



## **Minor Projects – When is a Building Permit Required?**

Below is a list of some common projects and when a building permit may be required. This list is intended as a guideline and does not include every circumstance or variable that may be considered when evaluating permitting requirements. Contact your local Safety Codes Officer with the details of your project to confirm if a permit is required or to determine what alternate solutions may be available for your project.

### **What determines when a permit required?**

Some variables used to determine when permits are required as shown below include the Safety Codes Act, Permit Regulation, and applicable Codes:

- The \$5,000 value referenced below is in accordance with the Permit Regulation Section 3, where the prevailing market value must be assessed, not simply the cost of materials. A general rule of thumb for projects you complete on your own is to take the cost of materials and double it to obtain the approximate value of materials and labour or prevailing market value. There can be no health or safety risk.
- The 10m<sup>2</sup> threshold referenced below is found in the Building Code.

### **Noteworthy items before you get started!**

#### **Pre Fabricated Structures**

If your pre-fabricated structure is such that a building permit is required (when the value exceeds \$5,000), please be aware that the engineering from the product manufacturer will be required for permit approval and issuance. There are companies that provide the engineering detail for their products, however there are many that do not. If the engineering is not provided to you by the manufacturer, engineering will have to be obtained by a third party. When purchasing any pre-fabricated structure, we would strongly encourage you to confirm if it would require a building permit. When a Building Permit is required, please confirm if your manufacturer has the engineering information to support their product.

#### **Covered Deck**

When constructing a roof over deck there are things to consider. If the deck is existing, the foundation must be suitable to support the new roof and loads transferred appropriately from new roof to existing foundation. An engineers review of the existing foundation may be required. Where the deck and roof are new construction, it can be done with traditional construction methods and no engineering, when done within the prescriptive limits, such as beam and joist spans, of the building code. **If the foundation supporting the structure is anything other than a concrete pad and pier or concrete wall and strip footing, it will need an engineers design. This includes but is not limited to screw piles.**

Planning ahead can save you time and money! Consult your Safety Codes Officer to evaluate code requirements and options available prior to undertaking any project.

Project Scope	Building Permit Required	
	Yes	No
<b>Attached or Detached Deck (when over two feet off the ground)</b>		
• Project Value under \$5,000	X	
• Project Value under \$5,000, project area over 10m <sup>2</sup>	X	
• Project Value over \$5,000, any size	X	
<b>Attached or Detached Deck (ground level or less than two feet off the ground)</b>		
• Project Value under \$5,000		X
• Project Value under \$5,000, project area over 10m <sup>2</sup>		X
• Project Value over \$5,000, any size		X
<b>Construct a Cover for Existing Deck</b>		
• Project Value under \$5,000	X	
• Project Value under \$5,000, project area over 10m <sup>2</sup>	X	
• Project Value over \$5,000, any size	X	
<b>Gazebo – Pre-Fabricated</b>		
• Project Value under \$5,000		X
• Project Value under \$5,000, project area over 10m <sup>2</sup>		X
• Project Value over \$5,000, any size	X	
<b>Gazebo – Built On-Site / Stick-Framed</b>		
• Project Value under \$5,000 and under 10m <sup>2</sup>		X
• Project Value under \$5,000, project area over 10m <sup>2</sup>	X	
• Project Value over \$5,000, any size	X	
<b>Solarium – Pre-fabricated &amp; constructed from wood or metal</b>		
• Project Value under \$5,000		X
• Project Value under \$5,000, project area over 10m <sup>2</sup>	X	
• Project Value over \$5,000, any size	X	
<b>Retaining Wall</b>		
• Over four (4) feet	X	
• Less than four (4) feet		X
• Less than 4 feet supporting soil that is supporting a building	X	
<b>Built Shed / Accessory Building - Built On-Site</b>		
• Project Value under \$5,000		X
• Project Value under \$5,000, project area over 10m <sup>2</sup>	X	
• Project Value over \$5,000, any size	X	
<b>Shed / Accessory Building - Relocated Pre-fabricated</b>		
• Project Value under \$5,000		X
• Project Value under \$5,000, project area over 10m <sup>2</sup>		X
• Project Value over \$5,000, any size	X	
<b>Hot Tub</b>	X	
<b>Above-Ground Swimming Pool more than .6m deep</b>	X	
<b>Wood-Burning Stove / Fireplace</b>	X	