# BUILDING PERMIT REQUIREMENTS

## RESIDENTIAL CARPORTS / COVERED PORCHES

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)

<table>
<thead>
<tr>
<th>Committee of Adjustment</th>
<th>Niagara Escarpment Commission</th>
</tr>
</thead>
<tbody>
<tr>
<td>Encroachment Agreement</td>
<td>Hamilton Conservation Authority</td>
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<tr>
<td>Ministry of Transportation</td>
<td>Hamilton Conservation Authority</td>
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<tr>
<td>Ontario Heritage Act</td>
<td>Grand River Conservation Authority</td>
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<tr>
<td>ESA</td>
<td>Niagara Peninsula Conservation</td>
</tr>
<tr>
<td>Site Plan Control</td>
<td>Wellhead Protection Area</td>
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</tbody>
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### 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 carport/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 location, size and spacing of piers (i.e. sono tubes)
- Indicate location, size and spacing of roof framing members (rafters, ceiling joists, beams, ridge board, trusses etc.)

### Cross Section/Elevations

- Show the attachment between the house and carport/porch, the carport/porch and beams, the beams and posts and piers and indicate size of ledger board.
- Indicate height of structure from finished grade to peak of roof.
- Show depth and size of piers below grade.

### Additional Documentation (Two copies) (if applicable)

- Ministers Ruling or BMEC Approvals for innovative materials or systems.
- Helical Pier Engineer approved specifications

### Notes:

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Checked by: ___________________ Date: ___________________