

Required Drawings

New House Plans:

- Application Form Completed (by owner or applicant with letter of authorization)
- Schedule 1 completed by Qualified Designers (Architects & Engineers are exempt)
- Commitment to General Reviews by Architect and Engineers (where required)
- 2 Copies of the Site Plan (legal survey – planning approved)
- 2 Copies of the Grading & Draining Plan (may be on site plan)
- 2 Full sets; Foundation, Floor plan, Elevations, Sections, Details, Schedules etc
- 2 Copies: Floor Joist Layout (for engineered floor joist systems)
- 2 Copies: Roof Truss Layout (for engineered roof truss systems)
- 2 Copies of Professional Engineer Drawings or Review Letter (where required)
- SB-12 Energy Efficiency Design Summary Sheet
- Heat Loss/Gain Calculations
- Mechanical Ventilation Design Summary
- Duct design and layout

Installation of a Fuel Burning Appliance:

- Include a detailed site plan and a copy of the manufacturer's installation instructions, subject to TSSA approval process.

Addition to a House:

- All the requirements noted above for a house, as well as a full and complete site plan (plot plan)
- Grading Plan
- Foundation/floor plans and cross-sections to include adjacent structure
- Elevation views of all affected building sides.

Detached Garages and Sheds:

- Full and complete site plan for the entire lot
- Foundation/footing and pier plan
- Floor plan
- Cross-section(s)
- Elevation views

Decks & Pools:

- Full and complete site plan for the entire lot
- Foundation/footing and pier plan
- Deck framing plan
- Guard & handrail details
- Cross-section(s)

All Plans Must Include:

(Ontario Building Code Div. C, 3.2.4.7.(1)(e))

The registered person (designer) who reviews and takes responsibility for design activities provided to the public by the registered person shall include the following information on any document submitted to a chief building official or registered code agency in the circumstances set out in subsection 15.11(5) of the Act:

- (i) The name of the registered person and any registration number issued to the registered person by the director,
- (ii) A statement that the person has reviewed and taken responsibility for the design activities,
- (iii) The person's name and any identifying number issued to the person by the director in respect of the qualifications described in Clause 3.2.4.2.(1)(a) or (b) that the person has, and
- (iv) The person's signature.

Other drawings may be requested by the Town of Renfrew CBO as required.