



New Body Art Facility Permitting Guide

County of Santa Clara

All Body Art practices within Santa Clara County including but not limited to tattooing, permanent makeup, and body piercings are required to be a permitted Body Art Facility. Each permitted Body Art Facility needs to go through a plan check process with the Department of Environmental Health (DEH) in accordance with [The Safe Body Art Act](#) and [Santa Clara County Local Ordinance](#).

To obtain Body Art Facility Approval with Santa Clara County you must submit the following items:

➤ **Phase I: Plan Check**

1. **Body Art Plan Check Application Form:** [Fillable Application](#).
2. **Site Plan and Schedule of Finishes:** Follow [Body Art Facility Plan Check Guidelines](#)
 - Submit facility site plan
 - Schedule of finishes (Floors, walls, ceiling material, etc.).
 - Photos of existing facility if available.
3. **Infection Prevention Control Plan:** [Fillable form](#).
4. **Permanent Body Art Facility Application:** [Fillable Application](#).
5. **Body Art Practitioner's Application Package (If applicable)*:** If practitioner does not have an existing Body Art Practitioner's permit submit application package following [Application Guide](#).
6. **Body Art Consent Forms and Aftercare Instructions:** [Consolidated Body Art consent form and aftercare instructions](#).
7. **Approved Sharps Waste Disposal:** [Mail back](#) or [pick up](#) (Sharps waste drop-off not allowed).

➔ **Plan Check Fee/Invoice:** Once submitted, the applicant will be invoiced the **Body Art Plan Check Review Fee** determined by the scale of the project:

- New Construction on Body Art Facility [<4 hrs] [\\$916](#)
- Tenant Improvement on Body Art Facility [<2 hrs] [\\$458](#)

➔ **Construction Final Inspection:** Body Art Plan Check Application Packet will be reviewed for compliance. If it is determined that the items submitted for the proposed Body Art Facility meets standards, a construction final inspection will be scheduled. All items required to operate a Body Art Facility will need to be available for the final inspection (single-use needles, PPE, disinfectant, machine, etc). If the final construction inspection confirms that the construction standards for a Body Art Facility are met, the business will be **APPROVED TO OPERATE** contingent upon payment of the invoiced **Body Art Facility Permit Fee** of [\\$400](#).

✚ *****Please submit all the required items via email to SWPadmin@cep.sccgov.org or in-person with an appointment scheduled with a DEH inspector.*****

Body Art Facilities will be billed on an annual basis and are subject to an annual inspection by Santa Clara County DEH. *Operating in an illegal facility and/or without a permit is a misdemeanor and subject to penalty.*

Any questions, please contact us via email at SWPadmin@cep.sccgov.org or by phone at (408) 918-3400.