

## Required Drawings & Plans

**The following list of drawings should be used as a guide** when preparing drawings for submission for a building permit **for a project under Part 9 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 3 Buildings, such as assembly, institutional or large buildings over 600 sq.m. and multiple dwellings) will require more comprehensive drawings to illustrate compliance with the Ontario Building Code.

**The Designer** that prepares the permit drawings must provide sufficient information to ensure compliance with the requirements of the Ontario Building Code.

**As of January 1, 2005, Designers will be required to show proof of meeting the qualifications required by the Ministry of Municipal Affairs and Housing.**

### 1. **Site Plan:**

- The location of all existing and proposed buildings. Location and design of Fire Department Access routes.
- The setbacks to lot lines must be clearly shown.
- The existing and proposed drainage patterns should be illustrated, ( provide geodetic elevation 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, easements, right of ways, adjacent road & water bodies. The location of sewage system should be added to the site plan.

### 2. **Floor Plan:**

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

### 3. **Foundation Plans:**

- Soil conditions and water table
- The size and type of materials used for the foundation.
- The location of all footings, including column and pier footings.
- The location and type of any required drainage should be illustrated. The location of plumbing and electrical services can be added on this drawing.

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### 4. **Framing Plans:**

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

- The size, type and location of all structural members must be clear.
- The spans for beams should be indicated.
- The specifications for engineered lumber must be provided ( eg. Truss layout drawing).

All loads must be safely transferred to the foundations; sufficient information must be provided on the drawings to verify this.

### 5. **Roof Plans:**

- May be illustrated on the floor plans for simple projects. Roof slope and any roof mounted equipment must be shown.
- Preliminary Engineered truss system designs from the manufacturer must be included for permit approval followed by the detailed designs prior to the final framing inspection.

### 6. **Sections and Details:**

- Cross sections will illustrate all 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, backfill height, stairs, bracing and required connections, fireplace details and clearances.

### 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 Service Plan:**

- Indicate location of lights, smoke alarms, carbon switch monoxide detectors, switching, and other electrical components required under the Ontario Building Code.
- **Note: Contact the Electrical Safety Authority at 1-877-372-7233 for electrical wiring permits.**

### 9. **Heating, Ventilation and Air Conditioning**

- Indicate locations of supply and return air openings for heating and ventilation.
- Provide heat loss calculations and duct design. If requested by the CBO.
- Location and description of HVAC units and ventilation design summary. If requested by the CBO.
- Location and clearance details of woodstoves and fireplaces.

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### 10. Plumbing Drawings:

- Indicate all plumbing fixtures, including rough-in fixtures.
- Provide information on pipe sizing, appliances, devices and fixtures used.

#### **Note 1: SEWAGE**

Approval is required from the North Bay Mattawa Conservation Authority for waste disposal system for a new house, cottage, sleep cabin, addition or change of use prior to the issuance of a building permit. Please contact the North Bay Mattawa Conservation Authority at (705) 746-7566 for more information.

A septic system application is also available at the Municipal Office.

#### **Note 2: DOCKS & BOATHOUSES**

Obtain a copy of the OPERATIONAL STATEMENTS from either the Municipal office or Oceans and Fisheries @ (705) 746-2196 in Parry Sound.