

Planning and Development Services

Building Division

8850 McLaughlin Road, Unit 1 Brampton, ON L6Y 5T1

Guidelines for the Approval of

Temporary Structures (Building Permits, Agreements, Securities)

ENCLOSURES: Temporary Structure Agreement Application

Building Permit Application

Grading and Drainage Approval Requirements

1. Pre-application Checklist

Before filing an application for a temporary structure please check to ensure that your proposal meets the requirements of or is not affected by the following regulations or requirements.

ZONING

Review the relevant zoning by-law with a zoning examiner to confirm the use, size, parking requirement and setback limitations. If the proposal does not conform to the zoning by-law, an application to the Committee of Adjustment may be required. Contact: Zoning - zoninginquiries@brampton.ca or 905-874-2090

ROAD ACCESS

If an existing driveway access is not being used approval must be obtained for a new road access before the building permit issues. Contact: Regional Road - Region of Peel Works: roadpermits@peelregion.ca or 905-791-7800 Ext. 7868

City Road - City of Brampton Works & Transportation: roa.permits@brampton.ca or 905-874-2500

MOVING A TRAILER

The moving of a trailer on City roads requires an Excess Load Moving Permit.

Contact: Regional Road - Region of Peel Works: roadpermits@peelregion.ca or 905-791-7800 Ext. 7868
City Road - City of Brampton Works & Transportation: roa.permits@brampton.ca or 905-874-2500

MTO LAND USE PERMIT

For buildings located within 400m of an MTO ROW a Building Land Use Permit must be obtained before a building permit can be issued for the temporary structure.

Contact: Ministry of Transportation: 416-235-5385 or www.mto.gov.on.ca

CONSERVATION AUTHORITY

If any part of the lot on which the temporary structure is located is within an area regulated by a conservation authority, a land use permit may be required. This may affect the building location and/or grading of the lot.

Contact: TRCA (Toronto and Region Conservation Authority): 416-661-6600 or email planning&permits@trca.ca CVCA (Credit Valley Conservation Authority): 905-670-1615 or www.cvc.ca

SIGNAGE

SEPARATE PERMITS ARE REQUIRED FOR ALL SIGNS ON THE TRAILER AND ON THE GROUND, BOTH ON AND OFF SITE. REVIEW THE PROPOSED SIGN PACKAGE AS SOON AS IT HAS BEEN PREPARED TO DETERMINE COMPLIANCE WITH THE SIGN BY-LAW.

Contact: Sign Unit: signunit@brampton.ca

2. Temporary Structure Agreement and Building Permit Approval Process

File the Temporary Structure Agreement application and the building permit application concurrently. Applications must be fully completed and all documentation provided for both applications. Incomplete submissions will not be accepted.

TEMPORARY STRUCTURE AGREEMENT APPLICATION

- · A completed application form
- 6 copies of a site plan showing the proposed dimensions and location of the structure, set backs from the property lines, the proposed location and layout of the parking area and the driveway grades
- 6 copies of a grading plan prepared and stamped by an engineer or land surveyor. The details of how the plan must be prepared and what the plan must include are outlined in the attached guidelines.
- Note: the site plan and grading plan must be separate drawings.
- An application fee of \$1259.39.



Planning and Development Services

Building Division 8850 McLaughlin Road, Unit 1 Brampton, ON L6Y 5T1

BUILDING PERMIT APPLICATION

- A completed permit application form
- site plan
- · construction details to include:

1. Pre-Manufactured Building

- · foundation and anchorage drawings and details
- details for any new construction, including such items as stairs, ramps, porches or canopies (Note: Barrier-free access must be provided to the structure).

2. On-site Constructed Building

- · foundation and framing details (Provide truss drawings and specs. if roof trusses are proposed)
- HVAC calculations, duct layout and appliance specifications

3. Sanitary facilities to be provided and, if inside, water and sanitary service

- Connections: The location of portable sanitary facilities must be clearly shown on the site plan for temporary buildings not
 equipped with water and sewer connections.
- Permit fee: Pre-manufactured building: \$5.87 per m2 of gross floorarea.
 - On-site construction building: \$11.72 per m2 of gross floor area.

BUILDING PERMIT ISSUANCE

1. Plans Review

Upon completion of the plans review the applicant will be contacted by email and advised of any outstanding issues.

2. Agreement and Securities

Before the building permit can be issued an agreement must be executed and securities must be posted. The applicant will be contacted when the agreement is prepared. Securities, in the form of a Letter of Credit in the amount of \$40,000.00 must be provided with the executed agreement.

CONTACT: Permit Expediter, permit.expediter@brampton.ca or 905-874-2401

3. Occupancy Permit

When construction is complete and before the structure is occupied:

Submit a Notice of Completion to the Inspection Office requesting a final inspection for occupancy.

4. Removal and Return of Securities

Securities will be returned only upon written request to the Manager of Plans and Permits in the Building Department and only upon the issuance of a demolition permit and completion of inspections to confirm the complete removal of the structure, associated signage, closure of the site access (where applicable) and restoration of the site.



Planning and Development Services

Building Division

8850 McLaughlin Road, Unit 1 Brampton, ON L6Y 5T1

Temporary Structure Agreement Application

NOTE TO APPLICANTS:		Date Rec'd		F	Application No.	Accepted I	Accepted by:		Building File No.		
Please print. Information must											
be complete in order to process											
this application.											
<u> </u>									<u> </u>		
Project Locati	on	LC	LOT/BLOCK PLAN/CONCESSION REFERENCE PLAN								
		N/	NAME								
Property Owner		ST	STREET NO. STR		EET NAME SUI		SUITE NO.	JITE NO.		PHONE	
		CI	CITY PR:		OVINCE P		POSTAL CODE		() FAX	
			''						()	
Tenant/ Builder Information		N.	NAME							PHONE	
		AD	ADDRESS FAX								
			()	
		MA	MARRETING NAME UMBRELLA NAME				RELLA NAME				
		PL	AN NO. OF SUBDIVISION WHERE HOMES V	VILL	NUMBER OF LOTS	_		TYPE	OF DWELLII	NG UNITS	
		BE	E BUILT				□ S	FD □	SD I TOWNS		
Structure		LE	LENGTH (m)		WIDTH (m)			S FLOOR A			
Structure	Structure			20117107					DUONE		
			OMP ANY NAM E		CONTACT				(PHONE)	
Subdivision Engineer		ST	STREET No. and NAME CITY PROV. POSTAL CODE						FAX		
Control Architect		CC	COMPANY NAME CONTACT					(PHONE		
								()		
		ST	STREET No. and NAME CITY PROV. POSTAL CODE						(FAX	
									L`	,	
		I, [FIRST NAME LAST NAME PHONE ()								
Applicant's Declaration	•		STREET No. STREET NAME SUITE No.							FAX	
Doord and on	0	of C	CITY PROV. POSTAL CODE) MOBILE	
			TOUR CODE)	
Do hereby declare the following:											
1. THAT I am			uthorized agent								
 an officer/employee of										_	
2.											
3.											
4.											
Applicantly Circulature											
Applicant's Signature Date											
Assigned Temporary Address	STREET No.).	STREET NAME								
ZONING CLEARANCE			GRADING CLEARANCE		TRAFFIC CLEARANCE			BUILD		DING CLEARANCE	
By: By		Ву:	y:		By:		By:				
Date: Da		Date:	Date:		Date:	Date	Date:				
Comments											
Comments:											

PermitsTel. 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