

BUILDING DIVISION

FAQs on what requires a permit



Projects Typically Requiring Permits:

- building a shed that meets **any** of these criteria:
 - more than 161 square feet
 - more than one storey
 - attached to another structure
 - used for any purpose other than storage
 - contains plumbing
- building an attached carport or other roof structure of any size
- building a porch or deck greater than 24 inches above grade
- finishing the basement of a house
- adding a bedroom to the basement
- constructing an addition to a building
- building an enclosure for a swimming pool with a depth of 0.6m inches or greater (including temporary or inflatable, but not hot tubs if they have lockable lid)
- creating a duplex (in-law suite, accessory apartment, granny flat)
- adding or moving plumbing fixtures
- removing a load-bearing wall, column, lintel or beam
- re-insulating walls, ceilings or floors
- adding a wood stove or wood-burning fireplace
- installing a new window or door, or increasing the width of the existing opening
- building a retaining wall that is greater than three feet and three inches in height, pending location
- mounting solar panels to a building that have a face area of five square metres or greater
- installing site servicing (water or sewer lines) for all building types
- building new residential dwellings

- demolition of residential buildings, buildings with residential units and minor demolitions
- installing a tent or group of tents that is more than 60 square metres (646 square feet) in aggregate ground area, attached to a building or constructed within three metres (nine feet and 10 inches) of any structure
- constructing or altering an industrial, commercial, institutional and multi-residential building
- installing a backflow prevention device for lawn irrigation systems connected to potable water
- changing the heating source in an existing building (ex. electric baseboard heaters replaced with forced air gas, or vice versa)

We do not review or inspect electrical work. Please contact the Electrical Safety Authority at 1-877-ESA-SAFE (1-877-372-7233) for electrical permits

Projects Often Not Requiring Permits:

- building a shed that meets **all** of these criteria:
 - smaller than 161 square feet in gross area
 - one storey in building height
 - not attached to a building or any other structure
 - used only for storage purposes ancillary to a principal building on the lot
 - does not have plumbing
- installing a gas fireplace
- building a fence, but the fence must comply with our zoning bylaws
- installing a water softener
- painting, wall papering, tiling, carpeting, cabinets, countertops and similar finish work
- replacing a door or window within an existing opening, where no structural members are changed, and no fire-resistance rating is in place
- installing new shingles on an existing roof
- removing a non-load-bearing wall in a single, semi-detached or townhouse dwelling
- replacing a plumbing fixture (toilet, bathtub or sink) with a new fixture in the same location