

Do I Need a Permit?

All construction activity to enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert, or replace any electrical, gas, mechanical, or plumbing system requires a Building Permit. A Building Permit application automatically includes a Zoning Code review. If in doubt, please call the Building Department at 888-433-4642 for verification.

Requires a Building Permit (Note: this list in no way covers all situations that require a permit):

- New construction of a home or office building
- New room additions
- Any alteration of floor joists, wall studs, ceiling joists, rafters, beams, or other structural supports
- New or moved interior walls, regardless of whether or not they are structural
- New sub-flooring
- New roof or re-shingle
- New porches and decks
- New windows or doors (new wall openings)
- New or replacement heating, ventilation, and air conditioning equipment or ducts
- New wood-burning stoves or fireplaces
- Accessory buildings (shed or detached garage) more than 200 square feet in area
- Swimming pools more than 24 inches deep (in-ground or above-ground)
- Fences more than 6 feet in height
- Commercial Tents (see tent requirements)
- Retaining walls more than 4 feet in height measured from the bottom of the footing or support a surcharge (hills, structure, etc.)

Does not require a Building Permit, but does require a Zoning Permit:

- Accessory buildings (sheds) less than 200 square feet in area
- Fences less than six feet in height
- Retaining walls less than 4 feet in height that do not support a hill, structure, or parking area
- Paved surfaces including driveways and parking areas (gravel is not permitted)
- Temporary signs at commercial establishments

Does not require either a Building or Zoning Permit and the work can be done at any time:

- Replacement siding that does not require structural changes or repairs
- Replacement windows that do not require structural changes or repairs
- Interior decoration, such as paint, wallpaper, carpet, tile, cabinets, window coverings, and replacement light fixtures
- Prefabricated pools of any type that are less than 24 inches deep
- Installation of playground equipment
- Temporary tents installed on private property for non-commercial purposes
- Planting trees, shrubs, and other vegetation
- New or replacement gutters and downspouts
- Replacement storm windows or doors