



Building Permit Guidelines - Accessory Buildings

Description		Required	Submission Status	Comments
Applicable Law	Zoning Certificate	✓		
	Nottawasaga Valley Conservation Authority (NVCA) Lake Simcoe Conservation Authority (LSRCA)			If applicable
	Ministry of Transportation (MTO)			If applicable
Forms	Municipal Form 6	✓		
	Schedule 1: Designer Information	✓		
Plans	Foundation Plan	✓		Refer to Guide
	Floor Plan	✓		Refer to Guide
	Exterior Elevations	✓		Refer to Guide
	Roof Framing Plan			If applicable
	Cross Section	✓		Refer to Guide
Engineered Products	Engineered Truss Layout & Profile sheets			If applicable
	Engineered Floor Layout			If applicable
	Engineered Beam Layout & Profile sheets			If applicable
	ICF – Insulated Concrete Forms CCMC approval & manufacturer's details			If applicable
Misc.	Letter of Authorization			When application not signed by owner
	Septic or Septic Verification			If plumbing proposed
	Permit Fee	✓		As per Fee By-law calculated at submission
	Engineered Lot Grading \$1000.00			