Application Completeness Checklist – Non-Housing

(New Buildings and Additions)

Address

Date

		Legend	\checkmark	Submitted		ot Sub	mitted 🛛	Not Applic	able		
Site Services							Design - Mechanical (HVAC & Plumbing)				
	Site is served by	/ater				Designer information on documents (OAA / P.Eng / BCIN)					
	Private Well						HVAC drawings coordinated with architectural plans				
	Site is served by municipal sewers						Heat Loss / Heat Gain calculations				
Private on-site sewerage system (APH Approval Required)							Equipment and Design Specifications				
Site Plan											
							Plumbing Plans (fixtures, supply, sanitary, venting)				
	Designer information on documents					_ 🗆	Riser Diagrams				
	Zoning Summary (permitted uses)						Fire Stopping Details				
	Property lines referenced to a current survey						Design – Electrical & Fire Protection				
	Location of all proposed and existing buildings										
	Overall dimensions of buildings						Designer information on documents (OAA / P.Eng / BCIN)				
	Location of all above ground electrical conductors										
Design - Architectural						Electrical Supply and Distribution Plans					
	Designer information on documents (OAA / P.Eng / BCIN)										
							Fire Protection Plans				
	Ontario Building Code Data Matrix Life Safety Plans						g				
	Fire Separation – Location & Details						Fire-Stopping Details				
 Fire Separation – Location & Details Floor plans of each floor level (specify rooms) 						0	Other Required Documents				
							-				
	Limiting Distance / Spatial Separation Calculations Exterior Building Elevations										
	Reflected Ceiling Plans										
	Building and Wall Sections										
	Stair, landings, deck, guard and handrail details						Completed Applicable Law Checklist				
	Room Finish and Door / Hardware Schedules						Algoma Public Health Approval				
	Details and construction notes / Specifications						Conservation Authority Approval				
					╡┝└┘	Plumbing Application					
Design - Structural						CSA 448 Schedule A and Schedule B for Geothermal					
	Designer information on documents (OAA / P.Eng / BCIN)					Closed Loop Systems					
	Footing / Foundation Design (including design loads)					Development Control Agreement (where applicable)					
	Floor and Roof Framing Plan (including design loads)					Record of Site Condition (Brownfield Site)					
	Column and Beam Schedules				ᅴᆜ						
	Sections and Details						Rezoning Application (where applicable)				
	Pre-engineered structural system design (trusses etc)						Permit Fee Calculations				
	Fire resistance ra							Area (m ²)	Cost per m ² or		
	Welding Validatio	n Letter				lte	m	unit/fixture	per unit / fixture	Total	
				Bu	ilding Fees						
					Plumb		umbing		\$18.63		
						He	ating				
						00	cupancy Fee		\$20.70		
					Ot	ner					
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I, ______acknowledge that the application described above does not meet the requirements of 1.3.1.3.(1) of the 2006 Building Code and hereby waive my right to the permit being issued or refused within the time periods prescribed in the building code. I understand that the items described above must be completed before this application can be fully processed or a permit issued.

Date:_

Signature of Applicant___