



## **Permit to Construct New Decks or Accessory Buildings** 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)

### **Drawing Submission:**

- Two copies of the Site Plan/Legal survey showing the proposed location of the structure.
- Two copies of fully dimensioned Construction Drawings, including:
  - Cover page or title block,
  - North arrow, scale, legend of symbols,
  - Project identity (name, address, unit #, etc.),
  - Size and type of materials,
  - Means of support (i.e. the size and depth of concrete piers),
  - Anchorage to the existing building,
  - Proposed building, showing all windows and doors, the size and type of all material (walls and floor) and indicating all structural components.
  - Elevations for all sides of the building, showing the location of the windows and doors (including their sizes), indicate elevation dimensions for the height from ground to the top of the windows and doors, from the ground to the underside of the ceiling and to the top of the ridge.
- Fully dimensioned foundation plan
- Two copies of the Roof Truss drawings/Roof Plan (where required)

### **Additional Approvals and Information:**

- Durham Region Health Department approval if the subject building is connected to or adjacent to a **Septic System**.
- Clearance from Toronto & Region Conservation Authority (if applicable)

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