

# Building Permit Approvals Checklist

Lot Location: \_\_\_\_\_

Zoning: \_\_\_\_\_ Lot Coverage in % \_\_\_\_\_ Existing \_\_\_\_\_ Proposed \_\_\_\_\_

Setbacks required for your Lot: Front \_\_\_\_\_ Rear \_\_\_\_\_ Side \_\_\_\_\_ Exterior \_\_\_\_\_  
Side \_\_\_\_\_ Water \_\_\_\_\_ Septic \_\_\_\_\_ Hydro \_\_\_\_\_

Completed Site Plan: Yes / No

Minor Variance Required: Yes / No

If 'Yes' provide application number and date of approval \_\_\_\_\_

Existing Structures: Yes / No

If 'Yes' circle applicable structures: cottage, house, Bunkie, garage, sheds, boathouse  
Are they shown properly on your completed site plan?

Development Charges Applicable: **Vacant Land:** Yes / No **County:** Yes / No **Municipal:** Yes / No

Entrance Permit: **County:** Yes / No **Municipal:** Yes / No      Approved: Yes / No  
Paid: Yes / No  
Existing: Yes / No

|                               |                 |   |       |
|-------------------------------|-----------------|---|-------|
| ORCA required                 | <b>Yes / No</b> | If 'Yes' provide approved permit number | _____ |
| MNR required                  | <b>Yes / No</b> | If 'Yes' provide approved permit number | _____ |
| Trent Severn required         | <b>Yes / No</b> | If 'Yes' provide approved permit number | _____ |
| Oceans and Fisheries required | <b>Yes / No</b> | If 'Yes' provide approved permit number | _____ |
| Health Permit required        | <b>Yes / No</b> | If 'Yes' provide approved permit number | _____ |
| Hydro Permit required         | <b>Yes / No</b> | If 'Yes' provide approved permit number | _____ |

Completed Provincial Building Permit Application: Yes / No

2 Sets of Provincially Approved Drawings including BCIN number if not owner drawn BCIN \_\_\_\_\_

Heat Loss Calculations if applicable: Yes / No ; If applicable please attach copy

Engineered Truss Drawings if applicable: Yes / No ; If applicable please attach a copy

Engineered Structural required: Yes / No ; If 'Yes' provide copy of stamped drawings and letter

Engineered Woods: Yes / No ; If 'Yes' provide engineered drawings from manufacturer

## Contractor information:

General Contractor: \_\_\_\_\_ (Tarion number if applicable: \_\_\_\_\_)

Plumber: \_\_\_\_\_ (Licence number required: \_\_\_\_\_)

Electrician: \_\_\_\_\_ Heating Contractor: \_\_\_\_\_

Total Cost of your construction project: \$ \_\_\_\_\_

Square Footage of Main Living Areas: \_\_\_\_\_ Decks: \_\_\_\_\_ Porches: \_\_\_\_\_

Attached or Separate Garages: \_\_\_\_\_ Accessory Buildings (Bunkie, Shed, Boathouse) \_\_\_\_\_

## Setbacks by Designation for Residential Uses:

|   | Front | Rear | Exterior Side | Side Yards | Water Yards | Watercourses |
|---|-------|------|---------------|------------|-------------|--------------|
| <i>Rural, Agricultural, Residential, Shoreline Residential, Limited Service Residential, for houses</i> | 50'   | 50'  | 50'           | 20'        | 71'         | 100'         |
| <i>Estate Residential</i>   | 50'   | 50'  | 50'           | 30'        | 71'         | 100'         |
| <i>Hamlet Residential</i>   | 50'   | 20'  | 50'           | 10'        | 71'         | 100'         |
| <i>Island Residential</i>   | 50'   | 50'  | 50'           | 50'        | 71'         | 100'         |
| <i>Boathouses</i>   |       |      |               | 50'        | 0'          |              |
| <i>Bunkie's</i>   | 25'   | 25'  |               | 20'        | 71'         | 100'         |
| <i>Accessory Structures</i>   | 50'   | 5'   |               | 5'         | 71'         | 100'         |

Please note that should any of the necessary information be missing in your "Completed" Building Permit Application that approval of your permit may be held up or denied until you have made the necessary information available to the Building Department.

Permit approval and issuance is generally completed within 6-10 business days after receipt of your "Completed" application for a Building Permit.

If you have any questions about the information required for your application please call the Building Department at the number listed during business hours.