



COMMERCIAL PERMITS REQUIRED

Please note that this list is not all inclusive and subject to change. Additionally, properties within the Downtown Design District may need additional prior approval before commencement of major work. Also, properties which abut Shoreland are advised to contact the department for ANY exterior work on the property, including landscaping. Additional zoning reviews may be necessary depending on the land use and work.

Building Projects	
Permit Needed	Permit Not Needed
<ul style="list-style-type: none"> New buildings and additions Alterations to existing buildings New or replacement of cabinets (layout change) New roof (alteration or replacement) New siding (alteration or replacement) New windows (alteration or replacement) Structural reinforcing or alteration to existing structure Canopies and awnings Gazebos, pavilions or pergolas Exterior decks, platforms and stairs or ramps (2 ft high or higher) Installation of new elevator or platform lift Installation of new swimming pool Fencing, temporary and permanent Demolition/alteration (separate from razing) Early permission to start (foundation) Change of occupancy/use (Zoning permit) Accessory structures (i.e. sheds) Masonry (fixing front steps, etc.) Repairs (deterioration, fire damage, water damage, etc.) Parking Lots Driveways Demolition/razing of structures (primary or accessory) New or alteration (of 20 or more sprinkler heads) to sprinkler system (City Water) New or alteration to fire alarm system (part of building but issued as electrical permit) Signs, permanent and temporary Utility installations and improvements 	<ul style="list-style-type: none"> Painting, patching drywall Window wrapping Gutter installation or replacement Patching or seal coating existing asphalt Restriping existing parking Tuckpointing brick Construction fencing, snow fencing, and garden fencing Patios and landscape retaining walls (unless part of a foundation) Vegetative landscaping, if not screening a parking lot or required for a buffer (shall be outside vision triangle)
Electrical Projects	
Permit Needed	Permit Not Needed
<ul style="list-style-type: none"> New construction electrical work Service upgrade, relocation, and alteration, including generator backup systems, and solar systems Temporary service Changing the ground/bonding of the electrical service in anyway including switching from metal to plastic water service piping Electrical panel conversion from fuses to circuit breakers Adding any new circuits, outlets, switches, lights, electrical equipment, etc. Extending any circuit (make wire longer to refeed existing circuits, outlets, switches, lights, etc.) New or alteration of fire alarm system Replacement of knob and tube wiring Signs requiring any electrical work 	<ul style="list-style-type: none"> Changing lamps Change outlet or switch with same type of device (i.e. 2 prong outlet with a new 2 prong outlet or GFI receptacle) Change light fixture with the same type of light fixture, one for one Low voltage wiring: Data cable, telephone wiring, CATV or similar wiring
Plumbing Projects	
Permit Needed	Permit Not Needed
<ul style="list-style-type: none"> New construction plumbing work Water heater replacement Shower/tub replacement Water softener install/replacement Lawn irrigation install/replacement meter Water or drain piping replacement, installation, extension Cross connection control/backflow preventer, new install or replacement Sewer/water lateral replacement Outside faucet replacement Yard hydrant install or replacement Sump pump installation Storm water lateral Commercial-New Appliance installation Grease interceptor new or replacement (may not need State approval) New or alteration to fire sprinkler system Commercial fixture replacement (toilet, faucet or sink) 	<ul style="list-style-type: none"> Irrigation sprinkler, leads, piping.
HVAC (Heating, Venting and Air Conditioning) Projects	
Permit Needed	Permit Not Needed
<ul style="list-style-type: none"> New HVAC system Alteration to existing HVAC system Addition or alteration of ductwork Furnace, boiler or A/C replacement (like for like) HVAC system chimney or venting alteration New exhaust fans New or replacement electric heaters (no review if like for like) 	<ul style="list-style-type: none"> N/A