



**Planning & Development Services**

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**TOWN OF AJAX**

65 Harwood Ave South

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**Permit to Construct New Buildings (Subdivision)**

Residential Buildings

**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 Applicable Law Checklist (where necessary)
- Completed Regional Municipality of Durham Residential Development Charges Information form
- Completed Carruthers Creek Area specific Development Charge form (where necessary)
- Completed Education Development Charge form
- Completed Energy Efficiency Design Summary form

**Drawing Submission:**

- Three copies of the Site Plan/Grading Plan (Reviewed/Approved by the Control Architect & Engineer)
- Two copies of Streetscape (Reviewed by the Control Architect)
- One copy of fully dimensioned Construction Drawings that bear the Designer Qualification Information including:
  - a cover page or title block (review/approval by the Control Architect),
  - North arrow, scale, legend of symbols,
  - the project identity (name, address, unit #, etc),
  - the size of the proposed building,
  - the nature of the occupancy (i.e. S.F.D., Townhouse)
- One copy of the Roof Truss drawings
- One copy of Heat Loss calculations and Duct Layout

**Additional Approvals and Information:**

- A Soils Report verifying the adequate bearing capacity and the permanent ground water level
- A copy of the Regional Municipality of Durham Regional Application for Sanitary Sewer/Water Service hook-up, or a private sewer and potable water approval from the Durham Regional Health Service
- Clearance from Toronto & Region Conservation Authority (if applicable)

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

FORM: PLD-065
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REVISED: 14/06/12
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