



Building Department
P.O. Box 22
Gooderham, Ontario K0M 1R0
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APPLICATION GUIDELINES (2012) - GARAGE

Application for Permit

To obtain a permit under Subsection 8(1) of the Act, the applicant shall file an application in writing by completing a prescribed provincial application form available from the Chief Building Official, the Municipality of Highlands East website or the Ministry of Municipal Affairs and Housing Building Code website.

Additional Permits

The following permits, where applicable, are required to accompany an application for building permit:

- 1) Conservation Authority Approval: To be obtained from the Crowe Valley Conservation Authority.
- 2) Other permits as may be required.

Required Plans

Drawings, plans and specifications to accompany an application for permit:

- 1) Site Plan (metric)
 - Lot area and dimensioned property lines
 - Direction north indicated
 - Size and use of all existing and proposed structures including location of all structures with dimensions to property lines
 - Location of septic system
 - Location of driveway and parking areas
 - Location of easements, right-of-ways, overhead power lines, etc.
- 2) Foundation Plan (minimum scale: 3/16"=1'-0" or 1:75 (metric))
 - Footings supporting walls, pilasters, columns and piers
 - Foundation walls and supporting structure including construction type and material
 - Building section and detail markers
- 3) Floor Plans (minimum scale: 3/16"=1'-0" or 1:75 (metric))
 - Exterior and interior walls including construction type and material
 - Wall openings including size and supporting structure above
 - Roof framing above including all proprietary layouts, details and specifications
 - Building section and detail markers
- 4) Building Elevations (minimum scale: 1/8"=1'-0" or 1:100 (metric))
 - All building profiles showing finishes, location of openings, etc.
 - Dimensioned floor to ceiling heights

- Dimensioned building height from finished ground level to midpoint of roof
 - Roof pitch and finish
 - Area of exposed building face, percentage of unprotected openings and limiting distance where applicable
- 5) Sections and Details (minimum scale: 1/4"=1'-0" or 1:50 (metric))
- Building section including specifications for foundations, walls, floors, roof assemblies, etc.
 - Dimensioned floor to ceiling heights
- 6) Engineered Elements
- Floor slabs shall bear the design engineer's seal and signature and shall accompany the application for permit
 - Engineered truss drawings with layout shall accompany the application for permit. Sealed and signed truss drawings with layout shall be submitted to the building department prior to booking framing inspection
 - Engineered floor systems including joists, beams and lintels shall include layouts and member calculations and shall accompany the application for permit.

General Notes

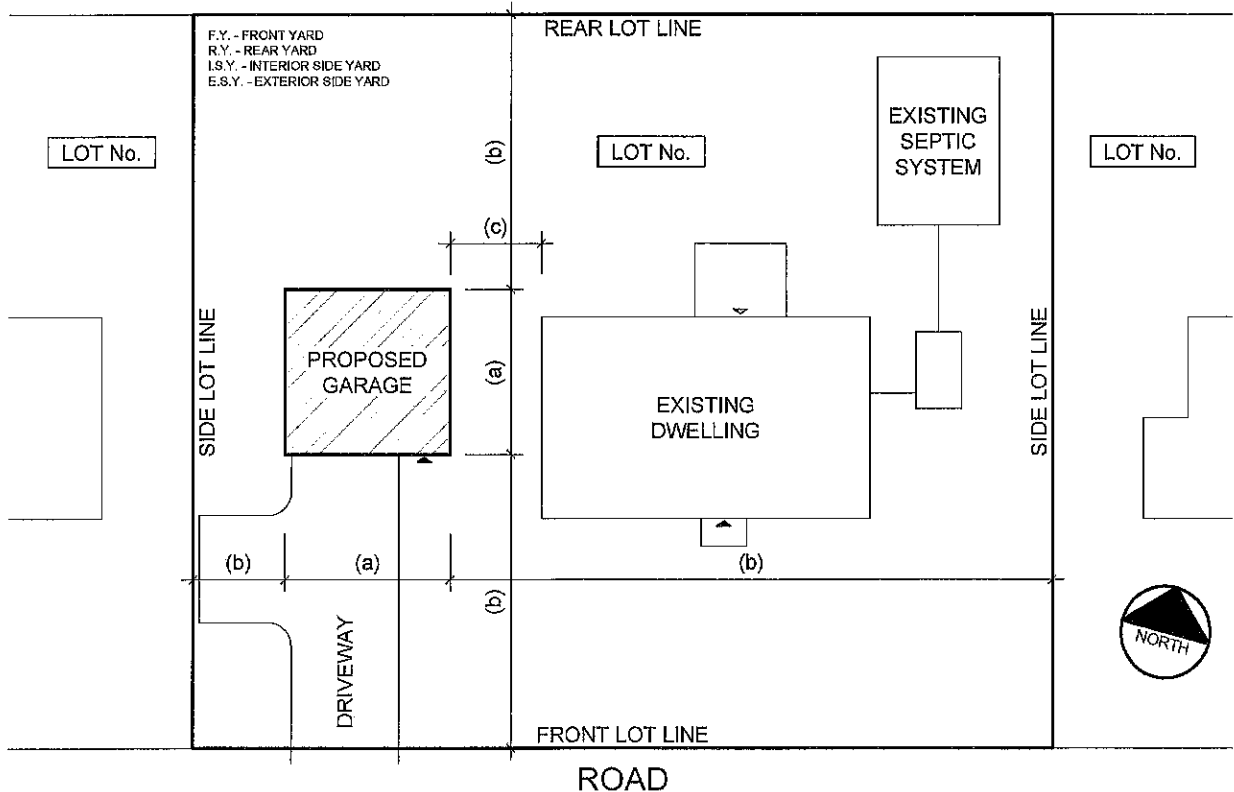
- 1) The permit application shall include 2 complete sets of fully dimensioned construction drawings. A non-refundable deposit of \$75 shall accompany the application for permit.
- 2) All drawings and specifications are to be project specific.
- 3) Refer to our zoning by-law, available on our website (www.highlandseast.ca) for setback information, restrictions to location, size, height, etc.
- 4) All drawings are to be drawn to scale. The scale shall be noted on the drawings.
- 5) **DO NOT** include presentation graphics (furniture, vehicles, etc.) on construction drawings.
- 6) Where the proposed building is to be constructed within 1 metre of a required setback or survey monuments are not visible, verification of setback **MUST** be provided by an Ontario Land Surveyor prior to footing inspection.
- 7) Required inspections:
 - a) Footing: After excavation and installation of formwork, prior to placement of concrete,
 - b) Framing: After framing is complete, prior to installation of cladding, and
 - c) Occupancy: Upon completion of building, **PRIOR TO USE**, and
 - d) Final: Upon completion of building.

Note: Inspections will be conducted within 2 business days from receipt of notice.
- 8) Any changes to the approved plans must be reviewed by the Building Department prior to commencement of construction.

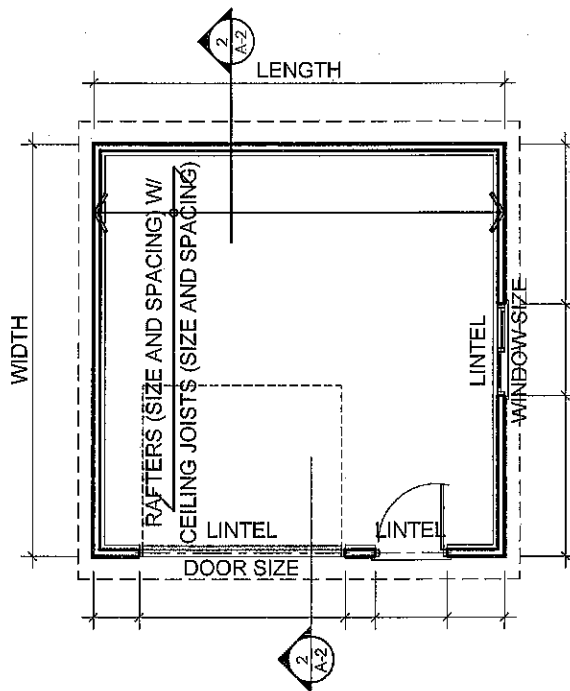
NOTES:

- 1) SITE PLAN TO BE DRAWN TO SCALE.
 - 2) ALL DIMENSIONS, ETC. TO BE SHOWN IN METRIC.
 - 3) INCLUDE ALL LOT LINES AND DIMENSIONS.
 - 4) INDICATE ALL PROPOSED AND EXISTING BUILDINGS, DECKS, SEPTIC SYSTEM, ETC.
 - 5) SHOW SIZE AND USE OF ALL PROPOSED AND EXISTING BUILDINGS.
 - 6) SHOW SETBACKS TO PROPOSED AND EXISTING BUILDINGS, ETC.
 - 7) SHOW EASEMENTS, RIGHT-OF-WAYS, OVERHEAD POWER LINES, ETC.
- (a) LENGTH/WIDTH OF STRUCTURE
 (b) SETBACK TO PROPERTY LINE
 (c) CLEARANCE TO ADJACENT BUILDING
 (d) CLEARANCE TO SEPTIC SYSTEM

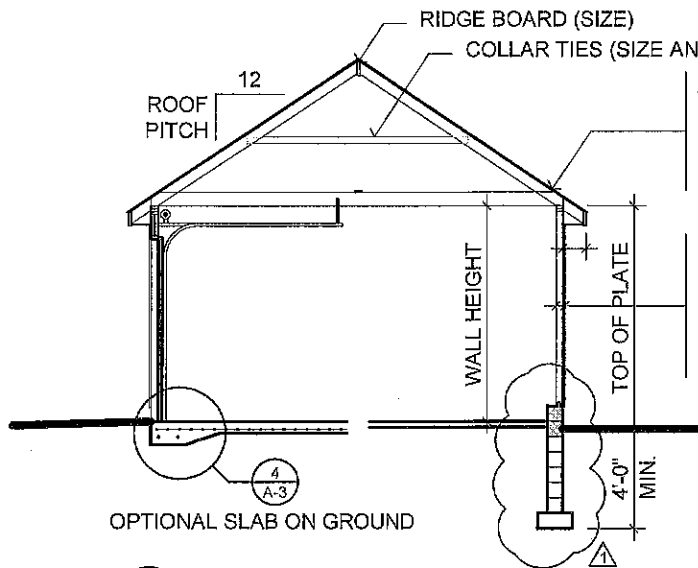
SITE INFORMATION		
LOCATION:	MUNICIPAL ADDRESS	
LEGAL:	LOT No. PLAN No. CON. No. ETC.	
ZONING:	CURRENT ZONING OF PROPERTY	
	REQUIRED	PROVIDED
LOT AREA		
G.F.A. DWELLING ACCESSORY BLDG.		
LOT COVERAGE (%)		
SETBACKS		
F.Y. DWELLING ACCESSORY BLDG.		
R.Y. DWELLING ACCESSORY BLDG.		
I.S.Y. DWELLING ACCESSORY BLDG.		
E.S.Y. DWELLING ACCESSORY BLDG.		
No. OF STOREYS		
BLDG. HEIGHT		



drawing title	<p>SITE PLAN GARAGE</p>	application no.
project		date
		drawing number <p>A-1</p>



1 FLOOR PLAN
A-2 SCALE



2 BUILDING SECTION
A-2 SCALE

NOTES:

- 1) ALL LUMBER SHALL BE GRADED AND STAMPED.
- 2) ALL SHEATHING SHALL BE EXTERIOR GRADE.
- 3) RAFTERS, JOISTS AND LINTELS ARE TO BE DESIGNED FOR 52 PSF SNOW LOAD.
- 4) ALL FOOTINGS TO BEAR ON UNDISTURBED SOIL.
- 5) CONCRETE SLAB STRENGTH SHALL BE MINIMUM 32 MPa @ 28 DAYS W/ 5-8% AIR ENTRAINMENT. SLAB SHALL BE SLOPED TO DRAIN TO EXTERIOR.
- 6) CONSTRUCTION NOTES TO INCLUDE ALL MATERIAL TYPES, SIZES ETC. OPTIONAL INSTALLATIONS AND GENERAL CODE REFERENCES WILL NOT BE ACCEPTED.
- 7) BUILDINGS NOT EXCEEDING 592 S.F. IN BUILDING AREA, NOT MORE THAN 1 STOREY IN BUILDING HEIGHT AND ARE NOT OF MASONRY OR MASONRY VENEER CONSTRUCTION MAY BE CONSTRUCTED ON A SLAB ON GROUND.
- 8) INDICATE CHANGES TO DRAWINGS WITH REVISION CLOUDS AND PROVIDE REVISION DETAILS.

ROOF CONSTRUCTION
 ROOF FINISH
 SHEATHING (TYPE AND THICKNESS)
 RAFTERS (SIZE AND SPACING)
 CEILING JOISTS (SIZE AND SPACING)

WALL CONSTRUCTION
 EXTERIOR FINISH
 SECOND PLANE OF PROTECTION
 SHEATHING MEMBRANE
 SHEATHING (TYPE AND THICKNESS)
 WOOD FRAMING (SIZE AND SPACING)

NO.	YY/MM/DD	REVISION TO FOUNDATION
		DESCRIPTION
REVISIONS		



drawing title

DETACHED GARAGE

project

application no.

date

drawing number

A-2

ROOF RAFTERS - SPF
52 PSF SPECIFIED SNOW LOAD

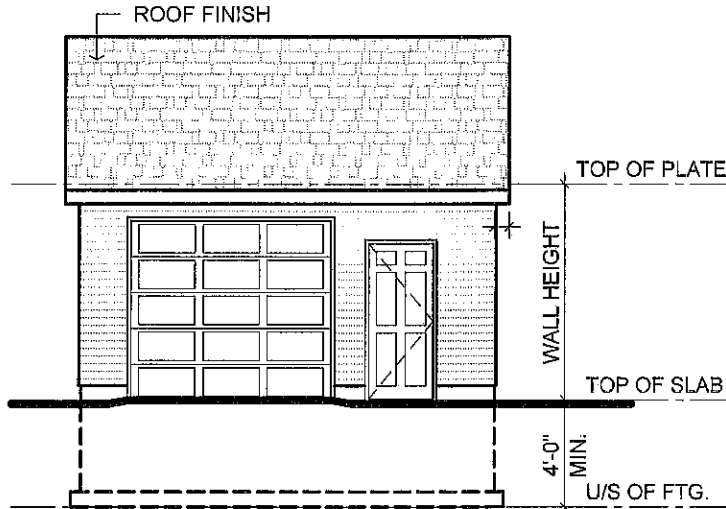
RAFTER SIZE	RAFTER SPACING		
	12" o.c.	16" o.c.	24" o.c.
2x4	7'-6"	6'-9"	5'-11"
2x6	11'-10"	10'-9"	9'-4"
2x8	15'-9"	14'-1"	11'-6"
2x10	19'-10"	17'-3"	14'-1"
2x12	23'-1"	20'-0"	16'-4"

ROOF JOISTS - SPF
52 PSF SPECIFIED SNOW LOAD

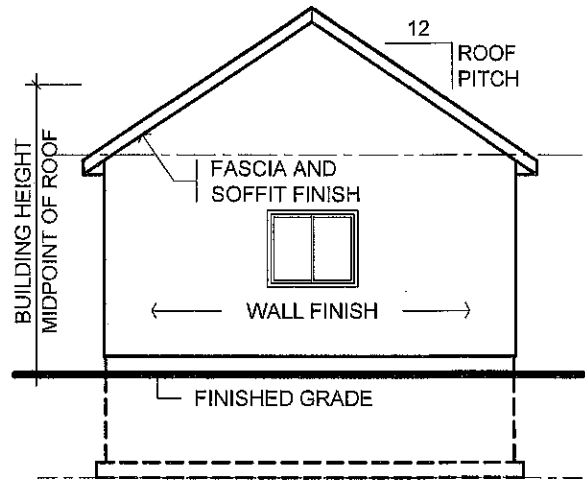
JOIST SIZE	JOIST SPACING		
	12" o.c.	16" o.c.	24" o.c.
2x4	5'-11"	5'-4"	4'-8"
2x6	9'-4"	8'-6"	7'-5"
2x8	12'-4"	11'-2"	9'-9"
2x10	15'-9"	14'-4"	12'-6"
2x12	19'-2"	17'-5"	15'-2"

CEILING JOISTS - SPF

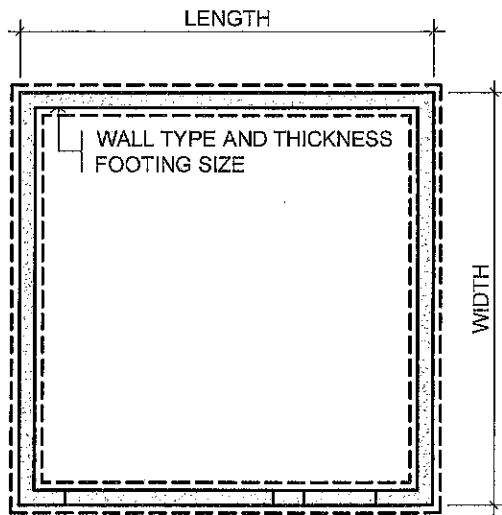
JOIST SIZE	JOIST SPACING		
	12" o.c.	16" o.c.	24" o.c.
2x4	10'-2"	9'-3"	8'-1"
2x6	16'-1"	14'-7"	12'-9"
2x8	21'-1"	19'-2"	16'-9"
2x10	26'-11"	24'-6"	21'-4"
2x12	32'-9"	29'-10"	26'-0"



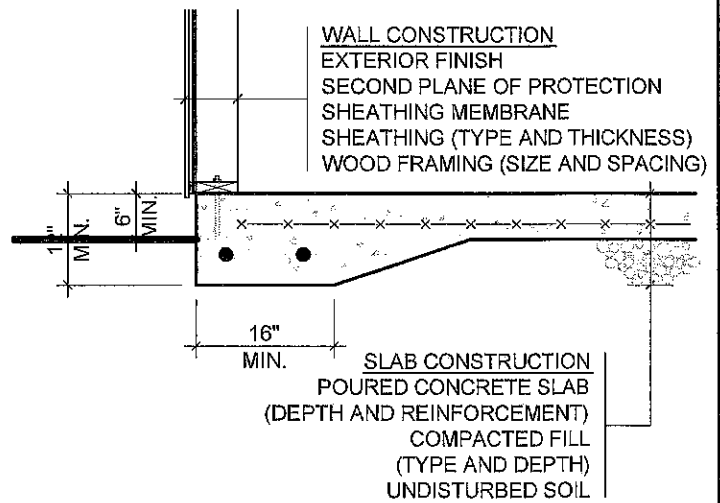
1 FRONT ELEVATION
A-3 SCALE



2 SIDE ELEVATION
A-3 SCALE



3 FOUNDATION PLAN
A-3 SCALE



4 SLAB ON GRADE
A-3 SEE NOTE 7



drawing title

DETACHED GARAGE

project

application no.

date

drawing number

A-3