



## When Is a Building Permit Required?

A building permit is required for any work in a heritage district or on a heritage building, and to:

1. Construct a new building or accessory structure over ten square meters, or any size building that includes plumbing.
2. Renovate, repair, or add to an existing building, including finished basements.
3. Demolish or remove all or a portion of a building.
4. Change the use of a building or part of a building.
5. Install, change or remove partitions and load-bearing walls.
6. Make new openings for, or change the size of doors and windows.
7. Build a garage, porch or deck, or enclose an existing porch or deck.
8. Make structural alterations to a building, or build a designated structure.
9. Excavate a basement to increase headroom or construct a foundation.
10. Install or modify heating, plumbing, and air conditioning systems.
11. Install or reconstruct a chimney, wood burning fireplace or fireplace insert.
12. Install new plumbing, relocate an existing hot water tank, or install a new tankless water heater.
13. Build a deck more than 10 square meters, or two feet above the finished grade.
14. Install a swimming pool or hot tub.
15. Erect any signage.
16. Install or modify Geothermal Systems.
17. Install or modify any life safety or fire suppression system, such as fire alarms, sprinkler or standpipe, or fixed extinguishing systems including:
  - a) Replacement of a non-like fire alarm panel, addition of a new zone or extension of an existing system.
  - b) Replacement of bells to horns or horns to bells.
  - c) Installing a Fire link system.
  - d) Installing Electro-magnetic locks or door hold-open device.
  - e) Change design plans, or a modification part of a change of use or occupancy.