

COMMERCIAL PROJECTS - DRAWINGS TO BE SUBMITTED (DIGITAL PDF COPY REQUIRED)

YES	NO	N/A	
APPLICATION FORM			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Filled out completely, signed and dated.
SITE PLAN			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Indicating property lines, access/driveways, structures, distances to property lines, distance between structures, distances to fire hydrants/overhead power, topographical, wells.
PRE-MANUFACTURED BUILDING			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	CSA Label (QAI, Intertec) or AMA if manufactured prior to 2019
OR			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	CSA A660 Certificate of Design and Manufacture (Commercial & Industrial)
CONSTRUCTION DRAWINGS			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Floor plan, use/occupancy - Full building floor plan identifying other tenant occupancies c/w tenant improvement floor plans. TI scope (change in floor plan, HVAC etc..)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Elevations
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Foundation Plan
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Concrete, ICF, piling, grade beam, support/anchoring, preserved wood, screw pile, slab
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tall wall - More than 12' engineered
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Roof System - Trusses engineered
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Floor Joist System - Other than conventional lumber to be engineered
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hydronic Heating System - Drawings must be pre-engineered or engineered design
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Building Systems - Such as mechanical, electrical
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Specific/detail - Such as fire protection components, fire detection, fire suppression, materials, equipment, hot tub, pool, sauna, solid fuel appliance, solar panel
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Professional Seal or Stamp - dated and signed if project requires professional engagement
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Demolition Details - Such as asbestos abatement, utilities, disposal - SEPARATE PERMIT
PROFESSIONAL SCHEDULES			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Professional (architect, engineer, designer) schedules apply where one or more professionals are (or must be) engaged/retained
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Schedule A Letter of Commitment by the Owner and Coordinating Professional (must be in place at inception of the project before the issuance of a development or building permit). Reno and TI's include sealed letter providing rational for scopes not impacted. Code review from coordinating registered Professional
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Schedule B - Letter of Commitment by the Registered Professional of Records (must be attached to the drawings and specifications submitted for a building permit)
ENERGY EFFICIENCY			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9.36. or NECB 2020 (for non residential over 300m2 and F2)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Prescriptive
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Performance characteristics for building elements are met by following the prescribed approach set out in the code. (ie: following the thermal insulation and amount of windows for the region)
OR			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Trade-off
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Energy performance characteristics for building elements are met, however, within each building element it is possible to "trade off" increased performance in one element for reduced performance in another
OR			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Performance
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Performance characteristics for the building are met using a design prepared by a qualified professional.
CONSTRUCTION SITE FIRE SAFETY PLAN			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Construction Fire Safety Plan for construction and demolition sites. Submit to local fire authority.
VARIANCE REQUEST			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Alternative solution may be beneficial in conjunction with a permit application. If used it must be filled out completely, describe what is intended and how it will meet or exceed Code requirements and include supporting evidence. Variance Fee required
OTHER REQUIRED PERMITS			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Development Permit
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Check with municipality - most often required prior to Safety Codes Permit
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Electrical, Plumbing, Gas and Private Sewage Permits
OTHER INFORMATION			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Safety Codes Officer may require additional information in order to proceed (Code consultation available upon request)