

## Building Permit Guideline – RESIDENTIAL

Description		Required	Submission Status	Comments
Permit Fees (Cheque or Debit)		✓		As per Fees & Charges By-law
<b>Applicable Law</b>	Zoning Certificate	✓		
	Nottawasaga Valley Cons. Auth. (NVCA), Lake Simcoe Cons. Auth.(LSRCA)			If applicable
	Ministry of Transportation ( <i>MTO</i> )			If applicable
<b>Forms</b>	Schedule 1: Designer Information	House	✓	
		HVAC - House	✓	
	Energy Efficiency Design Summary		✓	
<b>Plans</b>	Foundation Plan		✓	Refer to Guide
	Floor Plan		✓	Refer to Guide
	Exterior Elevations		✓	Refer to Guide
	Roof Framing Plan			If applicable
	Cross Section(s)		✓	Refer to Guide
<b>Engineered Products</b>	Engineered Truss Layout - Eng. Sealed			If applicable
	Engineered Floor Layout			If applicable
	Engineered Beam Layout			If applicable
	Alternative Railing/Decking – Loading Report + Attachment Drawings/Details CCMC approval when not designed per SB-7			If applicable
	ICF – Insulated Concrete Forms – Table Used CCMC approval & manufac. details sheet			If applicable
<b>Misc.</b>	Heat Loss Calculation Layouts		✓	
	Ventilation Summary		✓	
	Letter of Authorization			When app. not submitted or signed by owner
	Septic or Septic Verification		✓	
	Engineered Lot Grading Plan (ELG)			\$1000 Deposit
	Water Meter & Trench Inspection			

Notes: