

# Building Permit FAQs

## What is a Building Permit?



A building permit is issued for construction or alteration that must meet the standards of the Ontario Building Code. They are issued by the Township's Chief Building Official (CBO) and a schedule of inspections is provided upon issue. Building permits ensure that buildings are built correctly and are safe.

## Why do I need a Permit?



Building permits allow the Township to protect the interests of both individuals and the community as a whole. Reviewing and approving building plans before any work is done ensures that buildings comply with:

- The Building Code, which sets standards for the design and construction of buildings to meet objectives such as health, safety, fire protection, accessibility and resource conservation;
- The local zoning by-law and other planning controls on buildings
- Other applicable legislation, including certain requirements under the Environmental Protection Act.

## When do I need a Permit?

You must obtain a permit before you:

- Construct any new building over 15m<sup>2</sup> in area or place another structure, such as a mobile home, on your property
- Make renovations or repairs or additions
- Excavate or construct a foundation
- Construct a seasonal building
- Permits are also required for the installation, alteration, extension or repair of an on-site sewage system. These are issued through Algoma Public Health and are needed when applying for a building permit from the Township.





## What can I build without a Permit?



The following projects do not require a permit in the Township:

- Line fences
- Landscaping
- Eaves troughs
- Painting
- Demolition of a detached accessory building under 15m<sup>2</sup>
- Air conditioning units
- Drywall and interior renovations that do not change the structural integrity of the building
- Accessory structures under 15m<sup>2</sup> that do not hold a living quarter
- Replacement of windows or doors with no structural change
- Replacement of shingles or metal roof if the replacement material is the same as the original material
- Non-structural board replacements to existing decks

## How do I get a Permit?



The application for a permit is on the Township's website. You can also pick one up from the office or have one emailed to you. You will have to attach drawings, plans and any other relevant documents for your project to your application.

## Where do I get a Permit?



The completed application is submitted to the Township office, either in person or via email. Once the application is processed and approved, the permit is available for pick up at the office. The fee for the permit is due at that time.

## What if I want to change a building's use?



If you want to change the way you use all or part of a the building, you may need a change of use permit, even if you're not planning any construction. A building evaluation may have to be done to make sure that the existing building can support the proposed use. Different uses have different Building Code requirements.