and structural changes all need permits. Once again, call the Building Division if you have any questions.

4. How many complete sets of plans do I need for a tenant improvement?

Two sets of plans are required for a tenant improvement.

5. How many sets of plans do I need to single-family residences?

Three sets of plans are required for a room addition or new construction of single family residences.

CODE ENFORCEMENT DIVISION

1. What is Code Enforcement?

Code Enforcement is a division within the Community Development Department that enforces local laws to keep the community safe and looking attractive.

2. What can I do to maintain my property free of code violations?

1. Park inoperative vehicles in a garage and out of public view.
2. Remove debris and unused items on a regular basis.
3. Keep fences and/or walls weather tight and free from deterioration.
4. Maintain your lawn to avoid dead and/or overgrown vegetation.

5. Keep structures free from peeling and/or missing paint.
6. Do not alter or convert your garage. Conversions to another use affect your ability to park two automobiles within an enclosed structure that is required by code.
7. Due to the severe hazards associated with garage living, do not allow people to live in your garage.
8. Contact the City's waste contractor, Park Disposal, at (714) 522-3577 to arrange for the removal of large bulky items such as appliances, televisions, mattresses, computers, and other miscellaneous items.
9. Abandoned refrigerators and miscellaneous appliances have been known to cause suffocation among children due to their "play" hazard. Keep all abandoned refrigerators secure and within enclosed structures.
10. Never alter a self-closing and self-latching pool gate for your convenience or the convenience of others. Drowning is a major cause of death among children who enter unsecured pool areas.

3. How do I determine if there is a violation in my neighborhood or somewhere in the community?

If a property is showing signs of deterioration, or something looks out of the ordinary, most often there are code violations that can be addressed through the Code Enforcement Division. If you need clarification, or would like to lodge a complaint, you can do so by calling (714) 562-3629. Code Enforcement will also provide you with a directory that identifies the most commonly violated codes.

4. I do not want my neighbor to know it was I who complained. Do I have to give you my name?

No, but even if you are willing to provide us with your name, it remains confidential. Code Enforcement asks for your name, address, and phone number in case additional information is needed to investigate your complaint. It also helps us determine the level of concern when several different people call about a nuisance in a neighborhood or throughout the community.

5. What is the Tarp and Canopy Ordinance?

Ordinance No. 1450 was adopted by the City Council on April 13, 2004 to address the use of tarps and canopies. A tarp/canopy is defined as a support structure, which exceeds 42 square feet and maintains a roof, cover, or walls made of cloth, vinyl, plastic, canvas, or similar material, whether freestanding or attached to another structure.

For a single family home, a tarp/canopy may be installed providing it is not located within the front yard or within a driveway in the front yard. Also, if a tarp/canopy is in the side yard next to a street, it must be located behind a five-foot solid fence or block wall.

If you reside in an apartment or condominium, tarps/canopies are prohibited, except for special occasions. Canopies for special occasions or other one-day events such as birthday parties are permitted and do not require a permit.

For businesses, tarps/canopies are only permitted for special events approved through the City's Temporary Use Permit process and for car dealerships within the Auto Corridor Specific Plan (ACSP) Zone.

In one final comment, if you have a tarp/canopy that is located according to the code standards, it must be maintained in good condition and structurally sound.