

Building Permit Requirements

Custom Built Homes

Pre-application Approvals Checklist

Before finalizing the design ensure that the house you wish to build either meets the requirements of or is not affected by the following regulations or requirements.

ZONING Review the relevant zoning by-law with a zoning plans examiner to confirm the use, size and setback limitations that affect your property.

SITE PLAN CONTROL
HERITAGE PLANNING
DISTRICT Certain areas of the City are designated as SITE PLAN CONTROL or HERITAGE PLANNING DISTRICTS to ensure that a particular existing character of the neighbourhood is retained. Check with the zoning plans examiner to determine whether your lot falls into one of these areas and, if so, what approval procedure is required.

<u>CONTACTS:</u>	ZONING	8850 McLaughlin Road Unit #1	905-874-2090
	SITE PLAN CONTROL	3 RD floor, Planning, City Hall	905-874-2053
	HERITAGE PLANNING	3 RD floor, Planning, City Hall	905-874-2050

CONSERVATION
AUTHORITY If any part of the lot is within an area regulated by a conservation authority a land use permit may be required. This may affect the building location and/or grading of the lot.

<u>CONTACTS:</u>	TRCA (Toronto & Region Conservation Authority)	416-661-6600
	CVCA (Credit Valley Conservation Authority)	905-670-1615

Preparing the Building Permit Submission

The following approvals must be obtained before a permit application can be submitted.

SITE PLAN 3 copies of a grading and drainage plan prepared by a professional engineer or a surveyor (OLS) must be submitted to Development Engineering Division for approval. The details of how the plan must be prepared and what should be included on the plan are outlined in the enclosed guidelines.

<u>CONTACT:</u>	Development Engineering	3 rd floor, City Hall	905-874-3372
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ARCHITECTURAL CONTROL Please refer to Custom Home Architectural Control review website (<https://www.brampton.ca/EN/Business/planning-development/Pages/CustomHouseReview.asp>) for submission requirements and more details. The elevations, stamped approved by the urban designer, must be included as part of the building permit submission.

<u>CONTACT:</u>	Urban Design	3 rd floor, City Hall	905-874-2050
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PRIVATE SEWAGE SYSTEM If the lot is not serviced by municipal sanitary sewers, the location and design of the private sewage system must be submitted as part of the building permit submission. The location of the tile bed and tank must be provided on the site plan (see 'site plan' above) Design detail and documentation requirements are outlined on the enclosed "Building Permit Requirements for a Sewage System".

continued on page 2

Building Permit Requirements

Custom Built Homes (continued)

Building Permit Application

The following documents and fee are required for a complete permit application submission. Only a **complete** application will be accepted.

1. **Completed building permit application** consisting of:
 - Application form "Permit to Construct or Demolish"
 - Schedule 1: Designer Information
 - Schedule 2: Designer Information for septic system (where applicable)
 - Applicable Law Checklist
2. **Two (2) copies of the site plan** stamped approved by Engineering and Development Services.
3. **Two(2) copies of complete architectural plans** and specifications

Note:

 - 1) If roof or floor trusses are specified, 2 copies of the engineer's stamped drawings and specifications must be provided.
 - 2) Designs for structural slabs and any other design elements outside of the scope of Div, B, Part 9 of the OBC must be stamped by a professional engineer and 2 copies provided.
4. **Two (2) copies of HVAC** layout and calculations
5. **Completed Statement of Design and site evaluation** report for the septic system (if privately serviced lot). The septic system must be shown on the site plan.
6. **Permit Fee** deposit of \$1,500 per dwelling unit (Permit fees are \$15.30 / m² based upon gross floor area, the minimum fee is \$1723.24.) GFA is exclusive of garage and unfinished basement. The balance of fees owing is due at the time of building permit issuance.

Building Permit Issuance

The applicant will be contacted by telephone at the completion of the review and advised of the balance of permit fees owing and any outstanding items or issues including:

DEVELOPMENT CHARGE PAYMENT	A copy of the receipt as proof of payment of development charges must be provided prior to the issuance of a building permit. Contact the Finance Department at 905-874-2255 to confirm the amount payable, or if development charges were paid by a previous owner, to obtain confirmation of this payment and whether any additional fees are outstanding. <u>Note:</u> A credit may be applicable for dwelling units previously demolished on the property or where a demolition permit has been issued and demolition will occur no later than four months after the issuance of the permit.
WATER	Municipal – The water service connection approval and inspection is part of the permit process. A "meter" fee is however required by the Region of Peel. (905-791-7800) Well – If water is to be supplied by a well, proof of potable water must be supplied. Water samples can be tested at the Region of Peel, 44 Peel Centre Drive, Brampton. To speak to a Public Health Inspector call (905)-799-7700.
ENCLOSURES	<ol style="list-style-type: none"> 1. Grading and Drainage Approval for a Custom Built Home 2. Standard Detail 409 – Grading and Drainage 3. Building Permit Requirements for a Sewage System 4. Statement of Design – Sewage System.

Permits
Tel. 905-874-2401
Fax 905-874-2499

Inspections
Tel. 905-874-3700
Fax 905-874-3763

Zoning Services
Tel. 905-874-2090
Fax 905-874-2499

2017 HVAC Requirements for Production Residential CM or RR and Custom Home Applications

New certified model applications and applications for custom homes submitted after January 1, 2017 shall include, but not be limited to the following information:

1. A furnace serving a dwelling unit shall be equipped with a brushless direct motor (OBC Div B, 12.3.1.5).
2. HVAC load calculations shall meet the energy efficiency performance as described in OBC Div B, 12.2.1.2(3). Please identify the selected energy efficiency compliance option to be used or SB-12 – Prescriptive Package or Performance path or other acceptable compliance methods (Energy Star or NRCan “2012 R2000 Standards”)
3. The HVAC design shall comply with good engineering practice as described in OBC Div B, 9.33.1.1 and 9.33.2.2. (Please note OBC Div B, 6.2.1.1 – acceptable methods of calculation are ASHRAE, CAN/CSA-F326-M or HRAI or CSA-F280-12).
4. Should ASHRAE method of calculation be used, please include the following in the submission package for each custom home or certified model including all optional floor plans:
 - a. Floor plans with clearly identified energy efficiency compliance option and full detailed wall section from foundation to roof for standard, look-out and/ or walk-out basement conditions.
 - b. Heat loss / gain calculations.
 - c. Ventilation design summary sheet based on total room count– only principal fan heat loss shall be added to structure heat loss.
 - d. Duct design – please ensure return air from upper floor is not less than supplied air.
5. Should CSA-F280-12 method of calculation be used, please include the following in the submission for package for each custom home or certified model including all optional floor plans:
 - a. Floor plans with clearly identified energy efficiency design package and full wall section from foundation to roof for standard basement, look-out and/or walk-out basement conditions.
 - b. Heat Loss and Gain Calculation Summary sheet.
 - c. Heat loss / gain calculations.
 - d. Calculation of ventilation contribution to heat loss if extra credit is claimed for HRV effectiveness.
 - e. Ventilation Design Summary sheet based on total room count – only principal fan heat loss shall be added to structure heat loss.
 - f. Air Infiltration Residential Load Calculator (Supplemental tool for CAN/CSA-F280 or equivalent).
 - g. Residential Foundation Thermal Load Calculator (Supplemental tool for CAN/CSA-F280 or equivalent) for standard basement, or Residential Slab on Grade Thermal Load Calculator (Supplemental tool for CAN/CSA-F280 or equivalent) for look-out and/ or walk-out basement condition, whichever is applicable.
 - h. Duct design – please ensure the return air from upper floor is not less than supplied air.

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Building Permit Requirements

Custom Built Homes (all lots in assumed subdivisions)

Grading and Drainage Approval Requirements

- Approval for site plans is obtained at the Planning Design and Development Department, Engineering and Development Services Division, City Hall, 3rd floor.
- Submit 3 copies of a grading and drainage plan prepared by a professional engineer or surveyor (OLS). Areas serviced by private, on-site sewage disposal systems must have the tank and tile bed location illustrated on the site plan.
- The grading and drainage plan shall comply with the City of Brampton standard drawings and design criteria and particularly shall comply with the attached typical house grading plan Std. 409.
- Two copies of the stamped approved plan will be returned to the applicant. These plans must be included in the building permit application submission.

House Plan Grading and Drainage Design Requirements

GENERAL NOTES: (to appear on the grading plan)

1. At all entrances to the site, the road curb and sidewalk will be continuous through the driveway, the driveway grade will be compatible with the existing sidewalk, and a curb depression will be provided for each entrance.
2. Sidewalk to be removed and replaced as per O.P.S.D. 310.010.
3. Downspouts to discharge onto the ground via splash pads. Downspouts shall not discharge across walkways.
4. Driveway grades should not be less than 2% and not greater than 8%.
5. Lawn and swales shall have a minimum slope of 2% and a maximum slope of 6%.
6. Where grades in excess of 6% are required, the maximum slope shall be 3:1. Grade changes in excess of 1.0m are to be accomplished by use of a retaining wall. Retaining walls higher than 0.6m shall have a fence installed on the high side.
7. All disturbed areas must be seeded or sodded. Topsoil to be at least 100mm.
8. The minimum clear distance between the edge of the driveway and a utility structure is 1.2m.
9. Grade differences between housing units shall be minimized, especially where new developments abut existing developments. The vertical distance between the ground level at the rear wall of houses which back onto each other shall not be greater than that achieved by striking a 3% grade between the units.
10. Driveway portion within the municipal boulevard must be paved.
11. The service connection trench within the traveled portion of the road allowance shall be backfilled with unshrinkable fill.
12. Wherever possible, a 0.6m separation shall be provided between the driveways.
13. In the event that the grading has to extend to the adjacent property, a written approval from the owner of that property shall be obtained and endorsed by the City of Brampton Planning Design and Development Department, Engineering and Development Services Division, City Hall, 3rd floor.
14. All surface drainage shall be self contained, collected and discharged at a location to be approved prior to the issuance of a building permit. Drainage of abutting properties shall not be adversely affected.
15. The gradient from the finished first floor elevation of the proposed house to the centerline of the frontage road shall have a minimum slope of 2% and a maximum slope of 6%.
16. All the construction work for this project shall comply with the Standard Drawings and Specifications of the City of Brampton and the Ontario Provincial Standards and Specifications.

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Application for a Permit to Construct or Demolish

This form is authorized under subsection 8(1.1) of the *Building Code Act, 1992*.

For use by Principal Authority			
Application number:	Permit number (if different):		
Date received:	Roll number:		
Application submitted to: <u>THE CORPORATION OF THE CITY OF BRAMPTON</u> (Name of municipality, upper-tier municipality, board of health or conservation authority)			
A. Project information			
Building number, street name	Unit number	Lot/con.	
Municipality	Postal code	Plan number/other description	
Project value est. \$		Area of work (m ²)	
B. Purpose of application			
<input type="checkbox"/> New construction <input type="checkbox"/> Addition to an existing building <input type="checkbox"/> Alteration/repair <input type="checkbox"/> Demolition <input type="checkbox"/> Conditional Permit			
Proposed use of building	Current use of building		
Description of proposed work			
C. Applicant Applicant is: <input type="checkbox"/> Owner or <input type="checkbox"/> 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 Warranty 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.			<input type="checkbox"/> Yes	<input type="checkbox"/> No
ii. Is registration required under the <i>Ontario New Home Warranties Plan Act</i> ?			<input type="checkbox"/> Yes	<input type="checkbox"/> 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.			<input type="checkbox"/> Yes	<input type="checkbox"/> 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> .			<input type="checkbox"/> Yes	<input type="checkbox"/> 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.			<input type="checkbox"/> Yes	<input type="checkbox"/> No
iv) The proposed building, construction or demolition will not contravene any applicable law.			<input type="checkbox"/> Yes	<input type="checkbox"/> 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	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]			
<input type="checkbox"/> House	<input type="checkbox"/> HVAC – House	<input type="checkbox"/> Building Structural	
<input type="checkbox"/> Small Buildings	<input type="checkbox"/> Building Services	<input type="checkbox"/> Plumbing – House	
<input type="checkbox"/> Large Buildings	<input type="checkbox"/> Detection, Lighting and Power	<input type="checkbox"/> Plumbing – All Buildings	
<input type="checkbox"/> Complex Buildings	<input type="checkbox"/> Fire Protection	<input type="checkbox"/> On-site Sewage Systems	
Description of designer's work			
D. Declaration of Designer			
I _____ declare that (choose one as appropriate):			
(print name)			
<input type="checkbox"/> 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: _____			
<input type="checkbox"/> 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: _____			
<input type="checkbox"/> 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) (c) 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.
2. Schedule 1 is not required to be completed by a holder of a license, temporary license, or a certificate of practice, issued by the Ontario Association of Architects. Schedule 1 is also not required to be completed by a holder of a license to practise, a limited license to practise, or a certificate of authorization, issued by the Association of Professional Engineers of Ontario.

Schedule 2: Sewage System Installer Information

A. Project Information			
Building number, street name		Unit number	Lot/con.
Municipality	Postal code	Plan number/ other description	
B. Sewage system installer			
Is the installer of the sewage system engaged in the business of constructing on-site, installing, repairing, servicing, cleaning or emptying sewage systems, in accordance with Building Code Article 3.3.1.1, Division C?			
<input type="checkbox"/> Yes (Continue to Section C)		<input type="checkbox"/> No (Continue to Section E)	<input type="checkbox"/> Installer unknown at time of application (Continue to Section E)
C. Registered installer information (where answer to B is "Yes")			
Name		BCIN	
Street address		Unit number	Lot/con.
Municipality	Postal code	Province	E-mail
Telephone number	Fax	Cell number	
D. Qualified supervisor information (where answer to section B is "Yes")			
Name of qualified supervisor(s)		Building Code Identification Number (BCIN)	
E. Declaration of Applicant:			
<p>I _____ declare that:</p> <p style="text-align: center;">(print name)</p> <p><input type="checkbox"/> I am the applicant for the permit to construct the sewage system. If the installer is unknown at time of application, I shall submit a new Schedule 2 prior to construction when the installer is known;</p> <p><u>OR</u></p> <p><input type="checkbox"/> I am the holder of the permit to construct the sewage system, and am submitting a new Schedule 2, now that the installer is known.</p> <p>I certify that:</p> <ol style="list-style-type: none"> 1. The information contained in this schedule 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. <p style="text-align: center;">_____</p> <p style="display: flex; justify-content: space-between;"> Date Signature of applicant </p>			

CITY OF BRAMPTON - BUILDING DIVISION

SECTION G. DOCUMENTS ESTABLISHING COMPLIANCE WITH APPLICABLE LAW (OBC Div. A - 1.4.1.3.)

Permit Application No. _____	Project Location _____ # _____ street _____ unit/suite
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Explanation:

Applicable Law - Applicable law is other regulations for which approval must be obtained before a building permit can issue. A complete list of Acts and Regulations that are "Applicable Law" is set out in Article 1.4.1.3 of Division A of the Ontario Building Code.

Instructions:

The most common Acts and Regulations are listed below with the documentation that must be provided before a building permit can issue. Check those that apply to your permit application and complete the declaration. The customer service plans examiner will assist you with any questions you may have about the regulations listed. The documents noted must be provided before a building permit can issue.

Details and Contact Information

A list of agencies and contact information is available at the Building Division or on the City of Brampton website

APPLICABLE LAWS (Note: This list provides only the most common approvals)

ACT	Description	REQUIRED DOCUMENTS (Provide copy)	Required Yes/No	Received
Planning Act s.41	(Site Plan Control)	Site plan approved drawings		
Planning Act s.34	(Zoning By-law)	Final & binding amendment		
Planning Act Pt. V1	(Division of Land)	Registered Plan or Deed		
Planning Act s.45	(Minor Variance)	Final Decision from City Clerk		
Planning Act s.33	(Demolition of Residential Property)	Council Approval		
Ontario Heritage Act ss.27 (3), 30(2), 33, ss.34.40.1 & 40.2		Heritage Permit		
Ontario Heritage Act s.34.5 and s. 34.7.(2)		Ministry of Culture approval		
Development Charges Act s.28 and s.53, Education Act s.257.83 & 257.93	(Financial Contribution)	Confirmation of payment from City of Brampton Finance Department		
Planning Act s.42(6)	(Cash in Lieu of Parkland)	Confirmation of payment from City of Brampton Finance Department		
Conservation Authorities Act	(Flood plain or fill regulated area)	Construction and Fill Permit		
Day Nurseries Act, Reg. 262 s.5	(Daycare centre with more than 5 children)	Approval from Ministry of Children and Youth Services		
Education Act s.194	(Demolition of all or part of a school)	Approval from Ministry of Education		
Environmental Protection Act s.168.3.1 & 168.6(1) change of use of land	(Industrial or commercial to agricultural, residential or park)	File Record of Site Condition (RSC) and/or provide Certification of Property use (CPU)		
Public Transportation Act s.34 and s. 38 10	(Construction within 45m of the road or within 395m of an intersection of Hwys, 410 or 407)	Building and Land Use Permit issued by MTO		
Other:				

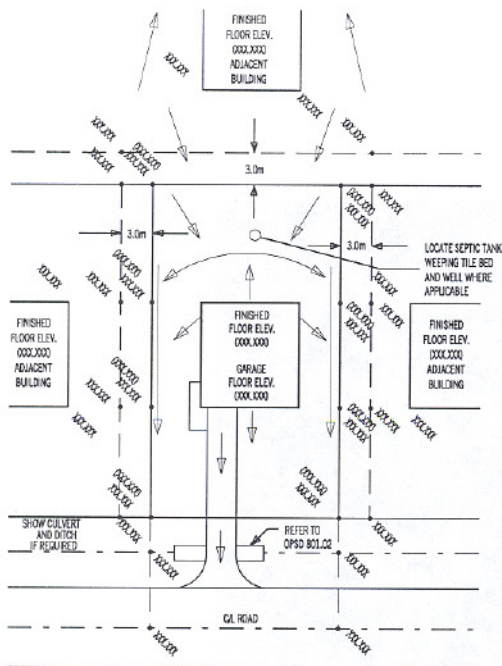
APPLICANT'S DECLARATION

I, _____ (print name) certify that the applicable laws designated on the above noted chart are, to the best of my knowledge, all of the "applicable law" for which this application for a permit must comply before a permit is issued.

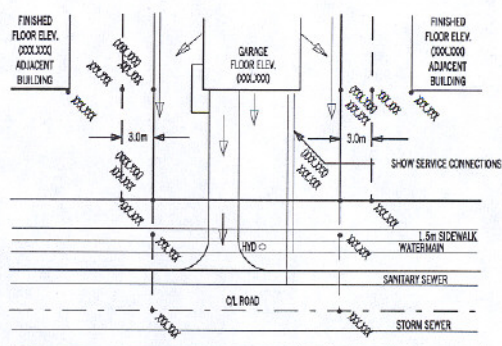
_____ Date

_____ Signature

FOR OFFICE USE ONLY



STREET NAME
TYPICAL RURAL PLAN



STREET NAME
TYPICAL URBAN PLAN

CRITERIA

- (1) HOUSE PLAN MUST BE IN METRIC AND INCLUDE THE FOLLOWING - TITLE BLOCK, LEGEND, SCALE, KEY PLAN, NORTH ARROW, LEGAL DESCRIPTION AND MUNICIPAL ADDRESS IF AVAILABLE
- (2) WATER SERVICE CONNECTION OR WELL LOCATION MUST BE SHOWN
- (3) SANITARY SERVICE CONNECTION OR SEPTIC BED MUST BE SHOWN
- (4) ALL DRAINAGE MUST BE CONTAINED ON SITE. GRADING MUST BE DIRECT DRAINAGE TO A CITY R.O.W. OR EASEMENT OR WATERCOURSE AS DIRECTED BY THE COMMISSIONER
- (5) WHERE SITE IS ADJACENT TO A WATERCOURSE, THE PERTINENT CONSERVATION AUTHORITY MUST BE CONTACTED TO DETERMINE WHETHER A SPECIAL FILL PERMIT IS REQUIRED
- (6) ALL TREES ON THE PROPERTY MUST BE SHOWN
- (7) ALL UTILITY STRUCTURES (TO BE) LOCATED ON, OR IN FRONT OF SITE, MUST BE SHOWN
- (8) LAWN AND SWALES SHALL HAVE A MINIMUM SLOPE OF 2% AND MAXIMUM SLOPE OF 6%
- (9) SUFFICIENT GROUND ELEVATIONS ON ADJACENT LANDS TO BE SHOWN TO DETERMINE EXISTING DRAINAGE PATTERNS THE MINIMUM INFORMATION REQUIRED SHOULD INCLUDE:
 - a) FINISHED FLOOR ELEVATIONS OF ALL ADJACENT BUILDINGS
 - b) EXISTING GROUND SURFACE ELEVATIONS FOR 5 AND 10 METRES OUTSIDE THE PROPERTY BOUNDARY AT 20m INTERVALS
- (10) DRIVEWAY GRADES SHOULD NOT BE LESS THAN 2% AND NOT GREATER THAN 8%
- (11) WHERE GRADES IN EXCESS OF 6% ARE REQUIRED, THE MAXIMUM SLOPE SHALL BE 3:1 IN ANY CASE, GRADE CHANGES IN EXCESS OF 1.0m ARE TO BE ACCOMPLISHED BY USE OF RETAINING WALL, RETAINING WALLS HIGHER THAN 0.6m SHALL HAVE A FENCE INSTALLED ON HIGH SIDE
- (12) DOWNSPOUTS TO DISCHARGE ONTO GROUND ON SPLASH PADS. DOWNSPOUTS SHALL NOT DISCHARGE ACROSS WALKWAYS
- (13) THE MINIMUM CLEAR DISTANCE BETWEEN THE EDGE OF DRIVEWAY AND A UTILITY STRUCTURE IS 1.2m
- (14) BRICKLINE TO BE 150mm TO 200mm ABOVE FINAL GRADE AT HOUSE
- (15) ALL DISTURBED AREAS MUST BE SEEDED OR SODDED. TOPSOIL TO BE AT LEAST 100mm THICK
- (16) BELOW GRADE WALKOUTS AND REVERSE GRADED DRIVEWAYS WILL NOT BE PERMITTED
- (17) AN APPROVED SILTATION CONTROL METHOD MUST BE PROVIDED DURING CONSTRUCTION.
- (18) LEGEND = xxx.xxx DENOTES EXISTING GRADE (xxx.xxx) DENOTES PROPOSED GRADE

CITY OF BRAMPTON
WORKS and TRANSPORTATION DEPARTMENT

REVISION: 3 REV. DATE: 93-06-16
DATE: 90-11-01

HOUSE PLAN REQUIREMENTS

CHECKED:
APPROVED:
SCALE: N.T.S. DWG. No. 409

Building Permit Requirements

Sewage System - Class 2, 3, 4 or 5, New or Replacement

Building Permit Application

The following information is required at submission. Incomplete applications **cannot** be accepted.

1. Completed building permit application consisting of:

- Application form "Permit to Construct or Demolish"
- Schedule 1: Designer Information
- Schedule 2: Sewage System Installer Information Form.
- Completed and signed Applicable Law Checklist
- Completed Statement of Design completed by designer and signed by owner

2. Three sets of plans drawn to scale which must include:

- Site Plan and Legal Property Survey

Show the location and dimensions of the existing and proposed buildings, driveways and parking areas. Identify any bodies of water. Identify any wells on the property or neighboring properties and the construction of the wells (i.e. dug well, drilled well with water tight casing etc.) Illustrate all property lines, easements or rights-of-way. A copy of a legal survey must accompany the site plan. Show the location and type of proposed sewage system and its components in relation to all existing and proposed buildings, parking areas, location of test pits.

- **Plan and Section drawings**

Septic Plan

- Illustrate the size and location of the septic tank and pump chamber (if required) on the site plan. Illustrate the location of the tile bed, indicating the length, spacing and number of tile runs and the dimensions of the extended contact area (if required). Provide dimensions from the tanks and the tile runs to adjacent buildings, property lines, wells, ponds and water courses.

Section

- Provide a cross section of the leaching bed illustrating the cut of the native soil, width and depth of trenches, filter stacks or filter medium and the slope and elevation of the finished grade.

Calculations

- Provide detailed calculations used for the design of the septic system

3. Three copies of:

- Site Evaluation - The owner or authorized agent is responsible for conducting a hydrogeological evaluation of the site and submitting a report which includes the following:
 - Date evaluation was done, name, address, telephone number and signature of person who prepared the evaluation.
 - Location of any unsuitable, disturbed or compacted areas.
 - Depth to bedrock and to zones of soil saturation.
 - Location and description of existing aquifers and ground water movement and the location of areas exposed to the potential for flooding
 - A soils analysis which includes soil classification, grain size curves, highest ground water elevation and estimated percolation rates (T-times) of the native soil in minutes per centimeter.

4. Permit fee of \$609.57 applies to our **Standard 10 Day Permit Application Service**



STATEMENT OF DESIGN For The Installation of Class 2 to 5 Sewage Systems

Note: This Statement of Design must accompany all building permit applications where a new or an alteration to an existing Class 2 to Class 5 private sewage system is proposed.

PROJECT INFORMATION	SYSTEM DETAILS
Permit Application No. _____ Project Address: _____ Type of Work <input type="checkbox"/> Construct New <input type="checkbox"/> Alter Existing <input type="checkbox"/> Remove / Demolish Existing <input type="checkbox"/> Repair Existing Occupancy(ies) Served: <input type="checkbox"/> Residential <input type="checkbox"/> Non-Residential If non-residential, specify uses _____	<input type="checkbox"/> Class 2 <input type="checkbox"/> Class 3 <input type="checkbox"/> Class 4 Filter Bed Base Contact Area _____ Area of filter medium _____ # Runs of tile _____ <input type="checkbox"/> Header OR <input type="checkbox"/> Distribution Box Tank <input type="checkbox"/> Use existing <input type="checkbox"/> New - Size (L) _____ <input type="checkbox"/> Concrete <input type="checkbox"/> Polyethylene
DESIGNER INFORMATION	
Name: _____ Company and Address: _____ Telephone: (_____) _____ Fax: (_____) _____ Individual BCIN: _____ Firm BCIN: _____	<input type="checkbox"/> Class 4 Raised Filter Bed Base Contact Area _____ Area of filter medium _____ # Runs of tile _____ <input type="checkbox"/> Header OR <input type="checkbox"/> Distribution Box Tank <input type="checkbox"/> Use existing <input type="checkbox"/> New - Size (L) _____ <input type="checkbox"/> Concrete <input type="checkbox"/> Polyethylene
SITE EVALUATION	
Native Soil Percolation Rate: _____ min/cm <input type="checkbox"/> Assumed (worst case) <input type="checkbox"/> Actual Soil grains analysis report? <input type="checkbox"/> YES, attached <input type="checkbox"/> NO Percolation Test Date: _____ mm/dd/yyyy Wells: <input type="checkbox"/> Dug or Bored <input type="checkbox"/> Drilled (watertight casing to 6m min.) <input type="checkbox"/> No Wells Within 30m <input type="checkbox"/> Municipal Water Service Site Evaluation Performed By: Name: _____ Address: _____ Telephone: (_____) _____	<input type="checkbox"/> Class 4 Trench Bed <input type="checkbox"/> Dug into existing soil OR <input type="checkbox"/> Imported Soil If imported soil, provide (T) time _____ If imported soil, provide contact area _____ Total length of tile _____ # Runs of tile _____ <input type="checkbox"/> Header OR <input type="checkbox"/> Distribution Box Tank <input type="checkbox"/> Use existing <input type="checkbox"/> New - Size (L) _____ <input type="checkbox"/> Concrete <input type="checkbox"/> Polyethylene <input type="checkbox"/> Class 4 (other – including BMEC authorized system) <input type="checkbox"/> BMEC Authorization Attached Manufacturer & model _____ Daily Capacity (L) _____ Other details _____ <input type="checkbox"/> Class 5 (Holding tank – Pump out contract must be provided) Size (L) _____ <input type="checkbox"/> Conc <input type="checkbox"/> Polyethylene <input type="checkbox"/> Other _____
DESIGN DATA	
Design Flow Rate (L): _____ Occupant Load: _____ Total Finished Floor Area (Above Grade) _____ Total # of bedrooms _____	Is a Sewage Pump required? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, Capacity (L) _____ Horsepower _____ Head _____ Run _____
OWNER'S AUTHORIZATION	
The owner is responsible for conducting a site evaluation and for designing an on-site sewage system that will perform its intended function. Neither the granting of a permit, nor the approval of plans, nor inspections made by the building official shall in any way exempt the owner(s) from complying with the Ontario Building Code or any other applicable law. I, (print name) _____ the owner of the subject property, hereby authorize the above mentioned installer to act on my behalf with respect to all matters pertaining to the proposed on-site sewage system. Signature: _____ Telephone: (_____) _____ Date: _____	