

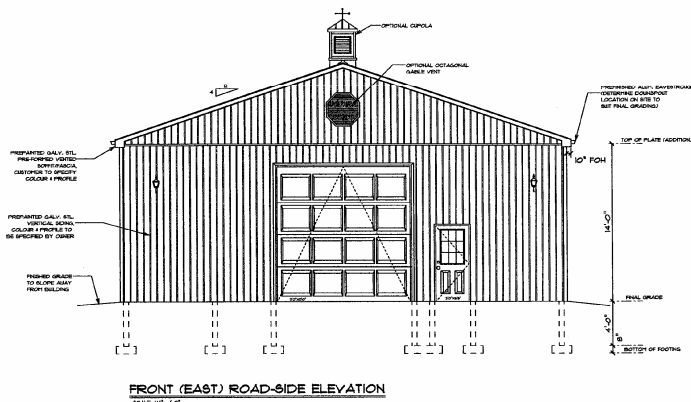
What Is A Building Permit?

A Building Permit is formal permission from a certified personnel in your Municipality. The Building Permit allows you to build, add on and/ or renovate an existing building. The Building Permit has to include a set of approved plans which will be reviewed by the Chief Building Official.



Why is a Building Permit required?

A Building Permit is required to ensure that the constructing taking place complies with the Ontario Building Code, National Farm Building Code, and the Municipalities Zoning By-law. These codes have to be followed to meet the minimum distance set backs and the construction standards. This will ensure the health and safety of those living, working or constructing on site.



What Projects Require a Building Permit?

- Any building over 10m. Sq. (108 sq. ft.)
 - Residential
 - Commercial/ Stores
 - Industrial/ Factories
 - Houses and Cottages
 - Sheds/ Cabins
 - Livestock Barns/ Silos/ Coverall
 - Buildings/ Manure Storage Tanks
 - Garage
 - Riding Arenas
 - Decks over 600mm (24inch.) high and ramps
 - Churches
 - Etc...
- Any renovations or repairs or additions to a structure.
 - New Fire Place
 - Furnace Replacements
 - Plumbing and/or Drains
 - Duct Work Changes
 - Dormers
 - Porches
 - Basement or main floor walk outs
- Excavate or construct a foundation

Projects that do not require a Building Permit.

- A structure under 10m² (108 sq. ft.) unless it is being attached to an existing structure.
- Decks under 600mm (24inch.) high
- Fences (except those around pools.)
- Re-shingling a roof
- New non load bearing wall
- Finishing floor or ceilings
- Minor masonry repairs
- Waterproofing repairs to a basement
- Landscaping



Working without a Building Permit.

It is a violation under the Building Code Act to carry out work for which a Building Permit is required. The individual can be found guilty of an offence under the Ontario Building Code Act of 1992 (building without a permit) and charged for the work that has already been done. The fine for an individual on the first offence can range from \$50,000.00 up to \$100,000.00. A Corporation can be fined between \$100,000.00 and \$200,000.00 for a first offence. Also if you are caught building without a permit and do plan on continuing building, you will need to get the permit from the office. The fee for the permit will double in this case.

Before you get started you should contact your Building Official see if there are any building or zoning requirements you have to meet.

What is needed to obtain a Building Permit?

To obtain a building permit you need two sets of plans drawn to scale. The plans may have to be drawn by a certified designer. The plans must include a site plan (unless the construction is within an existing building). Elevation plans, Floor Plans and other plans that are necessary, plumbing heating...etc. If the site in which you are planning to construct on is in a regulated area, such as along a river or near a water course, the Conservation Authorities must be contacted.

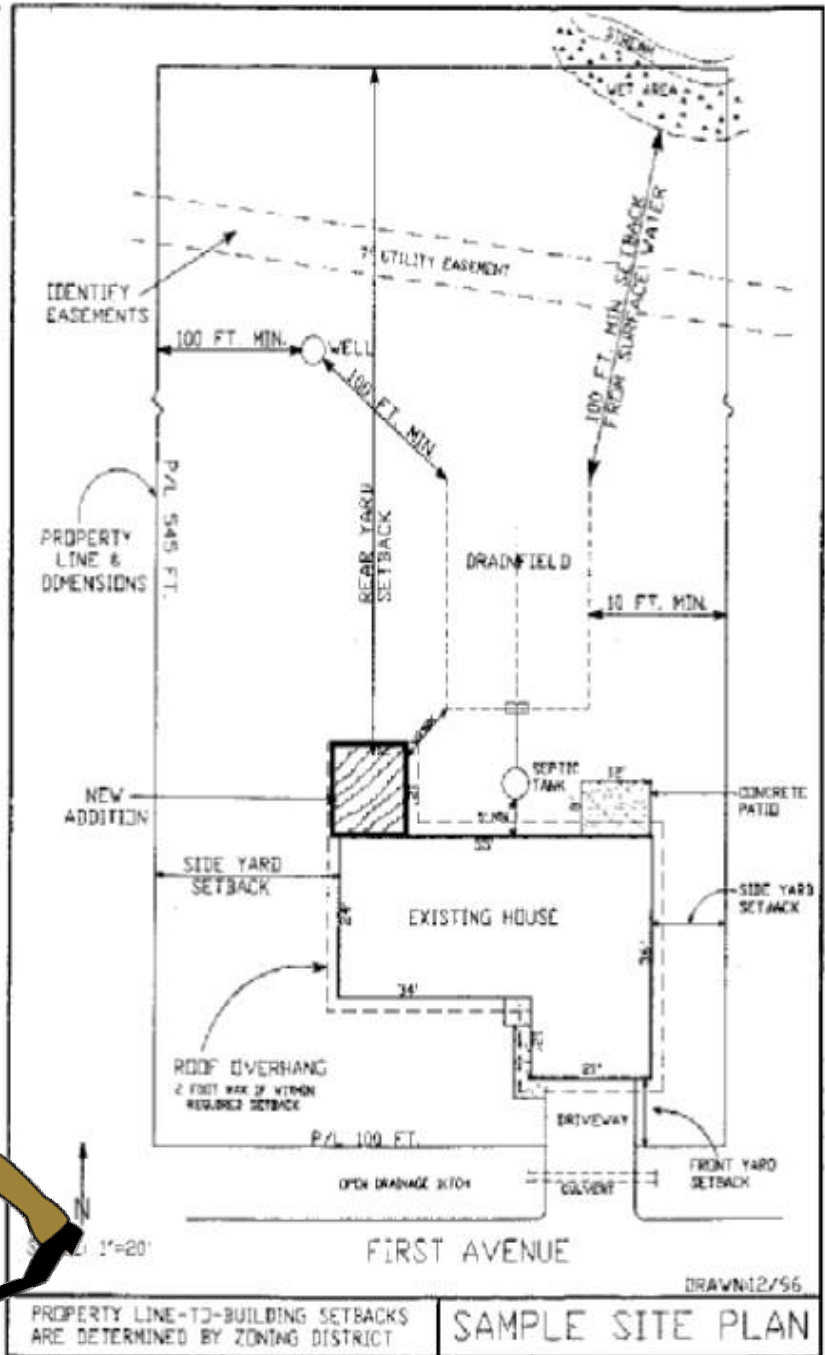
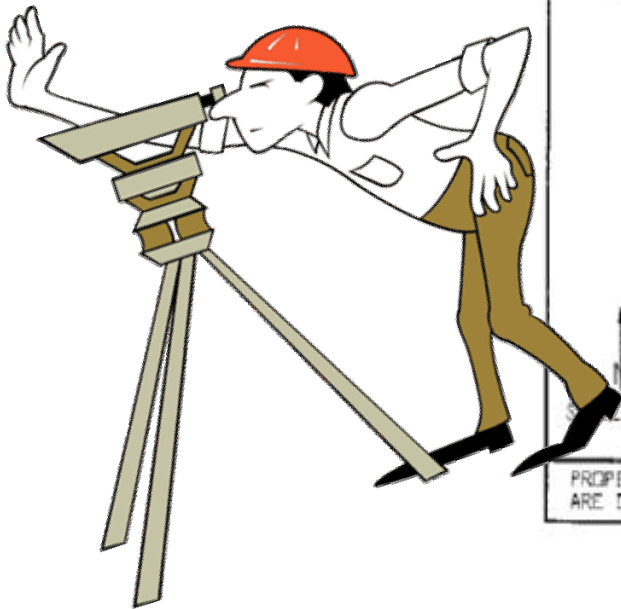
Lower Trent Conservation 1-613-394-3915

Crowe Valley Conservation 1-613-472-3137

Otonabee Region Conservation 1-705-745-5791

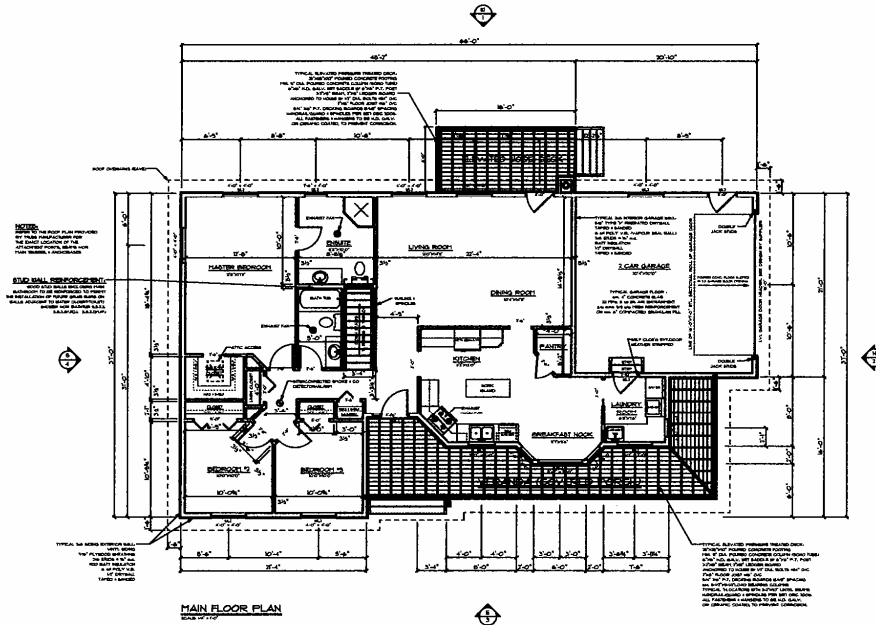
A Site Plan

The information found on a site plan can also be found on a survey. The Site Plan shows every thing to scale. It will have the legal description, street name, north arrow, property lines with dimensions, setbacks from all property lines and structures, proposed construction, building estimations, right-of-ways and easements. If there is no site plan a surveyor can be contacted.



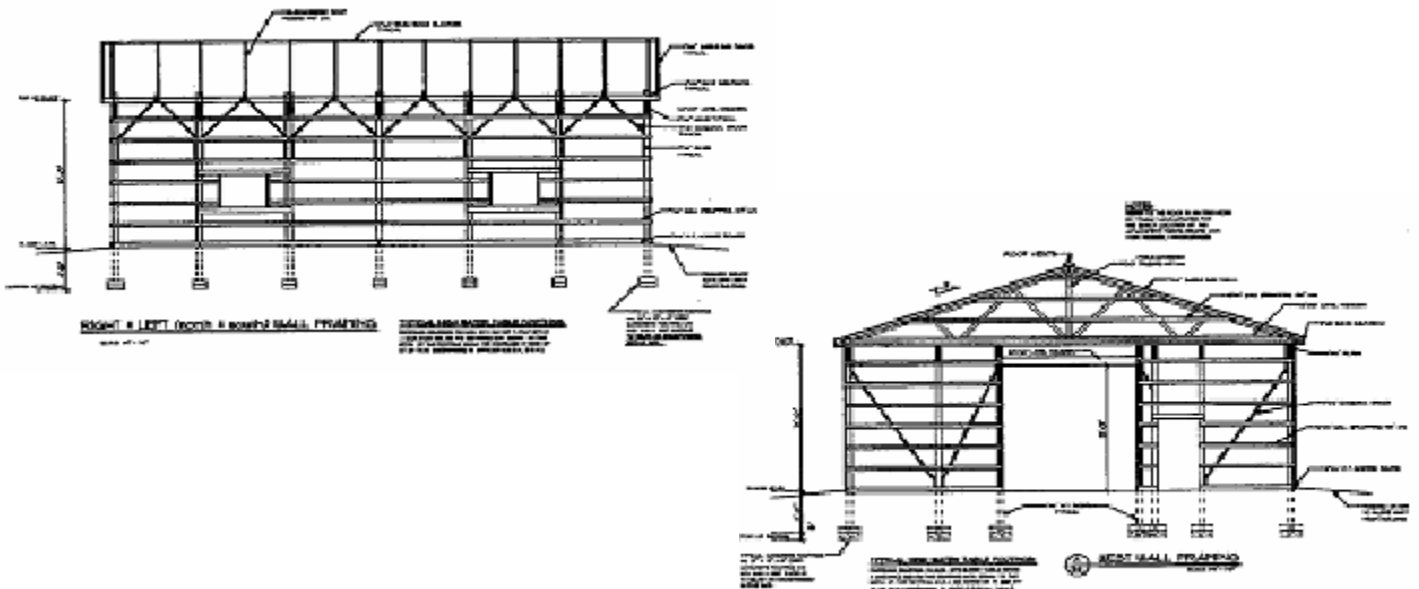
Floor Plans

The floor plans are a birds eye view of all the floors in the building. The plans will be to scale showing the directions in which the building faces and what the measurements of the building. The plans will also show the materials that are to be used.



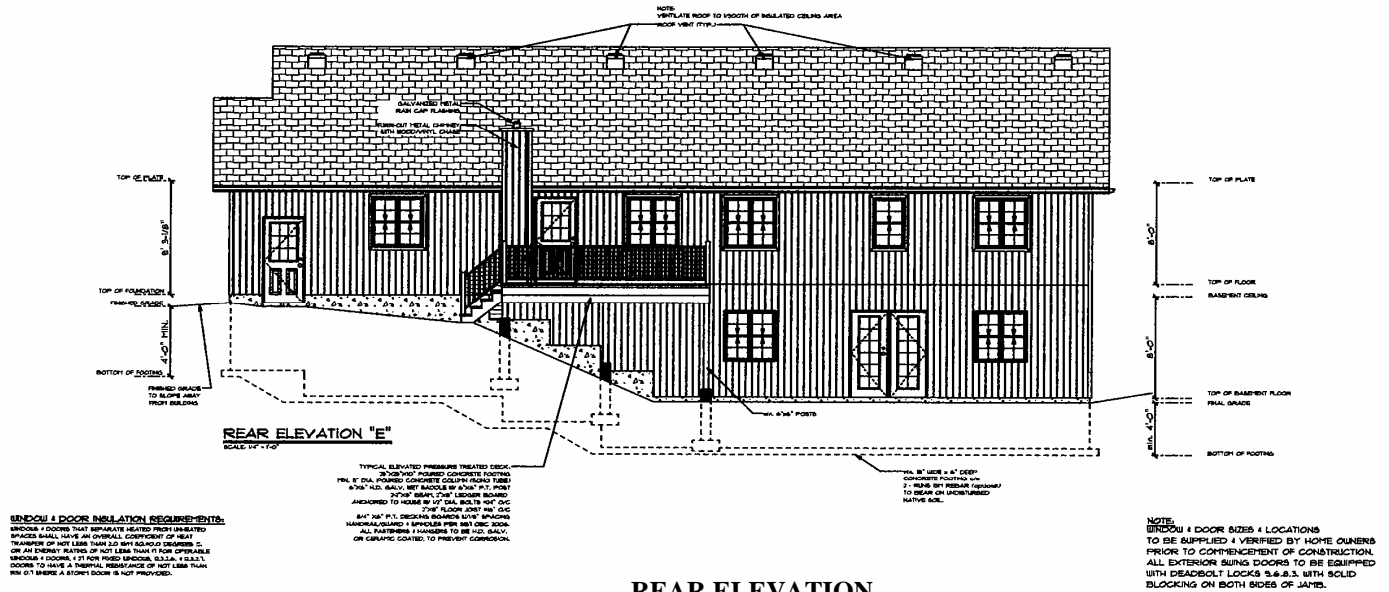
Cross Sections

A cross section presents a view of a building along an imaginary cut, showing the structural elements of the building and exposing what is behind the walls. The Cross section can compare an existing structures materials to a new structure or even an additions materials. It can show what material you need such as sheets of galvanized steel, beams...etc. The plan will have the room names, heights and dimensions of the doors and windows, size and type of materials and finishes.

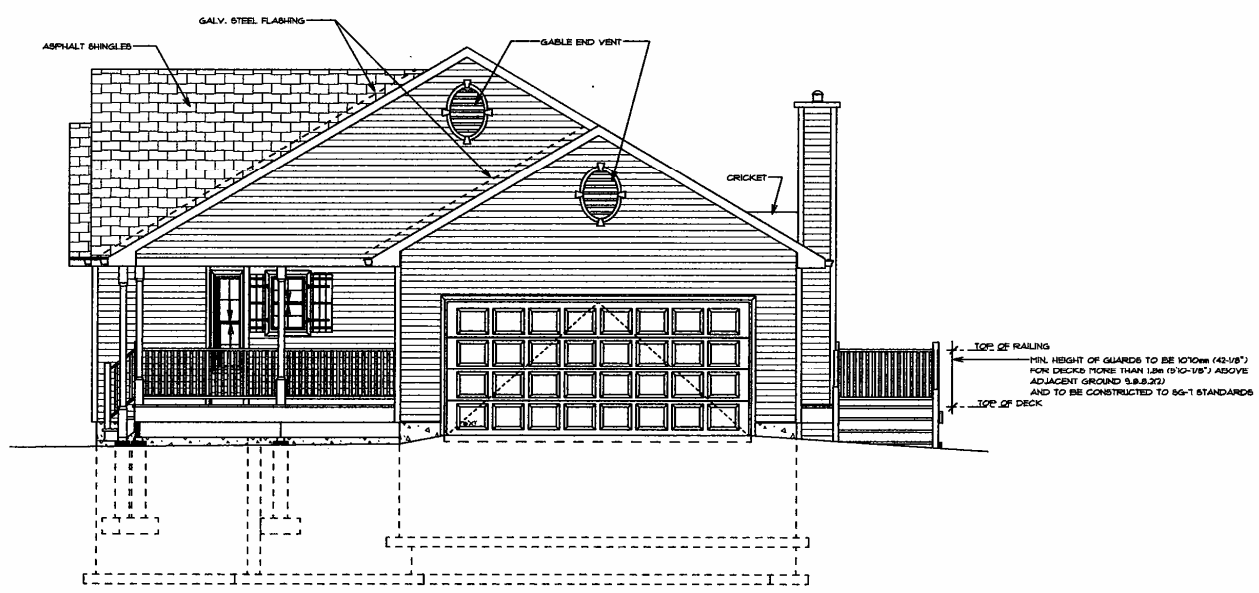


Elevation Plans

The Elevation Plans will show all exterior walls of the building. It should show all the windows and doors and their measurements. Exterior finishes and materials, finished floor levels to grade. It should also have the height of the building with the slope/pitch of the roofs.



REAR ELEVATION



There is often more required than just the Building Permit . You need other permits for certain jobs that have to have plans of their own to meet certain specifications. Such as :

- Plumbing permit
- Electrical Permit
- Septic Permit or Water and Sewer Hook Up
- Entrance Permit
- Demolition Permit (if needed)



Once any other permits needed are approved you will receive your building permit and the go ahead to start building.

Now that you have your Building Permit you can go ahead and start building. While building there are steps you have to take and mandatory inspections that have to be done. Not every project will need all of the inspections. The inspections are:

- Footings (prior to concrete)
- Foundation and Weepers (backfill)
- Exterior drains
- Interior Drains
- Plumbing Rough-in
- HVAC Rough-in
- Framing (prior to insulating)
- Fireplace or Woodstove Rough-in
- Insulation and Vapor Barrier
- Plumbing Final
- HVAC Final
- Occupancy
- Final

Final Occupancy Permit

An Occupancy permit confirms the new construction and/or renovation with the Ontario Building Code. The permit is based on the inspections that are taken through the key stages of the construction. This permit does not certify or warrant the work or the workmanship of a builder, only general conformance with the Ontario Building Code.

Building, Demolition, Septic, Plumbing and Entrance application for permit forms may be obtained at the Municipality of Trent Hills or on the Trent Hills website at www.trenthills.ca.

Office hours

Mon-Fri 8am-4:30pm

Office

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