

TOWNSHIP OF LAKE OF THE WOODS

BUILDING CODES & PERMITS INFORMATION SHEET

OVERVIEW:

The Ontario Building Code is a regulation made under the *Building Code Act*, which, by law, must be enforced by all municipalities.

The Code is essentially a set of minimum provisions respecting the safety of buildings with reference to public health, fire protection and structural sufficiency. Its primary purpose is the promotion of public safety through the application of appropriate uniform building standards.

BUILDING PERMITS:

A Building Permit is a license issued by a municipality which grants legal permission to begin a construction project. Permits are typically required for new building(s), additions, prefabricated structures and alterations to heating, ventilation, air-conditioning (HVAC) and plumbing systems, and some renovations.

It is unlawful to start a building project without having first obtained a Building Permit.

APPLYING FOR A BUILDING PERMIT:

1. Ensure that your project complies with the municipality's Zoning By-Law(s) - which regulate the use, size, required setbacks, etc., of land and buildings - and with other applicable law, regulations and policies of various Ministries and agencies (i.e. MNR, MTO, Hydro One, Northwestern Health Unit), New Home Warranty, etc. If you have questions or require further information or clarification, contact Chief Building Official **Stewart Books 204 206-0018 email lowdawsonbuildingpermits@gmail.com**.
2. You require a permit from MTO building within 45 metres of a Provincial Hwy & within 180m of the centre point of an intersection with a King's Hwy or 395m of an intersection of a Controlled Access Highway.
3. Fill out all applicable areas of the Application Form. Sign and date the form in the areas indicated.
4. Adequate drawings and related information which clearly show the building's structure and services as well as the location of all buildings and services on the property must be provided with your application.
5. Submit the completed application form together with the drawings, information and required fee (see below) to the municipality for review by the Chief Building Official.
6. Keep the municipality informed as your project progresses so appropriate inspections can be done. Remember, it is your responsibility to call for inspections to ensure Code compliance.

Local Approval Agencies:

Northwestern Health Unit (Fort Frances).....	807-274-9827
Ministry of Natural Resources (Fort Frances).....	807-274-5337
Ministry of Transportation (MTO Emo).....	807-482-1362
Ministry of Labour (Dryden).....	807-223-4898
Electrical Safety Authority.....	877-372-7233
Township of Lake of the Woods.....	807-852-3529

<u>LAKE OF THE WOODS FEE SCHEDULE:</u> Minimum Fee.....	\$50.00
Base fee for first \$1000.....	\$50.00
Each Additional \$1000 of value or part thereof.....	\$7.00
Demolition permits fee.....	\$25.00

Payments can be made at the office or mail or by etransfer: lakeofthewoodstwp@tbaytel.net

Township of Lake of the Woods Application for a Permit to Construct or Demolish

This form is authorized under subsection 8(1.1) of the Building Code Act.

For use by Principal Authority

Application number:	Permit number (if different):
Date received:	Roll number:

Application submitted to: **Township of Lake of the Woods**
(Name of municipality, upper-tier municipality, board of health or conservation authority)

A. Project information

Building number, street name	Unit number	Lot/con.
Municipality Township of Lake of the Woods	Postal code	Plan number/other description
Project value est. \$	Area of work (m ²)	

B. Purpose of application

☐ New construction	☐ Addition to an existing building	☐ Alteration/repair	☐ Demolition	☐ Conditional Permit
Proposed use of building		Current use of building		

Description of proposed work

C. Applicant Applicant is: ☐ Owner or ☐ Authorized agent of owner

Last name	First name	Corporation or partnership	
Street address	Unit number	Lot/con.	
Municipality	Postal code	Province	E-mail
Telephone number ()	Fax ()	Cell number ()	

D. Owner (if different from applicant)

Last name	First name	Corporation or partnership	
Street address	Unit number	Lot/con.	
Municipality	Postal code	Province	E-mail

Telephone number ()	Fax ()	Cell number ()
E. Builder (optional)		
Last name	First name	Corporation or partnership (if applicable)
Street address		Unit number Lot/con.
Municipality	Postal code	Province E-mail
Telephone number ()	Fax ()	Cell number ()
F. Tarion Warranty Corporation (Ontario New Home Warranties Program)		
i. Is proposed construction for a new home as defined in the <i>Ontario New Home Warranties Plan Act</i> ? If no, go to section G.	☐ Yes	☐ No
ii. Is registration required under the <i>Ontario New Home Warranties Plan Act</i> ?	☐ Yes	☐ No
iii. If yes to (ii) provide registration number(s): _____		
G. Required Schedules		
i) Attach Schedule 1 for each individual who reviews and takes responsibility for design activities.		
ii) Attach Schedule 2 where application is to construct on-site, install or repair a sewage system.		
H. Completeness and compliance with applicable law		
i) This application meets all the requirements of clauses 1.3.1.3 (5) (a) to (d) of Division C of the Building Code (the application is made in the correct form and by the owner or authorized agent, all applicable fields have been completed on the application and required schedules, and all required schedules are submitted). Payment has been made of all fees that are required, under the applicable by-law, resolution or regulation made under clause 7(1)(c) of the <i>Building Code Act, 1992</i> , to be paid when the application is made.	☐ Yes	☐ No
ii) This application is accompanied by the plans and specifications prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> .	☐ Yes	☐ No
iii) This application is accompanied by the information and documents prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> which enable the chief building official to determine whether the proposed building, construction or demolition will contravene any applicable law.	☐ Yes	☐ No
iv) The proposed building, construction or demolition will not contravene any applicable law.	☐ Yes	☐ No
I. Declaration of applicant		
I _____ declare that: (print name)		
1. The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge. 2. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.		
_____ Date	_____ Signature of applicant	

Personal information contained in this form and schedules is collected under the authority of subsection 8(1.1) of the *Building Code Act, 1992*, and will be used in the administration and enforcement of the *Building Code Act, 1992*. Questions about the collection of personal information may be addressed to: a) the Chief Building Official of the municipality or upper-tier municipality to which this application is being made, or, b) the inspector having the powers and duties of a chief building official in relation to sewage systems or plumbing for an upper-tier municipality, board of health or conservation authority to whom this application is made, or, c) Director, Building and Development Branch, Ministry of Municipal Affairs and Housing 777 Bay St., 2nd Floor. Toronto, M5G 2E5 (416) 585-6666.

Schedule 1: Designer Information

Use one form for each individual who reviews and takes responsibility for design activities with respect to the project.

A. Project Information			
Building number, street name		Unit no.	Lot/con.
Municipality Township of Lake of the Woods	Postal code	Plan number/ other description	
B. Individual who reviews and takes responsibility for design activities			
Name		Firm	
Street address		Unit no.	Lot/con.
Municipality	Postal code	Province	E-mail
Telephone number ()	Fax number ()	Cell number ()	
C. Design activities undertaken by individual identified in Section B. [Building Code Table 3.5.2.1. of Division C]			
☐ House	☐ HVAC – House	☐ Building Structural	
☐ Small Buildings	☐ Building Services	☐ Plumbing – House	
☐ Large Buildings	☐ Detection, Lighting and Power	☐ Plumbing – All Buildings	
☐ Complex Buildings	☐ Fire Protection	☐ On-site Sewage Systems	
Description of designer's work			
D. Declaration of Designer			
I _____ declare that (choose one as appropriate): (print name)			
☐ I review and take responsibility for the design work on behalf of a firm registered under subsection 3.2.4. of Division C, of the Building Code. I am qualified, and the firm is registered, in the appropriate classes/categories. Individual BCIN: _____ Firm BCIN: _____			
☐ I review and take responsibility for the design and am qualified in the appropriate category as an "other designer" under subsection 3.2.5. of Division C, of the Building Code. Individual BCIN: _____ Basis for exemption from registration: _____			
☐ The design work is exempt from the registration and qualification requirements of the Building Code. Basis for exemption from registration and qualification: _____			
I certify that:			
1. The information contained in this schedule is true to the best of my knowledge.			
2. I have submitted this application with the knowledge and consent of the firm.			
_____ Date		_____ Signature of Designer	

NOTE:

1. For the purposes of this form, "individual" means the "person" referred to in Clause 3.2.4.7(1) d).of Division C, Article 3.2.5.1. of Division C, and all other persons who are exempt from qualification under Subsections 3.2.4. and 3.2.5. of Division C.

COPY OF PLOT PLAN

(Scale)

STREET OR CONCESSION

STREET OR CONCESSION

FOR OFFICE USE ONLY

ROLL NO.

NATURE OF CONSTRUCTION

TYPE OF WORK

TYPE OF STRUCTURE

APPLICANT _____

ADDRESS _____

DATE _____

DRIVEWAY PERMIT IS REQUIRED FOR A NEW ACCESS TO A PUBLIC ROAD

Diagram illustrating three types of garage roof structures:

- TYPE A** ☐ GABLE ROOF: Shows a garage with a gable roof and the garage door in the gable end.
- TYPE B** ☐ GABLE ROOF: Shows a garage with a gable roof and the garage door in a loadbearing wall.
- TYPE C** ☐ HIP ROOF: Shows a garage with a hip roof.

Width		Length	
Eaves*: Side		Ends	
Wall Height		Total Ht	
Side Yard: Left		Right	
Rear Yard			

Separation Distance To House (6'-7' Min.)
Easements: L. Side R. Side Rear

* MINIMUM 1 FT. FROM PROPERTY LINE

1. Walls	2" X	Centres
2. A) Engineered Trusses	2" X	Centres
or b) { Rafters	2" X	Centres
Joists	2" X	Centres
3. Roof Sheathing	Plaid	Chipboard
4. Roofing: Shingles	Roll	Metal
5. Wall Sheathing	Plaid	Chipboard
6. Exterior Finish		

A cross-sectional diagram of a concrete slab. The diagram shows a horizontal slab with a central section labeled "CONC. SLAB". Below the slab, there is a layer of "REINFORCING". Above the slab, there are "DIA. ANCHOR BOLTS @ O.C." and a "WIDE CURB". The diagram includes various dimension lines and labels for different parts of the structure.

TYPE 1

TYPE 2

☐ **OTHER** (Detail required)

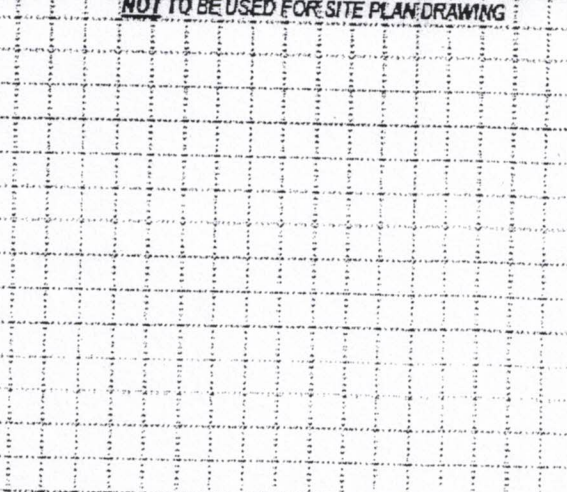
Overhead Door: (1) - 2' X 8' .
Main Door: (2) - 2' X 8' .
Window: (2) - 2' X 8' .

A separate building permit will be required if a **SOLID FUEL BURNING APPLIANCE** (e.g. woodstove) is used in the proposed building.

NOT TO BE USED FOR SITE PLAN DRAWING

GARAGE/SHED PLAN: Recommended Scale - One Square = 2'x2'

NOT TO BE USED FOR SITE PLAN DRAWING



Floor Plan Showing Dimensions

• Width And Length		• Opening Locations	
- Garage Door	_____ W _____ H		
- Main Door	_____ W _____ H		
- Windows	(1) _____ W _____ H		
	(2) _____ W _____ H		

• Interior Partitioning

• Additional Information (See Below)

• Building Area _____
 • Zone _____
 Reviewed By _____
 • Zoning _____
 • Plans _____
 Application No. _____
 Issue Date _____

APPROVED

A review of this project application information did not include a review of the minimum clearances required from overhead distribution wires (conductors) and transformers or other matters for which specific information was not provided. The owner/ applicant is required to seek and obtain such other approvals as may be necessary. In all cases, the most restrictive condition applies. Where other restrictions cause any change to the location or construction of this project, such changes must be reviewed and approved by the Building Official prior to construction.