

When is a building permit required?

Permits are required for all work except ordinary repairs. While the following list is not all-inclusive it provides some examples for the homeowner. Homeowners are reminded to proceed with caution. You are the responsible party if you obtain your own permits.

Work Description	Permit required	Plans required	Other requirements Notes**
Room Additions	Yes	Yes	1,2,3,5
Deck	Yes	Yes	1,2,3,5
Add or Relocate Interior Walls	Yes	Yes	1,2,5
Change of Use	Yes	Yes	1
Footing/Foundation	Yes	Yes	1,2,3,5
Add or Enlarge Basement	Yes	Yes	1,2,3,5
Add Carport	Yes	Yes	1,2,3,5
Enclose Carport	Yes	Yes	1,2,5
Add or Enlarge Garage	Yes	Yes	1,2,3
Masonry Walls greater than 3'0" High	Yes	Yes	2,4
Retaining Walls greater than 2'0" High	Yes	Yes	2
Install Drywall	Yes	No	
Install Sauna	Yes	Yes	
Install Prefab Fireplace	Yes	Yes	
Install Chimney	Yes	Yes	2,5
Add or Enlarge Patio, no cover	No	No	2,3,5
Add or Enlarge Patio, cover	Yes	Yes	1,2,3,5
Finish rooms	Yes	Yes	
Install In-Ground Swimming Pool	Yes	Yes	1,2,3,5
Install Above-Ground Swimming Pool	Yes	Yes	1,2,3,5
Install Hot Tub or Spa	Yes	Yes	1,2,3,5
Add Dormers	Yes	Yes	2,5
Add Attic pull-down stairs	Yes	Yes	
Install Solar Energy Equipment	Yes	Yes	2,5
Install Siding	Yes	No	2,5
Roof Replacement	Yes	No	2,5
Add or Enclose Porch	Yes	Yes	1,2,3,5
Replace Existing Porch	Yes	No	1,2,5
Screen in Porch - Existing Porch	No	No	2
Handicap Ramps	Yes	Yes	1,2,3
Install fence over 6'0" in height	No	No	1,2,4
Install, build or demolish a shed more than 256 sq. ft.	Yes	Yes	1,2,3
Storm Windows	No	No	2,5
Replacement of Windows	No	No	2,5
Install carpet of flooring	No	No	
Install insulation	No	No	
Install Awnings	Yes	No	1,2,5
Add Basement entrance or exit	Yes	Yes	1,2,5
Exterior Stairs	Yes	Yes	1,2,5
Relocate Interior Stairs	Yes	Yes	

Notes**

- Zoning approval is required.**
- If located in Historic District, Historic Preservation Commission approval is required.**
- If located in Chesapeake Bay Preservation Area, Permits & Engineering Services is required.**
- Fences or walls over 6'6" require Zoning approval.**
- If located in a Flood Hazard area**