

Building Permit Requirements

Sewage System

Building Permit Application

1. Completed building permit application consisting of:

- Application form "Permit to Construct or Demolish"
- Schedule 1: Designer Information
- Schedule 2: Sewage System Installer Information Form.

Note: If the sewage system is in conjunction with a new dwelling unit / building a separate application for permit to construct or demolish is not required

- Completed and signed Applicable Law Checklist
- Completed Statement of Design signed by the Owner

2. Site Plan

- **Four (4) copies** of a legal survey and site plan drawn to scale and showing the following:
 - all property lines, easements, right-of-ways etc. referenced to a legal survey
 - all site features such as drainage patterns, existing and proposed finished grades and all natural or man made features such as steep slopes, ponds, streams, lakes, reservoirs, springs, swimming pools, etc.
 - all existing and proposed buildings, parking areas and vehicular access routes located or to be located on the lot
 - the location and type of all existing or proposed wells (ie. watertight casing to at least 6m or other) or municipal water service, both on the lot and on adjacent lots.
 - the location and type of proposed sewage system and its components in relation to all of the above along with the location of test pits
 - where applicable, the location and extent of any existing sewage systems

3. Site Evaluation

- The owner or his authorized agent is responsible for conducting a hydrogeological evaluation of the site and submitting a report which includes the following:
 - the date the evaluation was done and the name, address, telephone number and signature of the person who prepared the evaluation
 - a soils analysis which includes soil classifications, grain size curves, highest ground water levels and estimated T-times in minutes/cm
 - the location of any unsuitable, disturbed or compacted areas
 - the depth to bedrock and to zones of soil saturation
 - the location and description of existing aquifers and ground water movement and the location of areas exposed to the potential for flooding

4. Permit fee:

Sewage System – class 2, 3, 4 and 5 new or replacement	\$510.00 each
Sewage System – class 2, 3, 4 and 5 assessment or alteration	\$510.00 each

Building Permit Issuance

1. Upon completion of the review the applicant will be contacted by telephone and informed of any outstanding matters.
2. Please note that it is an offense under the Building Code Act to commence construction before a permit has been obtained.

Permits

Tel. 905-874-2401
Fax 905-874-2499

Inspections

Tel. 905-874-3700
Fax 905-874-3763

Zoning Services

Tel. 905-874-2090
Fax 905-874-2499

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: <u>THE CORPORATION OF THE CITY OF BRAMPTON</u> <small>(Name of municipality, upper-tier municipality, board of health or conservation authority)</small>			
A. Project information			
Building number, street name	Unit number	Lot/con.	
Municipality	Postal code	Plan number/other description	
Project value est. \$	Area of work (m ²)		
B. Purpose of application			
<input type="checkbox"/> New construction <input type="checkbox"/> Addition to an existing building <input type="checkbox"/> Alteration/repair <input type="checkbox"/> Demolition <input type="checkbox"/> Conditional Permit			
Proposed use of building	Current use of building		
Description of proposed work			
C. Applicant			
Applicant is: <input type="checkbox"/> Owner or <input type="checkbox"/> Authorized agent of owner			
Last name	First name	Corporation or partnership	
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 partnership	
Street address	Unit number	Lot/con.	
Municipality	Postal code	Province	E-mail
Telephone number ()	Fax ()	Cell number ()	

E. Builder (optional)				
Last name		First name	Corporation or partnership (if applicable)	
Street address			Unit number	Lot/con.
Municipality		Postal code	Province	E-mail
Telephone number ()		Fax ()		Cell number ()
F. Tarion Warranty Corporation (Ontario New Home Warranty Program)				
i. Is proposed construction for a new home as defined in the <i>Ontario New Home Warranties Plan Act</i> ? If no, go to section G.			<input type="checkbox"/> Yes	<input type="checkbox"/> No
ii. Is registration required under the <i>Ontario New Home Warranties Plan Act</i> ?			<input type="checkbox"/> Yes	<input type="checkbox"/> No
iii. If yes to (ii) provide registration number(s): _____				
G. Required Schedules				
i) Attach Schedule 1 for each individual who reviews and takes responsibility for design activities.				
ii) Attach Schedule 2 where application is to construct on-site, install or repair a sewage system.				
H. Completeness and compliance with applicable law				
i) This application meets all the requirements of clauses 1.3.1.3 (5) (a) to (d) of Division C of the Building Code (the application is made in the correct form and by the owner or authorized agent, all applicable fields have been completed on the application and required schedules, and all required schedules are submitted). 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 is made.			<input type="checkbox"/> Yes	<input type="checkbox"/> No
ii) This application is accompanied by the plans and specifications prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> .			<input type="checkbox"/> Yes	<input type="checkbox"/> No
iii) This application is accompanied by the information and documents prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> which enable the chief building official to determine whether the proposed building, construction or demolition will contravene any applicable law.			<input type="checkbox"/> Yes	<input type="checkbox"/> No
iv) The proposed building, construction or demolition will not contravene any applicable law.			<input type="checkbox"/> Yes	<input type="checkbox"/> No
I. Declaration of applicant				
I _____ declare that:				
(print name)				
1. The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge.				
2. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.				
_____		_____		
Date		Signature of 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		Unit no.	Lot/con.
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 ()	Fax number ()	Cell number ()	
C. Design activities undertaken by individual identified in Section B. [Building Code Table 3.5.2.1. of Division C]			
<input type="checkbox"/> House	<input type="checkbox"/> HVAC – House	<input type="checkbox"/> Building Structural	
<input type="checkbox"/> Small Buildings	<input type="checkbox"/> Building Services	<input type="checkbox"/> Plumbing – House	
<input type="checkbox"/> Large Buildings	<input type="checkbox"/> Detection, Lighting and Power	<input type="checkbox"/> Plumbing – All Buildings	
<input type="checkbox"/> Complex Buildings	<input type="checkbox"/> Fire Protection	<input type="checkbox"/> On-site Sewage Systems	
Description of designer's work			
D. Declaration of Designer			
I _____ declare that (choose one as appropriate):			
(print name)			
<input type="checkbox"/> 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: _____			
<input type="checkbox"/> 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: _____			
<input type="checkbox"/> The design work is exempt from the registration and qualification requirements of the Building Code. Basis for exemption from registration and qualification: _____			
I certify that:			
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.			
_____		_____	
Date		Signature of Designer	

NOTE:

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

Schedule 2: Sewage System Installer Information

A. Project Information			
Building number, street name		Unit number	Lot/con.
Municipality	Postal code	Plan number/ other description	
B. Sewage system installer			
Is the installer of the sewage system engaged in the business of constructing on-site, installing, repairing, servicing, cleaning or emptying sewage systems, in accordance with Building Code Article 3.3.1.1, Division C?			
<input type="checkbox"/> Yes (Continue to Section C)		<input type="checkbox"/> No (Continue to Section E)	<input type="checkbox"/> Installer unknown at time of application (Continue to Section E)
C. Registered installer information (where answer to B is "Yes")			
Name		BCIN	
Street address		Unit number	Lot/con.
Municipality	Postal code	Province	E-mail
Telephone number ()	Fax ()	Cell number ()	
D. Qualified supervisor information (where answer to section B is "Yes")			
Name of qualified supervisor(s)		Building Code Identification Number (BCIN)	
E. Declaration of Applicant:			
<p>I _____ declare that:</p> <p style="text-align: center;">(print name)</p> <p><input type="checkbox"/> I am the applicant for the permit to construct the sewage system. If the installer is unknown at time of application, I shall submit a new Schedule 2 prior to construction when the installer is known;</p> <p><u>OR</u></p> <p><input type="checkbox"/> I am the holder of the permit to construct the sewage system, and am submitting a new Schedule 2, now that the installer is known.</p> <p>I certify that:</p> <p>1. The information contained in this schedule is true to the best of my knowledge.</p> <p>2. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.</p> <p>_____</p> <p style="display: flex; justify-content: space-between;"> Date Signature of applicant </p>			

CITY OF BRAMPTON - BUILDING DIVISION

SECTION G. DOCUMENTS ESTABLISHING COMPLIANCE WITH APPLICABLE LAW (OBC Div. A - 1.4.1.3.)

Permit Application No. _____	Project Location _____ # _____ street _____ unit/suite
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Explanation:

Applicable Law - Applicable law is other regulations for which approval must be obtained before a building permit can issue. A complete list of Acts and Regulations that are "Applicable Law" is set out in Article 1.4.1.3 of Division A of the Ontario Building Code.

Instructions:

The most common Acts and Regulations are listed below with the documentation that must be provided before a building permit can issue. Check those that apply to your permit application and complete the declaration. The customer service plans examiner will assist you with any questions you may have about the regulations listed. The documents noted must be provided before a building permit can issue.

Details and Contact Information

A list of agencies and contact information is available at the Building Division or on the City of Brampton website

APPLICABLE LAWS (Note: This list provides only the most common approvals)

ACT	Description	REQUIRED DOCUMENTS (Provide copy)	Required Yes/No	Received
Planning Act s.41	(Site Plan Control)	Site plan approved drawings		
Planning Act s.34	(Zoning By-law)	Final & binding amendment		
Planning Act Pt. V1	(Division of Land)	Registered Plan or Deed		
Planning Act s.45	(Minor Variance)	Final Decision from City Clerk		
Planning Act s.33	(Demolition of Residential Property)	Council Approval		
Ontario Heritage Act ss.27 (3), 30(2), 33, ss.34.40.1 & 40.2		Heritage Permit		
Ontario Heritage Act s.34.5 and s. 34.7.(2)		Ministry of Culture approval		
Development Charges Act s.28 and s.53, Education Act s.257.83 & 257.93	(Financial Contribution)	Confirmation of payment from City of Brampton Finance Department		
Planning Act s.42(6)	(Cash in Lieu of Parkland)	Confirmation of payment from City of Brampton Finance Department		
Conservation Authorities Act	(Flood plain or fill regulated area)	Construction and Fill Permit		
Day Nurseries Act, Reg. 262 s.5	(Daycare centre with more than 5 children)	Approval from Ministry of Children and Youth Services		
Education Act s.194	(Demolition of all or part of a school)	Approval from Ministry of Education		
Environmental Protection Act s.168.3.1 & 168.6(1) change of use of land	(Industrial or commercial to agricultural, residential or park)	File Record of Site Condition (RSC) and/or provide Certification of Property use (CPU)		
Public Transportation Act s.34 and s. 38 10	(Construction within 45m of the road or within 395m of an intersection of Hwys, 410 or 407)	Building and Land Use Permit issued by MTO		
Other:				

APPLICANT'S DECLARATION

I, _____ (print name) certify that the applicable laws designated on the above noted chart are, to the best of my knowledge, all of the "applicable law" for which this application for a permit must comply before a permit is issued.

_____ Date

_____ Signature

FOR OFFICE USE ONLY



STATEMENT OF DESIGN For The Installation of Class 2 to 5 Sewage Systems

Note: This Statement of Design must accompany all building permit applications where a new or an alteration to an existing Class 2 to Class 5 private sewage system is proposed.

PROJECT INFORMATION	SYSTEM DETAILS																																																							
Permit Application No. _____ Project Address: _____ Type of Work <input type="checkbox"/> Construct New <input type="checkbox"/> Alter Existing <input type="checkbox"/> Remove / Demolish Existing <input type="checkbox"/> Repair Existing Occupancy(ies) Served: <input type="checkbox"/> Residential <input type="checkbox"/> Non-Residential If non-residential, specify uses _____	<input type="checkbox"/> Class 2 <input type="checkbox"/> Class 3 <input type="checkbox"/> Class 4 Filter Bed Base Contact Area _____ Area of filter medium _____ # Runs of tile _____ <input type="checkbox"/> Header OR <input type="checkbox"/> Distribution Box Tank <input type="checkbox"/> Use existing <input type="checkbox"/> New - Size (L) _____ <input type="checkbox"/> Concrete <input type="checkbox"/> Polyethylene																																																							
DESIGNER INFORMATION	<input type="checkbox"/> Class 4 Raised Filter Bed Base Contact Area _____ Area of filter medium _____ # Runs of tile _____ <input type="checkbox"/> Header OR <input type="checkbox"/> Distribution Box Tank <input type="checkbox"/> Use existing <input type="checkbox"/> New - Size (L) _____ <input type="checkbox"/> Concrete <input type="checkbox"/> Polyethylene																																																							
SITE EVALUATION	<input type="checkbox"/> Class 4 Trench Bed <input type="checkbox"/> Dug into existing soil OR <input type="checkbox"/> Imported Soil If imported soil, provide (T) time _____ If imported soil, provide contact area _____ Total length of tile _____ # Runs of tile _____ <input type="checkbox"/> Header OR <input type="checkbox"/> Distribution Box Tank <input type="checkbox"/> Use existing <input type="checkbox"/> New - Size (L) _____ <input type="checkbox"/> Concrete <input type="checkbox"/> Polyethylene																																																							
Name: _____ Company and Address: _____ Telephone: (____) _____ Fax: (____) _____ Individual BCIN: _____ Firm BCIN: _____	<input type="checkbox"/> Class 4 (other- including BMEC authorized system) <input type="checkbox"/> BMEC Authorization Attached Manufacturer & model _____ Daily Capacity (L) _____ Other details _____																																																							
DESIGN DATA	<input type="checkbox"/> Class 5 (Holding tank- Pump out contract must be provided) Size (L) _____ <input type="checkbox"/> Conc <input type="checkbox"/> Polyethylene <input type="checkbox"/> Other _____																																																							
Native Soil Percolation Rate: _____ min/cm <input type="checkbox"/> Assumed (worst case) <input type="checkbox"/> Actual Soil grains analysis report? <input type="checkbox"/> YES, attached <input type="checkbox"/> NO Percolation Test Date: _____ Wells: <input type="checkbox"/> Dug or Bored <input type="checkbox"/> Drilled (watertight casing to 6m min.) <input type="checkbox"/> No Wells Within 30m <input type="checkbox"/> Municipal Water Service Site Evaluation Performed By: Name: _____ Address: _____ Telephone: (____) _____	Is a Sewage Pump required? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, Capacity (L) _____ Horsepower _____ Head _____ Run _____																																																							
OWNER'S AUTHORIZATION	The owner is responsible for conducting a site evaluation and for designing an on-site sewage system that will perform its intended function. Neither the granting of a permit, nor the approval of plans, nor inspections made by the building official shall in any way exempt the owner(s) from complying with the Ontario Building Code or any other applicable law. I, (print name) _____ the owner of the subject property, hereby authorize the above mentioned installer to act on my behalf with respect to all matters pertaining to the proposed on-site sewage system. Signature: _____ Telephone: (____) _____ Date: _____																																																							
Design Flow Rate (L): _____ Occupant Load: _____ Total Finished Floor Area (Above Grade) _____ Total # of bedrooms _____ <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Description</th> <th style="text-align: center;"># Existing</th> <th style="text-align: center;"># Total</th> <th style="text-align: center;">X</th> <th style="text-align: center;">#FU = Total #FU</th> </tr> </thead> <tbody> <tr> <td>Kitchen Sinks</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">X</td> <td style="text-align: center;">1½ = _____</td> </tr> <tr> <td>Bathroom Group</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">X</td> <td style="text-align: center;">6 = _____</td> </tr> <tr> <td>Flush Tank Toilets</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">X</td> <td style="text-align: center;">4 = _____</td> </tr> <tr> <td>Showers & Bathtubs</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">X</td> <td style="text-align: center;">1½ = _____</td> </tr> <tr> <td>Wash Basins</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">X</td> <td style="text-align: center;">1 = _____</td> </tr> <tr> <td>Clothes Washers</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">X</td> <td style="text-align: center;">1½ = _____</td> </tr> <tr> <td>Laundry Tub</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">X</td> <td style="text-align: center;">1½ = _____</td> </tr> <tr> <td>Other</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">X</td> <td style="text-align: center;">= _____</td> </tr> <tr> <td>Other</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">X</td> <td style="text-align: center;">= _____</td> </tr> <tr> <td>Other</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">X</td> <td style="text-align: center;">= _____</td> </tr> </tbody> </table>	Description	# Existing	# Total	X	#FU = Total #FU	Kitchen Sinks	_____	_____	X	1½ = _____	Bathroom Group	_____	_____	X	6 = _____	Flush Tank Toilets	_____	_____	X	4 = _____	Showers & Bathtubs	_____	_____	X	1½ = _____	Wash Basins	_____	_____	X	1 = _____	Clothes Washers	_____	_____	X	1½ = _____	Laundry Tub	_____	_____	X	1½ = _____	Other	_____	_____	X	= _____	Other	_____	_____	X	= _____	Other	_____	_____	X	= _____	
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