

PERMIT REQUIREMENT CHART 3.4

ALTERATIONS, ADDITIONS, REMOVALS AND DEMOLITIONS	HERITAGE PERMIT REQUIRED	EXISTING MUNICIPAL PERMIT REQUIRED	TYPE OF PERMIT REQUIRED
Interior alterations, restorations or maintenance	No	Possibly	Building permit
Continued maintenance or small repairs that do not significantly affect external appearance	No	No	
Installation or replacement of storm windows and storm doors, weather stripping or concealed insulation, eaves trough or down spouts	No	No	
Painting of exterior	No	No	
New exterior wall opening for windows or doors which are visible from the street	Yes	Yes	Building permit
Enlargement of wall opening for windows or doors which are visible from the street	Yes	Yes	Building permit
Replacement of existing windows or doors that reduce the dimensions of the opening which are visible from the street	Yes	No	
Replacement of existing windows or doors with the same size windows or doors which are visible from the street	Yes	No	
Replacement of existing windows with windows of a different dimension within the original opening that are visible from the street	Yes	No	
Installation of new dormers which are visible from the street	Yes	Yes	Building permit
Installation of new or different exterior cladding materials	Yes	No	
Removal of or changes to architectural decorative features which are visible from the street	Yes	No	
Replacement of roofing materials	No	No	
Removal of chimneys or construction of new chimney	Yes	Yes	Demolition permit and/or building permit
Construction of front yard verandas or decks	Yes	Yes	Building permit
Construction of rear yard decks, accessory buildings and structures which are not visible from the street	No	Yes	Building permit
Construction of exterior side yard or rear yard decks, verandas, accessory buildings and structures over 10 square metres on corner lots which are visible from the street	Yes	Yes	Building permit
Construction of a new principal building	Yes	Yes	Building permit

April 2006 The Corporation of the Municipality of Clarington



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Addition to a principal building	Yes	Yes	Building permit
Addition to an accessory building which is visible from the street	Yes	Yes	Building permit
Replacement of existing stairs or steps	No	Yes	Building permit
Installation of fences in front yards and along exterior lot lines	Yes	Possibly	Pool enclosure permit if fencing a pool
Installation of fences in rear yards	No	Possibly	Pool enclosure permit if fencing a pool
Demolition of a building or structure	Yes	Yes	Demolition permit
Demolition of a portion of a building or structure	Yes	Yes	Demolition permit
Relocation of an accessory building which is visible from the street	Yes	Yes	Building permit
Relocation of a building within or from outside the District which will be visible from the street	Yes	Yes	Building permit
Installation of seasonal, temporary canopies and awnings of canvas material which are visible from the street	No	No	
Installation of fixed structural canopies and awnings of canvas, aluminum and like material which are visible from the street	Yes	Yes	Building permit
Installation of satellite dishes, air conditioning units, and similar appurtenances	No	No	
Installation of attached or freestanding home occupation or business signs	No	Yes	Sign permit
Installation of exterior lighting	No	No	
Planting and removal of vegetation	No	No	

Property owners should consult with the Building Division to determine if a building permit is required for new construction or when a demolition permit is required. Fence permits are only required for swimming pool enclosures and are issued by the Building Division. Sign permits are required for any type of advertising sign installation, these permits are issued by the Planning Services Department.