BUILDING PERMIT REQUIREMENTS

ACCESSORY STRUCTURES FOR RESIDENTIAL DWELLINGS
(sheds, detached garages, gazebo etc.)

This form outlines the minimum required information to be submitted, in support of a building permit application, in accordance with the Building Code Act and the City of Hamilton Building By-Law. Should the requirement for additional documents and/or approvals be determined during the processing of this application you will be notified. All permits are required to meet the requirements of the Zoning By-Law.

Pre Approvals/Documentation (if applicable)

| Committee of Adjustment | Niagara Escarpment Commission |
| Encroachment Agreement   | Hamilton Conservation Authority |
| Ministry of Transportation | Hamilton Conservation Authority |
| Ontario Heritage Act     | Grand River Conservation Authority |
| ESA                      | Niagara Peninsula Conservation |
| Site Plan Control        | Wellhead Protection Area |

Application (One copy)

- Completed Provincial Application for a Permit to Construct or Demolish
- Schedule 1 completed to show all designer qualifications along with BCIN numbers or signed by homeowner
- Fees as per Building By-law no. 15-058

Construction Drawings (Two Copies)

- Maximum paper size 24”x 36”
- All drawings to be to scale, dimensioned and provide sufficient information for the scope of proposed work
- Incomplete Applications will not be accepted for processing

Site Plan (Property Survey)

- Show location and dimensions of proposed deck/porch in relation to existing building and setbacks from all property lines.
- Show location and distance away from Septic Tank and Septic Bed (if applicable).

Foundation Plan View

- Provide length and width of structure.
- Indicate the direction and size of all framing (rafters, ceiling joists, ridge board, ridge beam, lintels, trusses, wall studs etc.)
- Indicate any door or window openings with dimensions and lintel size.

Cross Section/Elevations

- Indicate type of foundation (footings or slab) with size, dimensions and thickness.
- *note slabs exceeding 55m2 in area require Professional Engineer design
- Provide elevation of each side showing any window and door sizes.
- Indicate the height of structure from finished grade to peak of roof.
- Provide wall section indicating wall framing, exterior sheathing material and attachment to slab (if applicable).

Additional Documentation (Two copies) (if applicable)

- Truss specifications (if applicable).
- Ministers Ruling or BMEC Approvals for innovative materials or systems.

Notes:

Checked by: Date: