

4432 George St, Box 100 Sydenham, ON K0H 2T0 613-376-3027

building@southfrontenac.net

BUILDING APPLICATION CHECKLIST – MAJOR PROJECTS

(Ex: Single detached dwelling or Seasonal dwelling)

	· ·						
The	のすすひ ひひ フェニ	din ar Camandian a	Review fee is re			- 	
INE	811U UU Z OO	una Compuisnce	I ROVIOW TOO IS TO	milited to be i	nain iinon ai	aniicziion s	annmiggion
	♥ I I U.UU _ UI			guiled to be i	paia apoii aj	opiioatioii s	,481111331011.

NOTE: Applications may be refused if the first eight (8) documents are not submitted. ☐ Building permit application ☐ A separate sewage system application (when constructing a new dwelling on vacant land) ☐ 2 sets of full-size construction drawings including: all structural framing, floor plans, elevations, cross sections, footings/foundation wall details, truss layout ☐ Plot plan is required to show: distance of the dwelling from all property lines, from all structures and proposed structures distance from high water mark/all water bodies distance from the sewage system and septic tank distance from any overhead power lines the dimensions and area of the lot and a North arrow • the location, dimension, and area of the dwelling in relation to the building lot the street name/lane name, address and driveway location ☐ Owner Responsibilities form ☐ Heat loss/gain calculations with ventilation design ☐ Energy Efficiency Design Summary ☐ Agent Authorization form ☐ Zoning Compliance Certificate (is required from the Planning Coordinator) ☐ Copy of Development Agreement (if applicable) ☐ Approved entrance permit from Public Services (if driveway is on a public road) ☐ Conservation Authority - provide email from CA as to whether an approval is required or not (Applies to **all** projects located near any water body) ☐ Tax bill or deed (proof of land ownership) ☐ Survey of property (upon request) ☐ Well record (upon request)

An in-depth plans examination may reveal that further information may be required from the applicant to satisfy compliance with the Ontario Building Code or other applicable law. Total fees will be determined during the Building Inspectors review.

Note: All Decks require a separate permit application from the dwelling application. Please refer to Deck application package on the website.

Potential additional fees: Development Charges = \$13,202.00 (As per DC Bylaw)

Lot Grading Deposit = \$3,000.00 (As per Subdivision/Development Agreement)



Application for a Permit to Construct or Demolish This form is authorized under subsection 8(1.1) of the Building Code Act.

For use by Principal Authority										
Application number:		Permit number (if different):								
Date received:		Roll number:								
Application submitted to:Township	Application submitted to:Township of South Frontenac									
A. Project information Building number, street name				Unit number	Lot/con.					
building number, street name				Onithumber	LOVCOII.					
Municipality	Postal code		Plan number/other	description						
Project value est. \$	1		Area of work (m²)							
B. Purpose of application										
q New construction q Addition t existing b		q Altera	ation/repair	q Demolition	Conditional Permit					
Proposed use of building	Curre	ent use of	building							
Description of proposed work										
C. Applicant Applicant is: q	Owner or	C	1							
Last name	First name		Corporation or par	tnersnip						
Street address				Unit number	Lot/con.					
Municipality	Postal code		Province	E-mail						
Telephone number ()	Fax ()				Cell number ()					
D. Owner (if different from applicant)										
Last name	First name		Corporation or par	tnership						
Street address	ı		I	Unit number	Lot/con.					
Municipality	Postal code		Province	E-mail						
Telephone number ()	Fax ()			Cell number						

E. Builder (optional)						
Last name	First name	Corporation or partnersh	nip (if applicab	le)		
Street address			Unit number	nit number Lot/con.		
Municipality	Postal code	Province	E-mail			
Telephone number	Fax		Cell number			
()						
F. Tarion Warranty Corporation (Ontario	New Home Warrant	y Program)				
 i. Is proposed construction for a new hor Plan Act? If no, go to section G. 	ne as defined in the Onta	ario New Home Warrantie	s C	Yes	q	No
ii. Is registration required under the Ontai	rio New Home Warrantie	s Plan Act?	C	Yes	q	No
iii. If yes to (ii) provide registration numbe	r(s):					
G. Required Schedules						
i) Attach Schedule 1 for each individual who rev	iews and takes responsi	bility for design activities.				
ii) Attach Schedule 2 where application is to cons	struct on-site, install or re	epair a sewage system.				
H. Completeness and compliance with a	applicable law					
 This application meets all the requirements of Building Code (the application is made in the applicable fields have been completed on the schedules are submitted). 	correct form and by the o	owner or authorized agent		Yes	s q	No
Payment has been made of all fees that are required, under the applicable by-law, resolution or regulation made under clause 7(1)(c) of the <i>Building Code Act, 1992</i> , to be paid when the application q Yes is made.					No	
ii) This application is accompanied by the plans resolution or regulation made under clause 7(-law,	Yes	q	No
					No	
iv) The proposed building, construction or demoli	ition will not contravene a	any applicable law.	C	Yes	s q	No
I. Declaration of applicant						
1				decl	are that:	
(print name)						
 The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership. 						
Date	Signature of a	applicant				

Personal information contained in this form and schedules is collected under the authority of subsection 8(1.1) of the *Building Code Act*, 1992, and will be used in the administration and enforcement of the *Building Code Act*, 1992. Questions about the collection of personal information may be addressed to: a) the Chief Building Official of the municipality or upper-tier municipality to which this application is being made, or, b) the inspector having the powers and duties of a chief building official in relation to sewage systems or plumbing for an upper-tier municipality, board of health or conservation authority to whom this application is made, or, c) Director, Building and Development Branch, Ministry of Municipal Affairs and Housing 777 Bay St., 2nd Floor. Toronto, M5G 2E5 (416) 585-6666.

Schedule 1: Designer Information

Use one form for each individual who reviews and takes responsibility for design activities with respect to the project. A. Project Information Building number, street name Lot/con. Unit no. Municipality Postal code Plan number/ other description B. Individual who reviews and takes responsibility for design activities Name Firm Street address Unit no. Lot/con. Municipality Postal code Province E-mail Telephone number Cell number Fax number ()) C. Design activities undertaken by individual identified in Section B. [Building Code Table 3.5.2.1. of Division C1 House HVAC - House **Building Structural** q Small Buildings **Building Services** Plumbing - House q q Large Buildings Detection, Lighting and Power Plumbing – All Buildings q q Complex Buildings Fire Protection On-site Sewage Systems a Description of designer's work D. Declaration of Designer declare that (choose one as appropriate): (print name) q I review and take responsibility for the design work on behalf of a firm registered under subsection 3.2.4.of Division C, of the Building Code. I am qualified, and the firm is registered, in the appropriate classes/categories. Individual BCIN: Firm BCIN: ___ I review and take responsibility for the design and am qualified in the appropriate category as an "other designer" under subsection 3.2.5.of Division C, of the Building Code. Individual BCIN: ___ Basis for exemption from registration: The design work is exempt from the registration and qualification requirements of the Building Code.

NOTE:

qualification:

Date

For the purposes of this form, "individual" means the "person" referred to in Clause 3.2.4.7(1) d).of Division C, Article 3.2.5.1. of Division C, and all other persons who are exempt from qualification under Subsections 3.2.4. and 3.2.5. of Division C.

exemption

1. The information contained in this schedule is true to the best of my knowledge. 2. I have submitted this application with the knowledge and consent of the firm.

Schedule 1 is not required to be completed by a holder of a license, temporary license, or a certificate of practice, issued by the Ontario Association

I certify that:

Signature of Designer

from

registration

and

of Architects. Schedule 1 is also not required to be completed by a holder of a license to practise, a limited license to practise, or a certificate of authorization, issued by the Association of Professional Engineers of Ontario.

Basis



4432 George St, Box 100 Sydenham ON, K0H 2T0 613-376-3027

building@southfrontenac.net

OWNER RESPONSIBILITIES

Project location i	nformation:		
Property owner(s):	·		
Project address: _			
Phone #:		Email:	
Roll #:			
			R Plan #:
To the Township o	I am owner li	sted above , c	or; of the property owner listed above
As the owner/ager		_	of the property owner listed above
Department Star includes but is respectively systems and othe owner/agent to law 2003-75, are That an Occupation occupancy of a The owner(s) are for the project, a various stages of Permit drawings relieve the owner meet or exceed	iff is not confirm not limited to se her structures. I meet the setband; ancy Permit mula seasonal or pere obligated to a and that no wor of construction is and documenter and/or authoothe requirementer.	paration that all a paration of stream of the issued ermanent resident arrange for the k will proceed indicated on the submitted was of the Ontal paration of the Ontal paratical agent from the Ontal paratical par	r a general site review by the Building zoning setbacks have been adhered to. This ructures to the high water mark, lot lines, sewage d that it is the sole responsibility of the ats as set out in the South Frontenac Zoning Byby a Township Building Official prior to any dence and; a inspections indicated on the permit card issued until the Building Inspector has inspected the ne permit card, and; with errors or omissions contained therein do not om the responsibility of completing all work to ario Building Code. have the authority to bind the corporation or
Signature			Date

Note: The Ontario Building Code Act requires that request for inspections is made a minimum 2 regular business days in advance of the regular business day upon which the inspection is needed.



4432 George St, Box 100 Sydenham ON, K0H 2T0 613-376-3027

building@southfrontenac.net

Permit #: PR

Agent Authorization Form

A. Projec	t location:							
Street addre	SS:							
B. Autho	B. Authorized agent information:							
Last name:		Fi	rst name:	Corporation/partne	ership:			
				Destal and	1.5			
Street addre	SS:			Postal code:	Pro	vince:		
Phone numb	oer.	Cell nun	nher:	E-mail:				
i none name	oci.	Cell Hull	ibei.	L-maii.				
		1		L				
C. Parties	s authorized to re	ceive in	nspection reports:			Trade	All	
Company/	company/Contractor Contact email			specific reports	reports			
						П		
						Ш		
D. Declar	ation of Owner:							
I,, being the registered owner of the above noted property hereby authorize the party stated in Section B of this form to make application for permit on my behalf to Building Services of the Township of South Frontenac in accordance with the applicable requirements of the Ontario Building Code for the purpose of the identified project.								
All parties above.	identified in Section	on C are	hereby authorized t	o receive inspection	n reports	as outlin	ed	
I, as the registered owner of the above noted property, wish to be copied on all communication throughout the application and review process.								
1 1 '	I, as the registered owner of the above noted property, wish to receive a copy of all inspection reports.							
Date:		Signati	ure:					

Note: It is the responsibility of the owner/authorized agent to provide the contact information in Section C and to update this information if there are any changes. If this information is not provided, any assigned inspection reports will only be sent to the applicant for the above noted project.



Development Services 4432 George St, Box 100 Sydenham, ON K0H 2T0 613-376-3027 building@southfrontenac.net

Civic Addressing Application Form

Applicant Inforr	nation:		Date:				
Name:							
Company Name	(if applicable):						
Mailing address:							
Phone:		Email:					
Property Inform	ation:						
Legal Description	n: Lot:0	Concession:	Plan No.: _		_ Part:		
Road name:							
Address to the ea	ast or west or acro	ss road:					
Civic Address r	equest information	n:					
Reason(s) for ob	taining a civic add	ress? Check all	that apply:				
Building Permit	Replacement	Subdivision	Severance	Site Plan	Other		
Please ensure t	hat the following	is included wit	h this applicati	ion:			
debit or credi 2) An approved 2490 Keeley	ne \$103.00 civic act card. Entrance permit is Road) if located or tax bill or deed ma	s required from t n a public road.					
Owner's name (i	f different from the	Applicant's nam	e):				
Sigi	ned by Owner			Date			
Office Use Or New Civic Add	-		Date Received: _				
			Fee Paid: _\$				
Completed Da	ile.		File #:				

Energy Efficiency Design Summary: Prescriptive Method

(Building Code Part 9, Residential)

This form is used by a designer to demonstrate that the energy efficiency design of a house complies with the building code using the prescriptive method described in Subsection 3.1.1. of SB-12. This form is applicable where the ratio of gross area of windows/sidelights/glazing in doors and sliding glass doors to the gross area of peripheral walls is not more than 22%.

			For use by P	rincipal Au	uthority		
Application No:					Certification Number		
A. Project Information	n						
Building number, street name	. •					Unit number	Lot/Con
Municipality		Postal	code	Reg. PI	an number / other descrip	otion	
B. Prescriptive Cor	npliance	indicate the	building code co	ompliance	package being empl	loyed in this house of	design]
SB-12 Prescriptive (inpl	ut design p	oackage): P	ackage:		Tabl	e:	
C. Project Design Co	nditions						
Climatic Zone (SB-1):			quipment Effic	ciency	Space Heating	Fuel Source	
☐ Zone 1 (< 5000 degree day	,	□ ≥ 92% Al	_		□ Gas	□ Propane	□ Solid Fuel
☐ Zone 2 (≥ 5000 degree days	•	□ ≥ 84% <			□ Oil	□ Electric	□ Earth Energy
Ratio of Windows, Skylights	& Glass	(W, S & G) to	o Wall Area		Other Building		Grade □ ICF Basement
Area of walls =m ² or	ft ²				_		
Alea of walls =iff ofit		11,000	§ % =		□ Slab-on-ground □ Walkout Basement □ Air Conditioning □ Combo Unit		
_		Utilize window	v averaging: □\	res □No □ Air Sourced Heat Pump (ASHP)			
Area of W, S & G = $_{m^2}$ or $_{ft^2}$ Utilize window averaging:					☐ Ground Source	ed Heat Pump (G	SHP)
D. Building Specifica					ficiency components	proposed]	
Energy Efficiency Subs	titutions						
□ ICF (3.1.1.2.(5) & (6) / 3.1.1	.3.(5) & (6))					
□ Combined space heating ar			ing systems (3	3.1.1.2.(7) / 3.1.1.3.(7))		
□ Airtightness substitution(s)							
,	□ Table 3	.1.1.4.B Re	quired:	Permitted Substitution:			
Airtightness test required (Refer to Design Guide Attached)	□ Table 3	s.1.1.4.C Required:			Permitted Substitution:		
(Neier to Design Guide Attached)	- Table 5		-		<u> </u>	_	
Building Componer	nt		quired: SI / R values		Permitted Substitution: Building Component		Efficiency Ratings
		or Maximu	<u>m U-Value⁽¹⁾ </u>				
Thermal Insulation		Nominal	Effective		ws & Doors Pro		rating
Ceiling with Attic Space				Windows/Sliding Glass Doors			
Ceiling without Attic Space				Skylights/Glazed Roofs			
Exposed Floor				Mechanicals			
Walls Above Grade				Heating Equip.(AFUE)			
Basement Walls				HRV Efficiency (SRE% at 0°C)			
Slab (all >600mm below grade)				DHW H	Heater (EF)		
Slab (edge only ≤600mm below grade)					DWHR (CSA B55.1 (min. 42% efficiency)) # Showers		
Slab (all ≤600mm below grade, or heated)					ned Heating Syste	em	
(1) U value to be provided in eith		or Btu/(h•ft²•F) but not both				
E. Designer(s) [name(s)				iding info	mation herein to sub	stantiate that design	n meets the building code]
Qualified Designer Declaration							<u> </u>
Name				BCIN		Signature	
						-	
				1			

Guide to the Prescriptive Energy Efficiency Design Summary Form

This form must accurately reflect the information contained on the drawings and specifications being submitted. Refer to Supplementary Standard SB-12 for details about building code compliance requirements. Further information about energy efficiency requirements for new buildings is available from the provincial building code website or the municipal building department.

The building code permits a house designer to use one of four energy efficiency compliance options:

- 1. Comply with the SB-12 Prescriptive design tables (this form is for this option (Option 1)),
- 2. Use the SB-12 Performance compliance method, and model the design against the prescriptive standards,
- 3. Design to Energy Star, or
- 4. Design to R2000 standards.

COMPLETING THE FORM

B. Compliance Options

Indicate the compliance option being used.

<u>SB-12 Prescriptive</u> requires that the building conforms to a package of thermal insulation, window and
mechanical system efficiency requirements set out in Subsection 3.1.1. of SB-12. Energy efficiency design
modeling and testing of the building is not required under this option. Certain substitutions are permitted. In
which case, the applicable airtightness targets in Table 3.1.1.4.A must be met.

C. Project Design Conditions

Climatic Zone: The number of degree days for Ontario cities is contained in Supplementary Standard SB-1 Windows, Skylights and Glass Doors: If the ratio of the total gross area of windows, sidelights, skylights, glazing in doors and sliding glass doors to the total gross area of walls is more than 17%, higher efficiency glazing is required. If the ratio is more than 22%, the SB-12 Prescriptive option may not be used. The total area is the sum of all the structural rough openings. Some exceptions apply. Refer to 3.1.1.1. of SB-12 for further details. Fuel Source and Heating Equipment Efficiency: The fuel source and efficiency of the proposed heating equipment must be specified in order to determine which SB-12 Prescriptive compliance package table applies. Other Building Conditions: These construction conditions affect SB-12 Prescriptive compliance requirements.

D. Building Specifications

Thermal Insulation: Indicate the RSI or R-value being proposed where they apply to the house design. Under the <u>SB-12 Prescriptive</u> option, alternative ICF wall insulation is permitted in certain conditions where other design elements meet higher standards. Refer to SB-12 for further details. Where effective insulation values are being used, the Authority Having Jurisdiction may require supporting documentation.

BUILDING CODE REQUIREMENTS FOR AIRTIGHTNESS IN NEW HOUSES

All houses must comply with increased air barrier requirements in the building code. Notice of air barrier completion must be provided and an inspection conducted prior to it being covered.

The air leakage rates in Table 3.1.1.4.A are not requirements. This provision is a voluntary provision for when credits for airtightness are claimed. Credit for air tightness allows the designer to substitute the requirements of compliance packages as set out in Table 3.1.1.4.B or 3.1.1.4.C. Neither the air leakage test nor compliance with airtightness targets given in Table 3.1.1.4.A are required, unless credit for airtightness is claimed. Table 3.1.1.4.A provides airtightness targets in three different metrics; ACH, NLA, NLR. Any one of them can be used. OBC Reference Default Air Leakage Rates (Table 3.1.1.4.A)

Decilalinas Termo	Airtightness Targets								
Building Type	ACH @ 50 Pa	NLA @	2 10 Pa	NLR @ 50 Pa					
Detached dwelling	2.5	1.26 cm ² /m ²	1.81 in ² /100ft ²	0.93 L/s/m ²	0.18 cfm50/ft ²				
Attached dwelling	3.0	2.12 cm ² /m ²	3.06 in ² /100ft ²	1.32 L/s/m ²	0.26 cfm50/ft ²				

The building code requires that a blower door test be conducted to verify the air tightness of the house during construction if the <u>SB-12 Prescriptive</u> option with airtightness credit being applied. Results of the airtightness test may need to be submitted to the Authority Having Jurisdiction. Airtightness of less than 2.5 ACH @ 50 Pa (or NLA or NLR equivalent) in the case of detached houses, or 3.0 ACH @ 50 Pa (or NLA or NLR equivalent) in the case of attached houses is necessary to meet the required energy efficiency standard.

E. House Designer

The building code requires designers providing information about whether a building complies with the building code to have a BCIN. Exemptions apply to architects, engineers and owners designing their own house.

Radon Gas Mitigation Program – Compliance Options

Building Code Requirements (low-rise residential dwellings)

Option #1: pipe, mandatory testing	Advantages / Opportunities	Challenges		
 Provide for subfloor depressurization (pipe rough-in), in accordance with SB-9, 3.2.(1)-(5). Ref.: Division B, 9.13.4.2.(2)(c) Mandatory testing required. Ref.: SB-9, 3.2.(6) Subfloor depressurization system required to be installed only if concentration levels exceed 200 Bq/m³. Ref.: SB-9, 3.2.(9) 	 Establish a database for monitoring test results. Radon levels will be reduced to less than Health Canada Guidelines of 200 Bq/m³, and occupant safety will be ensured. Pipe rough-in present for future depressurization system. Most cost effective for builder. (if depressurization system not required) Testing will be carried out by a certified C-NRPP professional. (Canadian National Radon Proficiency Program) 	 Building permits will remain open for between 3- 12 months while testing is being done. Lack of slab sealing or vapour barrier below slab, and lack of wall sealing, could make remediation expensive, particularly if basement is finished. 		
Option #2: soil gas barrier, no pipe	Advantages / Opportunities	Challenges		
 Sealing of walls. Ref.: Division B, 9.13.4.2.(3) Bituminous damproofing. (i.e.: tar foundation walls) Sealing of floors. Ref.: Division B, 9.13.4.2.(4)(a) Polyethylene under slab (6 mil), and Caulk all slab penetrations above slab, and perimeter of slab. Approved spray foam 	 Relatively easy to depressurize below slab should radon levels be found to exceed 200 Bq/m³. (not difficult to install pipe after construction) Limits difficulties of retrofit slab sealing if basement space is finished and elevated radon levels are found thereafter. Permit can be closed after construction is complete. (not dependent on testing results) 	 Separate inspection of poly / spray foam below slab. Additional construction costs for materials and labour. Presence of radon will remain unknown if voluntary testing not done. There's no guarantee that radon levels will be less than Health Canada Guidelines of 200 Bq/m³, and occupant safety is not guaranteed. No pipe rough-in for future depressurization system. 		
Option #3: depressurization system, partial soil gas barrier	Advantages / Opportunities	Challenges		
 Sealing of walls. Ref.: Division B, 9.13.4.2.(3) Bituminous damproofing. (i.e.: tar foundation walls) Provide subfloor depressurization pipe in accordance with SB-9, 3.2.(1)-(5). Install active subfloor depressurization system (fan). Ref.: Division B, 9.13.4.2.(4)(b). 	 Radon levels will be likely be reduced to less than Health Canada Guidelines of 200 Bq/m³, and occupant safety will likely be ensured, however no guarantee as no testing is required. Permit can be closed after construction is complete. (not dependent on testing results) 	 Additional construction costs for materials and labour. Presence of radon will remain unknown if voluntary testing not done. Increased electricity use due to fan, even though fan may not be necessary. Excessive air leakage (heat loss) may occur through slab due to the lack of vapour barrier below and slab sealing. 		

Note: For further information, please see the South Frontenac Township website - www.southfrontenac.net



4432 George St, Box 100 Sydenham ON, K0H 2T0 613-376-3027

building@southfrontenac.net

Soil Gas Mitigation Strategy Declaration

Date received: Permit number:						
Project Location:						
Building number, street name:			Lot/con.			
Telephone number:		E-mail:				
Owner or Authorized Agent:						
Last name:		First name:				
Telephone number: E-mail:						
Declaration of applicant:						
Certify that: 1. Building permit drawings shall clearly indicate details associated with radon gas mitigation Option # to be constructed on site: 2. It is my responsibility to conduct the radon test, if required, to determine the radon concentration in the building services.						
Date		Signature of Designer				

