



FINISHED BASEMENTS



Application for a Permit to Construct or Demolish

This form is authorized under subsection 8(1.1) of the *Building Code Act, 1992*

For use by Principal Authority			
Application number:		Permit number (if different):	
Date received:		Roll number:	
Application submitted to: <u>Town of Ajax</u>			
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 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 ()	

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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		

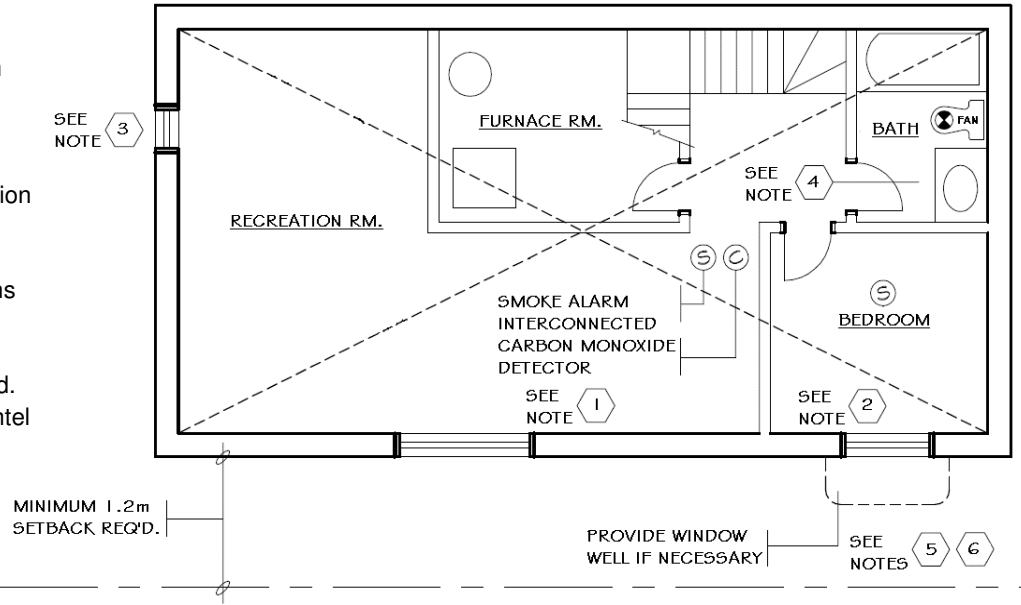
Personal information contained in this form and schedules is collected under the authority of subsection 8(1.1) of the *Building Code Act, 1992*, and will be used in the administration and enforcement of the *Building Code Act, 1992*. Questions about the collection of personal information may be addressed 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.

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Application for a Permit to Construct or Demolish – Effective January 1, 2014

Plans, drawn to scale, are to include the following:

- Dimensions, include overall and individual room areas
- Total finished floor area
- Ceiling height, include low headroom areas
- Room uses
- Exterior wall construction, include insulation R-value & specify if insulation is existing or new
- Location of stairs
- Doors, include locations & dimensions
- Windows, include locations & dimensions, window type, openable area & indicate existing/new/enlarged. If window is new/enlarged, include lintel sizes (wood, steel, structural frame), unprotected opening calculation, foundation lateral support calculation
- Plumbing fixtures (i.e. tub, shower, toilet, sinks, washing machine, etc.)
- Smoke alarms, carbon monoxide alarms, mechanical ventilation fans



NOTES RELATING TO ABOVE PLAN DWELLING UNIT MORE THAN FIVE YEARS

1. See installation information for smoke alarms & carbon monoxide alarms on reverse page.
2. Minimum glazing required for natural lighting shall be equivalent to 2.5% of the floor area for bedrooms and other finished areas.
3. Minimum 3 ft² clear opening required for natural ventilation in recreation rooms, bedrooms & other finished areas.
4. 1 ft² clear opening for natural ventilation required for a bathroom. Mechanical vent providing 1 air change per hour is acceptable.
5. Existing bedroom window acceptable where there is direct access to the exterior (i.e. below grade entrance or basement walkout). *If not provided, see note 5 from next column for window requirements.*
6. If window from note 5 opens into a window well, a clearance of not less than 21-5/8" shall be provided in front of the operating sash. See example on reverse page.

DWELLING UNIT LESS THAN FIVE YEARS

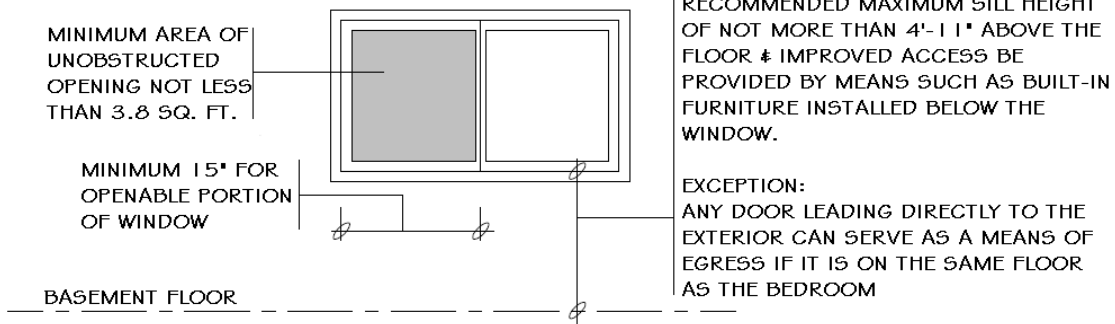
1. See installation information for smoke alarms & carbon monoxide alarms on reverse page.
2. Minimum glazing required for natural lighting shall be equivalent to 5% of the floor area for bedrooms and other finished areas.
3. Minimum 3 ft² clear opening required for natural ventilation in recreation rooms, bedrooms & other finished areas.
4. 1 ft² clear opening for natural ventilation required for a bathroom. Mechanical vent providing 1 air change per hour is acceptable.
5. Where a door to the exterior is not provided (i.e. below grade entrance or basement walkout), a window, that is openable from the inside without the use of tools, provides an individual, unobstructed open portion having a minimum area of 3.8 ft² with no dimension less than 15" is required. It is recommended that sills intended for use as emergency exits from basement bedrooms be not higher than 4'-11" above the floor and that access be improved by some means such as built-in furniture installed below the window. See example on reverse page.
6. If the window in note 5 opens into a window well, a clearance of not less than 21-5/8" shall be provided in front of the operating sash. See example on reverse page.

MINIMUM DOOR SIZES

AT ENTRANCE TO:	MINIMUM WIDTH	MINIMUM HEIGHT
Stairs to a floor level than contain a finished space, utility rooms & All doors in at least one line of passage from the exterior to the basement	32"	78"
Bathroom, water closet room, shower room	24"	78"
Bedrooms & other finished areas	30"	78"



EGRESS WINDOW SERVING FINISHED BASEMENT WITH A BEDROOM

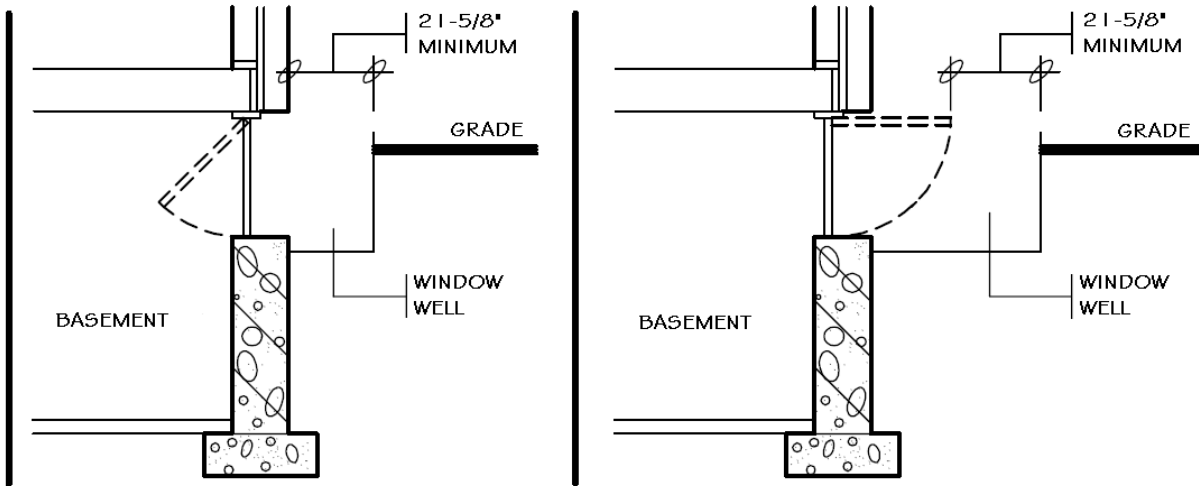


The egress window is to be openable without the use of tools or specialized knowledge.

For sliding (single or double) windows, the unobstructed area is based on when one panel is slid into an open position, not based on removing both panels.

For casement, hopper and awning windows ensure the opening mechanism does not reduce the required unobstructed area.

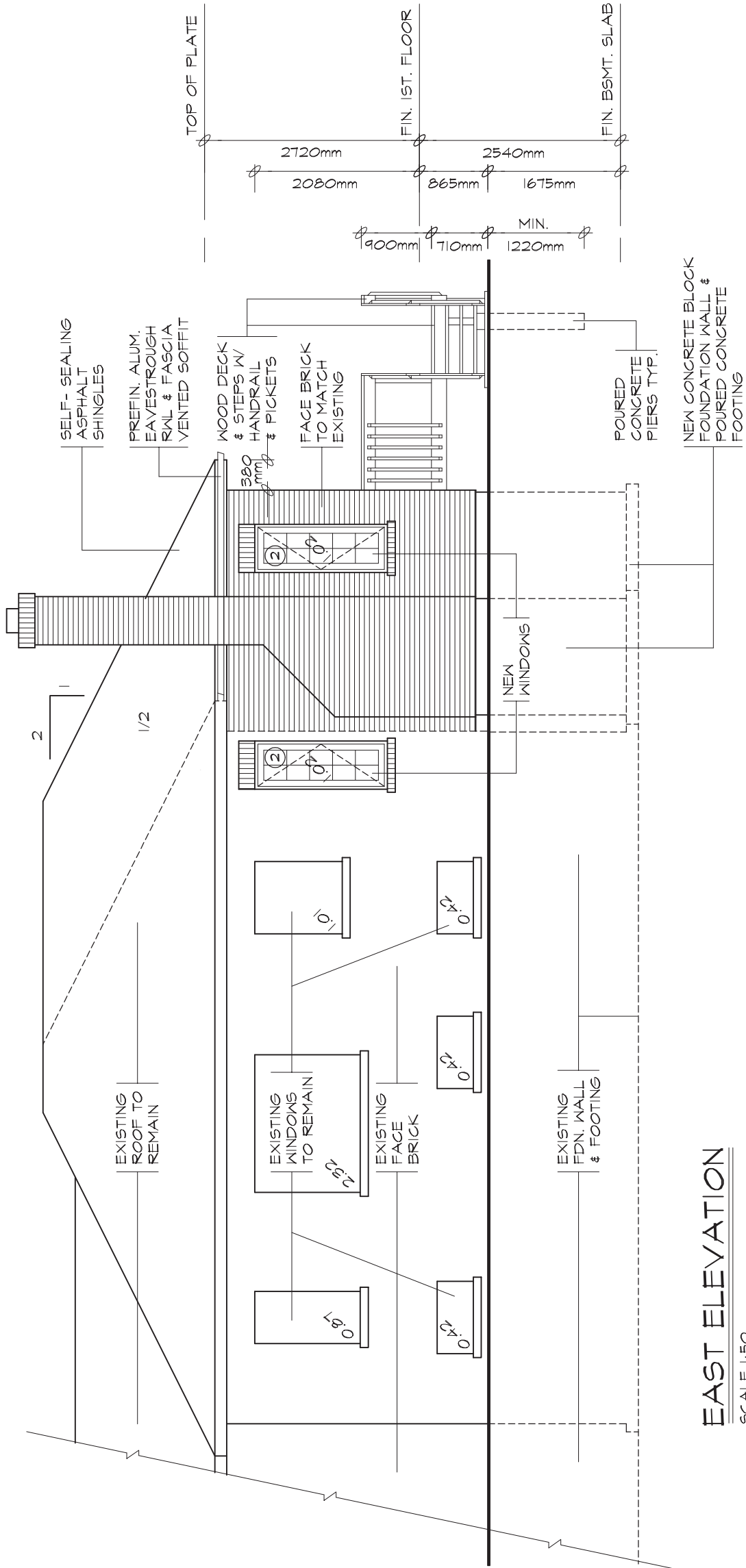
EGRESS WINDOW OPENING INTO A WINDOW WELL



SMOKE ALARMS AND CARBON MONOXIDE ALARMS

ALL DWELLINGS	DWELLING UNIT MORE THAN FIVE YEARS	DWELLING UNIT LESS THAN FIVE YEARS
<p>SMOKE ALARMS</p> <ul style="list-style-type: none"> <input type="checkbox"/> Required in finished basements <input type="checkbox"/> Conform to CAN/ULC-S531 <input type="checkbox"/> Shall have a visual signaling component <input type="checkbox"/> Shall be installed on or near the ceiling <input type="checkbox"/> Shall be installed in each bedroom & in a location between the bedrooms & the remainder of the storey 	<ul style="list-style-type: none"> <input type="checkbox"/> Smoke alarms connected to an electrical circuit shall be maintained; where hardwired smoke alarms are not present battery operated smoke alarms are permitted. 	<ul style="list-style-type: none"> <input type="checkbox"/> Shall be installed by permanent connections to an electrical circuit & have no disconnect switch between the overcurrent circuit device & the smoke alarm <input type="checkbox"/> Shall be interconnected so that activation of one smoke alarm will cause all smoke alarms to sound
<p>CARBON MONOXIDE ALARMS</p> <ul style="list-style-type: none"> <input type="checkbox"/> Required where a bedroom is present & shall be installed adjacent to each sleeping area <input type="checkbox"/> Conform to CAN/CSA-6.19 or UL 2034 <input type="checkbox"/> Shall be audible within the bedroom when intervening doors are closed 	<ul style="list-style-type: none"> <input type="checkbox"/> May be battery operated or plugged into an electrical outlet 	<ul style="list-style-type: none"> <input type="checkbox"/> Shall be installed by permanent connections to an electrical circuit & have no disconnect switch between the overcurrent circuit device & the carbon monoxide alarm <input type="checkbox"/> Be wired so that its activation will activate all carbon monoxide alarms

3050mm
ADDITION



EAST ELEVATION

SCALE 1:50

UNPROTECTED OPENINGS

WALL AREA	42.36m ²
LIMITING DISTANCE	3050mm @ 18.00%
MAX. ALLOWABLE OPENINGS	7.62m ²
TOTAL OPENINGS PROVIDED	7.50m ²

**LMCBO
STANDARD
DETAILS**

TITLE
SAMPLE DRAWING ELEVATION

NOTE: UNDER THE BUILDING CODE ACT, THE LOCAL MUNICIPALITY IS THE AUTHORITY HAVING JURISDICTION FOR ENFORCING THE ACT AND ITS REGULATIONS. IT IS THE RESPONSIBILITY OF THE OWNER/DESIGNER TO ENSURE THAT ALL DESIGNS SUBMITTED FOR A PERMIT ARE IN ACCORDANCE WITH THE BUILDING CODE ACT, BUILDING CODE AND ANY OTHER APPLICABLE LAW.

DWG. NO.

A03e

2012