Construction Guide:

When Do I Need A Permit

CITY OF NEW RICHMOND
THE CITY BEAUTIFUL

Category	Type of Work	Permit?
Building		
One and Two Family Dwellings	Constructing a new building	**Yes**
	Additions to a primary or accessory building	**Yes**
	Finishing a space or remodeling inside/outside a building	**Yes**
3+ Unit Residential, Commercial, or Industrial Buildings	Constructing a new building	**Yes**
	Additions to a primary or accessory building	**Yes**
	Finishing a space or remodeling inside/outside a building	**Yes**
	Any change of use/space	**Please Call**
Any Type Building	Replacement of roof either shingle over or tear off	**Yes**
	Replacement of siding	**Yes**
	Replacement of windows/doors (if changing opening)	**Yes**
	New, replacement or addition to existing deck	**Yes**
	Non-structural repair of existing deck (stairs and railings considered structural)	**Please Call**
	New detached garage or accessory building	**Yes**
Electrical		
Any Type Building	New wiring circuits or replacement of existing wiring	**Yes**
	New or upgraded electrical service equipment	**Yes**
	Additional switches, outlets, light fixtures	**Yes**
	Replacement of existing switches, outlets, light fixtures	**No**
Plumbing		
Any Type Building	Additional toilets, tubs, faucets, or other fixtures	**Yes**
	Installation of new or replacement water treatment devices	**No**
	Installation of new or replacement water heaters	**Yes**
	Installation of secondary water meter	**No**
	Replacement of existing toilets, tubs, or faucets	**No**
HVAC		
Any Type Building	Replacement of exisiting or installation of a new furnace or boiler	**Yes**
	Replacement of existing or installation of a new central air conditioner	**Yes**
	Replacement of existing or installation of a new air handling/air exhanging system	**Yes**
Other		
Any Type Building	New signs or replacement of existing signs if changing size/location/electrical	**Yes**
	Install new fence or add to existing fence	**Yes**
	Repairs to existing fence	**No**
	Move/raze a building	**Yes**
	Install a swimming pool, spa or hot tub	**Yes**
	Any changes over $500	**Yes**
	Install a fireplace	**Yes**
	Install an outdoor wood boiler/fireplace	**Not Allowed**

If your project is not included on this list, please contact the Building & Zoning Office at 715-243-0413 to see if a permit is required.

(updated 2025)