



Planning & Development Services

Tel. 905-683-4550

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TOWN OF AJAX

65 Harwood Ave South

Ajax ON L1S 2H9

www.ajax.ca

Permit to Construct New Buildings / Additions

Industrial / Commercial / Institutional High Density Residential

Fees:

- Building Permit Fee pursuant to the current Town of Ajax Building By-law
- Estimated construction value (to be checked against the TACBOC valuation)

Application Forms:

- Completed Application for a Permit to Construct or Demolish
- Schedule 1: Designer Information
- Acknowledgement by Applicant of Incomplete Application
- Letter of Authorization
- Completed Statement of Design form
- Completed Commitment to General Review by Architect and Engineer form
- Completed Confirmation of Energy Efficient Design form
- Completed Applicable Law Checklist
- Completed Town of Ajax Non-Residential Municipal Development Charges Information form
- Completed Education Development Charge Information form
- Completed Region of Durham Commercial Development Charge Information form
- Completed Region of Durham Carruthers Creek Area Specific Development Charge Information form (if applicable)

Drawing Submission:

- Three copies of the Site Plan
- Three copies of the Mechanical Site Plan (where applicable)
- Three copies of fully dimensioned Architectural Drawings that bear the signed and dated seal of an Architect, including:
 - a cover page or title block,
 - North arrow, scale, legend of symbols,
 - the project identity (name, address, unit #, etc),
 - completed Code Matrix
- Three copies of Structural Drawings, bearing the signed and dated seal of a Professional Engineer
- Three copies of Electrical Drawings, bearing the signed and dated seal of a Professional Engineer
- Three copies of Mechanical/Sprinkler Drawings, bearing the signed and dated seal of a Professional Engineer
- Qualification Information on every page
- Phase I & II Environmental Study Report
- Copy of the Geotechnical Report
- Two Complete Sets of Specifications

Additional Approvals and Information:

- Durham Region Health Department approval if the subject building is connected to or adjacent to a **Septic System**.
- Durham Regional Health Services stamped approval for "Food Handling" occupancy (where applicable)
- MOH and/or MOL approval for the installation of X-Ray equipment (where applicable)
- Site Servicing and Signs require separate permit applications

This is a general list of requirements and is not intended to be comprehensive.

FORM: PLD-063

REVISED: 14/06/11
