

The Corporation of The Township of Springwater

By-law 2023-018

Being a by-law to provide for the administration and enforcement of the Building Code Act, 1992 within the Township of Springwater and to repeal and replace By-law 2018-033.

(Building By-Law)

WHEREAS Subsection 3(1) of the Building Code Act, 1992 provides that the Council of the Corporation of the Township of Springwater is responsible for the enforcement of the Building Code Act within the Township of Springwater; and

WHEREAS Section 7 of the Building Code Act, 1992, as amended, and the regulation thereunder, provides that the Council of each municipality may pass by-laws and establish fees and regulations respecting building services and permits; and

WHEREAS Section 391 of the Municipal Act 2001, S.O. 2001, c.25, as amended, authorizes a municipality to impose fees or charges on persons for services or activities provided or done by or on behalf of it, and for costs payable by it for services or activities provided; and that the costs included in a fee or charge may include costs incurred by the municipality or local board related to administration, enforcement and the establishment, acquisition and replacement of capital assets; and

Whereas Watson & Associates Economists Ltd presented the Building Permit Fee review at an open statutory public meeting on January 18, 2023; and

Whereas recommended within the Fees & Charges Recommended Fee Structure to achieve the Township's reserve fund target of 2 times direct costs by 2027, Building permit fees as stated in Schedule A.2 of the Fees and Charges by-law, as amended be indexed by 3% annually in future years uniformly across all types on the 1st of January without amendment; and

WHEREAS the Council deem it necessary to repeal and replace By-law 2018-033 and pass a new Building By-law with updated fees reflecting the cost of providing these services.

NOW THEREFORE the Council of the Corporation of the Township of Springwater enacts as follows:

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1. SHORT TITLE

1.1 This By-law may be cited as the “Building By-law.”

2. DEFINITIONS

For this By-law:

2.1 “**Act**” means the Building Code Act, S.O. 1992 as amended.

2.2 “**Acceptable Solution**” means a requirement stated in Part 3 to 12 of Division B of the Code.

2.3 “**Alternative Solution**” means a substitute for an acceptable solution.

2.4 “**Applicable Law**” means the list of applicable laws as found in the Building Regulations as prescribed in the Act.

2.5 “**Applicant**” means a person who applied for a permit and includes any person authorized by an owner to apply for a permit on the owner’s behalf.

2.6 “**Architect**” means a holder of license, a certificate of practice, or a temporary license under the Architect’s Act.

2.7 “**As Constructed**” means as constructed plans as defined in the building code and “As Built” has the same meaning in this by-law.

2.8 “**Building**” means a building as defined in the Act.

2.9 “**Building Code**” means the Building Code Regulations made under Section 34 of the Act.

2.10 “**Building Inspector**” or “**Building Official**” means an inspector or plans examiner appointed under Section 3 of the Act, and having jurisdiction for the enforcement of the Act, the Building Code, and this By-law.

- 2.11 **“Certified Model”** means plans for a detached, semi-detached, townhouses, row-house, or duplex that is intended for the repeated construction of essentially identical buildings in a subdivision.
- 2.12 **“Chief Building Official”** means the person appointed under Section 3 of the Act and having jurisdiction for the enforcement of the Act, the Code and this By-law and may include designates assigned to administer the Act.
- 2.13 **“Code”** means a regulation made under the Act.
- 2.14 **“Complete Application”** means an application that meets the requirements set out in the code and By-law for applications.
- 2.15 **“Construct”** means to do anything in the erection, installation, extension or material alteration or repair of a building and includes the installation of a building unit fabricated or moved from elsewhere and “construction” has a corresponding meaning.
- 2.16 **“Construction Value”** means higher of either the value declared by the Applicant or by other published standard value schedule to represent the total value of all work, services and material associated with the construction for which an application for a permit is made.
- 2.17 **“Corporation”** means the Corporation of the Township of Springwater.
- 2.18 **“Council”** means the Council of The Corporation of the Township of Springwater.
- 2.19 **“Demolish”** means to do anything in the removal of a building or any material part thereof and “demolition” has a corresponding meaning.
- 2.20 **“Designer”** means the person responsible for the design. A designer may include an Architect, Professional Engineer, a registered designer, or other individual who is exempt from qualifications under the building code as applicable which may include the owner.
- 2.21 **“Farm Building”** means a building associated with a bona fide farming operation which does not contain a residential occupancy, and which is associated and located on land devoted to the practice of farming and used essentially for the housing of equipment, livestock or the production, storage or processing of agricultural produce or feeds.
- 2.22 **“In-Fill Lot”** means an existing vacant residential lot of record.
- 2.23 **“Ministry”** shall have the same meaning as in the Act and means the Ministry of Municipal Affairs and Housing or as may be amended under the Act.

- 2.24 **“Owner”** means the registered owner on title of the land or a mortgagee in possession upon which the building or part thereof is located, or will be located, and is deemed responsible for all construction activities occurring upon the property.
- 2.25 **“Permit”** means permission or authorization given, in writing, by the Chief Building Official.
- i) to construct or demolish a building or part of a building as regulated by the Act and the Code
 - ii) to change the use of a building or part of a building as regulated by the Act and the Code and
 - iii) to occupy a building or part thereof of a building as regulated by the Act and the Code
- 2.26 **“Permit File Maintenance Fee”** means a fee to keep a building permit file active for an additional 12 months that has been issued for more than 24 months.
- 2.27 **“Person”** means an individual human being, his/her personal representative and his/her heirs, executors, and assigns, and shall also include a corporation with or without share capital.
- 2.28 **“Plans Review Certificate”** means a certificate that is issued when a registered code agency has reviewed the plans and specifications and certifies that they meet the Act and the Code.
- 2.27 **“Principal Authority”** means the council of the municipality.
- 2.28 **“Professional Engineer”** means a person who holds a license or a temporary licence under the Professional Engineer’s Act.
- 2.31 **“Registered Code Agency”** means a person or entity that is qualified and meets the requirements of the Act and Code.
- 2.32 **“Re-Inspection”** means any inspection of a construction stage made pursuant to a previous inspection of the same construction stage and made necessary due to a previous incomplete stage or infractions have been identified and reassessment is required to ensure compliance.
- 2.33 **“Surveyor”** means a registered and licensed Professional Land Surveyor under the Surveyors Act.

- 2.34 Any word or terms not defined in this By-law shall have the meaning as described in the Act or Code. Terms not defined in the Act or Code shall have the same meaning as described in a standard Canadian dictionary.
- 2.36 Any word or terms used in this By-law having a singular meaning may be understood as being plural, and any word or terms used in this By-law having plural meaning may be understood as being singular; and
- 2.37 Whenever any reference is made in this By-law to a statute of the Legislature of the Province of Ontario, such reference shall be deemed to include all subsequent amendments to such statute and all successor legislation to such statute.

3. BUILDING PERMITS

- 3.1 No person shall:
- a) Construct or demolish, or cause to be constructed or demolished a building; or
 - b) Construct, repair, renew or alter plumbing; or
 - c) Occupy or use a building regulated by this by-law within the territorial limits of the Township of Springwater; or
 - d) Change the use of a building,

Unless a Permit therefore has been issued by the Chief Building Official.

4. APPOINTMENT

- 4.1 Each current employee or contract employee appointed by council as “Chief Building Official, Building Inspector, Plans Examiner, Junior Plans Examiner/Intern Inspector, Fire Prevention Officer or Municipal Law Enforcement Officer” appointment By-law or similar shall be deemed as having such roles and responsibilities as authorized by Council and shall hereby form part of this By-law.
- 4.2 The Chief Building Official may delegate certain responsibilities for the enforcement of any portion of the Building Code respecting fire safety matters to the Fire Chief or designate having the appropriate Ministry requirement.
- 4.3 The Chief Building Official may delegate certain responsibilities regarding enforcement of the by-law who have been appointed under clause 4.1.
- 4.4 The By-law enforcement officer appointed by the Township may enforce this by-law under the direction of the Chief Building Official.

5. CODE OF CONDUCT FOR APPOINTED OFFICIALS

- 5.1 Each person named under an appointment by-law shall be governed by the Townships “Code of Conduct” Policy, as may be amended from time to time, with respect to exercising powers and performing duties under the Act and shall hereby constitute the “Code of Conduct” for the purposes as set out in the Act.

6. CLASSES OF PERMITS

- 6.1 Classes of permits for the construction, demolition and change of use of building and permit fees shall be as set out in the Fees and Charges By-law 2023-017.

7. GENERAL REQUIREMENTS FOR PERMIT APPLICATIONS

- 7.1 An applicant shall apply and obtain a permit prior to any construction or demolition commencing on approved forms, complete with all drawings, specifications required to the satisfaction of the Chief Building Official.
- 7.2 An application for a permit may be refused by the Chief Building Official or designate where it is not a complete application.
- 7.3 The Chief Building Official may prescribe additional forms or schedules as deemed appropriate to assist in the review of the application.
- 7.4 The Chief Building Official may provide prescribed forms in an electronic format, request electronic submission of complete permit application forms, drawings, and specifications.
- 7.5 Complete forms generated electronically shall be accepted subject to the endorsement by the applicant.
- 7.6 The issuance of a permit does not relieve the Owner or Applicant from complying with all applicable laws.

8. COMPLETE PERMIT APPLICATIONS

- 8.1 Notwithstanding the foregoing in section 7.0 the following shall also be considered for a complete application, if required for such application, to facilitate the review of a permit application as may be applicable for the circumstances:
- a) Architectural, structural drawings (Including, as may be applicable: footing, foundation, floor plans, elevations and cross sections) using standard drafting conventions and techniques.

- b) Application forms and schedules prescribed by the Act, Building Code, By-law or established by clause 7.3
 - c) Engineered plans and specifications by a qualified individual and may include engineered floors joists/trusses, roof joists/trusses, HVAC duct design/heat loss, plumbing designs, individual pre-engineered elements or electrical plans as may be required for the permit application.
 - d) All plans and specifications requiring Architect's design as required by the Architects Act.
 - e) All plans and specification requiring Engineer's design as required by the Professional Engineer's Act. Engineering may also be requested for items that fall outside of the prescriptive Part 9 requirements for Part 9 buildings.
 - f) Any specifications for elements or system by approval authority from an issuing agency such as, but not limited to: Canadian Standards Association, National Fire Protection Association, Underwriter's Laboratories of Canada etc...
 - g) Any specification for elements or system approved under Building Materials Evaluation Committee or under the Minister's approval.
 - h) Anything else the Chief Building Official deems necessary along with any approvals or certification required for Applicable Law.
 - i) Include, where applicable, the registration number of the builder or vendor as provided in the Ontario New Home Warranty Plan Act, as may be amended, or replaced from time to time.
 - j) Any deposit or fees that may be required by this By-law.
 - k) Site plan and Lot Grading Plans as may be applicable for the application.
 - l) All other information that may be required in the schedules of this By-law.
- 8.2 The Chief Building Official is delegated by the authority to create and/or adopt forms (other than those that may be prescribed by the Act or Code) which provide for the collection of specific information in relation to permit application provided this information is necessary for the administration and enforcement of the Act and the Code.
- 8.3 Where applicable, no application is complete unless zoning compliance certification is obtained in conjunction with the permit application.

- 8.4 The Chief Building Official shall be the final determiner of the plans, specification, documents and other information required to be submitted with an application, for the purpose of deeming the submission complete in accordance with the building code with regards for;
- a) the scope of the proposed work,
 - b) the requirements of the Building Code, the Act and Applicable Law, and
 - c) the requirements of this Bylaw and Schedule “B”.

9. INCOMPLETE PERMIT APPLICATIONS

- 9.1 Notwithstanding the previous subsection, the Chief Building Official may accept an incomplete application for partial (concurrent) processing provided the Applicant acknowledges which portions of the application are deficient in information, monies or approvals. All applicants submitting an incomplete application hereby understand that the time period prescribed in the Building Code whereby a Permit must be issued or refused is not applicable. Acknowledgement of an incomplete application shall be done by marking such choice in the prescribed provincial form. This may include placing a “No” choice in section “H” of the Application for a Building Permit form. If neither “Yes” nor the “No” is marked, then the applicant shall be understood as giving a “No” response.
- 9.2 In addition to clause 9.1, an applicant may be notified of an incomplete application by being provided with a list of required information during or after the permit submission process.
- 9.3 Any application shall be deemed to be incomplete where the applicable requirements in this By-law, other Applicable Law, the Act and the Building Code have not been fully met or are missing.
- 9.4 Any application deemed to be incomplete or insufficient may be refused by the Chief Building Official.
- 9.5 Except for Conditional Permits or Partial Permits, all applications must be fully complete prior to permit issuance.

10. CONSTRUCTION NOT REQUIRING PERMITS

- 10.1 Notwithstanding the Act requires a permit to be issued for certain construction, the Chief Building Official hereby grants permission where determination is made by the Chief Building Official that the work is minor in nature and provided that the

constructor agrees that all construction will comply with the technical aspects of the Code, all other relevant Acts and the corporations applicable Zoning By-law.

10.2 The following is a list of pre-determined minor construction works:

- a) Light-weight re-roofing that does not exceed the structural capacity of the framing.
- b) Re-cladding with any material that improves the existing wall performance, provided the wall does not exceed three storey's.
- c) Certified replacement furnaces with the same or better heat output as the original furnace except solid fuel appliances.
- d) Certified air-conditioners or heat-pumps added to an existing furnace system.
- e) Replacement of a legal existing residential kitchen cabinetry, provided that any plumbing is not relocated.
- f) Replacement of plumbing fixtures that are not relocated (sinks, toilets, taps, etc.)
- g) Residential window or door replacement within a single, semi-detached or townhome, provided the size of the openings do not increase, no new openings are created and the windows or doors do not require a fire resistance rating.
- h) Adding insulation in attic spaces where inclusion will not adversely affect the structure or ventilation.
- i) New or replacement eavestrough, fascia, downspouts, or soffits
- j) Solar collectors not mounted on a building.
- k) Retaining walls not exceeding 1 metre in height and where drainage is not negatively impacted.
- l) Replacement of finished flooring where such replacement will not adversely affect weight imposed on subflooring or step height.

11. DEMOLITION PERMIT SUBMISSIONS

11.1 Every complete application for a demolition permit prescribed under the Building Code shall also;

- a) Identify and describe the work to be done and the existing use and occupancy of the building, or part thereof, for which the application for a permit is made, and the proposed use and occupancy of that part of the building, if any, that will remain upon completion of the demolition.
- b) Identify if the building is included on the Township's heritage inventory list or is a designated building under the Ontario Heritage Act.

- c) Be accompanied by the appropriate fee calculated in accordance with the most recent fee schedule.
- d) When deemed necessary, be accompanied by a statement (or proof) that:
 - i) Arrangements will be made with the proper authorities for the safe and complete disconnection of all existing water, sewer, gas, electric, telephone, cable, and other utilities.
 - ii) The applicant will comply with the township road entrance application and temporary road entrance application.
 - iii) Will identify the place, or company that will be receiving and processing the waste as may be applicable.
 - iv) Temporary fencing will be provided along with plan for providing such fencing for the protection of the public when applicable.
 - v) Owner shall investigate buildings for hazardous materials and ensure that they are removed and disposed of according to all applicable legislation.

12. CHANGE OF USE PERMIT SUBMISSIONS

- 12.1 Where an application is made for a change of use permit as required under section 10 of the Act, the application shall:
- a) Use forms as may be provided by the Chief Building Official.
 - b) Describe the building in which the occupancy is proposed to be changed, by a description that will readily identify and locate the building.
 - c) Identify and describe in detail the current and proposed occupancies of the building or part of a building for which the application is made.
 - d) Include complete plans and specifications showing the current and proposed occupancy of all parts of the building, and which contain sufficient information to establish compliance with the requirements of the building code, including: floor plans; details of wall, ceiling and roof assemblies identifying required fire resistance rating and load bearing capacities, details of the existing sewage system, if any;
 - e) Be accompanied by the required fee.
 - f) Include a summary of a review of general requirements, performance levels and hazards as identified in the building code.
 - g) State the name, address and telephone number of the owner.
 - h) Be signed by the owner, or their agent, who shall certify the truth of the contents of the application.

13. ALTERNATIVE SOLUTION SUBMISSIONS

- 13.1 Where approval for an equivalent material, system or building design under the code is proposed in either an application for a permit, or in a revision to a plan, specification, documentation or other information on the basis which a permit is issued, the applicant shall submit;
- a) A description of the proposed equivalent or alternative solution.
 - b) The designers contact information.
 - c) The qualifications of the designer who is responsible for the proposed equivalents or alternative solutions.
 - d) The identification of all the prescriptive applicable code provisions for the proposed equivalents or alternative solution.
 - e) The identification of any assumptions, limiting or restricting factors, special maintenance, and operational requirements of the applicable Division “C” provision of the Code.
 - f) Identify the applicable links to objective and functional statements found in Division “A” of the Code.
 - g) Comparison and evaluation of the prescriptive requirements versus the proposed equivalents or alternative solutions.
 - h) Any supporting documentation that the proposed material, system or building design will provide the same level of performance required by Division “B” of the code.
 - i) Payment of the required fees as set out in the most current fee schedule and where no fee is specific for “alternative solution” based on time required for review. Where no payment is accepted at time of application, the applicant shall pay the fees based on the applicable review rates.
 - j) Chief Building Official may provide a form for an applicant to use to assist in processing the application for an alternative solution.
 - k) The Chief Building Official may accept or reject any proposed equivalents or alternative solutions and may impose conditions or limitations on their use;
 - l) Equivalents or alternative solution that are accepted under this section shall be applicable only to the location described in the application and are not transferable to other building permits.

14. FENCES AT CONSTRUCTION AND DEMOLITION SITES

- 14.1 Where in the opinion of the Chief Building Official or a Building Inspector, a construction or demolition site presents a hazard to the general public, the Chief Building Official or Building Inspector may require the owner to erect such fences as the Chief Building Official or Building Inspector deems appropriate to the circumstances.

- 14.2 In considering the hazard presented by the construction or demolition site, the necessity for fences and the height and characteristics of such fences, the Chief Building Official or Building Inspector shall have regard for:
- a) the proximity of the building site to other occupied buildings.
 - b) the proximity of the construction or demolition site to lands accessible to the public.
 - c) the hazards presented by the construction or demolition activities and materials.
 - d) the feasibility and effectiveness of site fences; and
 - e) the duration of the hazard.
- 14.3 Notwithstanding clause 14.2, the owner and operator of the construction site shall be attentive of the conditions and alteration of the site and shall adjust the necessary precautions required to protect the public as may be required.
- 14.4 Every fence required by this section shall:
- a) Be erected to fully enclose all areas of the site which present a hazard.
 - b) Create a continuous barrier and be sufficient to deter unauthorized entry.
 - c) Have a height no less than 1.2 metres above grade at any point, unless the Chief Building Official or Building Inspector determines that a greater height is necessary.
 - d) Be constructed with materials and designs that will serve as an appropriate temporary fence barrier, unless the Chief Building Official or Building Inspector determines that a specific design is warranted; and
 - e) Be maintained, for the duration of the hazard, in a vertical plane and in good repair.

15. CONSTRUCTION REPORTS AND CONSTRUCTION STANDARDS

- 15.1 All building excavations shall have constant heat or other common industry prevention measures during times of freezing below the bearing surfaces. Where the Chief Building Official or Building Inspector is made aware of the absence of such protection, the owner or applicant may be required to provide a report by a qualified individual (Architect or Professional Engineer) to review the structure for damage and report on any remediation that may be required.
- 15.2 At any stage of construction of a building, or part of a building, the Chief Building Official may require submission of a set of plans of the building or part of a building, as constructed, together with a plan of survey prepared and certified by a surveyor showing the relative location and height of the building as may be applicable.

- 15.3 For the purpose of preventing accidental crushing of sewers by heavy machinery during construction and the prevention of future obstructive vandalism of the pipe, any single, semi or town style housing sewer located within private property portion of freehold subdivision may delete the exterior cleanouts as an acceptable alternative solution to the 15m maximum spacing as stipulated in the Building Code, provided that a determination is made that a cleanout snake can reach the public main from the interior cleanout as installed.
- 15.4 Any new principal building on any property shall not be considered substantially complete, and ready for occupancy, unless a permanent numerical municipal address has been affixed to the new building or property to the satisfaction of the Chief Building Official.
- 15.5 For the purpose of ensuring safe access to buildings by residents and visitors to a residential detached, semi-detached, townhouses, row-house, or duplex style housing, the term “required exit” shall typically include the principal or main entrance to that structure from the main street. Notwithstanding this interpretation, the Chief Building Official or Building Inspector may consider side or rear doors where such access is direct to the residence and not when access is via a storage space or garage.
- 15.6 Prior to backfilling any foundation with a basement, except where the foundation has been designed with horizontal steel reinforcement, the top of a foundation wall shall be suitably braced with a framed cap or other support, by a method acceptable to the Chief Building Official. All poured concrete foundation shall be sufficiently cured prior to backfilling.
- 15.7 Unless exempt by the Chief Building Official, all new housing units constructed with loose blown insulation shall provide an insulation certificate for review. This may include providing a copy for permit application. Such certificates shall include the lot and plan (or municipal address), the material used, the name, address and contact phone number of the installer/builder, minimum thermal resistance and the minimum average depth of the product as laid (deduct any product settlement which may occur thereafter).
- 15.8 Unless exempt by the Chief Building Official, every building Owner that has not had every mandatory required inspection, for which any aspect of the construction has also been concealed, shall obtain the services of an Architect, Professional Engineer, or suitably qualified registered designer to review the existing construction for Building Code compliance. The Chief Building Official shall be the sole determiner of the type of professional required according to the circumstances.

- 15.9 The Chief Building Official or Building Inspector may request an applicant to provide a letter of certification from a qualified Heating, Ventilation Air Conditioner installer or other equivalent that the heating and ventilation components have been installed, tested, balanced and deemed operational as per the intended design and in accordance with good engineering practices to ensure components and systems are complete and operational.
- 15.10 Unless exempt by the Chief Building Official, every building that is mandated by the Building Code to have a professional site review conducted of the construction by an Architect and/or Professional Engineer, shall forward original reports or copies in an acceptable electronic format, to the Chief Building Official or Building Inspector as assigned. Reports shall identify the construction's compliance with the Building Code, contain the applicable permit number, address of the construction, and bear the signature or seal of the professional as may be appropriated by their professional association.
- 15.11 Unless exempt by the Chief Building Official, every structure utilizing spray insulation foam shall have available for review by the contractor, the installer certificate, and its daily work sheets. The Building Inspector has the authority to request copies of this information for review.
- 15.12 Unless exempt by the Chief Building Official, every masonry and concrete chimneys and flues, masonry fireplaces and inserts as well as other solid fuel burning appliances when installed, shall be installed and/or reviewed by a qualified individual or inspector. For these applications, an individual who is registered under the Wood Energy Technology Transfer registration as a WETT Certified individual is deemed to be considered qualified.
- 15.13 Designs under Division B, Part 4 are required under the Building Code to be completed by a qualified and competent individual. For designs under Division B, Part 4, a qualified and competent individual may be an Architect or Professional Engineer permitted under the Act. If a designer is qualified under the building code however is not an Architect or Professional Engineer, the Chief Building Official may accept the design however may request the design to be reviewed by a Professional Engineer. See also clause 19.4 for cost recovery.
- 15.14 Where the designed soil bearing capacity by a designer is based on more than 100 kilopascals (or 2089 pounds/ft²), confirmation by a qualified person may be requested by the Chief Building Official or Building Inspector.

16. AS CONSTRUCTED DRAWINGS

16.1 The Chief Building Official may require that as-constructed plans for the whole or any part of, a system or a building, or any class of buildings, be provided by the persons responsible for the construction.

16.2 Unless exempt by the Chief Building Official, every new or replacement septic system installed and constructed shall be accompanied by a satisfactory as constructed drawing that will accurately depict the following as applicable:

- I. Location of structures and distance to septic components (i.e., Tank, distribution pipe complete with dimensions,
- II. Make and model of septic/holding tank as may be applicable including size.
- III. Length of all runs of distribution pipes complete with dimension between each run.
- IV. Location of all wells within 30 metres of septic components.
- V. North arrow.
- VI. Make and model of any treatment units.
- VII. Location of property lines or other valuable tools that may be used to facilitate locating the septic components in the future.
- VIII. Means of outlying the distribution pipes (i.e., rebar or tracer wire).
- IX. Loading areas, mantle areas and expanded contact areas as may be applicable.

16.3 The person responsible for construction shall provide, where requested by the Chief Building Official, as constructed plans for the exterior storm, sanitary and water supply lines where on private property.

17. NOTICE REQUIREMENTS FOR INSPECTION

17.1 Prior to concealing any work required to be inspected under the Building Code or building by-law, the owner, or the owner's designate responsible for the construction, shall give notice to the assigned individuals within Building Services in the Township of Springwater, of their readiness for inspection.

17.2 For the purpose of this by-law, required prescribed inspection shall be as per Division C – Part 1.3.5.1 “Prescribed Notices” and may be amended or updated in the Building Code.

17.3 In addition to clause 17.2, the following “Additional Notices” as permitted by the Act shall be provided:

- a) Completion of a building for which an occupancy permit is provided by Division C – 1.3.3.4 or 1.3.3.5 or as may be noted as required inspection by the Chief Building Official at time of permit issuance.
- b) Prior to occupying or using an unfinished building or part thereof, the owner or the owner's designate responsible for the construction shall give notice to the Chief Building Official or Building Inspector or building services staff member of their readiness for inspection.
- c) Prior to occupying or using a completed building, the owner or the owner's designate responsible for the construction shall give notice to the assigned individuals within Building Services in the Township of Springwater, of their readiness for inspections.
- d) For all required inspections as noted on inspection agreement.

17.4 The notice required to be given pursuant to the Building Code shall be given by email, phone or by acceptable electronic format in advance of the construction stage for all permit work, not including the day of notification, for which an inspection is being sought.

17.5 It is the responsibility of owner, or the owners designate to ensure that the notice sent is properly delivered, therefore it is required that the owner or the owner's designate receives confirmation that delivery was made to a listed person who is also in attendance. Notice given shall not be effective until received by the assigned individual.

18. FEES

18.1 Fees for required permits shall be in accordance with current Fees and Charges By-law 2023-017 as may be amended.

18.2 Where the fees are based on the cost of valuation of the proposed work, such valuation shall mean the total cost of all work by the permit including the cost of professional and related services and shall be based on the actual cost of construction quoted in the Tender or Contract form. The Chief Building Official may use the contract, Architect or Engineer's estimate or other readily available and published construction values calculations.

18.3 The Chief Building Official may place a valuation of the cost of work and if the permit application or holder disagree with this valuation, the prescribed fee shall be paid before the issuance of the permit. Upon completion of the work, if the actual work is less than the valuation placed by the Chief Building Official, an audited statement may be submitted detailing the costs of the components of the work

including labour and professional services. The Chief Building Official may, if the statement contains the full cost all components of the work upon which the required valuation was to be based; value the work in accordance with their statement and issue the appropriate refund.

18.4 In the case of non-commencement of any project and upon written request, the Chief Building Official shall determine the amount of refund of permit fees, if any, that may be returned to the permit holder, in accordance with Schedule A of this by-law.

18.5 Where no fee is specified in the Fees and Charges By-law, but requires administrative review or other time associated, such fee may be based on hourly rates.

18.6 Fees based on review by hours in Fees and Charges By-law 2023-017 may be made by estimating the required review of projects initially or upon completion. Fees may be based on increments of .25 or ¼ hours.

18.7 Fees may be increased without amendment to By-law 2023-017 annually on January 1st in the amount of 3%. Fees shall be rounded to the nearest cent.

18.8 Fees are based on the review of permit submission with satisfactory complete and accurate construction drawings with standard drafting practice and conventions. When a Building Inspector is required to re-review building permit submission due to incompleteness or where additional information is required to review, the Chief Building Official may recover the additional re-review cost based on an hourly basis.

18.9 Fees associated with review of section “21.0 Lot Grading Plan” are based on an hourly fee in accordance with clause 6 or full cost recovery by municipal engineer. These fees may be required at time of permit issuance or may be deducted from deposits is section “20.0 Deposit”.

19. COST RECOVERY

19.1 Where a building investigation results in the issuance of an Order under the Act, the property owner or any other person believed to be responsible for the action, shall pay fees in accordance with the most recent fee schedule. Where an Order is issued under the Act and where the named achieved eventual compliance with the Order, the Town may choose not to prosecute the named if a satisfactory settlement is reached.

- 19.2 Where a request for information is provided outside of Municipal Freedom of Information requests, any fees associated with the research, copies and other associated costs may be charged back to the requestor in accordance with fee schedules.
- 19.3 Where no fee is specified for item 19.2, such fee shall be based on hourly fee established for the individual undertaking the request in accordance with the By-law.
- 19.4 When the responsibility of a design from Division B, Part 4 design is submitted from an individual other than an Architect or professional engineer, the Chief Building Official may forward such design to an Architect or professional engineer for review and opinion. Any such fees incurred by the review will be the responsibility of the applicant.
- 19.5 This section shall also include the recovery of postage, photocopies and delivery fees as may be associated for request or deliveries outside of normal receipt procedures at the Township Administration Center.
- 19.6 Where a fee is incurred for the registration of an order or the discharge of an order the owner may be responsible to reimburse the municipality for the cost of any fees associated with the order incurred by the municipality including legal fees at the discretion of the Chief Building Official.

20. DEPOSITS

- 20.1 The Chief Building Official may take a lot grading deposit at the time of building permit issuance for all detached, semi-detached or townhouses, row-houses, or duplex dwelling units. The fee shall be in accordance with current fees and charges By-law as may be amended or as per the established subdivision agreement, whichever is greater. This deposit may be refunded when the depositor has completed all lot grading and has provided certification of such lot to the satisfaction of the Chief Building Official and/or Township Engineer. Where a lot grading remains incomplete and uncertified within 24 months of permit issuance or 12 months after an occupancy has been permitted, whichever is greater, the township may cause the lot grading certification to be completed by expending the funds on deposit as may be required. Lot grading deposit becomes non-refundable three years after payment.
- 20.2 Clause 20.1 is not applicable where a subdivision agreement or other deposit system is provided in another agreement or format.

- 20.3 Any additional fee associated with initial or additional reviews, re-reviews, investigations, letters, orders, or other cost because of reviews of compliance of lot grading, may be deducted from the lot grading deposits amounts or may be added in addition to standard fees as prescribed under most recent fees and charges By-Law.
- 20.4 The Chief Building Official may take a re-inspection deposit at the time of building permit issuance for detached, semi-detached, townhouse, row-house, or duplex dwelling units as stated in most recent Fees and Charges By-Law. The deposit amount shall be the cost of four (4) inspection as per the applicable fee schedule. Should an inspection indicate infractions, non-readiness to inspect, or will require an additional review the fee of one inspection shall be deducted from the deposit amount. Any balance of re-inspection deposit may be refunded to the person providing the deposit, or as otherwise approved, provided the permit file has had all its inspections completed. Any balance of deposit must be applied within 1 year of permit issuance. Any balance remaining beyond 1 year is forfeited by the depositor.
- 20.5 The Chief Building Official may request replenishing or additional estimated deposit amounts if the number of re-inspection deposit amount is expended prior to completion of the permit or charge for additional inspections beyond 4 if used prior to completion and may request payment prior to occupancy.
- 20.6 Remaining deposits held by the Township will be forfeited by the initial depositor upon permit transfer. Additional deposit amounts may be required by the new permit holder as may be applicable.

21. LOT GRADING PLANS

- 21.1 This section is applicable for building permit for a new detached, semi-detached, townhouses, row-house, or duplex.
- 21.2 The owner or representative shall submit electronic copies of a proposed lot grading plan to the Township and/or Township Engineer as directed for review and acceptance.
- 21.3 The Lot grading plan shall be referenced to a current plan of survey certified by a registered Ontario Land Surveyor.
- 21.4 In cases of land within an unassumed subdivision or as indicated in the subdivision agreement, the lot grading plan shall be prepared and/or reviewed by a Professional Engineer or Certified Engineering Technologist on record for the development.

- 21.5 In the cases of land in an assumed subdivision, provided permitted by the subdivision agreement, or in-fill lot in respect of which no accepted area or subdivision grading plan has been filed with the Township, a lot grading plans bearing the signature and seal of a Professional Engineer, Certified Engineering Technologist, Landscape Architect (a member of the Ontario Association of Landscape Architects) or a Ontario Land Surveyor who certifies thereon that the drainage scheme depicted by the plan will be compatible with the existing drainage patterns without adverse effects on neighbouring properties. The provider will be required to complete templates to assist in reviews and will be required to undertake site reviews to be satisfied of no adverse effects on neighbouring properties.
- 21.6 Where lots applicable in clause 21.5 are larger than 2 Hectares, outside a plan of subdivision and the new building area is more than 10m from a neighbouring property line, the lot grading plan may be limited to the building envelope and may be completed by an individual other than one identified in clause 21.5 provided adequate minimum information is provided as may be requested by the Chief Building Official, Township Engineer or the General Manager, Infrastructure & Operational Services.
- 21.7 In many areas within the municipality, the municipal drainage system is limited or non-existing. As such, the lot grading design must consider ways and means to keep any increase in surface water run-off from the subject site to a minimum utilizing acceptable surface water retention techniques. In area where positive storm drainage is not available within the Municipal Road allowance, the grading design may require a soak away pit and/or grading the boulevard to a sufficient outlet to the satisfaction of the Infrastructure & Operational Services or Township Engineer. The designer will be responsible to adjust the design as needed to ensure no adverse effects.
- 21.8 The lot grading plan shall be prepared on a ledger sized sheet or standard A1 sheet, as may be required by the township.
- 21.9 Lot grading plans as required and prepared under section 21 may also be approved by the Township Engineer or other persons as authorized by the Chief Building Official.
- 21.10 Where reasonably possible, the top of foundation elevation of the proposed dwelling should be at least 400mm higher than the edge of adjacent municipal road.
- 21.11 A test pit location, within the proposed construction footprint or near the proposed construction, complete with the date of the test pit and the observed groundwater

table elevation (if applicable) may be required by the Chief Building Official. Based on this information, the owner and lot grading designer, where reasonably possible, should maintain a minimum 500mm from the top of the Basement Slab (or any other slab on ground) to the estimated seasonal high groundwater elevation). Variation to the minimum depth may be considered when accompanied by other solutions recommended by a Professional Engineer, Hydrologist, or acceptable solution by the Building Code.

22. CONDITIONAL BUILDING PERMIT

22.1 As per section 8. (3.1) of the Act, The Chief Building Official is delegated authority to issue conditional building permits under the Act Section 8. (3) except for residential single- or two-unit dwelling units.

22.2 In undertaking the delegated authority to grant a “Conditional Building Permit” the Chief Building Official may consult with the affected Township departments.

22.3 Every application for a Conditional Building permit under section 8(3) of the Building Code Act shall:

- a) Comply with the requirements of the Building Code Act.
- b) Comply with the requirements of the Building Code relating to a conditional permit.

Be additionally accompanied by:

- i) A written statement from the applicant explaining why the applicant believe that unreasonable delays in construction would occur if a “Conditional Building Permit” is not granted;
- ii) An agreement and such security deposit that may be required and,
- iii) Fees that may be prescribed and such fees to draft and review the conditional building permits.

23. ABANDONED PERMIT APPLICATIONS

23.1 An application for any type of construction may be deemed to have been abandoned where:

- a) The application is incomplete according to this by-law and remains incomplete six month after it was submitted; or
- b) Six months have elapsed after the applicant was notified that the submitted plans and/or documents of the proposed building, construction, demolition or change of use will not comply with the Act or Building Code or will contravene any other applicable law; or

- c) The application is substantially complete, and six months have elapsed from the date upon which the applicant was notified that a permit was available to be issued but failed to pick up the permit or pay the remaining fee.
- 23.2 The owner may be sent notification of any impending application cancellation and where done so will be given 30 days to respond from the date that the notification was sent to the owner's or applicants address listed on the application including email notification. The Chief Building Official shall determine the legitimacy of any reason given, if any, why the application shall not be cancelled forthwith. The final decision shall be at the sole discretion of the Chief Building Official.
- 23.3 Where an application is deemed abandoned, all submitted plans, specification and documentations may be disposed of without further notice to the applicant.

24. REVOCATION OF PERMITS

- 24.1 Prior to revoking a permit under subsection 8(10) of the Act, the Chief Building Official may serve a notice by personal service, registered mail or other electronic format at the last known address or contact information of the permit holder or applicant, and following (30) days period from the date of service the Chief Building Official may revoke the permit if grounds to revoke exist, without further notice.
- 24.2 A permit holder may within thirty (30) days from the date of service of a notice under the Part, request in writing the Chief Building Official to defer the revocation by stating reasons why the permit should not be revoked. The Chief Building Official having regard to any changes to the Act, Building Code or other application law may allow the deferral, in writing.

25. CANCELLATION OF PERMIT AND APPLICATIONS

- 25.1 If a property owner wishes to cancel a permit or application, a notice shall be filed with the Chief Building Official, in writing, in accordance with this section;
- 25.2 Every notice of cancellation of permit shall:
- a) Include a written statement from a property owner providing the name(s), address(es), telephone number (s) of all legal owner (s) authorizing the cancellation of the permit or application:
 - b) Include proof of ownership of the lands satisfactory to the Chief Building Official as may be required.
 - c) Confirm that no construction, demolition or change of use was done in connection with the permit or application that was made; and
 - d) Be signed by an owner who shall certify as the truth of the contents of the notice.

25.3 Upon inspection to determine that no construction, demolition or change of use was done in connection with the original permit or application that was made, the permit or application shall be deemed to be cancelled and refund made, if any, to the original payee. The owner(s) or their agent(s) shall have no further rights or obligation under the cancelled permit or application. As authorized by the Chief Building Official, all submitted plans, specification, documents and other information may be destroyed as permitted by other regulations.

26. TRANSFER OF PERMITS

26.1 If the owner of the land changes after a permit has been substantially completed and the use or occupancy permission has been granted, the permit associated with the work will automatically become the new owner's responsibility. A fee may be levied for this transfer of ownership or maintenance of permit as per current Fees and Charges By-law as may be amended.

26.2 If the owner of the land changes after a permit has been issued or application received, the permit associated with any work not completed may be transferred to the new owner of the lands where an application is filed with the township, in writing, in accordance with this section and accompanied by the appropriate fee. Every application for the transfer shall:

- a) Include, where applicable, a resubmission of the "Commitment to General Review by Architect and Engineers" responsibilities to the new owner for the permit or application.
- b) Include proof of ownership of the lands by the new owner satisfactory to the Chief Building Official.
- c) Confirm that the work to be done and the existing and proposed use and occupancy of the building or part thereof, for which the application for the transfer is made, is the same as the identified and described on the original application for permits.
- d) State the name, address, telephone number of the proposed new owner.
- e) Include, where required by the Ontario New Home Warranties Plan Act, the proposed new builder's registration number or as statement of exemption.
- f) Be accompanied by the appropriate fee calculated in accordance with the most recent fee schedule.
- g) Be signed by the proposed new owner who shall certify as to the truth of the contents of the application.

26.3 Upon approval of transfer of a permit to the new owner, the new owner shall be deemed to be responsible for the permit and the original owner shall have no further

rights or obligation under the permit, save and except for any obligation set out in any executed agreements that have not been superseded by an acceptable replacement agreement.

26.4 No transfer of an application will be allowed if work has commenced, and the permit has not yet been issued. A new application will be required, and the old application will be cancelled.

26.5 The Chief Building Official may require the “Transfer of Permit” to be on a specified form.

27. MAINTENANCE FEES

27.1 Where a building permit remains incomplete for a period of more than 2 years after building permit was issuance the Township may impose a maintenance fee in accordance with current Fees and Charges By-law as may be amended and may be placed on the property tax bill.

28. REFUNDS

28.1 Refunds of fees shall be in accordance with Schedule A of this by-law. No refund shall be given for revoked or abandoned permits and applications.

29. REGISTERED CODE AGENCIES:

29.1 Where the corporation enters into an agreement with a Registered Code Agency, the Chief Building Official is authorized to appoint Registered Code Agencies to perform specified functions, noted in item 2 and described in the Act.

29.2 The following are the specific functions that a registered code agency may be appointed to perform in respect of the construction of a building where an agreement is established:

- i. Review design and other materials to determine whether the proposed construction of a building complies with the building code.
- ii. Issue plans review certificates.
- iii. Issue change certificates.
- iv. Inspect the construction of a building for which a permit has been issued under this Act.
- v. Issue final certificates.
- vi. Perform such other functions as may be authorized under this Act or in the building code.

30. CONFLICTING LEGISLATION

- 30.1 If there is a conflict between a provision in the Building Code Act and a provision of any other Act, the section that is more restrictive shall prevail.
- 30.2 Whenever any reference is made in this By-law to a statute of the Legislature of the Province of Ontario, such reference shall be deemed to include all subsequent amendments to such statutes and all subsequent amendments to such statute and all successor legislative to such statute.

31. PENALTIES

- 31.1 In addition to any other penalties prescribed by law, every person who:
- a) Knowingly furnished false information in any application under this By-law, or
 - b) Contravenes any provision of this By-law,

Is guilty of an offence and is subject to a penalty pursuant to the Provincial Offences Act, as amended, and in accordance with Section 36 of the Building Code Act as amended.

32. MISCELLANEOUS

- 32.1 The conviction of an offender upon the breach of any provision of this By-law shall not operate as a bar to a prosecution against the same offender upon any continued or subsequent breach of any provision and a Judge may convict any offender repeatedly for continued or subsequent breaches of the By-law, and the provision of the Building Code Act as amended from time to time, shall further apply to any continued or repeated breach of this By-law.
- 32.2 Neither the granting of any permit, nor the approval of the drawing or any specification, nor any inspection made by the Chief Building Official or Building Official, shall in any way relieve the owner of such building or the person responsible for the provision of service, labour or material to the building from the full and sole responsibility for carrying out the work, or having the work carried out in accordance with the requirements of this By-law, the Act or regulations, as may be amended, made thereunder and any other applicable law.

32.3 This By-law is to be read in conjunction with all the statutes referred.

33. SEVERABILITY

- 33.1 If a Court of competent jurisdiction should declare any section or part of a section of this by-law to be invalid, such section or part of a section shall not be construed as having persuaded or influenced Council to pass the remainder of this by-law and

it is hereby declared that the remainder of this by-law shall be valid and shall remain in full force and effect.

34. SCHEDULES

34.1 Schedules "A", "B", attached hereto shall form part of this by-law.

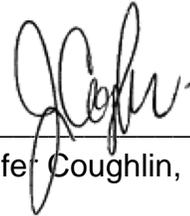
35. REPEAL

35.1. That By-law 2018-033 are hereby repealed effective February 15, 2023.

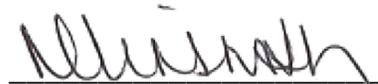
36. EFFECTIVE DATE

36.1. That this By-law shall take force and effect on February 15, 2023.

Read a First, Second and Third time and Finally Passed this 15th day of February, 2023



Jennifer Coughlin, Mayor



Renée Ainsworth, Clerk

Schedule A
to By-Law 2023-018 – Building By-Law

Refunds

Function Completed or Commenced	Percentage Refund
Administrative Only	80%
Administrative and Zoning (Planning Review)	70%
Administrative, Zoning (Planning Review) and Treasury	60%
Administrative, Zoning (Planning Review), Treasury & Plans Review	50%
Permit issued and no inspections undertaken	40%
Permit issued and inspections commenced	0%
Minimum refund (No refund to be process if less then...)	\$75.00

Schedule B

to By-Law 2023-018 – Building By-Law

Drawing Requirements

Drawing Type	Minimum Information Required
Site Plan	<p>Legal Description of the property, survey property line, property dimensions, compass orientation, location, and name of adjacent roads.</p> <p>Outline all existing and proposed buildings or structures on the property. Provide building dimensions, the distance between the buildings, the distance between the buildings and property lines. Include tree preservation areas if applicable.</p> <p>Dimension and location of parking and spaces, vehicle access and fire routes and hydrants.</p> <p>Dimensions and location of barrier free parking, curb cuts, path of travel to building and pedestrian building access.</p> <p>Dimensions and location of any on-site sewage disposal system, proximity to wells and buildings.</p> <p>Dimension and location of easements, sidewalks, new and existing driveway entrances, curb cuts, retaining walls, ground signs.</p>
Lot Grading Plan	<p>In addition to information on “Site Plans” include the following:</p> <p>Existing and proposed elevations with the site and at property lines, top and bottom of retaining walls, slopes on driveways, walkways, drainage flow direction, percentage fall and swales.</p> <p>Applicable zone provision comparisons summary between proposed and zoning by-law.</p> <p>Signature of design and review by qualified individual as per subdivision agreement and building by-law.</p> <p>Key elevation points: at the top of foundation, adjacent grades, property boundaries, underside of footings, topside of basement floor, topside of all framed floors,</p>

Drawing Type	Minimum Information Required
	<p>maximum heights of building in accordance zoning bylaws, storm and sanitary inverts at property line connections coupled with percentage of fall, percentage and direction of grade slopes.</p>
<p>Architectural</p>	<p>Existing plans showing construction of rooms and spaces identification of all floors in proposed work or occupancy.</p> <p>Plans of all floors including basement complete with all rooms and room names.</p> <p>Roof plans showing roof slope, roof construction details, and roofing materials.</p> <p>Building elevations showing grade, floor, ceiling heights, overall building height, exterior finish material, window heights, size and spatial separations requirements.</p> <p>Construction details including proposed wall section from footing to roof, specification of all walls, floor and roof assemblies and all building materials and construction specifications.</p> <p>Stair, guard and handrail dimensions and details, window size and height above floor level, location, and fuel type of all fireplaces.</p> <p>Mezzanine plan showing construction, guardrails, egress.</p> <p>Location and details of barrier free entrances and barrier free washrooms.</p> <p>Reflected ceiling plans, bulkhead details, horizontal service shaft details where applicable.</p> <p>Roof equipment screening, anchorage for window washing, roof access.</p> <p>Building Cross section showing grade, floor and ceiling heights, horizontal and vertical fire separations.</p> <p>Sections and details plan of washroom and exit stairs.</p> <p>Wall section plans and section construction details.</p>

Drawing Type	Minimum Information Required
	<p>Exit stair enclosure, wall construction details, fire separations and listed design numbers, door numbers reference to a door scheduled.</p> <p>Door and hardware, schedule, frame details, window schedule, room finish schedule.</p> <p>Material flame spread and smoke development rating.</p> <p>Material combustibility category.</p> <p>Data Matrix as required for building other than Part 9 residential buildings.</p>
Structural	<p>Soil bearing capacity and other consideration due to high water tables relative to underside of footing and if any soil fill is present (engineered or otherwise).</p> <p>Foundation plan, floor and roof framing plans, footing, columns, foundation walls, piers, underpinning and beam schedules structural details and material specification.</p> <p>Climatic and seismic data as per OBC SB-1. Design data as per OBC Div. B, Part 4. Design specified, dead and live loading (including wind, rain and snow), earthquake loading, geotechnical report design basis.</p> <p>Structural drawings sealed by a professional engineer for all structural elements not within the scope of Part 9, Division B, of the Building Code.</p> <p>On or off-site welding steel or aluminum products specifying the CWB authorization.</p> <p>Material strength.</p> <p>Roof or floor truss drawing sealed by a professional engineer.</p> <p>Pre-engineered elements are not required to be sealed by a professional engineer where the element is designed with engineering software by a competent person as trained by the manufacturer or otherwise deemed competent by the Chief Building Official.</p>

Drawing Type	Minimum Information Required
HVAC	<p>Heating, ventilation and air conditioning plan, service shafts, equipment layout and schedules.</p> <p>Heat loss and gain calculations, ventilation design summary.</p> <p>Fire damper locations, kitchen exhaust equipment.</p> <p>Solid fuel burning appliance installation manual, venting and proposed installation layout.</p>
Plumbing	<p>Plumbing and drainage plans; location and sizing of under and above ground storm, sanitary and water supply piping, and appurtenances other than part 9 (residential).</p> <p>Location of fire stopping; specifications of plumbing and fire stopping materials.</p>
Electrical	<p>Lighting systems as per OBC Div. B, 3.2.7 Emergency lights as per OBC Div. B, 3.2.7 Exit signs as per OBC Div. B, 3.4.5 Electrical supply and distribution plans; location of power outlets and lighting switches, equipment, schedule; transformer location, door operation devices other than part 9 residential or excepted by Chief Building Official.</p> <p>Location and specifications of emergency lighting, emergency power and exit signage.</p> <p>Location of carbon monoxide detection systems and interconnected with venting system where required.</p>
Fire Detection, Protection and Suppression	<p>Fire alarm and detections as per OBC Div. B, 3.2.4 Location and specification of fire alarm systems, and devices thereto including smoke alarms.</p> <p>Fire hydrant locations, sprinkler and standpipe distribution plans and schedules; sprinkler head layout; fire hose cabinets locations, pumps, etc.</p> <p>Chemical or oxygen deprivation fire suppression systems.</p> <p>Fire separations, fire walls, party walls and fire resistance ratings.</p> <p>Explosion prevention and venting.</p>

Notes:

- (1) The Chief Building Official may waive the requirements for any required information specified in this schedule or require additional information due to the complexity of work.
- (2) This schedule shall be used as a guide only and is provided to assist in illustrating some of the requirements to confirm compliance with requirements of the Building Code or Building By-law. Designers shall also ensure that all submissions meet the standards described elsewhere in the Building By-law.
- (3) One drawing type may be incorporated in other drawing types where able to identify items to be review.

NOTES:

1. Re-inspection Deposit may be refunded when a building permit is deemed to be complete ***including*** a successful Final Inspection. Refund must be applied for within one year of Permit Issuance date and any re-inspections will be deducted from the deposit amount.
2. Sewage System “Repair” means replacement of one major component of the system including. distribution stone with pipe or the replacement of a septic tank, but not holding tank.
3. “Review rates” shall apply to “Lot Grading review” as applicable, based on time spent on reviews or full cost recovery by municipal engineers.

FEE INDEXING:

Fees stated in Schedule A.2 of the Fees and Charges By-Law, as amended may be increased annually on January 1st of each year without amendment in the amount of 3%. Fees shall be rounded to the nearest cent.