



City of Duncan
200 Craig St
Box 820
Duncan, BC
V9L 3Y2

Do I need a Building Permit?

Building Permits are required BEFORE you:

- ✓ renovate, repair, or add on to an existing building
- ✓ construct a new home
- ✓ construct a new accessory building or structure larger than 8m² (86 ft²)
- ✓ remove, relocate, alter or construct interior walls
- ✓ complete a previously unfinished area in an existing building (incl. finishing a basement)
- ✓ construct, cover or enclose porches, carports, and exterior decks
- ✓ place or construct a swimming pool, hot tub, or spa pool deeper than 0.5 m
- ✓ re-siding an existing building
- ✓ alter or change the size or placement of existing windows
- ✓ construct a chimney or install a woodstove or insert
- ✓ construct retaining walls greater than 1.2 m (4') in height or any retaining wall in a Hazard Lands Development Permit Area
- ✓ construct fences higher than 2 m (6.56') in rear and side yards or higher than 1.2 m (4') in the front yard setback area in single family residential areas
- ✓ build any pool fences
- ✓ make plumbing additions or alterations
- ✓ restore or repair of building structural components and systems
- ✓ restore or repair of significant building fire and life safety components and systems
- ✓ demolish, relocate or move a building

**MANY HOME RENOVATIONS REQUIRE A BUILDING PERMIT.
FAILURE TO ACQUIRE A PERMIT BEFORE STARTING
WILL RESULT IN A DOUBLE PERMIT FEE.**

Building Permits are NOT required for minor non structural modifications such as:

- ✓ cabinet replacement
- ✓ painting (a Permit is required for the Downtown Development Permit Area)
- ✓ flooring
- ✓ roofing repairs or re-roofing provided there are no structural alterations or repairs (third party inspection recommended)
- ✓ minor finish repair or replacement of siding and trims
- ✓ installation of new windows of same size and function for single family homes
- ✓ retaining walls under 1.2 m (4') in height outside of the Hazard Lands Development Permit Area
- ✓ fences under 2 m (6.56') in height or 1.2 m in front yard setback in single family residential areas except pool fencing
- ✓ landscaping
- ✓ construction of a new accessory building or structure 8m² (86 ft²) or less within the required setbacks

**IF YOU ARE UNSURE, OR FOR ANY ITEMS NOT INCLUDED ABOVE,
PLEASE CONTACT THE BUILDING DEPT AT 250-746-6126**