



# PLUMAS COUNTY BUILDING DEPARTMENT

555 Main Street  
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[www.plumascounty.us](http://www.plumascounty.us)

voice (530) 283-7011  
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**Date:** December 10, 2020

**Subject:** **Permit Requirements for Temporary Structures, Tents, Umbrella Structures, and Other Membrane Structures**

**Background and Purpose:**

Permits are required in Plumas County for temporary structures, tents, umbrella structures, and other membrane structures that cover an area greater than 200 square feet, to be used for less than 180 days under Section 3103 of the 2019 California Building Code. A permit is required for each individual structure use, not for erecting multiple structures within the 179-day maximum period. The Temporary structures, tents umbrella structures, and other membrane structures must comply with all applicable sections of the 2019 versions of the California Building code, Fire code, Electrical code, and the California State Fire Marshall regulations.

These types of structures use the Plumas County Building Department Miscellaneous Construction Permit Application. Obtain a copy of the application here:

<https://www.plumascounty.us/DocumentCenter/View/17258>

The Building Department fee for each temporary structure placement is \$147.00, and the Planning Department Fee is \$59.00 to cover staff time for administrative, plan review, and inspection functions. This does not include any permitting that may be required by the Plumas County Environmental Health Department.

Permits must be submitted for review and approval a minimum of 5 days before scheduled placement of the temporary structure. Call the Building Department inspection line at (530) 283-7011, Extension 1 (Building), Selection 1 (Inspection Request) before 3:00pm the day before the desired inspection time once the third party anchorage inspection is completed. If the structure is to be placed on a weekend outside normal Building Department business hours (after 5:00pm on Friday to before 8:00am Monday (subject to adjustments for holidays) send the third party anchorage inspection report via email to [charleswhite@countyofplumas.com](mailto:charleswhite@countyofplumas.com) and Cc: [building@countyofplumas.com](mailto:building@countyofplumas.com) prior to the next business day.

Each permit needs to be specific to one structure configuration, one loading condition and the anchorage plan must be stamped by a California licensed Engineer.

**To be submitted with the completed Plumas County Building Department Miscellaneous Construction Permit Application:**

- 1) Provide the date the structure is to be erected and date it will be removed.
- 2) Site plan showing the location of the proposed temporary structure. If the event on the property is permitted by the County under a discretionary use permit, the location must be within the approved event area.
- 3) Floor plan/foot print of the structure.
- 4) If the structure has sides, provide occupancy load calculation in accordance with 2019 California Building Code Table 1004.5 and locations of exits in compliance with Sections 1003, 1005, 1006, 1007, and 1009 of Chapter 10 of the 2019 California Building Code .
- 5) Anchorage plan calculated for wind loads of 85 MPH basic, and 110 MPH vault (ultimate). If structures are to be used in the winter months, provide snow load calculations for the pounds per square foot roof snow load for the location.
- 6) Provide and show locations of fire extinguishers in accordance with 2019 CBC Section 906.
- 7) Show locations and provide listings of any space heating appliances to be located within the structure footprint.
- 8) Show locations and provide listings of any medium or high heat cooking appliances to be located within the structure footprint.
- 9) Provide California State Fire Marshall's Office approval of any structure membrane materials.
- 10) All temporary electrical equipment must comply with 2019 California Electrical Code Article 590.
- 11) Provide a third party inspection report for structure anchorage once the structure placement is complete, prior to calling for inspection.

**Planning, Zoning, and Environmental Health**

For questions per Plumas County Code, Title 9, Planning and Zoning, Chapter 2, Zoning as to the allowable use of a temporary structure, tent, umbrella structure, or other membrane structure for any given event (private and commercial), contact the Plumas County Planning Department at (530) 283-7011, Extension 2 (Planning).

If temporary sanitary facilities are to be used in conjunction with the temporary structure, tent, umbrella structure, or other membrane structure, contact the Plumas County Environmental Health Department at (530) 283-6355.

Charles White  
Director of Building Services  
County of Plumas