

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.

Required Drawings & Plans

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 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.