

What to Do When Waiting For the Permit to Be Issued

Once you have submitted your application, we will review your submission as quickly as we can. We are aware of the importance to you in obtaining the permit quickly. Please make yourself available at the telephone number you provided at the time of application to ensure we can contact you should we require any clarification of your submission.

What to do When the Permit Has Been Issued

Once you receive your permit, please read the approved permit plans & documents thoroughly before commencing construction. The construction must be in accordance with the approved plans and documents issued with your permit. Any changes made before or during construction must be submitted to the building section and additional fees may be applicable.

Inspections by the Building Section are also required during construction to ensure that all work is done in accordance with the approved plans. Some key inspections include:

- Prior to pouring any concrete for piers or footings
- Framing inspection
- Final inspection

Approved permit documents must be kept on site and available during inspections.

Note: It is the responsibility of the owner to ensure that either you or the contractor contact the City of St. Catharines, P.B.S. Department to request an inspection before proceeding to the next phase of construction. All required inspections are listed on the permit.

Failure to schedule inspections will result in not being allowed to occupy or use the accessory building and may also result in uncovering the work.

To schedule your inspections call 905-688-5601, Extension 1660. Please have your permit number ready when scheduling an inspection.

If you have any further questions or concerns please do not hesitate to contact the City of St. Catharines P.B.S. Department between the hours of 8:30 a.m. and 4:30 p.m. at 905-688-5601 extension 1660 and someone will be happy to answer any question you may have.

This brochure is intended as a guide only to assist the public with understanding the processes in place.

The complete current By-laws of the City of St. Catharines will take precedence over the general information provided in this brochure.



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2015



Building Section

Planning and Building Services Department
P.B.S.

Guide for Accessory Buildings



Guide for Accessory Buildings

When planning to construct an accessory building such as a detached garage or storage shed, this guide will assist you the homeowner, when a permit is required and what is required for the building permit application and any zoning regulations governing the construction of these structures.

When And Why A Permit Is Required

In general a building permit is required for all buildings and structures greater than 108 ft² (10 m²) in area. Buildings and structures under 108 ft² do not require a permit unless they contain plumbing but must still comply with the City of St. Catharines Zoning By-law (including setbacks).

Building permits are necessary to ensure compliance with zoning requirements, the Ontario Building Code for structural, safety and other standards, and compliance with any other applicable Provincial and Municipal regulations.

It is the responsibility of the homeowner to ensure a permit is obtained prior to any construction of these structures.

Constructing or altering a structure without a permit can result in numerous problems including:

- Complaints from neighbours
- Not conforming with the Building Code
- Difficulty selling the property
- Incurring liability should an injury occur to someone (visiting your property) as a result of a structure not conforming to the Building Code
- Extra cost in having to reconstruct the structure to comply with the zoning By-law and Building Code
- Possible demolition of structure.

City of St. Catharines Zoning By-Law

The City of St. Catharines Zoning By-law contains regulations governing the size, height, location and use of the building. Based on the zoning of the property the proposed building must not exceed the requirements as far as lot coverage and yard requirements (minimum building setbacks from property lines) are concerned.

Building By-Law 2011-334

A complete copy of the Building By-Law 2011-334 is available at the City of St. Catharines, Clerks and Legal Services, or downloaded at the City of St. Catharines website under By-laws. www.stcatharines.ca (->Build In/Bldg Permits/Building By-Law/The Building By-Law No. 2011-334)

Applying For A Permit

Applications for a building permit are available at the City of St. Catharines Planning and Building Services Department or downloaded at the City of St. Catharines website. www.stcatharines.ca (-> Build In/Application Forms & Fees/Building Permit Applications & Forms Page/Building Permit Application – Construct – Demolish (Page 9))

With the submission of an application you will be required to submit two (2) copies of detailed construction drawings & site plan and the required building permit fees, and damage deposits, if applicable. If you require assistance to develop these drawings, sample and standard drawings are available for your use along with the current fee schedules at the City of St. Catharines P.B.S. Department.

Building permits may be applied for by a property owner, or by an agent on behalf of the owner, such as the contractor or designer. The Schedule 1 portion of the application must be filled out with every submission not involving an architect or engineer. The owner of a single or two unit dwelling may produce the drawings, otherwise a qualified designer must prepare and take responsibility for the designs.

Required Drawings

As mentioned above, two (2) complete copies of detailed drawings are required with the submission of an application.

A complete detailed site plan showing the following:

- North arrow
- Scale
- Legal description -lot and plan numbers
- Easements
- Street names
- Lot dimensions
- Setbacks to all property lines for the existing dwelling and the

Detailed Construction Drawings showing:

- Size and height dimensions
- Location and size of all door and window openings
- Material used along with size and spacing of beams and posts
- Concrete piers size, depth and spacing
- Roof framing (if applicable) -trusses or rafter size and spacing
- Anchoring and fastening details
- Concrete slab or footing details -size, thickness and reinforcement
- Normally construction drawings for accessory buildings will include (as a minimum), four elevations and at least one cross section.

Buildings of less than 55m² (592 ft²) in floor area and not more than one storey in height may be supported on wood mud sills or concrete floating slab rather than a 4'-0" deep foundation, provided that the building is not of masonry or masonry veneer construction.

Concrete floating slabs greater than 55 m² (592 ft²) are allowed, but must be designed by a Professional Engineer.

Pre-Engineered truss drawings must be provided with an application for permit, or prior to framing inspections.

No glazed openings such as in windows and doors are permitted in any exterior wall less than 1.2 m (3'-11") from any property line.

New Materials/Systems: Additional information such as manufacturer's drawings, specifications or engineering details may be required for materials/systems which are not specifically prescribed in the Ontario Building Code.

The original drawings must be submitted to scale and fully dimensioned in either metric or imperial units with the appropriate information shown as noted above.



What to Do When Waiting For the Permit to Be Issued

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What to do When the Permit Has Been Issued

Once you receive your permit, please read the approved permit documents thoroughly before commencing construction. The construction must be in accordance with the approved plans and documents issued with your permit. Any changes during or before construction must be submitted to the Building Section for review and additional fees may be applicable.

Several inspections are also required during construction to ensure that all work is done in accordance with the approved plans.

Approved Permit Documents must be kept on site and available during inspections.

Note: It is the responsibility of the owner to ensure that either you or the contractor contact the City of St. Catharines, P.B.S. Department to request an inspection before proceeding to the next phase of construction. All required inspections are listed on the permit.

Failure to schedule will result in not being permitted to occupy or use the addition and may also result in uncovering the work.

To schedule your inspections call 905-688-5601, Extension 1660. Please have your permit number ready when scheduling an inspection.

If you have any further questions or concerns please do not hesitate to contact the City of St. Catharines P.B.S. Department between the hours of 8:30 a.m. and 4:30 p.m. at 905-688-5601 extension 1660 and someone would be happy to answer any question

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What other Approvals may be Required?

The following are examples of applicable law that may need to be confirmed before a permit can be issued:

- Niagara Peninsula Conservation Authority
- Ministry of Transportation Ontario (land use permits)
- Niagara Escarpment Commission (permits)
- Zoning By-Laws under section 34 & 38 of the Planning Act (includes minor variance, approvals & registration of site plan agreements & registered plans of subdivision)
- Niagara Region Entrance Permit (regional roads)

- _____
- _____
- _____

What is the cost going to be for a Building Permit?

Residential:

Please refer to the current Schedule of Rates and Fees at www.stcatharines.ca or by calling the P.B.S. Department at ext. 1660.

Other Costs (when applicable):

Regional development charges (New Dwellings)

Sidewalk damage deposit

Water under construction fee (new construction only)

Note: For actual cost of other fees and to determine if they are applicable please contact the P.B.S. Department at ext. 1660.

Note: Final cost will be determined at the time of application based on the information provided on the drawings submitted.

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Building Section

Planning and Building Services Department
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A Guide to Residential Building Permits



A Guide to Residential Building Permits

When is a Building Permit Required ?

Construction of a **New Home**

Constructing or installing **Detached Accessory Building** over 108 square feet. (i.e. detached garages, tool shed)

Wood Decks 24 inches or greater above grade or have a roof above.

Additions to existing buildings (i.e. sunrooms, porches, carports, attached garages, dormers, second storey etc.)

Any **structural work**, including alterations to interior partitions or the installation of new skylights, windows or doors, or other interior non-structural partitioning.

Prefabricated Structures (i.e. Portable Classrooms, garages, tool sheds, sunrooms, patio roofs, etc.)

Solid Fuel burning appliances, (Installation or alterations to wood stoves, fireplaces and metal or masonry chimneys)

Fire Separations (Alterations to, or new fire separations, i.e. fire rated ceilings, walls, floors)

Exit Facilities (Alterations to or new)

Swimming Pools (inground and above ground)

Enclosing a porch or deck

Raising a house to provide a full basement

Construction or **finishing of rooms** in the basement or attic

Installation of fireplaces and other heating appliances including the replacement of furnaces and ductwork

Installation of central air-conditioning

Installation of siding, brick veneer, or other **exterior wall covering**

Replacing or installing **new plumbing**, including repair or installation of an **on-site sewage system**

Damp-proofing or **waterproofing** foundation walls including installation of weeping tile

Installation of a **ramp** or **elevating device**

Fire alarms, sprinkler or standpipe and hose systems (Alterations to, or new)

Demolition of a building or part of a building

If you are uncertain please contact the Building Section at City Hall, 50 Church Street, St Catharines, (905) 688-5601 ext. 1660

Why is a Permit Is Required?

Building Permits are necessary to ensure Zoning requirements, compliance with the Ontario Building Code for structural and safety standards and to comply with any other applicable Provincial and Municipal regulations.

Constructing or altering a structure without a Permit can result in numerous problems including:

- Complaints from neighbours
- Not conforming with the Building Code
- Difficulty selling the property
- Incurring liability should a Injury occur to someone (visiting your property) as a result of a structure not conforming to the Building Code
- Extra cost in having to reconstruct the structure accordance with the Zoning By-law and Building Code
- Possible demolition of structure.

City of St. Catharines Zoning By-Law

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Applying For A Permit

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With the submission of an application you will be required to submit two (2) copies of detailed construction drawings & site plan and the required Building Permit fees and damage deposits, if applicable. If you require assistance to develop these drawings, sample and standard drawings are available for your use along with the current fee schedules at the City of St. Catharines P.B.S. Department.

Building Permit applications for new dwelling units must also include a completed energy efficiency design summary form.

Building permits may be applied for by a property owner, or by an agent on behalf of the owner, such as the contractor or designer. The schedule 1 portion of the application must be filled out with every submission not involving an architect or engineer. The owner of a single dwelling may produce the drawings, a qualified designer must be provided otherwise.

Note: Residential drawings for a single family dwelling can be prepared by the homeowner. For larger dwellings or multiple unit dwellings a qualified designer may be required. Please contact the Planning and Development Services Department at extension 1660 for more information

All applicable fees must be paid as required by the current Building By-Law.

Note: A sidewalk damage deposit may be required where heavy machinery may be used over a city sidewalk. Deposits will be returned when the majority of the project has been completed and after inspection to ensure no damage. These deposits are required for projects such as a new house, garage, shed, addition to a house, or an in-ground swimming pool. (Deposits are only applicable when a city sidewalk is located in front of your property.)

The chart on the back of the brochure is a guide to determine which drawings are required for a specific type of construction.

If your project does not fall into one of these categories please call the Planning and Building Services Department at (905) 688-5601 ext. 1660.

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Application for	Site Plan	Site Grading Plan	Foundation/ Basement Plan	Partial Floor Plan	Complete Floor Plan	Cross Section	Elevation (view of each side)	HVAC Design
New Home	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes
Addition/ Renovation	Yes	No	Yes	No	Yes	Yes	Yes	Yes
Detached Garage	Yes	No	Yes	No	Yes	Yes	Yes	No
Carport	Yes	No	Yes	No	Yes	Yes	Yes	No
Porches/Decks	Yes	No	Yes	Yes	No	Yes	Yes	No
Stove/Fireplaces & Chimneys	Yes	No	Yes	Yes	No	Yes	Yes	Yes
Pool	Yes	No	No	No	No	No	Yes	No
Sign	Yes	No	No	No	No	Yes	Yes	No
Accessory Bldg	Yes	No	Yes	No	Yes	Yes	Yes	No



Building Section

Planning and Building Services Department
P.B.S.

A Guide to Preparing Residential Permit Drawings



A Guide to Preparing Residential Permit Drawings

What Drawings Do I Need?

A completed application form for a building permit is required and must be accompanied by the following information:

- Two copies of a site plan
- Two copies of architectural and structural drawings
- All fees
- Region of Niagara public works septic approval*
- Niagara Peninsula Conservation Authority approval*
- Ministry of Transportation land use permit*
- Regional entrance permit*

(*When applicable)

The table on the other side of the pamphlet outlines the drawings required for the noted applications. If your project is not listed, contact the building section to determine what drawings are required.

What information is required on the drawings?

Site Plan

The site plan is a drawing based on your property survey. The site plan must show the location of the proposed structure and all existing buildings in relation to the property lines and each other. The following information should be shown on the site plan:

- Title & scale
- Street name & number, lot & plan number
- North arrow
- Property lines with dimensions
- Setbacks (measurements from buildings to all property lines)
- Overall building dimensions
- Dimension of buildings in relation to each other
- Right-of-ways and easements
- Existing and proposed construction
- Existing and/or proposed septic systems
- Existing and/or proposed wells
- Overhead hydro wires

Site Grading Plan

A site grading plan is a drawing of your property prepared by a **Registered Ontario Land Surveyor** which indicates the grading, drainage pattern and elevations of the foundation. All dimensions and elevations are to be metric.

The following information should be shown on the site grading plan:

- Title & scale
- Street name & number
- North arrow
- Property lines with dimensions
- Setbacks (measurements to all property lines)
- Zoning
- Lot area
- Building area
- Gross floor area
- Right-of-ways & easements
- Geodetic grade elevations
- Direction & % slope of drainage system (2% min. slope)
- Existing and proposed grade elevation for the top of the basement wall, finished first floor, basement slab and underside of footings

Foundation Plan

The following information should be shown on all foundation plans:

- Title & scale
- Interior & exterior dimensions (including door & window openings)
- Size & spacing of structural members & lintels
- Materials used and the extent and size of both new and existing structures
- Location of cross sections

If you are proposing to use a Slab Foundation for any structure greater than 590 sq. ft. the slab must be designed and sealed by a Structural Engineer.

HVAC Design

A Heating/Ventilation and Air Conditioning (HVAC) design is required for all new mechanical systems serving each dwelling unit. Some additions may also require a completed HVAC design. If you are considering an addition to a home contact the Building Section at extension 1660 to determine if an HVAC design is required. The following information should be submitted as part of the HVAC design:

- Coordinated floor plans (every level)
- Heat loss/gain calculations & duct design
- Equipment specification
- Ventilation design summary
- Plumbing fixture location if applicable

Floor Plans

The Building Section requires floor plans for all floors. The following information should be shown on all floor plans:

- Titles & scale
- Room names
- Interior & exterior dimensions (including door & window sizes)
- Size & spacing of structural members & lintels
- Location & dimension of stairs (rise & run)
- Materials used and the extent and size of both new and existing structures
- Type of roof & its framing
- Location of all plumbing fixtures
- Location of cross sections
- Sump pump location

Cross Section

A cross section is a cut away view of the building from the footings to the roof. The cross section is required to show the building materials and how they relate to each other. The following information should be shown on the cross section:

- Title & scale
- Room names
- All height dimensions (including floor to ceiling, doors, windows, etc.)
- Size and type of materials
- Grade & finish floor elevations
- Larger details may be required to fully show the proposed construction.

Some typical details are available for your use from the Building Section.

Elevations

Elevations show all the outside views of the building. The following information should be shown on the cross section:

- Title & scale
- Dimensions of the building (height & width)
- Exterior finishes, materials and fixtures
- Slope of roof
- Grade and finished floor/ceiling elevations

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Once you receive your permit, please read the approved permit plans & documents thoroughly before commencing construction. The construction must be in accordance with the approved plans and documents issued with your permit. Any changes made before or during construction must be submitted to the building section and additional fees may be applicable.

Inspections by the building section are also required during construction to ensure that all work is done in accordance with the approved plans. Some key inspections include:

- Prior to pouring any concrete for piers or footings
- Framing inspection
- Final inspection
- Insulation inspection
- Foundation inspection
- HVAC rough-in and final
- Plumbing rough-in and final

Approved Permit Documents must be kept on site and available during inspections.

Note: It is the responsibility of the owner to ensure that either you or the contractor contact the City of St. Catharines, P.B.S. Department to request an inspection before proceeding to the next phase of construction. All required inspections are listed on the permit.

Failure to schedule will result in not being allowed to occupy or use the addition and may also result in uncovering the work.

To schedule your inspections call 905-688-5601, Extension 1660. Please have your permit number ready when scheduling an inspection.

If you have any further questions or concerns please do not hesitate to contact the City of St. Catharines P.B.S. Department between the hours of 8:30 a.m. and 4:30 p.m. at 905-688-5601 extension 1660 and someone would be happy to answer any question you may have.

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Building Section

Planning and Building Services Department
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Guide for Residential Additions



Guide for Residential Additions

When planning to construct an addition such as a sunroom or added living space, this guide will assist you, the homeowner, when a permit is required and what is required for the building permit application along with any zoning regulations governing the construction of these structures.

When And Why A Permit Is Required

In general a building permit is required for all additions regardless of size. Building permits are necessary to ensure zoning requirements, compliance with the Ontario Building Code for structural and safety standards and to comply with any other applicable Provincial and Municipal regulations.

It is the responsibility of the homeowner to ensure a permit is obtained prior to any construction.

Constructing or altering a building/structure without a permit can result in numerous problems including:

- Complaints from neighbours
- Not conforming with the Building Code
- Difficulty selling the property
- Incurring liability should an injury occur to someone (visiting your property) as a result of a structure not conforming to the Building Code
- Extra cost in having to reconstruct the structure according to zoning By-law and Building Code
- Possible demolition of structure.

City Of St. Catharines Zoning By-Law

The City of St. Catharines Zoning By-law contains regulations governing the size, height, location and use of the building. Based on the zoning of the property the proposed addition must not exceed the requirements as far as lot coverage and yard requirements (minimum building setbacks from property lines) are concerned.

Building By-Law 2011-334

A complete copy of the Building By-law 2011-334 is available at the City of St. Catharines Legal and Clerks Services or downloaded at the City of St. Catharines website under By-laws. www.stcatharines.ca (->Quick Links ->By-Laws ->2011-334)

Applying For a Permit

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With the submission of an application you will be required to submit two (2) copies of detailed construction drawings & site plan and the required building permit fees and damage deposit if applicable. If you require assistance to develop these drawings, sample and standard drawings are available for your use as a reference only along with the current fee schedules at the City of St. Catharines P.B.S. Department. The Building Permit application must also include a completed energy efficiency design summary form.

Building permits may be applied for by a property owner, or by an agent on behalf of the owner, such as the contractor or designer. The schedule 1 portion of the application must be filled out with every submission not involving an architect or engineer. The owner of a single or two unit dwelling may produce the drawings, otherwise a qualified designer must prepare and take responsibility for the designs.

Required Drawings

Two (2) complete copies of detailed drawings are required with the submission of an application.

A complete detailed site plan showing the following:

- North arrow
- Scale
- Legal description -lot and plan numbers
- Easements
- Street names
- Lot dimensions
- Setbacks to all property lines for the existing dwelling and the proposed addition
- Information for all existing buildings and structure such as size and location

Detailed construction drawings showing:

- Floor to ceiling height
- Location and size of all door and window openings
- Material used along with size and spacing
- Beams and posts size and spacing
- Roof framing -trusses or rafter joists size and spacing
- Floor framing
- Plumbing and heating location and details and proposed alterations
- Insulation, vapour and air barrier details
- Anchoring and fastening details
- Footing and foundation details -size, thickness and reinforcement
- Normally construction drawings for additions will include (as a minimum), a foundation basement plan, a floor plan, three building elevations, at least one cross section, plumbing and heating locations and details.

Pre-Engineered floor and/or truss drawings must be provided with application for permit or prior to framing inspections.

No glazed openings such as windows or doors are permitted in any exterior wall less than 1.2m (3'-11") from any property line.

New Materials/Systems: Additional information such as manufacturers specifications or engineering details may be required for materials/systems which are not specifically described in the Ontario Building Code for normal review.

The original drawings must be submitted to scale and fully dimensioned in either metric or imperial units with the appropriate information shown as noted above.

Standard Drawings

City of St. Catharines standard drawing entitled "Site Plan" is available at the P.B.S. Department or downloaded at the City of St. Catharines website. You may mark up the plot plan prior to submission. Other standard drawings are available at the P.B.S. Department upon request and after discussion with staff concerning the scope of your proposed addition.

When and Why a Permit is Required

A permit is required for the following work:

- The installation of plumbing in a new building
- The installation of new plumbing in an existing building
- The alteration of existing plumbing
- The repair of existing plumbing except for the repair of existing fixtures, leaks or blockages.
- The replacement of existing plumbing except for the replacement of existing fixtures.

A plumbing permit can only be issued to a qualified, licensed plumber except where the owner of a residence is performing the work in a renovation or addition to the owner's principal residence.

Applying For a Permit

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Provide information regarding the number of plumbing fixtures and/or the length of underground pipe to be installed. Pay the plumbing permit fee, as based on the number of plumbing fixtures and/or length of pipe being installed. Your application will be checked to see if it complies with all applicable regulations and by-laws. Your plumbing Permit will be issued when you have all the necessary approvals.

All plumbing for which a permit has been issued is required to be inspected. No plumbing should be covered or concealed until it has been inspected. No plumbing system should be put into use until it has been inspected and the use authorized.

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Inspections by the building section are also required during construction to ensure that all work is done in accordance with the approved plan. Some key inspections include:

- Rough-in Inspection
- Final Inspection
- Water/Sewer Inspection
- Interior Drain Inspection

Approved permit documents must be kept on site and available during inspections.

Note: It is the responsibility of the owner to ensure that either you or the contractor contact the City of St. Catharines, P.B.S. Department to request an inspection before proceeding to the next phase of construction. All required inspections are listed on the permit.

Failure to schedule will result in not being allowed to use the plumbing fixtures and may also result in uncovering the work.

For inspection call 905-688-5601, Extension 1660. Please have your permit number ready when scheduling an inspection.

If you have any further questions or concerns please do not hesitate to contact the City of St. Catharines P.B.S. Department between the hours of 8:30 a.m. and 4:30 p.m. at 905-688-5601 extension 1660 and someone would be happy to answer any question you may have.



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A Guide to Residential Plumbing for Homeowners



A Guide to Residential Plumbing for Homeowners

The Plumbing System

The plumbing system in a dwelling comprises four basic elements as follows:

1. The water supply and distribution system

This system is composed of the water pipes which transport potable water from the source of supply and conveys it to the fixtures and appliances and in the case of hot water, from the water heater to the fixtures and appliances. The source of supply may be the municipal system, or a private well or cistern, etc.

2. The drainage system

This system consists of the drain and sewer pipes which convey waste fluids from the fixtures to a place of disposal which may be the municipal sewer system, or a septic tank or holding tank, etc.

3. The venting system

This system consists of pipes which terminate in open air above the roof connected to the drainage system and which introduces air into the drainage system.

4. The fixtures and appliances

These consist of sinks, wash basins, water closets (toilets), laundry tubs, water heaters, washing machines, etc. All fixtures are required to be equipped with a trap which provides a water seal in the drain which prevents the emission of sewer gases. The trap must be vented.

Some of the more common terms used in plumbing and defined in the code are as follows:

Sanitary Building Drain – the horizontal pipe at the lowest point in the building (generally the basement floor) which receives the discharge from the other drainage piping and conducts the sewage to a building sewer.

Clean Out – a fitting access in a drainage pipe for cleaning and inspection provided with a readily replaceable air tight cover.

Sanitary Drainage Pipe – all piping which conveys sanitary sewage to a sanitary building drain, sanitary building sewer, soil stack, waste stack, or waste pipe.

Plumbing Appliance – a receptacle that receives water etc. and which discharges to a plumbing system.

Horizontal – departing from the true horizontal by not more than 45°

Potable Water – water fit for human consumption

Waste Stack – a vertical waste pipe that passes through one or more stories that conducts liquid waste from fixtures other than sanitary units.

Trap – a fitting or device that provides a liquid seal to prevent the emission of sewer gas without affecting the flow of water.

Vent – a pipe that connects a drainage system with open air for circulation of air and the protection of trap seals

The minimum size of piping, in general, which is required to serve a specific fixture or appliance is as follows:

1. Water Pipes

The minimum size of water service pipe entering a dwelling from the exterior is required to be ¾" diameter. The ¾" diameter should be maintained towards the water heater until the first takeoff branch and thereafter it can be reduced to ½" diameter. The hot and cold water distribution system is required to be a minimum diameter of ½".

2. Drainage Pipes

The minimum size of pipe serving the various fixtures is as follows:

Building drain	– 4" Min
Floor drain	– 2" Min
Bath tub	– 1-1/2" Min
Laundry tub	– 1-1/2" Min
Wash basin	– 1-1/4" Min
Shower Stall	– 1-1/2" Min
Sink (kitchen)	– 1-1/2" Min
Water Closet (Toilet)	– 3" Min
Washing Machine	– 2" Min

3. Vent Pipes

The main stack vent (through roof) is 3" min. All other vent pipes in a dwelling are generally required to be a minimum diameter of 1-1/2".

Materials

The most commonly used materials in plumbing in a dwelling are copper water pipes, ABS plastic drainage and vent pipes above ground, and below ground. However, a wide variety of other materials as listed in the Ontario Building Code can be used.

It should be noted that all materials, fixtures and appliances in a plumbing system are required to meet prescribed standards, e.g. certified by the Canadian Standards Association or other accredited testing agency, as applicable. The installation of any element of a plumbing system which does not meet the required standard would not be acceptable when the work is inspected.

This brochure is intended as a guide only to assist the public with understanding the processes in place.

The complete current By-laws of the City of St. Catharines will take precedence over the general information provided in this brochure.

What to Do When Waiting For the Permit to Be Issued

Once you have submitted your application, we will review your submission as quickly as we can. We are aware of the importance to you in obtaining the permit quickly. Please make yourself available at the telephone number you provided at the time of application to ensure we can contact you should we require any clarification of your submission.

What to do When the Permit Has Been Issued

Once you receive your permit, please read the approved permit plans & documents thoroughly before commencing construction. The construction must be in accordance with the approved plans and documents issued with your permit. Any changes made before or during construction must be submitted to the building section for approval and additional fees may be applicable.

Inspections by the building section are also required during construction to ensure that all work is done in accordance with the approved plan. Some key inspections include:

- Prior to pouring any concrete for piers or footings
- Framing inspection
- Final inspection

Approved permit documents must be kept on site and available during inspections.

Approved permit documents must be kept on site and available during inspections.

Note: It is the responsibility of the owner to ensure that either you or the contractor contact the City of St. Catharines, P.B.S. Department to request an inspection before proceeding to the next phase of construction. All required inspections are listed on the permit.

Failure to schedule will result in not being allowed to occupy or use the deck or porch and may also result in uncovering the work.

To schedule your inspections call 905-688-5601, Extension 1660. Please have your permit number ready when scheduling an inspection.

If you have any further questions or concerns please do not hesitate to contact the City of St. Catharines P.B.S. Department between the hours of 8:30 a.m. and 4:30 p.m. at 905-688-5601 extension 1660 and someone would be happy to answer any question you may have.

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2015



Building Section

Planning and Building Services Department
P.B.S.

A Guide for Residential Decks and Porches



A Guide for Residential Decks and Porches

When planning to construct a porch or a deck, this guide will assist you the homeowner, when a permit is required and what is required for the building permit application and any zoning regulations governing the construction of these structures.

When and Why a Permit is Required

In general a building permit is required for decks and porches regardless of size.

Uncovered decks less than 0.6 m (24") above grade do not require a building permit but must still comply with the City of St. Catharines Zoning By-laws. Covered decks and porches always require a building permit.

Building permits are necessary to ensure compliance with zoning requirements, compliance with the Ontario Building Code for structural, safety & other standards and compliance with any other applicable Provincial and Municipal regulations.

It is the responsibility of the homeowner to ensure a permit is obtained prior to any construction of these structures.

Constructing or altering a structure without a permit can result in numerous problems including:

- Complaints from neighbours
- Not conforming with the Building Code
- Difficulty selling the property
- Incurring liability should an injury occur to someone (visiting your property) as a result of a structure not conforming to the Building Code
- Extra cost in having to reconstruct the structure in accordance with the Zoning By-law and Building Code
- Possible demolition of structure
- Possible variance for lot coverage or setbacks may be required

Building By-Law 2011-334

A complete copy of the Building By-law 2011-334 is available at the City of St. Catharines, Clerks and Legal Services, or downloaded at the City of St. Catharines website under By-laws. www.stcatharines.ca (->Build In/Bldg Permits/Building By-Law/The Building By-Law No. 2011-334)

Applying For a Permit

Applications for a building permit are available at the City of St. Catharines Planning and Building Services Department or downloaded at the City of St. Catharines website www.stcatharines.ca (-> Build In/Application Forms & Fees/Building Permit Applications & Forms Page/Building Permit Application – Construct – Demolish (Page 9))

With the submission of an application you will be required to submit two (2) copies of detailed construction drawings & site plan and the required building permit fees and damage deposits if applicable. If you require assistance to develop these drawings sample and standard drawings are available for your use along with the current fee schedules at the City of St. Catharines P.B.S. Department.

Building permits may be applied for by a property owner, or by an agent on behalf of the owner, such as the contractor or designer. The schedule 1 portion of the application must be filled out with every submission not involving an architect or engineer. The owner of a single dwelling may produce the drawings, otherwise a qualified designer must prepare and take responsibility for the designs.

Required Drawings

Two (2) complete copies of detailed drawings are required with the submission of an application.

A complete detailed site plan showing the following:

- North arrow
- Scale
- Legal description -lot and plan numbers
- Easements
- Street names
- Lot dimensions
- Setbacks to all property lines for the existing dwelling and the proposed deck or porch
- Information for all existing buildings and structure such as size and location

Detailed construction drawings showing:

- Size and height dimensions
- Material used along with size and spacing of beams and posts
- Concrete piers size, depth and spacing
- Roof framing (if applicable) -trusses or rafter size and spacing
- Construction of stairs and guards (railings)
- Anchoring and fastening details
- Concrete slab or footing details -size, thickness and reinforcement
- Normally construction drawings for decks and porches will include (as a minimum), a floor framing plan, a roof framing plan (if covered) and at least one cross section.

Guards & Railings:

- Required for any deck or platform 24" from grade or higher to prevent falling
- Special construction requirements for strength
- Restrictions on openings –maximum 4" space
- Restrictions on ability to climb -ornate or horizontal components are not permitted between 4" and 2'-11" above walking surface.

New Materials/Systems: Additional information such as manufacturer's drawings, specifications or engineering details may be required for materials/systems which are not specifically described in the Ontario Building Code for normal review.

The original drawings must be submitted to scale and fully dimensioned in either metric or imperial units with the appropriate information shown as noted above.

Standard Drawings

City of St. Catharines Sample Drawings entitled "Site Plan", "Typical Wood Deck Cross Section", & "Typical Section – Patio" are available as an example. The drawings are available at the P.B.S. Department. Please note you must prepare your own drawings, as these drawings are for reference only.

What to Do When Waiting For the Permit to Be Issued

Once you have submitted your application, we will review your submission as quickly as we can. We are aware of the importance to you in obtaining the permit quickly. Please make yourself available at the telephone number you provided at the time of application to ensure we can contact you should we require any clarification of your submission.

What to do When the Permit Has Been Issued

Once you receive your permit, please read the approved permit documents thoroughly before commencing construction. The construction must be in accordance with the approved plans and documents issued with your permit. Any changes during or before construction must be submitted to the Building Section for review and additional fees may be applicable.

An inspection is also required during construction to ensure that all work is done in accordance with the approved plans.

Approved permit documents must be kept on site and available during inspections.

Note: It is the responsibility of the owner to ensure that either you or the contractor contact the City of St. Catharines, P.B.S. Department to request an inspection before proceeding to the next phase of construction. All required inspections are listed on the permit.

Failure to schedule inspections will result in not being permitted to occupy or use the pool.

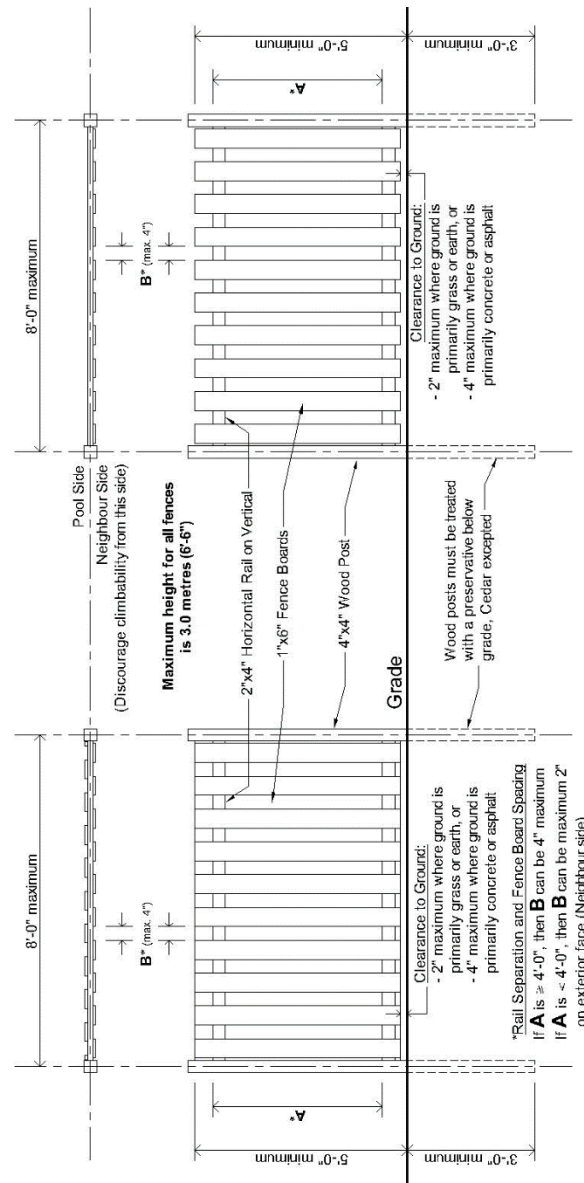
To schedule your inspections call 905-688-5601, Extension 1660. Please have your permit number ready when scheduling an inspection.

If you have any further questions or concerns please do not hesitate to contact the City of St. Catharines P.B.S. Department between the hours of 8:30 a.m. and 4:30 p.m. at 905-688-5601 extension 1660 and someone would be happy to answer any question.

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Example Wood Fence



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Building Section

Planning and Building Services Department
P.B.S.

A Guide for Pool and Fence Enclosure Permits



A Guide for Pool Permits

When planning to construct a pool, whether it be an inground or above ground pool, this guide will assist you, the homeowner, when a permit is required and what is required for the permit application and any zoning regulations governing the construction of these structures.

When and Why a Permit Is Required

In general a pool enclosure permit is required for all inground pools and above ground pools capable of holding water more than 23 5/8" deep at any given section of the pool. In addition, decks around above ground pools may require a permit and you should refer to "Guide for Constructing Porches and Decks".

Permits are necessary to ensure compliance with zoning requirements, the Ontario Building Code for structural and safety standards, and other applicable Provincial and Municipal regulations.

It is the responsibility of the homeowner to ensure a permit is obtained prior to any construction.

Constructing a pool without a permit can result in numerous problems including:

- Complaints from neighbours
- Not conforming with the zoning and fencing By-Laws
- Difficulty selling the property
- Incurring liability should an injury occur to someone (visiting your property) as a result of a structure not complying to the zoning or fencing By-laws
- Extra cost in having to reconstruct the structure according to zoning and fencing By-laws
- Creating drainage problems due to disturbing grades

What is the Cost to Apply for a Pool Enclosure Permit?

Please call P.B.S. at 905-688-5601 extension 1660 to obtain current price.

There also may be a sidewalk damage deposit if a city sidewalk is located in front of your property.

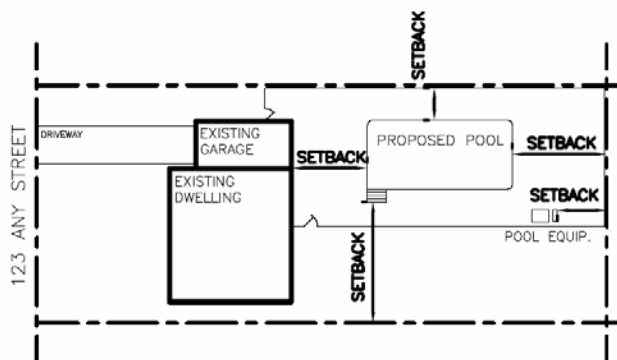
The City of St. Catharines pool enclosure By-law and Zoning By-Laws contain regulations governing location of pools and fence requirements around privately owned pools.

Location: For information on the minimum setbacks from property lines for swimming pools please contact a Zoning Technician in the P.B.S. Department at (905) 688-5601 ext 1660.

Fence and Gate Requirements: All required fence and gates shall have a minimum height of 5' above grade. They shall also maintain a maximum of 2" clearance under the required fence if the ground is primarily grass or earth and 4" maximum if the ground is primarily concrete or asphalt. Fence posts must be set a min 3'-0" below grade and treated with a wood preservative. Gates shall be self-closing and equipped with a self-latching device placed at the top and inside of the gate with a minimum distance of 4 feet above grade. (Refer to example of required fence drawings on the back for more information)

Pool Enclosure By-Law 2014-68

A complete copy of the By-law 2014-68 is available at the P.B.S. Department or downloaded at the City of St. Catharines website under By-laws www.stcatharines.ca (->Quick Links->By-Laws->2014-68)



Example Site Plan

Applying For a Permit

Applications for a pool enclosure permit are available at the City of St. Catharines P.B.S. Department or downloaded at the City of St. Catharines website www.stcatharines.ca

With the submission of an application you will be required to submit two (2) copies of detailed fence construction drawings & site plan and the required pool permit fees and deposit. Pool permits may be applied for by a property owner or by an agent on behalf the owner, such as the contractor or designer.

Required Drawings

Two (2) complete copies of detailed fence drawings are required with the submission of an Application. A complete detailed site plan and elevation drawing of the surrounding fences must be submitted. All applications are subject to approval by Horizon Utilities.

The following must be shown on the site plan:

- North arrow
- Scale
- Easements
- Street names
- Lot dimensions
- Location of fence enclosure and gates
- Setbacks to all property lines at the proposed pool location & square footage of all buildings on the lot

The following must be shown of the fence elevation

- Spacing between posts
- Spacing between vertical boards
- Spacing between horizontal rails
- Height of fence
- Depth of posts in the ground
- Indicate which side of the fence is the pool side and neighbour side

If a deck for an above ground pool is to be constructed, drawings for the deck must be submitted with the pool permit application.

City of St Catharines "Site Plan" and "Guidelines for Decks" are available at the City of St. Catharines P.B.S. Department or downloaded at the City of St. Catharines website.