



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

NO. 2 PORTUGUESE BEND ROAD
 ROLLING HILLS, CA 90274
 (310) 377-1521
 FAX (310) 377-7288

EXAMPLES OF CONSTRUCTION PROJECTS AND REQUIREMENTS FOR REVIEW AND BUILDING PERMITS

Prior to commencing any work on your property, please contact the City of Rolling Hills for information on city requirements. The list below represents only **a sample** of projects and should be used as a **guide** in advance of contacting the City and before commencing any work. A recent survey and/or a plot plan of the property may be required to be submitted for all projects.

For projects that require building permit(s), the City provides Building and Safety Services through two contracted entities, Los Angeles County and Willdan Engineering. Applicants may choose either service for their Building and Safety needs.

The Willdan Engineering process of reviewing projects and issuance of permits is accelerated from that of the LA County process, however, it includes an additional 25% surcharge on all fees.

CONTACT INFORMATION:

ROLLING HILLS CITY HALL	310 377-1521
BUILDING AND SAFETY DEPARTMENT:	
COUNTY OF LOS ANGELES	310 534-3760
WILLDAN ENGINEERING	562 908-6200
ROLLING HILLS COMMUNITY ASSOCIATION	310 544-6222

NOTE: A SEPARATE REVIEW AND APPROVAL IS REQUIRED BY THE RHCA. QUESTIONS REGARDING EASEMENTS ARE ADDRESSED BY THE RHCA.

PROJECTS	NO CITY REVIEW OR PERMIT REQUIRED	*STAFF -OVER THE COUNTER REVIEW	PLANNING COMMISSION REVIEW	BUILDING DEPT. REVIEW & PERMIT REQUIRED
Tree trimming on private property	X			
Clearing and grubbing of property (no grading)		X		
Re-landscaping (plants only)	X			
Fumigation/pest control	X			
Pathways/walkways (no grading)		X		
Sprinkler repair	X			

PROJECTS	NO CITY REVIEW OR PERMIT REQUIRED	*STAFF -OVER THE COUNTER REVIEW	PLANNING COMMISSION REVIEW	BUILDING DEPT. REVIEW & PERMIT REQUIRED
Drainage devices (pipes, swales, culverts, dissipaters-no grading)		X		X
Repair deck/patio; change out pavement on patio, deck, drwy & walkway, on grade stairs		X		
Driveways- new, widened or relocated **		X		
Driveways-second, except. to stable**			X	
Deck -12" or more above natural grade			X	X
Painting interior/exterior, new floors, change out only cabinets, sinks, showers-no new plumbing or electric	X			
Remodel -interior/exterior, change out or new windows, doors, entryways, porches		X		X
Electrical, plumbing -new or addition to exst. New or change out mechanical-water heater, air conditioner, compressor		X		X
Pond, water feature, fountain (no plumbing)		X		
Pond, water feature, fountain-w/plumbing		X		X
Tree house (max. 64 sf; 8' high)	X			
Tree house -larger than above		X		X
Playground equipment & playground fort (max. 120 sf.; 15' high)	X			
Fort bigger than above (on grade)		X		
Shed, playhouse up to 120 sf & up to 12' high		X		
Detached accessory structure over 200 sf. (i.e. storage room, cabana, guest house, etc.)			X	X
Detached accessory structure less than 200 sf. (i.e. storage room, cabana, guest house, etc.)		X		X

PROJECTS	NO CITY REVIEW OR PERMIT REQUIRED	*STAFF -OVER THE COUNTER REVIEW	PLANNING COMMISSION REVIEW	BUILDING DEPT. REVIEW & PERMIT REQUIRED
Pool/spa < 800 sf.		X		X
Pool/spa > 800 sf.			X	X
BBQ, outdoor kitchen, trellis, fire pit, fire place, gazebo, -up to 5' not to exceed 800 sf. total		X		X
As above, more than 5 or > 800 sf.			X	X
Stable, up to 200 sf; run-in shed; corral up to 550 sf.		X		X
Stable, more than 200 sf; corral over 550 sf			X	X
Animal shelter, aviary & similar up to 200 sf		X		X
Animal shelter, aviary & similar more than 200 sf			X	X
Rubble wall, less than 3'		X		
Retaining wall up to 3'		X		X
Retaining wall > 3'			X	X
Non retaining fence < 3' and three-rail fence up to 4.5 '		X		
Non retaining fence 3'-6'			X	
Non retaining fence 6' or more			X	X
Fence-chain or wrought iron, < 3' (interior yard only)		X		
Fence-chain or wrought iron, 3'-5' (interior yard only)			X	
Fence-chain or wrought iron, 5' or more (interior yard only)			X	X
Grading (< 3' cut/fill and < 2,000 sf. surface area)		X		X
Grading more than above			X	X
Geological exploration-no grading		X		
Geological exploration-with grading (i.e. access path)		X		X
Import/export of dirt for erosion control w/no grading (up to 500 c.y. total over the life of the property)		X		

PROJECTS	NO CITY REVIEW OR PERMIT REQUIRED	*STAFF -OVER THE COUNTER REVIEW	PLANNING COMMISSION REVIEW	BUILDING DEPT. REVIEW & PERMIT REQUIRED
Import/export of dirt for erosion control w/grading or if more than 500 c.y. total over years			X	X
Import/export of dirt for construction purposes- up to 500 c.y.		X		X
Caissons		X		X
Sports/tennis court (any size)			X	X
Sports/tennis court fence		X		X
Roof, new or repair		X		X
New residence or addition of more than 999 sf.			X	X
Addition up to 999 sf. to a residence where less than 50% of the exterior walls are demolished		X		X
Addition up to 999 sf. to a residence where 50% or more of the exterior walls are demolished, if after notifying neighbors no objections are received		X		X
Addition up to 999 sf. to a residence where 50% or more of the exterior walls are demolished, if after notifying neighbors two or more objections are received			X	X
Breezeway, entryways, porte-cochere, covered porches		X		X
Flagpoles		X		
Flagpoles (more than 15' high)		X		X
Solar panels		X		X
Outdoor lighting		X		X
Undergrounding of Utility lines		X		X
Repair foundation		X		X

* If it is determined from the over-the-counter review that the project does not meet the requirements of the zoning code, (i.e. is in setback, exceeds lot coverage provisions, requires grading. etc.) then the project will have to be submitted for Planning Commission review, or abandoned.

** Traffic Commission Review required.