



A Tradition of Stewardship
A Commitment to Service

Quick Permit Information

Getting to Know Napa County's Accelerated Permit Process

WHAT QUALIFIES

Types of ACCESSORY STRUCTURES:

- Ag Building-Single Story
(Ag use only)
- Carport
- Deck
- Garage (no other use)
- Gate/Fence
- Gazebo
- Patio Cover
- Pool House (no plumbing)
- Porch
- Pump House
- Res. Storage Bldg
- Retaining Wall
- Flat to Pitched Roof*
(*for truss roof only)
- Solar System
- Structural Slab
- Trellis
- Demolition

Types of COMMERCIAL PROPERTY:

- Gazebo
- Retaining Wall
- Sign
- Solar System
- Trellis
- Demolition

WHY

The County of Napa offers **Quick Permits**, an accelerated means of completing certain permitting requests. Not all permit types qualify. At left is a list of qualifying activities. Note: Even if your project is on the list, if it is unusually complicated, it may not qualify as a quick permit. Each department will make its own evaluation.

WHEN

Once a complete submittal has been received, you should receive comments within 7-10 business days. We'll call you when your permit is ready to pick up. Remember, missing information will significantly delay your permit.

FEES

Each department charges fees depending on the scope of your project. When you submit your application, you will pay a portion of these fees up front. The balance of your fees are due when you pick up the permit. In addition, you may be required to pay fees to other local agencies. You will be told whom to contact if outside fees are required.

HOW IT WORKS

If your project qualifies as a quick permit (see list at left) use the submittal checklists to help prepare your submission. The submittal checklists are available in the Building Forms and Documents page on our website. Check with our staff to confirm what documents you will need before making your submittal.

Several departments may have jurisdiction over your project. To help simplify the process, we will route your plans to the appropriate departments. **It's very important to provide all the necessary information at submittal.** If additional information is needed, or modifications to your plans are required, it will take much longer to receive your permit.



Check with our staff to confirm submittal requirements for your project.

DEMOLITIONS

All Demolitions qualify as a quick permits. However they require a different application. To download a Demolition Permit Application, please click on the link provided.

In an effort to decrease processing time and better serve all of our customers, Incomplete Submittals Will No Longer be Accepted for ANY Permit.

We accept applications from 8:00 a.m.-12:00 p.m. and from 1:00 p.m.-4:00 p.m., Monday through Friday, except holidays. Please arrive early to allow time for submittal review. Submittal review may take as long as 45 minutes, depending on the number of divisions that need to review your plans prior to acceptance.