



Distinctive Home, Cottage,
Carriage House & Garage
Plans On The Web At
www.homeconcepts.ca

The Ontario Building Code Standardized Building Permit Applications

Effective January 1, 2006 building permit application forms have been standardized province wide.

To obtain an Ontario building permit application form from the Ontario Ministry of Municipal Affairs & Housing click [here](#)

As part of the standardized process, the Ontario Building Code now requires that all plans being submitted for a building permit be reviewed by qualified & registered Ontario designers. Each designer must have a Building Code Identification Number (BCIN) & complete a Schedule 1 form in the building permit application.

Designers may be qualified & registered in one or more categories that require review.

A typical house plan being submitted for a building permit now requires review in at least two categories:

- House
- HVAC - House

Some municipalities (check with your local municipal building official) may also require review in two additional categories:

- Plumbing - House
- Building – Structural

A garage plan **may** require review in either of the 'House' or 'Small Buildings' categories & possibly the 'Building – Structural' category (again, check with your local municipal building official).

If you are building with a septic system, a designer qualified in

- On-site Sewage Systems

must design the septic system & complete a Schedule 1 form for submission with the building permit application.

Plans obtained from Home Concepts or other plan providers must be reviewed by designers qualified & registered in the appropriate categories.

We strongly suggest you discuss design review requirements thoroughly with your local municipal building official to get a clear understanding of the design reviews that will be required in your municipality.

Normally your heating contractor will provide the design review and complete Schedule 1 for 'HVAC - House'.

Similarly, your plumbing contractor will provide the design review and complete Schedule 1 for 'Plumbing - House'.

If the plan involves the use of an engineered truss system, the truss manufacturer may be required to complete Schedule 1 & certify the design of the proprietary trusses.

If the plan involves the use of an engineered floor joist system, the joist manufacturer may also be required to complete Schedule 1 & certify their proprietary floor joist design.

Your general contractor or local municipal building official may be able to provide the names of local qualified & registered designers for reviews in the following categories:

- House
- Small Buildings
- Building - Structural

Alternatively, Home Concepts has arranged for qualified & registered designers to review our plans in these two categories.

The following qualified & registered designers will review Construction Plan Sets (no reviews of Study Sets)

'House' or 'Small Buildings' category reviews:

Gary Ruyf

BCIN 24393

Email: garyruyf@xplornet.com

Fee:

House Plan - \$225 CAD

Garage Plan - \$150 CAD

'Building – Structural' category review:

William Kollard, P. Eng.

BCIN 22765

Email: bill@kollaard.ca

Fee:

House Plan - \$250 to \$350 CAD (depends on plan)

Garage Plan - \$150 CAD

Design reviews will require additional 'front end' or 'lead' time & some expense prior to submitting plans for a building permit in Ontario. However, under the new provisions of the Ontario Building Code, municipalities are now required to issue (or give reasons why they will not issue) building permits within 2 weeks from the submission of the building permit application form.

Ensure that the building permit application is **COMPLETE** & all reviews required by your local municipality have been undertaken & appropriate Schedule 1 forms submitted.

Correct submissions will ensure that you have a building permit in 2 weeks.