

RURAL AREA

Building Permit Requirements

Please confirm that all applicable requirements have been provided:

- **Prior to Building Services involvement or permit application, documented project approval from the Municipal Planning Department is required. Municipal Planners must be contacted at the Development Team Office – 905-885-2431**
- Site plan showing location of building(s) on the property and their distance to the property lines, the height of all proposed structures, and percentage of lot coverage.
- Two sets of construction plans, including specs for heating and ventilation equipment (HRV's, furnace and exhaust fans), engineering (floors, lintels, roof, etc.)
- Complete Building Permit Application accompanied with Designer Information Form and Energy Efficiency Design Summary (Performance or Perspective)
- Northumberland County approval for septic system, if necessary: 905-372-1929
- Entrance Permit if frontage is on a Municipal road – 905-885-2431
- Entrance Permit and Setback Permit if frontage is on a county road or provincial highway – (County) 905-375-3329 ext. 344 (MTO) 1+-800-267-0295 ext. 4744
- Ganaraska Region Conservation Authority approval if building site is in or near an environmental-constraint area or fill-restricted area - 905-885-8173
- Copy of deed may be required
- CSA approval for manufactured homes
- Requirements of subdivision agreements for River Park, Woodlands and Briarwood
- Development Charges as per By-law 54/2014 Schedules “B1” and “B2”, as amended
- Building Permit fees per the Fees and Charges By-law 81/2019 Schedule “D”, as amended
- Plumbing Permit Application and fees; \$150.00 base fee plus \$17.00 per fixture
- Site Plan Agreement as per fees outlined in the Site Plan Application requires a survey and building location with services
- Building Refundable Deposit of \$3,000.00
- Municipal number includes sign, post and installation - \$75.00
- Survey with elevations may be required.

Other fees may be applicable. Please refer to By-law 81/2019 Schedule “D”

URBAN AREA

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- Development Charges as per By-law 54/2014 Schedules “B1” and “B2”, as amended
- Building Permit fees per the Fees and Charges By-law 81/2019 Schedule “D”, as amended
- Plumbing Permit Application and fees; \$150.00 base fee plus \$17.00 per fixture
- Site Plan Agreement as per fees outlined in the Site Plan Application requires a survey and building location with services
- Building Refundable Deposit of \$3000.00
- Atomic Energy of Canada Limited – Low Level Radioactive Waste Management Office for Inspection of soil 905-885-9488

Other fees may be applicable.
Please refer to By-law 81/2019 Schedule “D”