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A Natural Attraction

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Planning & Development Services

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### When is a Building Permit is required?

A Building Permit is your legal authority to build. If a Building Permit is required you must not start construction until the permit has been issued. Work begun without a permit can lead to the work requiring to be uncovered/exposed, costly delays, increased permit fees or legal action.

A Building Permit is required to:

- Construct a new building larger than 108 square feet (10m<sup>2</sup>)
- Renovate, repair or build an addition of any size
- Demolish or remove all or a portion of a building
- Install, change or remove partitions and load-bearing walls
- Finish a basement or convert a room to a bedroom
- Make new openings for, or change the size of doors and windows
- Build a deck that is over two feet high (0.61m) or larger than 108 square feet (10m<sup>2</sup>) or is attached to a building
- Enclose or put a roof over an existing deck
- Excavate a basement or construct a foundation
- Install kitchen or bathroom cupboards with plumbing
- Relocate existing or add new plumbing or plumbing fixtures
- Install or modify heating, plumbing, and air conditioning systems, fireplaces, fireplace inserts and woodstoves
- Construct a new chimney or repair or reline an existing chimney
- Install a lawn sprinkler system
- Install, alter or repair a private sewage system
- Erect pylon, roof, billboard or fascia signs
- Install solar panels or a wind turbine that are attached to or supported by a building
- Install or change a backflow preventer
- Install plumbing outside of a building
- Build a retaining wall more than 3 feet (1m) high that is not located on a lot for a single family dwelling
- Install or modify any life safety system such as fire alarms, sprinkler or standpipe or fixed extinguishing systems
- Erect tents that are larger than 645 square feet (60m<sup>2</sup>) or attached to or closer than 10 feet (3m) to other structures
- Change the use of an existing building

A Building Permit is not required to perform the following work. However you must still comply with the City of Quinte West Zoning and other By-Laws and all other applicable law.

- Build a detached building smaller than 108 square feet (10m<sup>2</sup>)
- Build a deck under 2 feet (0.61m) high or smaller than 108 square feet (10m<sup>2</sup>) and not attached to the building
- Replace existing, same-size doors and windows, subject to distance from property lines
- Install kitchen or bathroom cupboards with no plumbing
- Replace existing plumbing fixtures in the same location
- Re-shingle a roof, provided there is no structural work
- Install siding on small residential buildings, subject to distance from property lines
- Install eaves troughs, provided that drainage is contained on your property
- Landscaping and planters provided that drainage is contained on your property
- Build a garden retaining wall located on a lot for a single family dwelling
- Damp-proof existing basements
- Replace an existing furnace of the same size using the existing duct work
- Paint or decorate
- Fencing
- Electrical (Contact the Electrical Safety Authority at 1-877-372-7233)
- Solar panels or wind turbine with an output of less than 3KW that are not attached to or supported by a building
- Temporary tents smaller than 645 square feet (60m<sup>2</sup>) that are not attached to and are farther than 10 feet (3m) from, other structures

If the above list does not include specifics of your project or you are not sure if a permit will be required, please contact the City of Quinte West Building Division at 613-392-2841 or by email at: [building@quintewest.ca](mailto:building@quintewest.ca) with the details of your work.