

BUILDING PERMITS MUST BE OBTAINED BEFORE YOU START WORK ON A NEW HOUSE, AN ADDITION, OR ANY ALTERATIONS TO AN EXISTING HOUSE WHICH ARE SIGNIFICANT IN NATURE. PERMITS ARE GEARED TO THOSE PROJECTS WHERE HEALTH & SAFETY MATTERS ARE INVOLVED, AND EXIST TO PROTECT YOU, OTHER HOMEOWNERS, BUILDING OCCUPANTS, FUTURE OWNERS AND THE COMMUNITY.

### WHEN DO I NEED A PERMIT ?

CONTACT YOUR LOCAL MUNICIPAL OFFICE FOR SPECIFIC PERMIT REQUIREMENTS FOR ANY PARTICULAR PROJECT.

#### PERMITS ARE NORMALLY REQUIRED FOR:

Building any detached structure larger than 10m<sup>2</sup>  
Building any addition to your home  
Raised porches or decks  
Carports or garages  
Structural alterations  
Moving or lifting your house  
Installing a wood stove or fireplace  
Partitioning a basement or adding a basement entrance  
Creating an apartment in your house  
Altering or adding any plumbing  
Demolishing a house

#### PERMITS ARE NOT NORMALLY REQUIRED FOR:

Detached structures 10m<sup>2</sup> or less in area  
Decks which are 600mm or less from grade  
Replacement of windows, doors, roofing or siding  
New interior wall, floor or ceiling finishes  
Repairs to chimneys, porches, decks or roofs  
Waterproofing repairs to a basement  
Replacement of plumbing fixtures  
Replacement of a furnace

### HOW DO I GET A PERMIT?

1. Prepare drawings which accurately and to scale describe the construction you propose. Standard technical details are available at your local municipal office to assist in the preparation of your plans. The attached sample plans are an example of the scope of drawings usually required for an addition to a house. THESE DRAWINGS ARE NOT INTENDED FOR USE IN YOUR PERMIT APPLICATION. If you have someone else prepare your plans, ensure the designer has the appropriate qualifications required in the building code. It is usually advisable to verify with your local municipal office that your proposed site plan will meet local zoning standards before you prepare the complete construction plans.
2. Visit your local municipal office, and complete a building permit application.
3. Provide the required number of copies (usually 2 or 3) of the construction drawings, including a site plan.
4. Pay the permit fee.
5. If the approval of other agencies such as the Conservation Authority applies to your application, contact the agency and apply for approval. Your local municipality can advise you if any outside agency approvals apply to your application.

### WHEN WILL I GET THE PERMIT?

Your permit will usually be issued within 10 to 15 business days if your drawings are complete and the proposed construction meets local zoning standards and the Ontario Building Code. If the approval of other agencies is required due to the location of your construction, such as the Conservation Authority, the permit may be delayed.

### WHAT DO I HAVE TO DO AFTER I GET THE PERMIT?

Review your approved permit drawings before you start work, and keep them on the project site at all times. Make working copies if necessary. The permit must be posted in a conspicuous place on your property prior to starting work. You can commence construction any time after obtaining the permit and your permit will remain valid for a minimum of six months. Local utilities such as hydro, gas and telephone operate independently from your municipality and should be contacted regarding their specific approval and inspection requirements. All utilities must be contacted prior to commencing any excavation to determine the location of any nearby underground services.

Inspection requirements are normally noted on your permit drawings or the permit itself and must be arranged by contacting the municipal building inspection office prior to covering the work. For a house addition, an inspection is usually required for footings & foundations, structural framing, plumbing, heating, insulation and vapour barriers and final inspections before using the new space. Smaller projects such as decks, garages and minor alterations will usually involve fewer inspections.

If changes to the approved work are anticipated, speak with the inspector to determine if a revision to your permit is required. PLEASE REMEMBER TO WORK SAFELY!

A small housing addition will usually require the submission of the following drawings. All drawings must be accurately drawn to scale, in ink. If the drawings are prepared by someone other than the owner, the designer must have the qualifications specified in the building code.

## SITE PLAN

A SITE PLAN is a drawing showing the complete property and identifying all structures in relation to the property boundaries. A property survey is commonly used as a template for developing the site plan. The site plan should include:

- Scale
- North arrow
- Street location & name
- Lot lines & dimensions to all buildings
- Existing & proposed buildings
- Proposed changes to existing grade

## FLOOR PLANS

A FLOOR PLAN is a drawing of the structure as seen as if it is cut horizontally a few feet above the floor line. One floor plan is required for every floor of the house which is affected by the new construction. Each plan shows the interior layout of the level in question as well as providing the structural framing information for the floor or roof above. Floor plans should include:

- Scale
- Use of rooms & spaces (label)
- Dimensions
- Extent of new construction including new work within existing building
- Size, type and location of exterior and interior walls and partitions
- Widths, locations and lintel sizes of all openings
- Location, dimensions and direction of stairs
- References to detailed drawings
- Material specifications or notes
- Heating and ventilation details
- Location of smoke alarms and carbon monoxide detectors

## ELEVATIONS

ELEVATIONS show the exterior view of each side of the house. Each elevation is identified by the direction it is facing, and should include:

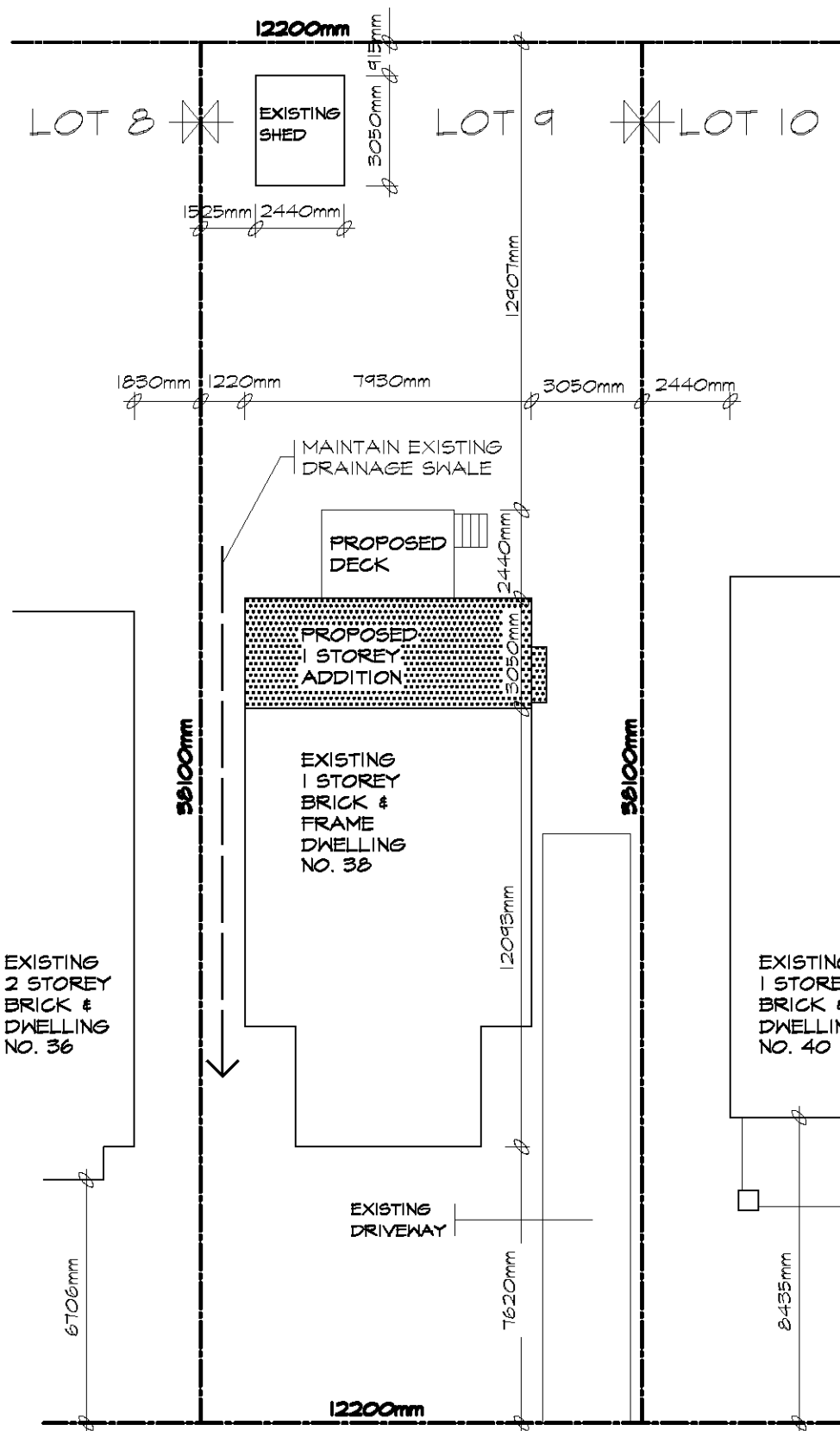
- Scale
- Extent of new & existing construction
- Dimensions of walls, windows & doors
- Grade level
- Exterior wall cladding, finishes & flashing
- Overhang dimensions
- Roof shape, slope & finish
- Rain water leader & eavestraugh

## SECTIONS and DETAILS

A SECTION represents a view of the house along an imaginary line at a particular location, & illustrates construction details. The extent of the section should correspond with the sectional arrow shown on the plans. Sections should indicate the following:

- Scale
- Details of footings, foundations, walls, floors & the roof
- Distance from grade to floor & underside of footing
- Attic & crawl space ventilation

Some aspects of the project may require some specific details, such as engineered roof truss drawings. An inventory of standard construction details is available from your local municipal office, which can be used to augment your plans.



### SITE PLAN

SCALE 1:200

SKETCH OF SURVEY OF  
LOT 9  
REG'D PLAN 4220  
CITY OF TORONTO  
B.C. TRANSIT. O.L.S.  
DECEMBER 31ST, 1999

## KHALMUR CRESCENT

ZONING	LOT NO:		PLAN NO:		LOT AREA		LOT FRONTAGE		LOT DEPTH	
R2 Z0.6	LOT 9		4220		580.64m <sup>2</sup>		12200mm		38110mm	
DESCRIPTION	EXISTING	ADDITION	TOTAL	%	ALLOWED	%	SETBACKS	EXISTING	PROPOSED	
LOT COVERAGE	86.52m <sup>2</sup>	24.15m <sup>2</sup>	110.65m <sup>2</sup>	19.0	-----		FRONT YARD	7620mm	7620mm	
GROSS FLOOR AREA	86.52m <sup>2</sup>	24.15m <sup>2</sup>	110.65m <sup>2</sup>	19.0	348.39m <sup>2</sup>	60.0	REAR YARD	18390mm	12907mm	
LANDSCAPED AREA	-----	-----	-----		-----		INTERIOR SIDE (east)	3050mm	3050mm	
NO. OF STORIES HEIGHT	1 STOREY 4550mm	1 STOREY 4550mm	1 STOREY 4550mm		10000mm		INTERIOR SIDE (west)	1220mm	1220mm	
WIDTH	7930mm	7930mm	7930mm		-----		EXTERIOR	-----	-----	
DEPTH	12093mm	3050mm	15143mm		17000mm					
PARKING	-----	-----	-----		-----					

NOTE: ZONING RESTRICTIONS VARY IN EVERY MUNICIPALITY. CONTACT YOUR LOCAL MUNICIPAL OFFICE FOR SPECIFIC SETBACKS AND OTHER LIMITATIONS IN YOUR AREA.

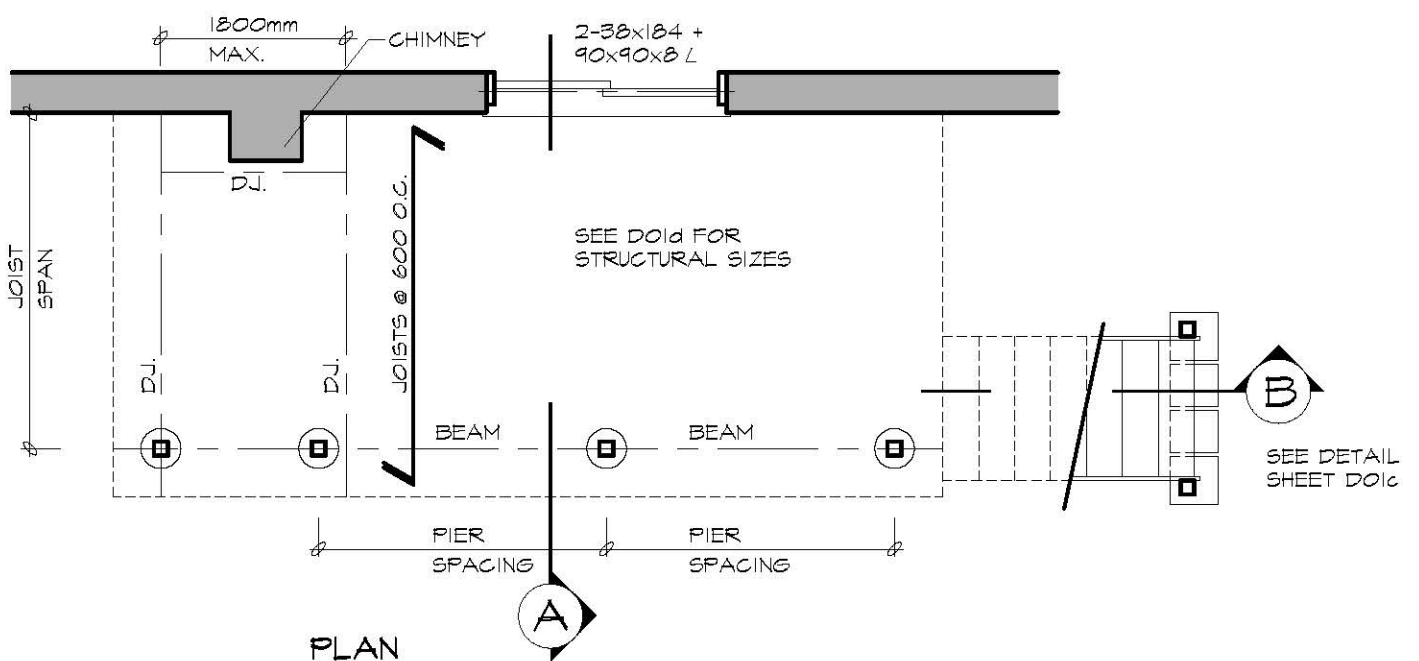
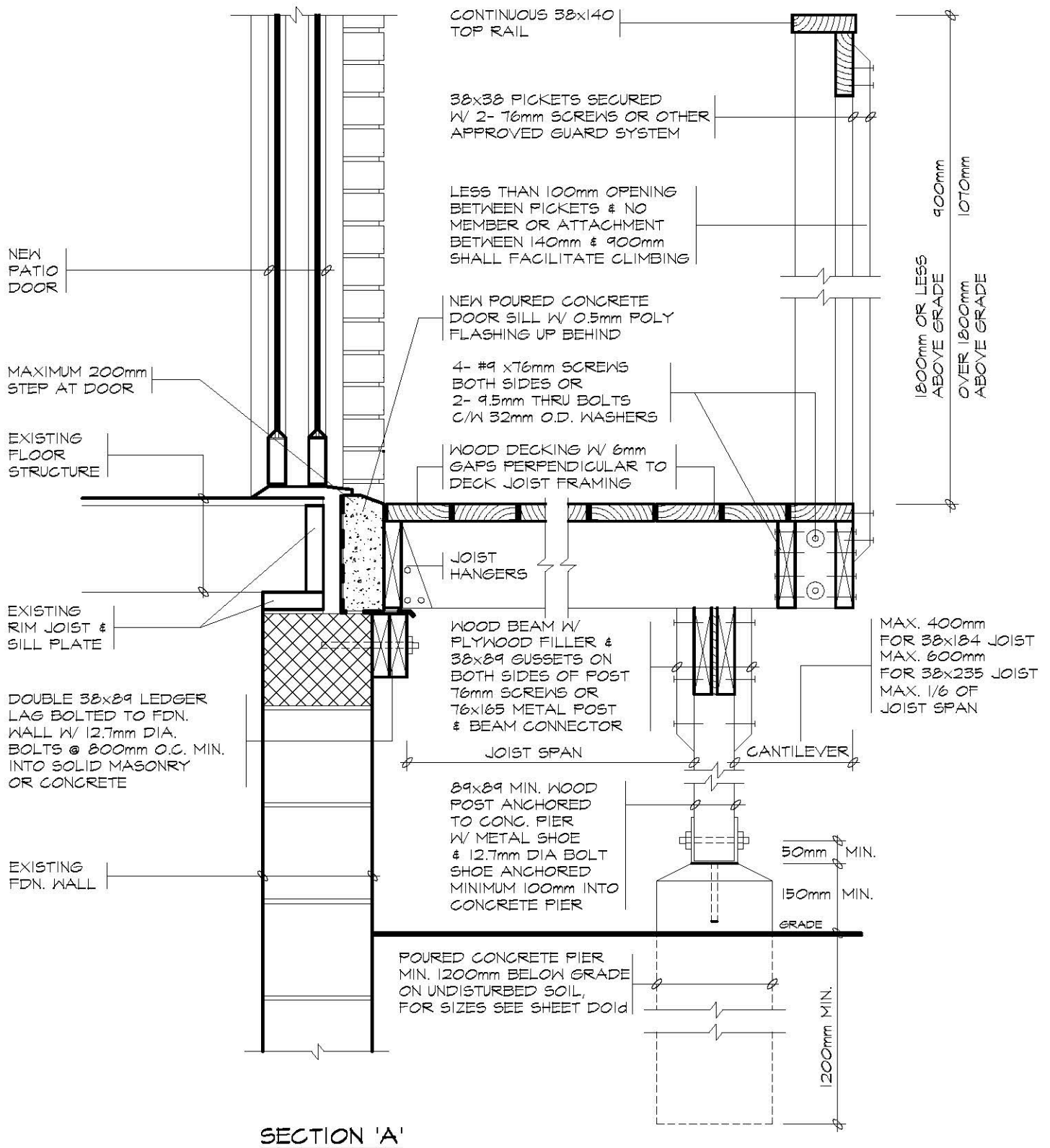
**TACBOC**  
STANDARD DETAIL

TITLE  
SAMPLE DRAWING  
SITE PLAN

DWG. NO.

A03a

2007



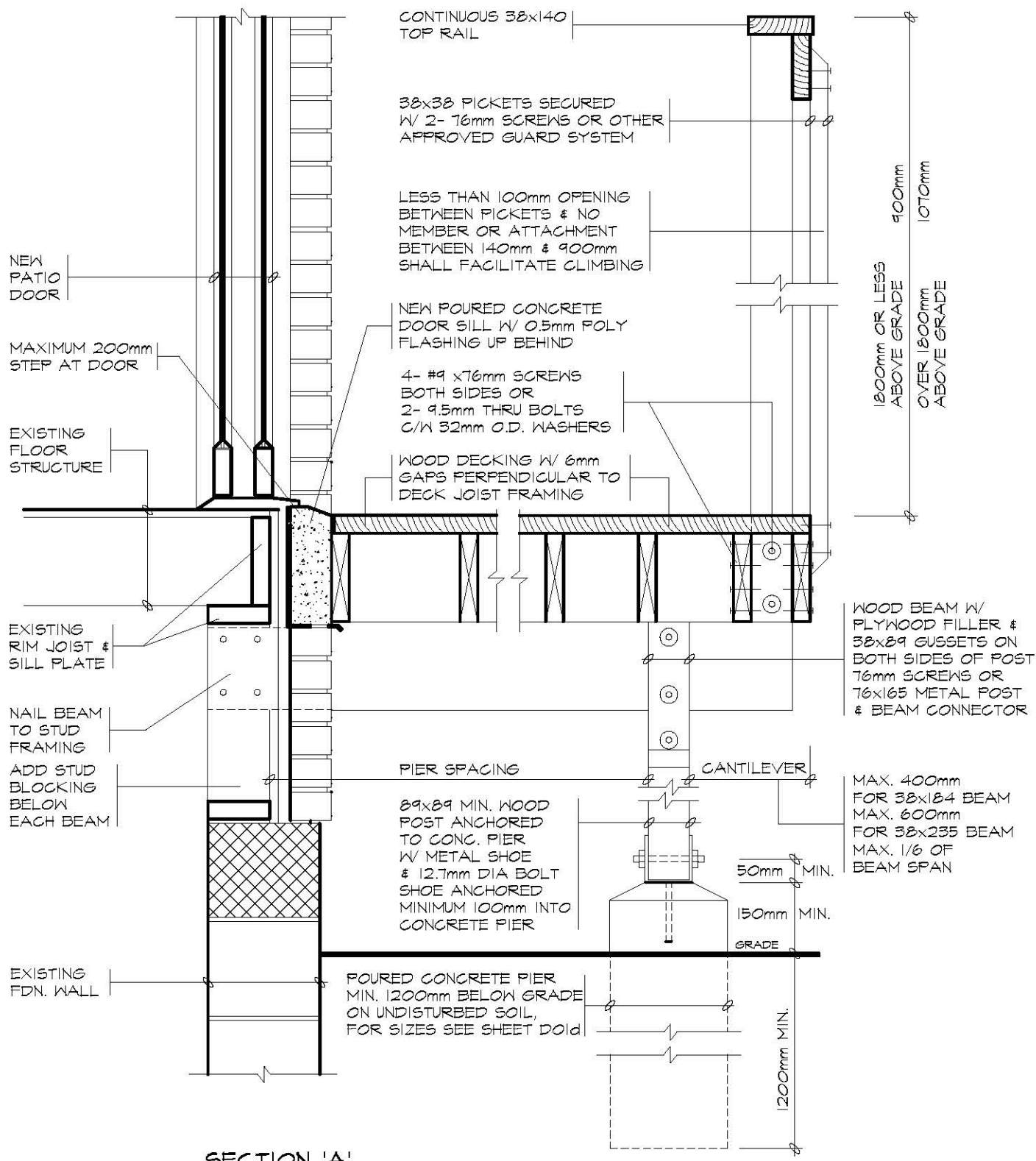
**TACBOC**  
STANDARD DETAIL

TITLE  
**WOOD DECK**  
FIXED TO SOLID MASONRY FOUNDATION WALL  
PLAN & SECTION

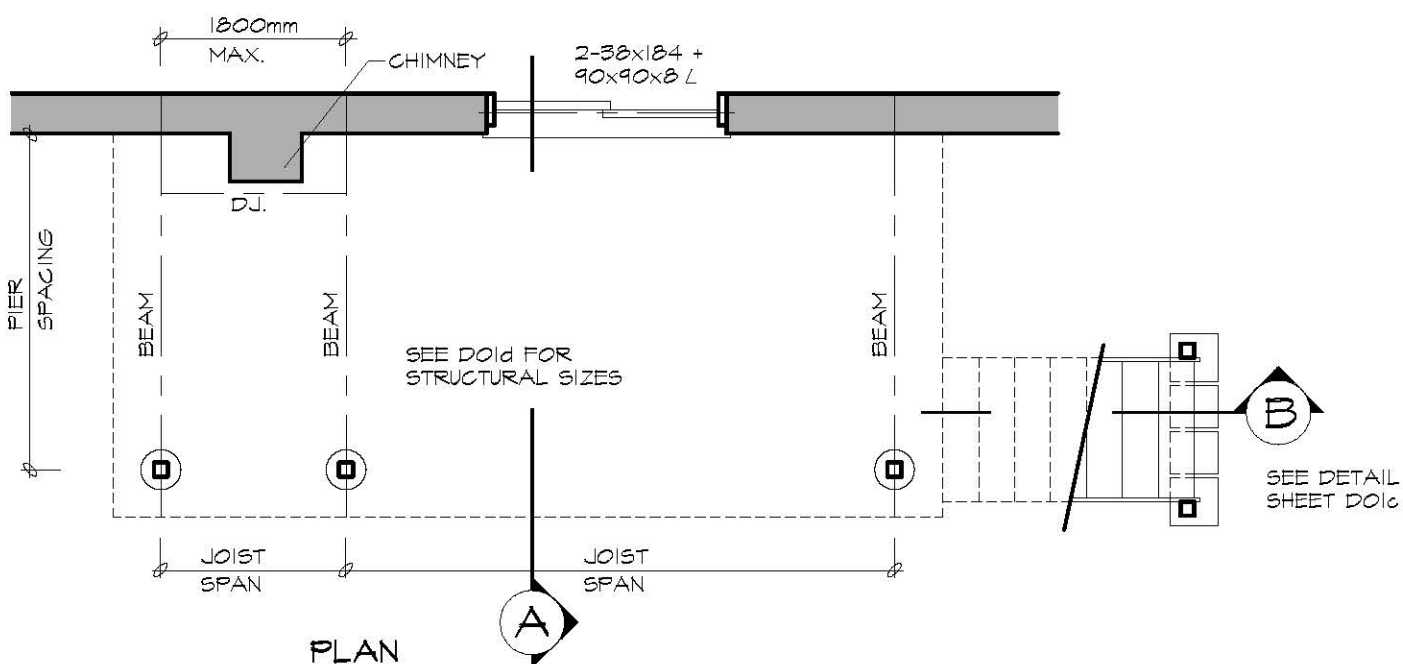
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**D01a**

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SECTION 'A'



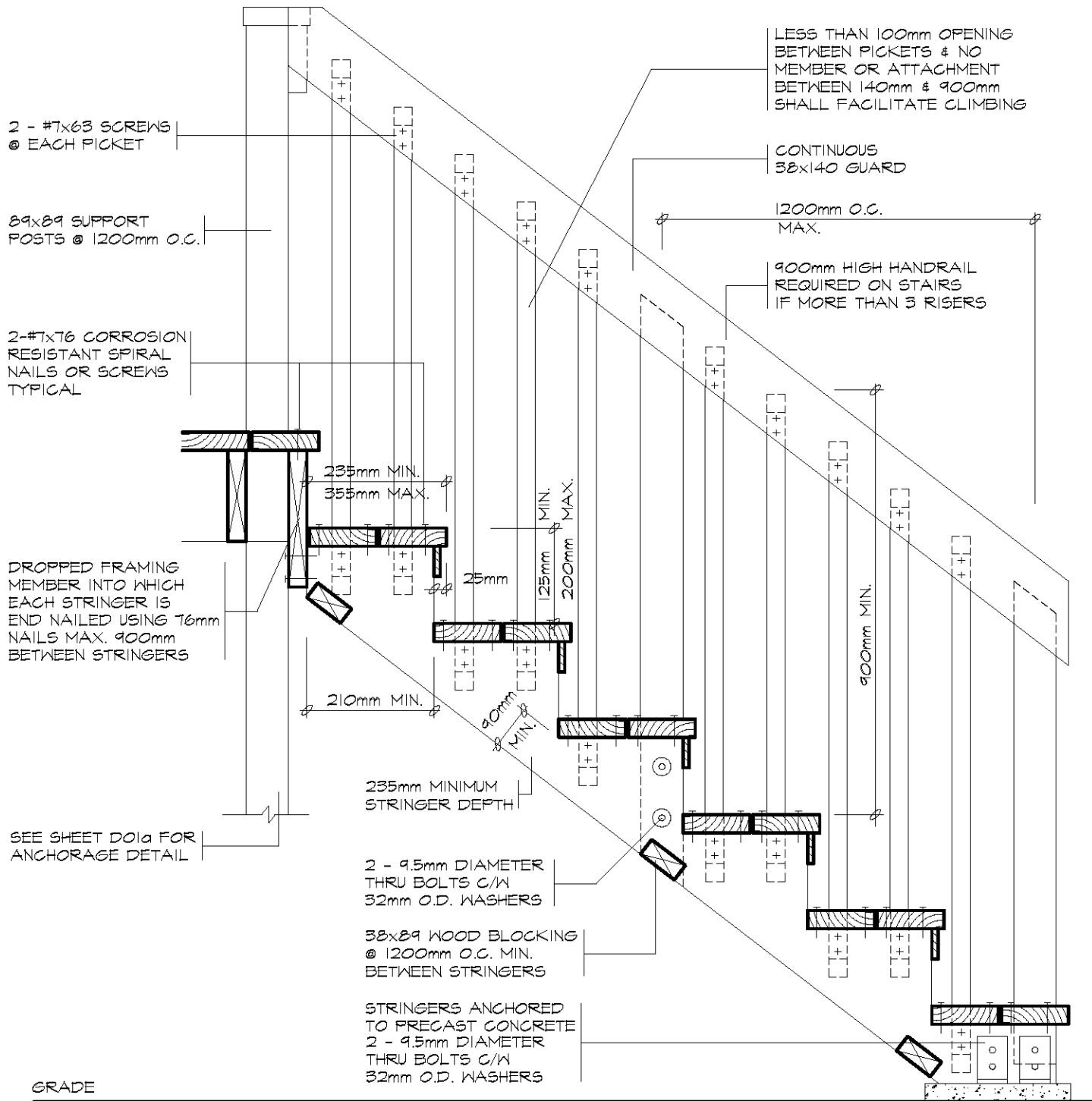
**TACBOC**  
STANDARD DETAIL

TITLE  
**WOOD DECK**  
FIXED TO BRICK VENEER & WOOD FRAMING  
PLAN & SECTION

DWG. NO.

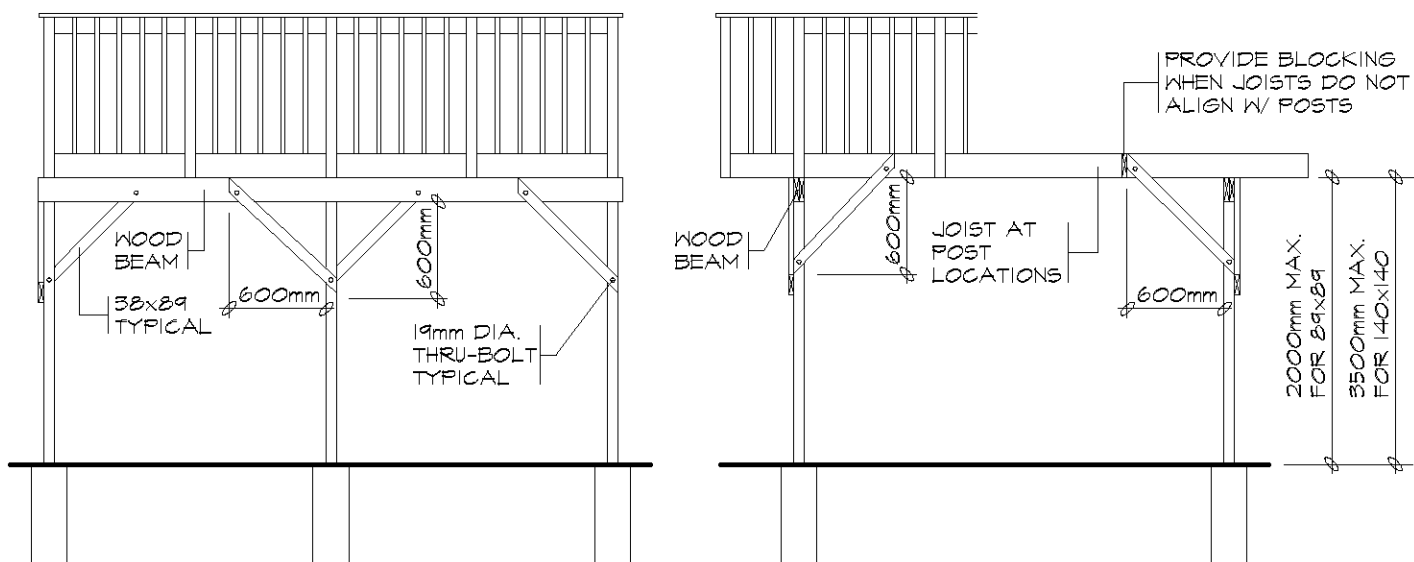
**D01b**

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GRADE

**SECTION 'B'**



**BRACING PARALLEL TO BEAM**

**BRACING PERPENDICULAR TO BEAM**

FREE STANDING DECKS GREATER THAN 600mm ABOVE GRADE SHALL RESIST LATERAL LOADING & MOVEMENT. ALL POSTS MUST BE BRACED WHERE THE SUPPORTED AREA EXCEEDS THOSE LISTED IN THE TABLE ON D01d

## BEAM SIZING TABLE

SUPPORTED JOIST LENGTH (mm)	LIVE LOAD 1.9 kPa			LIVE LOAD 2.5 kPa			LIVE LOAD 3.0 kPa		
	PIER SPACING (mm)			PIER SPACING (mm)			PIER SPACING (mm)		
	2000	3000	4000	2000	3000	4000	2000	3000	4000
1500	2/38x140	2/38x184	3/38x235	2/38x140	3/38x184	3/38x235	3/38x140	2/38x235	2/38x286
2000	2/38x140	3/38x184	3/38x235	2/38x184	2/38x235	3/38x286	2/38x184	2/38x235	3/38x286
2500	2/38x184	2/38x235	3/38x286	2/38x184	3/38x235	3/38x286	2/38x184	3/38x235	4/38x286
3000	2/38x184	2/38x235	3/38x286	2/38x184	3/38x235	4/38x286	2/38x184	3/38x235	4/38x286
3500	2/38x184	3/38x235	3/38x286	2/38x184	3/38x235	4/38x286	3/38x184	3/38x286	N/A
4000	2/38x184	3/38x235	4/38x286	2/38x184	3/38x286	N/A	3/38x184	3/38x286	N/A

## JOIST SIZING TABLE

JOIST SPAN (mm)	LIVE LOAD 1.9 kPa			LIVE LOAD 2.5 kPa			LIVE LOAD 3.0 kPa		
	JOIST SPACING (mm)			JOIST SPACING (mm)			JOIST SPACING (mm)		
	300	400	600	300	400	600	300	400	600
2000	38x140	38x140	38x140	38x140	38x140	38x140	38x140	38x140	38x140
2500	38x140	38x140	38x184	38x140	38x140	38x184	38x140	38x184	38x184
3000	38x140	38x184	38x184	38x184	38x184	38x235	38x184	38x184	38x235
3500	38x184	38x184	38x235	38x184	38x235	38x235	38x235	38x235	38x235
4000	38x235	38x235	38x286	38x235	38x235	38x286	38x235	38x235	38x286

### FOOTING SIZES

SOIL BEARING CAPACITIES (kPa)	
SOIL TYPE	BEARING PRESSURE (kPa)
SOFT CLAY	40
LOOSE SAND OR GRAVEL	50
FIRM CLAY	75
DENSE OR COMPACT SILT	100
STIFF CLAY	150
DENSE COMPACT SAND OR GRAVEL	150
TILL	200
CLAY SHALE	300
SOUND ROCK	500

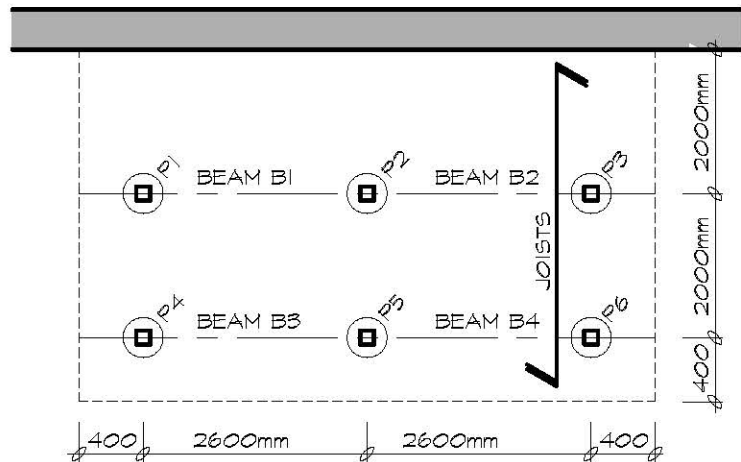
### PIER SIZES

DIAMETER (mm)	M <sup>2</sup>
200	0.03
250	0.05
300	0.08
350	0.10
400	0.13
500	0.20
600	0.30

### POST SIZING TABLE

POST SIZE (mm)	MAXIMUM HEIGHT (M)	MAX. SUPPORTED DECK AREA (M <sup>2</sup> )		
		LIVE LOAD (kPa)		
		1.9	2.5	3.0
89x89	1.0	10.86	8.71	7.48
	1.5	5.93	4.76	4.09
	2.0	3.15	2.53	2.17
140x140	2.0	13.67	10.98	9.43
	2.5	9.32	7.48	6.43
	3.0	6.35	5.10	4.38
	3.5	4.41	3.54	3.04

EXAMPLE PLAN	PIERS	SUPPORTED DECK AREA
	P1	2 x 1.7 = 3.4m <sup>2</sup>
	P2	2 x 2.6 = 5.2m <sup>2</sup>
	P3	2 x 1.7 = 3.4m <sup>2</sup>
	P4	1.4 x 1.7 = 2.4m <sup>2</sup>
	P5	1.4 x 2.6 = 3.6m <sup>2</sup>
	P6	1.4 x 1.7 = 2.4m <sup>2</sup>
	BEAMS	SUPPORTED JOIST LENGTH
	B1	2000mm
	B2	2000mm
B3	1400mm	
B4	1400mm	
BEAM SPAN = 2600mm		
JOIST SPAN = 2000mm		



PIER SIZE (M<sup>2</sup>) =  $\frac{\text{SUPPORTED DECK AREA (M}^2\text{)} \times \text{MIN. 1.9 (kPa) LIVE LOAD}}{\text{SOIL BEARING CAPACITY (kPa)}}$

### GENERAL NOTES

1. A MINIMUM LIVE LOAD OF 1.9 (kPa) SHALL BE APPLIED IN ALL LOCATIONS.
2. THE PRESCRIBED SNOW LOAD FOR 225 SELECTED ONTARIO LOCATIONS IS INDICATED IN COLUMN 12 OF TABLE 1.2 IN SUPPLEMENTARY GUIDELINE SB-1 OF THE ONTARIO BUILDING CODE. THE SNOW LOAD SHALL BE APPLIED AS THE MINIMUM LIVE LOAD WHERE IT IS GREATER THAN 1.9 (kPa)
3. A SITE PLAN OR SURVEY IS REQUIRED SHOWING ALL LOT LINES & DIMENSIONS, SIZE & LOCATION OF ALL EXISTING BUILDINGS & DECKS.
4. LUMBER NO. 2 SPF OR BETTER WOOD POSTS MIN. 89x89 (SOLID). USE CORROSION RESISTANT SPIRAL NAILS OR SCREWS.
5. A DECK IS NOT PERMITTED TO BE SUPPORTED ON BRICK VENEER.
6. CANTILEVERED JOISTS AND BEAMS ARE LIMITED TO 1/6 THE MEMBERS LENGTH.
7. CONCRETE PIERS SHALL BEAR ON UNDISTURBED SOIL. THE BEARING CAPACITY OF THE SOIL SHALL BE DETERMINED PRIOR TO CONSTRUCTION.
8. MAXIMUM HEIGHT REFERS TO THE HEIGHT OF THE POST FROM THE TOP OF THE PIER TO THE DECK SURFACE.
9. BEAMS WITH MORE THAN 2 MEMBERS MUST BE SUPPORTED BY 140x140 POSTS.
10. THE ALLOWABLE SOIL BEARING PRESSURE SHALL BE REDUCED BY 50% WHILE THE WATER IS AT OR NEAR THE BOTTOM OF THE FOOTING EXCAVATION.
11. CONTACT YOUR LOCAL BUILDING DEPARTMENT FOR FURTHER INFORMATION ABOUT LOCAL SOIL BEARING CAPACITIES.
12. JOISTS SPANNING MORE THAN 2100mm ARE TO HAVE BRIDGING AT LEAST EVERY 2100mm O.C..

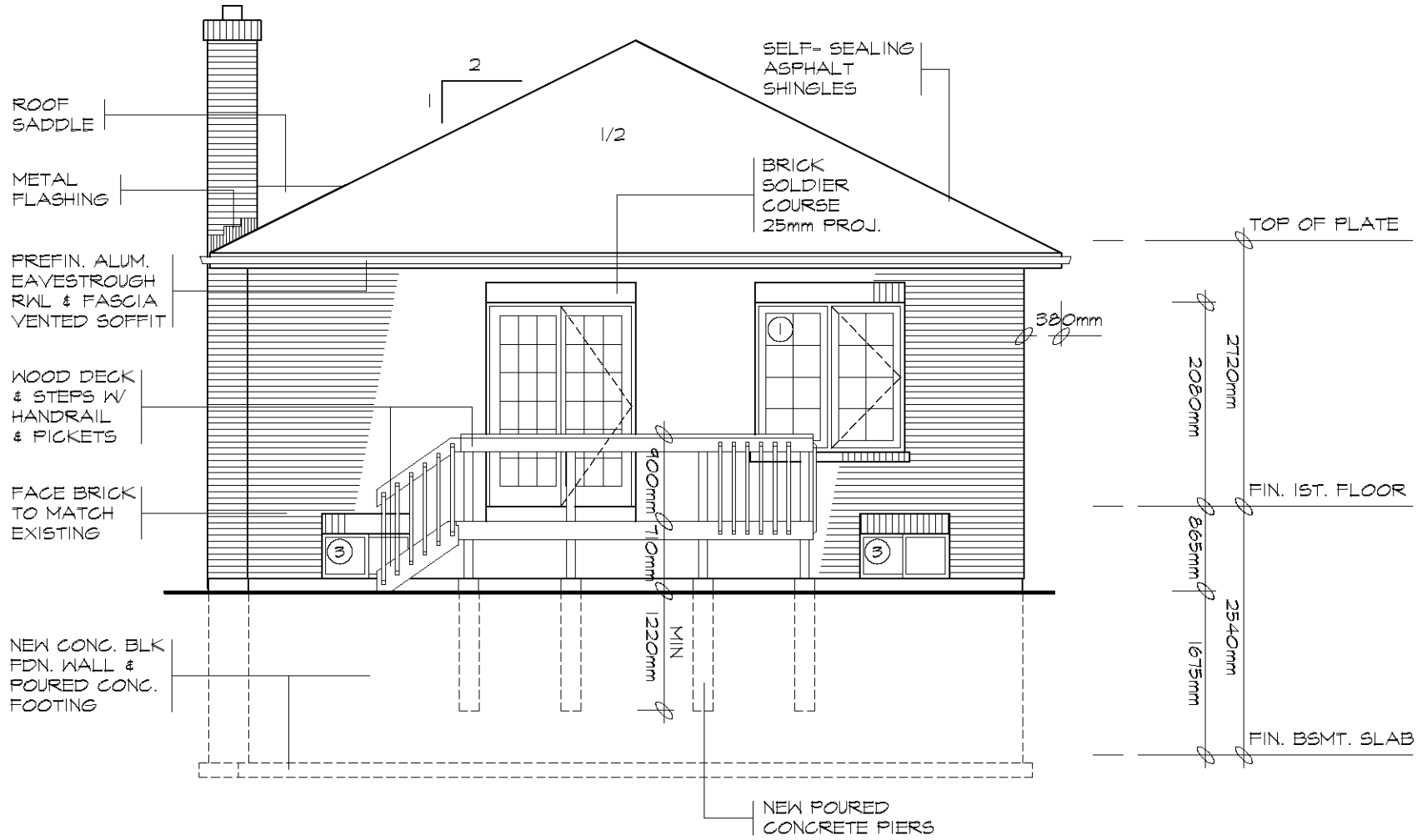
**TACBOC**  
STANDARD DETAIL

TITLE  
**WOOD DECK**  
STRUCTURAL SIZING TABLES

DWG. NO.

**Dold**

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NORTH ELEVATION

SCALE 1:50