



Phone Booths/Privacy Pods

The following is information for businesses seeking to install phone booths or privacy pods within a building. Phone booths/ privacy pods offer acoustic privacy and sound isolation, they can also introduce potential fire and life safety concerns if not properly integrated.

Why is a Building Permit required?

Building Code

Building codes are there to help keep everyone safe and make sure buildings are strong, accessible, and built to last. When you get a permit for a prefabricated or modular pod, it gives us a chance to review important details—like the materials used, the size and layout, and any electrical, mechanical, or plumbing systems involved.

Fire Safety

Modular occupiable spaces can impact fire sprinkler coverage within a building. In buildings equipped with sprinklers, a sprinkler head must be extended into each booth or enclosed room to ensure adequate coverage. Additionally, the permitting process is essential to verify that these installations do not interfere with emergency egress routes, reduce required path widths, or compromise any other life safety features of the building.

Structural Safety

San Francisco is located in a high seismic hazard zone. Pods must be securely fastened to the ground to prevent rolling and slippage.

Accessibility

Pods must meet ADA code requirements for accessibility. 5% of the pods that seat more than one person must meet ADA accessibility requirements.

How to apply:

You can either [apply online here](#) or in person at the San Francisco Permit Center at 49 South Van Ness Avenue.

For assistance with commercial permitting please contact businesspermithelp@sfgov.org or call 628-652-4949.