

Temporary Structures

A GUIDE FOR SPECIAL EVENTS APPLICATIONS

PREPARED BY: BUILDING SERVICES



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SPECIAL EVENTS APPLICATION REQUIREMENTS

What you will need to apply

TEMPORARY STRUCTURES FORM + TEMPORARY STRUCTURES SCHEDULE:

1. (TS) Completed Temporary Structures Form



2. (TS1, TS2, TS3, and/or TS4) Completed accompanying Temporary Structures Schedule(s)











Who to contact

PUBLIC PROPERTY

All public events held on municipal property are required to have a Special Event Permit and meet City requirements to ensure a safe and successful event for all involved. Anyone who would like to plan a public event must first contact the City's Special Events Office. Email events@barrie.ca or visit our Special Events web page for further information.

PRIVATE PROPERTY

If you plan to erect a Temporary Structure(s) on private property, you must ensure that you have obtained a building permit, when required. Visit our <u>Building Services Temporary Structures</u> web page for more information.



How to apply for a Building Permit

Visit barrie.ca/APLI to apply online



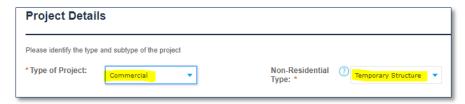
Permit Type:

→ Choose: Building Permits

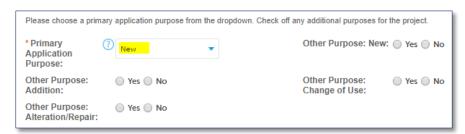


Project Details:

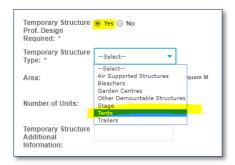
- → Type of Project: Commercial
- → Non-Residential Type: Temporary Structure



Primary Application Purpose: New



→ Temporary Structure Questions: Choose your structure type



Use our <u>APLI "How-to" Guide</u> for instructions on the entire online application process and our Electronic Document Submission Standards for upload requirements.



Inspections

Below are commonly required inspections (additional inspections may be required):

Inspection Type:	To Confirm:	Who to Contact:
FINAL	Completion of:	Service Barrie 705-726-4242 ServiceBarrie@Barrie.ca
FIRE SEPARATION	Verification of: • The flame spread rating for tent fabrics Completion of all: • Exit signs; • Emergency lighting; • Fire routes; and • Fire protection systems (fire extinguishers)	Barrie Fire 705-728-3199 Fire.Prevention@Barrie.ca



On-Site Event Requirements

FOR ALL SPECIAL EVENTS: A COPY OF THE FIRE PREVENTION MEASURES MUST BE POSTED ON-SITE



FIRE PREVENTION MEASURES

- All exits, aisles, exist signs, emergency lighting units, fire alarm pull stations, fire extinguishers, hose cabinets, sprinklers, Fire Department access routes, pumper connections, and hydrants must be unobstructed at all times.
- Drapes, curtains, and other decorative textiles must meet NFPA 701 for flame resistance.
 - → Provide documentation to the Fire Department
- · No open flames are permitted
- · No combustibles such as hay, straw, shavings, wood chips, etc. are permitted
- BBQ's to be 3m (10') from structures
 - → A valid propane certificate is required
- Music or theatrical performances are to be shut down in the event of an emergency
- A telephone must be provided on-site for emergency notification of #911
- A Maximum Occupant Load sign is required if more than 60
- . Install NO SMOKING signs throughout the tent
- . Mount 10 lb. ABC fire extinguishers at all required exits
- · Fire watch to be implemented if more than 150 person (see below)

A PERSON EMPLOYED FOR FIREWATCH MUST:

- → Patrol the area and ensure all fire prevention measures are enforced
- → If windowless or after dark hours, have flashlights on scene to assist with exiting in the event of a power failure
- → Have a system to notify occupants of an emergency if no fire alarm is present (i.e. a P.A. system or bull horn)
- A Call #911 to report an emergency and provide: address, name, and call back number

A COPY OF THESE MEASURES MUST BE MAINTAINED ON-SITE



FOR ALL SPECIAL EVENTS PERMITS REQUIRING A BUILDING PERMIT: A COPY OF THE PLACARD <u>MUST</u> BE POSTED ON-SITE

	Barrie
BUILDIN	IG PERMIT NUMBER PMT19-000000
MUN.ADDRESS	123 EXAMPLE STREET
UNIT NO.	LOT NO.
PURPOSE	TEMPORARY STRUCTURE PERMIT
PROJECT DESCRIPTIC	SPECIAL EVENT: Main Stage - South Shore - Stage – Pretend Event tent - 50 x 30 – Other Tent - 30 X 75
PROPERTY DESCRIPT	ON 5 PT LOT 24 PT LOT 25 CL 2078 PCL 1 TO 11
ISSUED BY	Plans Examiner DATE 07/29/2019
	for Chief Building Official
	Protecting the Occupants of Barrie's Buildings
	nply with the Building Code Act, the Ontario Building Code and all other tions and bylaws. 48 Hours notification is required for all required inspections.
	Please call (705) 739-4231 to request inspections.
Please	e post this card in a conspicuous location at the project site.



TENTS



Sample - Building Permit - Application Page 1

	For use	by Principa	l Authority		
Application number:		Permit i	number (if different	t):	
Date received:		Roll nur	mber:		
Application submitted to:(Name o	CITY f municipality, upper-tier	OF BA		servation authority)	-
A. Project information					
Building number, street name 123	Example	Stree	t	Unit number	Lot/con.
Municipality	Postal co		Plan number/oth	er description	
Barrie Project value est. \$ 4 0 000	L4M 4T	5	Area of work /m²	4	
10,000			Area of work (m	['] 74	
B. Purpose of application					
✓ New construction	Addition to an existing building	Alter	ation/repair	Demolition	Conditiona Permit
Proposed use of building		Current use of	building		remin
Event	1	Park Land			
	_ ^ _				
Description of proposed work			> -	F	
Erection of 20' x 40' tent for ') to (end date).	
Erection of 20' x 40' tent for '	nt is: Owner	or .	/ Authorized a) to (end date).	
Erection of 20' x 40' tent for '		or .	/ Authorized a) to (end date).	
Erection of 20' x 40' tent for ' C. Applicant Applican Last name Smith Street address	ot is: Owner	or .	/ Authorized a	gent of owner artnership ame	Lot/con.
Erection of 20' x 40' tent for ' C. Applicant Applicant Last name Smith Street address 5 Street Name	ont is: Owner First nam Jane	or v	Authorized a Corporation or p Company N	gent of owner artnership arme Unit number 201	Lot/con.
Erection of 20' x 40' tent for ' C. Applicant Applicant Last name Smith Street address 5 Street Name Municipality Barrie	Postal coo	or v	/ Authorized a	gent of owner artnership ame Unit number 201 E-mail	d email
Erection of 20' x 40' tent for ' C. Applicant Applicant Last name Smith Street address 5 Street Name Municipality Barrie Telephone number () phone nul	Postal coo	or v	Authorized a	gent of owner artnership ame Unit number 201	d email
Erection of 20' x 40' tent for ' C. Applicant Applicant Last name Smith Street address 5 Street Name Municipality Barrie Telephone number () phone number D. Owner (if different from appli	Postal complete (1) (1) (1) (1) (1) (1) (1) (1) (1) (1)	or ,	Corporation or portion Company N	gent of owner artnership ame Unit number 201 E-mail ad Cell number	d email
Erection of 20' x 40' tent for ' C. Applicant Applicant Last name Smith Street address 5 Street Name Municipality Barrie Telephone number () phone nul	Postal coo	or ,	Authorized a	gent of owner artnership ame Unit number 201 E-mail ad Cell number	d email
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Sample - Building Permit - Application Page 2

Last name	First name	Corporation or	partnership (if ap	plicable)			
Street address			Unit no	ımber	Lot/con.		
Municipality	Postal code	Province	E-mail				
wuricipality	T USIAI COUE	Tiovince	C-mail				
Telephone number	ne number Fax Co						
()	()		()			
F. Tarion Warranty Corporati	on (Ontario New Home War	ranty Program)					
 Is proposed construction fo Plan Act? If no, go to secti 	r a new home as defined in the	Ontario New Home W	'arranties	Ye	s	✓ No	
	on G. er the <i>Ontario New Home Warr</i> a	nties Plan Act?		Ye	-	/ No	
					-	V	
iii. If yes to (ii) provide registra	tion number(s):						
G. Required Schedules							
i) Attach Schedule 1 for each individ	dual who reviews and takes resp	onsibility for design a	ctivities.				
ii) Attach Schedule 2 where applicat	ion is to construct on-site, install	or repair a sewage sy	/stem.				
H. Completeness and complia	ance with applicable law						
i) This application meets all the req		(a) to (d) of Division (C of the	✓ Ye		No	
Building Code (the application is	made in the correct form and by	the owner or authoriz	ed agent, all	▼	• L	INC	
applicable fields have been comp schedules are submitted).	leted on the application and req	uired schedules, and	all required				
Payment has been made of all fe	es that are required, under the a	pplicable by-law, reso	olution or		_ _	_	
regulation made under clause 7(l)(c) of the Building Code Act, 19	92, to be paid when the	he application	√ Ye	5	No	
is made.	A state of the sta						
 This application is accompanied to resolution or regulation made uncertainty 			cable by-law,	Ye	5	No	
iii) This application is accompanied b				✓ Ye	s	No	
law, resolution or regulation mad- the chief building official to deter				V	_ _		
contravene any applicable law.	nine whether the proposed ballo	ing, construction of de	emondon will				
iv) The proposed building, construct	on or demolition will not contrav	ene any applicable la	w.	√ Ye	5	No	
I. Declaration of applicant							
Jane Smith							
(print name)				dec	lare that	t:	
(printrialne)							
1. The information contained i	n this application, attached sche	dules, attached plans	and specificatio	ns, and othe	er attache	ed	
documentation is true to the 2. If the owner is a corporation		with to bind the co	ration or nada	hin			
Enter Date			auon or parmers	nip.			
		e Required			-		
Date	olgnatu	re of applicant					
Personal information contained in this for used in the administration and enforcer the Chief Building Official of the municip duties of a chief building official in relati- this application is made, or, c) Director, 2E5 (416) 585-8666.	nent of the Building Code Act, 1992. ality or upper-tier municipality to whi on to sewage systems or plumbing for	Questions about the coll ich this application is bei or an upper-tier municipa	ection of personal ng made, or, b) the ality, board of healt	information me inspector ha h or conserva	nay be add wing the p ition author	dressed cowers a crity to w	



Sample - Building Permit - Schedule 1: Designer Information Form

	oject Information		takes re			
Building	number, street name 123 E	xample	Street		Unit no.	Lot/con.
Municipa	ality Barrie		al code	Plan number/ other des	cription	
	lividual who reviews and t		onsibili	ity for design activities	3	
Name [Deena Designer			Firm Deena's Des	ign	
	ddress 321 Design Driv	е			Unit no.	Lot/con.
Municipa	^{ality} Barrie		al code	Province ON	E-mail deen	a@deena.com
	ne number	Fav n	umber	011	Cell number	a@accina.com
)	phone numl	,)		()	
Divisio	sign activities undertaken n C1	by individ	iuai ide	ntified in Section B. [Building Code I	able 3.5.2.1. of
	House			– House		Structural
	Small Buildings Large Buildings	H		g Services ion, Lighting and Power		ng – House ng – All Buildings
	Complex Buildings			otection		Sewage Systems
Tent	tion of designer's work					
	(print			work on behalf of a firm re	egistered under sub	
	I review and take respondent of the Building Code. Individual BCIN: Firm BCIN: I review and take respondent of the Building Code. Individual BCIN: Firm BCIN:	sibility for the	d, and th	e firm is registered, in the	egistered under sut appropriate classe	osection 3.2.4.of Divisio s/categories.
Deena D	I review and take respondence. C, of the Building Code, Individual BCIN: Firm BCIN: I review and take respondence subsection 3.2.5.00 Individual BCIN:	sibility for the	d, and the	e firm is registered, in the	egistered under sut appropriate classe	osection 3.2.4.of Divisio s/categories.
	I review and take respondent of the Building Code. Individual BCIN: Firm BCIN: I review and take respondent of the Building Code. Individual BCIN: Firm BCIN:	sibility for the	d, and the	e firm is registered, in the	egistered under sut appropriate classe	osection 3.2.4.of Divisio s/categories.
	I review and take respondence. C, of the Building Code. Individual BCIN: Firm BCIN: I review and take respondence and take respondence. I review and take respondence and take	sibility for the am qualified sibility for the f Division C, from registrate pt from the r	e design of the B	and am qualified in the apuilding Code.	egistered under sut appropriate classe opropriate category	osection 3.2.4.of Divisio s/categories. as an "other designer"
Deena C	I review and take respondence. C, of the Building Code. Individual BCIN: Firm BCIN: I review and take respondence to the subsection 3.2.5.00 Individual BCIN: Basis for exemption The design work is exemplasis for exemption	sibility for the am qualified sibility for the f Division C, from registrate pt from the r	e design of the B	e firm is registered, in the	egistered under sut appropriate classe opropriate category	osection 3.2.4.of Divisio s/categories. as an "other designer"
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Sample - Property Owner Consent Letter



City of Barrie 70 Collier Street, 8th Floor Barrie, Ontario, L4M 4T5 705-726-4242

PLANNING & BUILDING SERVICES DEPARTMENT BUILDING BRANCH

DATE:	
I, hereby give pe	ermission to(APPLICANT OR AUTHORIZED AGENT)
to act as my authorized agent to apply for a building permit	t for:
(PROJECT PROPER) This person/company will be responsible for applying for the up the permit once it has been issued.	
If the Building Department is made aware of any false inforevoked as per the Ontario Building Code.	rmation on an application, the building permit can be
TO BE COMPLETED BY PROPERTY OWNER:	
Name (print)	
Telephone Number	
Email Address	
-	SIGNATURE OF PROPERTY OWNER



Sample - Applicable Law Checklist - Page 1

Barrie	Applicable Law Ch This form confirms required approvals from other agencies for the purposes of building p		
Application No.	Address Date		
contravene an applicable applicable law applies to	ohibits the issuance of a building permit if the proposed construction or demolition law as defined by the Building Code. The questions below will help you to determit your project. No timeframe for building permit review can be established until all re- are completed and the approval documents are submitted to the Building Services	ne if an quired	nent.
Where any required appro	ny question, the relevant approval documents must be submitted with this permit approval has NOT been obtained, the agencies listed on the back of this form must be declaration on the bottom of this form must state accordingly.	•	
Zoning By-Laws - Cit	ty Planning Department	Yes	No
Is/was relief required to	permit a minor zoning variance in your proposal?		
Is/was rezoning required	to permit the proposed building or land use?		
Is a land division or subo	division required and not yet fully completed?		
Are municipal services re	equired but not yet completed or available?		
Planning Approval -	City Planning Department	Yes	No
Does this development r	require site plan approval from the Planning Department?		
Heritage - City Planni Are you demolishing a b	ng Department uilding that is listed on the City's heritage inventory?	Yes	No
Is the building designate	d or in the process of being designated?		
Is the property located in	n a heritage district or study area?		
Construction and Fil	I Permits - Nottawasaga Valley or Lake Simcoe Regional Conservation Authority	Yes	No
	a ravine, watercourse, wetland, or shoreline?		
Building and Land U	se Permits - Ontario Ministry of Transportation	Yes	No
	m of a highway or 180 m from any highway intersection?		
Is the property within 39	5m of a controlled highway intersection?		
Is this a major traffic gen	nerating project located within 800m of a highway?		
Environmental Appre	ovals - Ontario Ministry of Environment	Yes	No
	e filed because of a change to more sensitive land use?	103	.40
Is the property a former	_		
	dustrial, commercial, or government project?		
Is this a renewable energ			
	a Certificate of Property Use under the Environmental Protection Act?		



Sample - Applicable Law Checklist - Page 2

	'ria
	lie

Applicable Law Checklist

This form confirms required approvals from other agencies for the purposes of building permit issuance

lectrical Conductor Clearances - Electrical Safety Authority e any overhead power lines located above or within 5.5 metres of the proposed building? Pea No			1				
lean Water Act Des a water source protection plan restrict the land use you are proposing? Griculture and Farms - Ontario Ministry of Agriculture and Food This a farm building that will house animals or manure? This a milk processing plant? Thild Care Centres - Ontario Ministry of Education Advance proposed in any part of the building? Thild Care Centres - Ontario Ministry of Community and Social Services This a seniors Project where Ontario Government funding is being sought? This a seniors project where Ontario Government funding is being sought? The semiolition Permit - Does the project involve demolition of a building? The whome Warranties Plan Act - Ontario New Home Warranties Plan The set this project involve construction or conversion of a residential condominium? The project involve construction or conversion of a residential condominium? The project involve construction or conversion of a policable laws in the Ontario Building Code as described above, and do hereby declare that: None of these applicable law approvals apply to this project. Applicable laws checked 'yes' apply to this project, and approval documents are submitted with this application. Applicable laws checked 'yes' apply to this project, however, all approval documents have not yet been obtained. The information provided on this form is true to the best of my knowledge. I have authority to act on behalf of the owner,	Elec	trical Conductor Clearances - Electrical Safety Authority	Yes	No			
personal a water source protection plan restrict the land use you are proposing? Griculture and Farms - Ontario Ministry of Agriculture and Food	Are a	ny overhead power lines located above or within 5.5 metres of the proposed building?					
personal a water source protection plan restrict the land use you are proposing? Griculture and Farms - Ontario Ministry of Agriculture and Food							
griculture and Farms - Ontario Ministry of Agriculture and Food this a farm building that will house animals or manure? this a milk processing plant? hild Care Centres - Ontario Ministry of Education a daycare proposed in any part of the building? eniors Centres - Ontario Ministry of Community and Social Services this a seniors project where Ontario Government funding is being sought? ducation Act - Ontario Ministry of Education where Marranties Plan Act - Ontario New Home Warranties Plan ew Home Warranties Plan Act - Ontario New Home Warranties Plan best this project involve construction or conversion of a residential condominium? ECLARATION - I have considered the list of applicable laws in the Ontario Building Code as described above, and do hereby declare that: None of these applicable law approvals apply to this project. Applicable laws checked 'yes' apply to this project, and approval documents are submitted with this application. Applicable laws checked 'yes' apply to this project, however, all approval documents have not yet been obtained the information provided on this form is true to the best of my knowledge. I have authority to act on behalf of the owner,	Clea	n Water Act	Yes	No			
this a farm building that will house animals or manure? this a milk processing plant? Thild Care Centres - Ontario Ministry of Education a daycare proposed in any part of the building? Peniors Centres - Ontario Ministry of Community and Social Services this a seniors project where Ontario Government funding is being sought? This a seniors project where Ontario Government funding is being sought? The ducation Act - Ontario Ministry of Education This a seniors project involve demolition of a building? The whome Warranties Plan Act - Ontario New Home Warranties Plan This project involve construction or conversion of a residential condominium? The project involve construction or conversion of a residential condominium? The project involve considered the list of applicable laws in the Ontario Building Code as described above, and do hereby declare that: None of these applicable law approvals apply to this project. Applicable laws checked 'yes' apply to this project, and approval documents are submitted with this application. Applicable laws checked 'yes' apply to this project, however, all approval documents have not yet been obtained. The information provided on this form is true to the best of my knowledge. I have authority to act on behalf of the owner, and the contraction of the owner, and approval documents have not yet been obtained.	Does	a water source protection plan restrict the land use you are proposing?					
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	corpo	oration, or partnership with respect to this application (if applicable).					
ame: Signature: Date:	Name	Cignaturas Datas					
ame: Signature: Date:	wam	5 Signature: Date:					

Applicable Laws & Building Permits

Approvals from other agencies are required in many instances before a building permit can be processed and issued. These approvals are NOT administered by the Building Services Department. The fastest way to obtain a building permit is to ensure that all other required approvals are completed prior to permit application. The Building Services Department is required by law to prioritize applications that are fully complete in terms of applicable law approvals and document submissions. Building permit documents must be consistent with applicable law approvals.

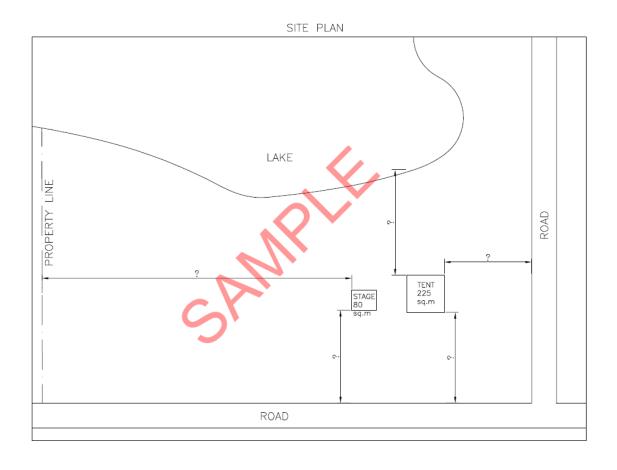
2



Sample - Commitment to General Review by Architect and Engineers

Project Descriptio	r's Undertaking n:		(This p	art must be compi	leted by Owne	er or agent authorized by Owner)
Address of Projec	t:			Permit Applicati	on No.:	
professional engin NOW THEREFORE the 1. An architect whether the permit, in acc 2. All general re 3. Should any of Building Office	neer or both that are Owner, being the p and/or professional construction is in go cordance with the per eview reports by the retained architect o	licensed to practice i erson who intends to engineers have bee eneral conformly wit rformance standards architect and/or profi r professional engin writing immediately,	in Ontario; (see over construct or have the netained to provide the plans and oth sof the Ontario Asso essional engineers we eer cease to provide	feaf) e building construct general review of er documents that clation of Architect fill be forwarded price general review	of the construct of the construct of the the basis and/or Profe omptly to the Congression	ing construction by an architect, arrants that: tion of the building to determine is for the issuance of a building solonal Engineers of Ontario; their Building Official, and in during construction, the Chief so that general review continues
Name of Owner:	The under	signed hereby ce	rtifies that he/she	has read and ag	rees to the a	ahove
Address of Owner.					Telephone	:
Signature of Owner			Print Name:		Fax:	
or officer of corporate Name of Prime Con	sultant:				Telephone	:
(person coordinating v Address:	work of all consultants)				Fax:	
Consultant Name: Address:			Signature:		Print	Name:
The undersigne	d hereby certifies	that he/she has be	Telephone: en retained to pro-	vide general revi	Fax; ew of the foll	Date:
The undersigner ARCHITECTURAL Consultant Name:	d hereby certifies	that he/she has be	$\Lambda \Lambda$	vide general revi	ew of the foll	owing parts of construction:
DARCHITECTURAL Consultant Name:			en retained to pro		ew of the foll	owing parts of construction:
ARCHITECTURAL Consultant Name: Address:	STŘUCTURAL	D SITE SERVICES	en retained to pro D MECHANICAL Signature: Telephone:	I ELECTRICAL	ew of the foll Ditter is Print Fax: ew of the foll Ditter is	owing parts of construction: SPECIFIE Name: Date: Owing parts of construction:
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TENT FLOOR PLAN 225 sq.m

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EXIT		11,		[EXIT
		EXIT			



Sample - Certificate of Flame Resistance

In most cases, this certificate is issued by the tent or stage supplier.

Certificate of Flame Resistance

This is to certify that the materials described have been flame-retardant treated (inherently non-inflammable) and were supplied to:

Company Incorporated 987 Sample Street Barrie, ON, L4M 4T5

Certification is hereby made that:

The articles described on this Certificate have been treated with a flame-retardant approved chemical and that the application of the approved chemical was done in accordance with NFPA 701-04, CPAI 84, CAN/ULC \$109-03. The method of the FR chemical application is inherently non-inflammable:

Description: Tent Fabric Covers 10' wide, 40' wide. Lengths vary.

Flame retardant process used will not be removed by washing and is effective for the life of the fabric.

Tom Henry
Name of Applicator of Flame Resistant Finish
Signature



Sample - Proposed Occupant Load

You must indicate the Occupant Load directly on the Tent Schedule Form you are using to apply for your permit (TS1, TS2, and/or TS3):

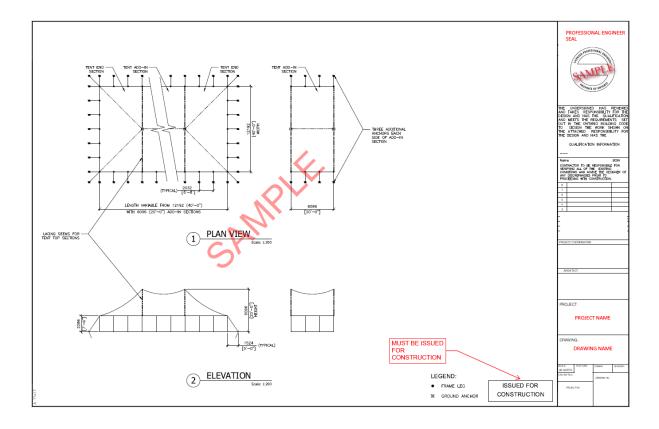
Proposed	Building:	?	
Occupant	Any fenced-in areas:	?	HOW MANY PEOPLE?
Load	Tents:	?	

You must have a specified number of washrooms (toilets) based on the Occupant Load as per the Ontario Building Code Sec. 3.14.1.8.:

Occupant Load	Number of water closets (toilets) for each sex:
Up to 100	2
101 to 140	3
141 to 180	4
181 to 220	5
221 to 280	6
281 to 360	7
361 to 440	8
441 to 520	9
Over	10 plus 1 for each additional 80 persons



Sample - Drawings





STAGES



Sample - Building Permit - Application Page 1

oplication number: ate received:		Tillcipa	Authority			
ate received:		Permit n	umber (if differen	ıt):		
		Roll nun	nber:			
	CITY O	E DAI	חור			
oplication submitted to:(Name of municipal				servatio	n authority)	
Project information					11-2	Lister
uilding number, street name 123 Exa	ample S	treet			Unit number	Lot/con.
unicipality	Postal code		Plan number/oth	ner desc	cription	
arrie oject value est. \$	L4M 4T5		Area of work (m	²)		
10,000				74		
Purpose of application Addition	h	Alte	tion/mari-		Domolifor -	Conditional
New construction Addition existing it		Altera	tion/repair		Demolition	Conditional Permit
oposed use of building		ent use of	building			
vent	Parl	k Land				
escription of proposed work		/)			
et up of mobile stage for "Pretend	Event" runni	ng from	(start date)	to (en	d date).	
	1.					
Applicant Applicant is:	Owner or First name	٧	Authorized a Corporation or p			
Smith	Jane		Company N	lame		
					Unit number	Lot/con.
reet address					201	
Street Name	15					
	Postal code L8	BZ 3B9	Province On		E-mail add 6	email
Street Name unicipality sarrie elephone number	Fax:	8Z 3B9			F-mail	email
Street Name unicipality Barrie elephone number) phone number	Fax:	8Z 3B9			E-mail add 6	email
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Sample - Building Permit - Application Page 2

Last name	First name	Corporation or partnersh	nip (if applica	ible)	
Street address			Unit numbe	r L	ot/con.
Municipality	Postal code	Province	E-mail		
Telephone number	Fax		Cell numbe	r	
()	()		()		
F. Tarion Warranty Corporation	n (Ontario New Home War	ranty Program)			
	a new home as defined in the		Т	Yes	✓ N
Plan Act? If no, go to section			[163	✓
ii. Is registration required under	the Ontario New Home Warra	inties Plan Act?		Yes	✓ N
If you to (ii) pervide excistration ■ If you to (iii) pervise excistration ■ If you to (an aumhar(a):				
iii. If yes to (ii) provide registration	on number(s).				
G. Required Schedules		9.99			
i) Attach Schedule 1 for each individu	ual who reviews and takes resp	consibility for design activities.			
ii) Attach Schedule 2 where applicatio	n is to construct on-site, install	or repair a sewage system.			
U Completeness and assure	nee with applicable law				
H. Completeness and complian	nce with applicable law				
 This application meets all the requi 				✓ Yes	No
Building Code (the application is m				•	
applicable fields have been comple schedules are submitted).	eted on the application and req	uired schedules, and all require	ea		
Payment has been made of all fee:	s that are required under the a	applicable by-law resolution or	_ ا	_	l
regulation made under clause 7(1)				✓ Yes	No
is made.	,,,,	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	_ '	•	
i) This application is accompanied by	the plans and specifications p	rescribed by the applicable by	law,	/ Yes	No.
resolution or regulation made unde		Code Act, 1992.		V	
resolution or regulation made unde ii) This application is accompanied by	er clause 7(1)(b) of the <i>Building</i> the information and document	ts prescribed by the applicable		/ Yes	No.
resolution or regulation made unde ii) This application is accompanied by law, resolution or regulation made	er clause 7(1)(b) of the Building the information and document under clause 7(1)(b) of the Bui	ts prescribed by the applicable ilding Code Act, 1992 which en	able	✓ Yes	No.
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Sample - Building Permit - Schedule 1: Designer Information

A. Project Infor	mation			sponsibility for design activitie			
Building number, st	123 Exam	nple	Street		Unit	t no.	Lot/con.
Municipality Barrie	e	Posta	al code	Plan number/ other descrip	tion		
		s resp	onsibili	ty for design activities			
^{Name} Deena D	esigner)			Firm Deena's Design	1		
	1 Design Drive				Unit	no.	Lot/con.
Municipality Barrie	е	Posta LST 41	al code	Province ON	E-ma	^{ail} deena@	deena.com
Tolophono numbor	phone number	Eav n	umber		Cell	number	,
	<u> </u>	,) dual ida	ntified in Section D. ID.	() · Codo Tabl	a 2 5 2 4 a f
Division C]	ities undertaken by i	inaivi	duai ide	ntified in Section B. [Bu	liaing	Code Tabl	e 3.5.2.1. or
House				– House		Building Str	
Small Build	•			g Services		Plumbing -	
Large Buik Complex B				ion, Lighting and Power otection			All Buildings wage Systems
Description of design			1 11 11			OIL SILE OF	nage of stellis
				work on behalf of a firm regis			
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Sample - Property Owner Consent Letter



City of Barrie 70 Collier Street, 8th Floor Barrie, Ontario, L4M 4T5 705-726-4242

PLANNING & BUILDING SERVICES DEPARTMENT BUILDING BRANCH

DATE:	
I, hereby give perr (NAME OF PROPERTY OWNER)	nission to(APPLICANT OR AUTHORIZED AGENT)
to act as my authorized agent to apply for a building permit for	or.
(PROJECT PROPERTY This person/company will be responsible for applying for the pup the permit once it has been issued.	
If the Building Department is made aware of any false inform revoked as per the Ontario Building Code.	nation on an application, the building permit can be
TO BE COMPLETED BY PROPERTY OWNER:	
Name (print)	_
Telephone Number	_
Email Address	_
_	SIGNATURE OF PROPERTY OWNER



Sample - Applicable Law Checklist - Page 1

Barrie	Applicable Law Ch This form confirms required approvals from other agencies for the purposes of building p		
Application No.	Address Date		
contravene an applicable la applicable law applies to yo applicable law approvals at If the answer is YES to any Where any required approv	hibits the issuance of a building permit if the proposed construction or demolition aw as defined by the Building Code. The questions below will help you to determit project. No timeframe for building permit review can be established until all represent the approval documents are submitted to the Building Services of question, the relevant approval documents must be submitted with this permit appeared has NOT been obtained, the agencies listed on the back of this form must be ecclaration on the bottom of this form must state accordingly.	ne if an quired Departm oplication	1.
Zoning By-Laws - City	Planning Department	Yes	No
Is/was relief required to po	ermit a minor zoning variance in your proposal?		
Is/was rezoning required	to permit the proposed building or land use?		
Is a land division or subdi	vision required and not yet fully completed?		
Are municipal services re-	quired but not yet completed or available?		
	City Planning Department equire site plan approval from the Planning Department?	Yes	No
Heritage - City Plannin Are you demolishing a bu	g Department ilding that is listed on the City's heritage inventory?	Yes	No
Is the building designated	or in the process of being designated?		
Is the property located in	a heritage district or study area?		
Construction and Fill	Permits - Nottawasaga Valley or Lake Simcoe Regional Conservation Authority	Yes	No
Does the property abut a	ravine, watercourse, wetland, or shoreline?		
Building and Land Us	e Permits - Ontario Ministry of Transportation	Yes	No
Is the property within 45m	of a highway or 180 m from any highway intersection?		
Is the property within 395	m of a controlled highway intersection?		
Is this a major traffic gene	erating project located within 800m of a highway?		
Environmental Appro	vals - Ontario Ministry of Environment	Yes	No
	filed because of a change to more sensitive land use?		
Is the property a former w			
	ustrial, commercial, or government project?		
Is this a renewable energy	y project?		
1			_



Sample - Applicable Law Checklist - Page 2

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	lie

Applicable Law Checklist

This form confirms required approvals from other agencies for the purposes of building permit issuance

Electrical Conductor Clearances - Electrical Safety Authority	Yes	No
Are any overhead power lines located above or within 5.5 metres of the	e proposed building?	
Clean Water Act	Yes	No
Does a water source protection plan restrict the land use you are prop	osing?	
Agriculture and Farms - Ontario Ministry of Agriculture and Fo	od Yes	No
Is this a farm building that will house animals or manure?		
Is this a milk processing plant?		
	1	
Child Care Centres - Ontario Ministry of Education	Yes	No
Is a daycare proposed in any part of the building?		
Social Control Octain MinistratiOnness it and Octain Octain		NI.
Seniors Centres - Ontario Ministry of Community and Social S		No
Is this a seniors project where Ontario Government funding is being so	ought?	
Education Act - Ontario Ministry of Education Demolition Permit – Does the project involve demolition of a building?	Yes	No
New Home Warranties Plan Act - Ontario New Home Warrant	ies Plan Yes	No
Does this project involve construction or conversion of a residential co	ndominium?	
DECLARATION - I have considered the list of applicable laws in to and do hereby declare that:	ne Ontario Building Code as described above	,
None of these applicable law approvals apply to this project.		
Applicable laws checked 'yes' apply to this project, and approva		
Applicable laws checked 'yes' apply to this project; however, all	approval documents have not yet been obtain	nea.
The information provided on this form is true to the best of my knowle corporation, or partnership with respect to this application (if applicable)	-	vner,
Name: Signature:	Date:	

Applicable Laws & Building Permits

Approvals from other agencies are required in many instances before a building permit can be processed and issued. These approvals are NOT administered by the Building Services Department. The fastest way to obtain a building permit is to ensure that all other required approvals are completed prior to permit application. The Building Services Department is required by law to prioritize applications that are fully complete in terms of applicable law approvals and document submissions. Building permit documents must be consistent with applicable law approvals.

2

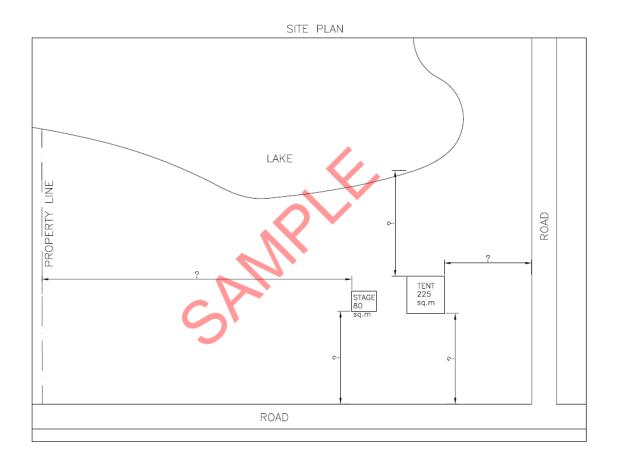


Sample - Commitment to General Review by Architect and Engineers

Project Descriptio	's Undertaking		(This p	art must be compl	leted by Own	er or agent authorized by Owner)
Address of Projec				Permit Applicati	on No :	
orofessional engin 10W THEREFORE the 1. An architect whether the permit, in acc 2. All general re 3. Should any is Building Office	eer or both that are Owner, being the p and/or professional construction is in go ordance with the pe view reports by the retained architect o	licensed to practice i erson who intends to engineers have bee eneral conformity with formance standards architect and/or profi professional engin writing immediately,	in Ontario; (see over construct or have the en retained to provide the the plans and off s of the Ontario Asso essional engineers we eer cease to provide	rieaf) ne building construct e general review of ner documents that iciation of Architect viil be forwarded pro- le general review to	of the construct f the construct form the base is and/or Profesomptly to the for any reaso	ring construction by an architect, arrants that coton of the building to determine as for the issuance of a building essional Engineers of Contario, Chief Building Official, and on during construction, the Chief so that general review continues
Name of Owner:	The under	signed hereby ce	rtifies that he/she	has read and ag	rees to the Date:	ahove
Address of Owner:					Telephone	e:
Signature of Owner. or officer of corporation			Print Name:		Fax:	
Name of Prime Con					Telephone	e:
Address:					Fax:	
	d hereby certifies		en retained to pro international Signature:	vide general revi Light ELECTRICAL	OTHER (illowing parts of construction: SPECIFIX Name:
Address:		١ ٨	Telephone:		Fax:	Date:
The undersigned	d hereby certifies	hat he/she has be	en retained to pro	vide general revi	ew of the fol OTHER	lowing parts of construction:
Consultant Name:		// \	Signature:		Print	Name:
Address:			Telephone:		Fax:	Date:
	d hereby certifies t	hat he/she has be	en retained to pro	vide general revi	ew of the fol	lowing parts of construction:
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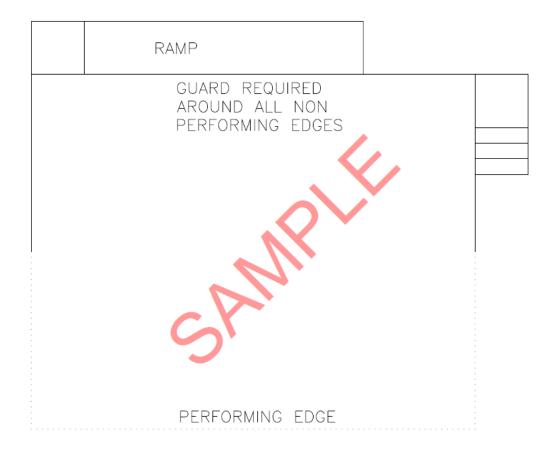


Sample - Site Plan





STAGE FLOOR PLAN





Sample - Drawings

