REQUIRED PERMIT DRAWINGS

The following list of required drawings should be used as a guide when preparing drawings for submission for a building permit, **for a project designed under Part Nine of the Ontario Building Code, which does not require professional design**. Any project that requires design by an Architect and/or a Professional Engineer (Part Three buildings, such as assembly, institutional or large buildings over 600 square meters and multiple dwellings), will require more comprehensive drawings to illustrate compliance with the Ontario Building Code.

The Designer that prepares the permit drawings is responsible to ensure that they provide sufficient information to the Builder to ensure compliance with the requirements of the Ontario Building Code. **As of January 1st 2006, all Designers will be required to show proof of meeting qualifications required by the Ministry of Housing.**

1. Site Plan

- The location of all existing buildings as well as the proposed, location and design of access routes must be illustrated..
- The setbacks to lot lines must be clearly shown.
- The existing and proposed drainage patterns should be illustrated (provide geodetic elevations if in a flood plain, or plan of subdivision)
- The proposed means of storm water disposal (from foundation drains and rainwater leaders) must be illustrated.
- The plan must be to scale and show all property boundaries, adjacent road and water bodies, easements and right-of-ways. The location of site services should be added to the site plan as well. A copy of the deed is required if the site plan has not been prepared by an Ontario Land Surveyor.
- Should include the location and dimensions of all buildings and septic systems.

2. Floor Plans

- All rooms must be labeled to illustrate their intended use.
- The location of doors, windows, plumbing fixtures, and stairs must be clear.
- Structural information for the roof or floor above may also be illustrated on the floor plan for simple projects, as well as mechanical and electrical information. The plans must be to scale, with a separate plan for each storey, including basement. If the project is an addition, the layout of the existing floor plan is also required.

3. Foundation Plans

- The size and type of materials used for the foundation must be specified.
- The location of all footings, including column and pier footings must be illustrated.
- The location and type of any required drainage should be illustrated. The location of plumbing and electrical services can be added on this drawing.
- The soil conditions on the proposed building site must be indicated.

4. Framing Plans

For simple projects, the framing can be shown on the floor plans

- The size and location of all structural members must be clear.
- The spans for beams should be indicated.
- The specifications for engineered lumber must be provided (e.g. truss drawings)
- All loads must be safely transferred to the foundations; sufficient information must be provided on the drawings to verify this.
- The type of framing materials must be specified (e.g. S.P.F. metal, etc.)

5. Roof Plans

- May be illustrated on the floor plans for simple projects. Roof slope and any roof mounted equipment must be shown.

6. Sections and Details

- Cross-sections will illustrate all the materials that make up the wall, floor and roof systems. Adequate information shall be included to be able to determine the location of insulation, air barrier, vapor barrier, structural members, sheeting, stairs, fireplaces, backfill height, bracing and required connections, for example.

7. Building Elevations

- Show proposed grade at each elevation of the building. Windows, doors, roof slopes, decks, chimneys, etc., should be clearly illustrated.

8. Electrical Drawings

- Show location of lights, smoke alarms, carbon monoxide detectors, switching and other electrical components required under the Ontario Building Code.

Note: Contact Hydro One for permits required under the Electrical Code.

9. Heating, Ventilation and Air Conditioning Drawings

- Indicate the locations of supply and return air openings for heating and ventilation.
- Provide heat loss calculations and duct design information.
- Provide location and description of HVAC (Heating, Ventilation and Air Conditioning)units and ventilation design summary.
- Provide wood stove and fireplace locations and required clearance measurements.

10. Plumbing Drawings

- Show all plumbing fixtures, including rough-ed fixtures.
- Provide information on pipe sizing, material, appliances, devices and fixtures used.