



Procedures for an Application For Water & Sewer Building Permit

Updated January 14, 2016

The following items are required and form part of a complete application:

1. A Ministry of Municipal Affairs and Housing application fully **completed** (please include Roll No.);
2. You will be required to submit the following:
 - A complete District of Muskoka Water and/or Sewer Connection Permit **signed** by a District of Muskoka Representative and Applicant;
 - The Sanitary Service Lateral Location Sheet (given to you by the District of Muskoka)
 - Water Service Lateral Location Sheet (given to you by the District of Muskoka)
 - Water and Sewer trench cross section
 - CAN/CSA standard of pipe being used for water and standard of pipe being used for sewer (see attached table);
3. Ensure that the Schedule 1 “Designer Information” sheet is completed.

The Building Department can only accept and review complete applications and plans. The review is to ensure that they meet Ontario Building Codes, Municipal by-laws and other applicable law. If the project requires a septic approval, the building permit will not be issued until such approval is granted.

THE CORPORATION OF THE TOWNSHIP OF LAKE OF BAYS

USER FEE BY-LAW # 2015-124

SCHEDULE "D" – BUILDING DEPARTMENT

PERMIT FEES		
Construction (new, addition, renovations, plumbing, heating, etc.)		
Minimum Charge Building Permit		\$135.00
The greater of \$12/\$1,000 of estimated construction value or per sq. ft.		Per Sq. Ft.
Group C Occupancies (single family dwellings)	New or addition(s) less than 3000 sq ft in gross area as defined in OBC.	\$1.50
	New or addition(s) larger than 3000 sq ft. or log structure floor area as defined in OBC.	\$1.85
	Internal renovations	\$0.65
	Decks	\$0.50
	Garages	\$0.75
	Muskoka Screen Room	\$0.75
	Bunkie	\$1.10
	Car port and storage buildings	\$0.50
	Replacement or repair of foundation and roofs	\$500.00 flat rate
	Replacement of drainage tile around existing foundation	\$200.00 flat rate
Shoreline Structures	Floating or post dock	\$0.50
	Crib Dock	\$0.50
	Steel Dock	\$0.75
	Boat port	\$0.60
	Boathouse	\$0.85
Group C Occupancies (other than single family dwellings)		\$1.60
All other Occupancies, New or Addition (i.e. commercial, industrial and institutional)		\$1.60
Renovation for non-residential buildings (i.e. commercial, industrial and institutional)		\$1.00
		Flat fee
An additional fee for each required inspection for water access properties at the discretion of the Chief Building Official.		\$25.00
Foundation Permit		\$300.00 above the normal fees
Inspection Fee for a re-inspection		\$75.00 to \$150.00
Special inspection: fee to inspect buildings or structures where a request has been made for a final inspection or for an Occupancy/Use where the permit has been inactive for one year and/or the permit is three years or older.		\$150.00
Demolition of building or structure		
Part 3 Buildings		\$250.00
Part 9 Buildings		\$100.00
Outdoor swimming pools together with the required fencing		\$125.00
Tents (over 645 square feet) and temporary structures such as greenhouses or other temporary special event structures		\$125.00
Solar Panels on building		
Part 9 of OBC		\$250.00
Part 3 of OBC		\$500.00
Change of Use Permits (Non-Refundable)		
Part 9 of OBC		\$100.00
Part 3 of OBC		\$150.00
Transfer of Active Permit		\$100.00
Completion permit		Double the above fees Min. \$270.00

THE CORPORATION OF THE TOWNSHIP OF LAKE OF BAYS

USER FEE BY-LAW # 2015-124

SCHEDULE "D" – BUILDING DEPARTMENT (cont'd)

Conditional permit	Double the above fees Min. \$270.00
Demolition Permit for a dwelling or cottage which will remain until the replacement new structure is habitable.	Signed agreement, letter of credit and a fee of \$270.00
Remedy Unsafe permit	Double the above fees Min. \$270.00
Review fee for permits which are denied or submitted incomplete	50% of permit fee max of \$1,000.00

ADMINISTRATION FEES	
Application for alternative design	\$500.00
Review revised plans or application	\$50.00 per page or \$100.00 per page if required after an inspection
Liquor licence (2 inspections) and completion of form	\$200.00
Building, septic and zoning information reports (for non property owners)	\$100.00
Faxed reply requested	\$5.00
General inquiry letter	\$50.00
Non compliance with the Building Code Act administration fee, plus any funds spent by the municipality for it's investigation	\$360.00
If other administrative action is required exceeding the initial fee, an additional hourly fee will be applied (per hour).	\$100.00
Abatement for septic systems (per hour)	\$100.00

SEPTIC SYSTEM PERMIT FEES	
New or Replacement – Class 1 System (Privy) Div B Section 8.3 OBC (no permit required)	NO CHARGE
New or Replacement – Class 2 System (Greywater System) Code Section 8.4 (2 inspections)	\$250.00
New System – Class 4 System (3 inspections)	\$450.00
Existing System Repairs – Class 4 System	
Tank Replacement (min. tank size 3600 L) 800 Gal (2 inspections)	\$250.00
Bed Replacement (3 inspections)	\$400.00
Extension of Bed (2 inspections)	\$350.00
Lot Suitability	\$200.00
New or Replacement – Class 5 System	
Pre-Inspection per lot	\$50.00
Water and sewage connections	\$175.00

CIVIC ADDRESSING SIGNAGE(subject to HST)	
New	\$60.00
Replacement	\$50.00
Replacement posts	\$20.00
Note: all fees are at the discretion of the Chief Building Official.	

Application for a Permit to Construct or Demolish

This form is authorized under subsection 8(1.1) of the Building Code Act.

For use by Principal Authority

Application number:	Permit number (if different):
Date received:	Roll number:

Application submitted to:

Township Of Lake of Bays

1012 Dwight Beach Rd. Dwight ON. P0A 1H0 705 635-2272 Fax 705 635-2132 Building Code Identification Number 16233

A. Project information

Building number, street name		Unit number	Lot/con.
Municipality	Postal code	Plan number/other description	
Project value est. \$		Area of work (m ²)	

B. Purpose of Application

<input type="checkbox"/> New construction	<input type="checkbox"/> Addition to an existing building	<input type="checkbox"/> Alteration/repair	<input type="checkbox"/> Demolition	<input type="checkbox"/> Conditional Permit
Proposed use of building		Current use of building		
Description of proposed work				

C. Applicant

Applicant is: Owner or Authorized agent of owner

Last name		First name	Corporation or partnership	
Street address-			Unit number	Lot/con.
Municipality	Postal code	Province	E-mail	
Telephone number ()	Fax ()	Cell number ()		

D. Owner (if different from applicant)

Last name		First name	Corporation or partnership (if applicable)	
Street address			Unit number	Lot/con.
Municipality	Postal code	Province	E-mail	
Telephone number ()	Fax ()	Cell number ()		

E. Builder (optional)

Last name	First name	Corporation or partnership (if applicable)	
Street address		Unit number	Lot/Con.
Municipality	Postal code	Province	E-mail
Telephone number ()	Fax ()	Cell number ()	

F. Tarion Warranty Corporation (Ontario New Home Warranty Program)

i. Is proposed construction for a new home as defined in the <i>Ontario New Home Warranties Plan Act</i> ? If no, go to section G.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
ii. Is registration required under the <i>Ontario New Home Warranties Plan Act</i> ?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
iii. If yes to (ii) provide registration number(s): _____		

G. Required Schedules

i. Attach Schedule 1 for each individual who reviews and takes responsibility for design activities.
ii. Attach Schedule 2 where application is to construct on-site, install or repair a sewage system.

H. Completeness and compliance with applicable law

i) This application meets all the requirements of clauses 1.3.1.3(5) (a) to (d) of Division C of the Building Code (the application is made in the correct form and by the owner or authorized agent, all applicable fields have been completed on the application and required schedules, and all required schedules are submitted). Payment has been made of all fees that are required, under the applicable by-law, resolution or regulation made under clause 7(1)(c) of the <i>Building Code Act, 1992</i> , to be paid when the application is made.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
ii) This application is accompanied by the plans and specifications prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> .	<input type="checkbox"/> Yes	<input type="checkbox"/> No
iii) This application is accompanied by the information and documents prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> which enable the chief building official to determine whether the proposed building, construction or demolition will contravene any applicable law.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
iv) The proposed building, construction or demolition will not contravene any applicable law.	<input type="checkbox"/> Yes	<input type="checkbox"/> No

I. Declaration of applicant

I _____ declare that:

(print name)

- The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge.
- If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.

Date
Signature of applicant

Schedule 1: Designer Information

Use one form for each individual who reviews and takes responsibility for design activities with respect to the project.

A. Project Information			
Building number, street name		Unit no.	Lot/con.
Municipality	Postal code	Plan number/ other description	
B. Individual who reviews and takes responsibility for design activities			
Name		Firm	
Street address		Unit no.	Lot/con.
Municipality	Postal code	Province	E-mail
Telephone number ()	Fax number ()	Cell number ()	
C. Design activities undertaken by individual identified in Section B. [Building Code Table 3.5.2.1. of Division C]			
<input type="checkbox"/> House	<input type="checkbox"/> HVAC – House	<input type="checkbox"/> Building Structural	
<input type="checkbox"/> Small Buildings	<input type="checkbox"/> Building Services	<input type="checkbox"/> Plumbing – House	
<input type="checkbox"/> Large Buildings	<input type="checkbox"/> Detection, Lighting and Power	<input type="checkbox"/> Plumbing – All Buildings	
<input type="checkbox"/> Complex Buildings	<input type="checkbox"/> Fire Protection	<input type="checkbox"/> On-site Sewage Systems	
Description of designer's work			
D. Declaration of Designer			
I _____ declare that (choose one as appropriate):			
(print name)			
<input type="checkbox"/> I review and take responsibility for the design work on behalf of a firm registered under subsection 3.2.4. of Division C, of the Building Code. I am qualified, and the firm is registered, in the appropriate classes/categories. Individual BCIN: _____ Firm BCIN: _____			
<input type="checkbox"/> I review and take responsibility for the design and am qualified in the appropriate category as an "other designer" under subsection 3.2.5. of Division C, of the Building Code. Individual BCIN: _____ Basis for exemption from registration: _____			
<input type="checkbox"/> The design work is exempt from the registration and qualification requirements of the Building Code. Basis for exemption from registration and qualification: _____			
I certify that:			
1. The information contained in this schedule is true to the best of my knowledge.			
2. I have submitted this application with the knowledge and consent of the firm.			
_____		_____	
Date		Signature of Designer	

NOTE:

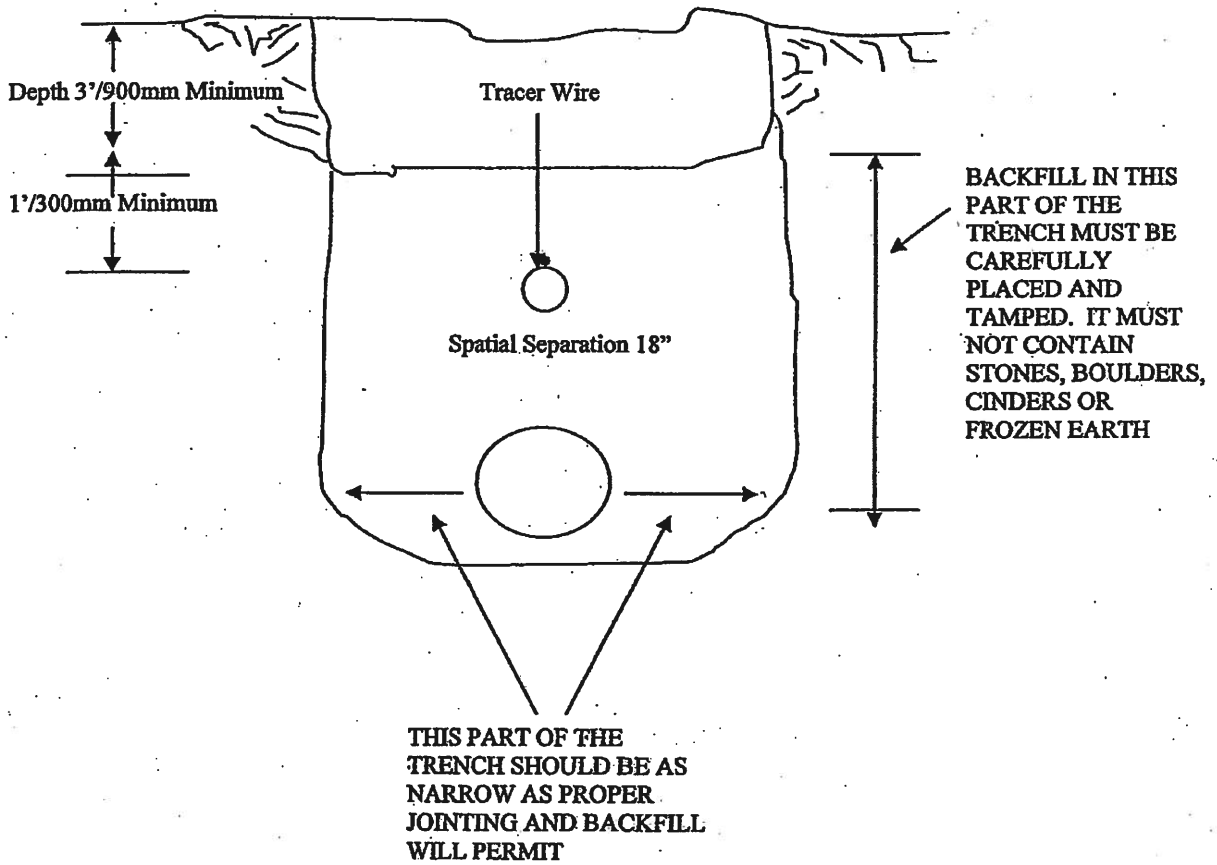
1. For the purposes of this form, "individual" means the "person" referred to in Clause 3.2.4.7(1) d), of Division C, Article 3.2.5.1. of Division C, and all other persons who are exempt from qualification under Subsections 3.2.4. and 3.2.5. of Division C.
2. Schedule 1 is not required to be completed by a holder of a license, temporary license, or a certificate of practice, issued by the Ontario Association of Architects. Schedule 1 is also not required to be completed by a holder of a license to practise, a limited license to practise, or a certificate of authorization, issued by the Association of Professional Engineers of Ontario.

Schedule 2: Sewage System Installer Information

A. Project Information			
Building number, street name		Unit number	Lot/con.
Municipality	Postal code	Plan number/ other description	
B. Sewage system installer			
Is the installer of the sewage system engaged in the business of constructing on-site, installing, repairing, servicing, cleaning or emptying sewage systems, in accordance with Building Code Article 3.3.1.1, Division C?			
<input type="checkbox"/> Yes (Continue to Section C)		<input type="checkbox"/> No (Continue to Section E)	
		<input type="checkbox"/> Installer unknown at time of application (Continue to Section E)	
C. Registered installer information (where answer to B is "Yes")			
Name		BCIN	
Street address		Unit number	Lot/con.
Municipality	Postal code	Province	E-mail
Telephone number ()	Fax ()	Cell number ()	
D. Qualified supervisor information (where answer to section B is "Yes")			
Name of qualified supervisor(s)		Building Code Identification Number (BCIN)	
E. Declaration of Applicant:			
I _____ declare that:			
(print name)			
<input type="checkbox"/> I am the applicant for the permit to construct the sewage system. If the installer is unknown at time of application, I shall submit a new Schedule 2 prior to construction when the installer is known;			
<u>OR</u>			
<input type="checkbox"/> I am the holder of the permit to construct the sewage system, and am submitting a new Schedule 2, now that the installer is known.			
I certify that:			
1. The information contained in this schedule is true to the best of my knowledge.			
2. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.			
_____		_____	
Date		Signature of applicant	

Water Piping with Fittings in Ground

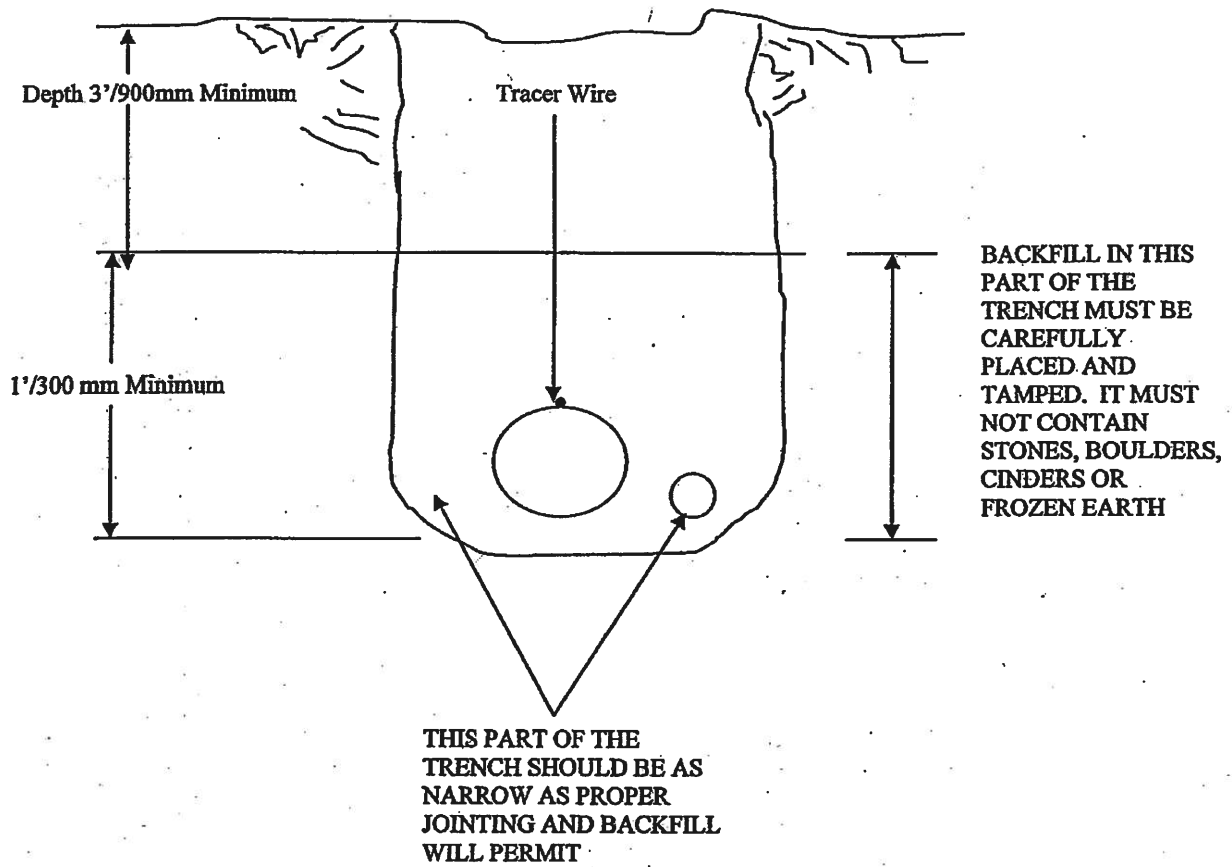
BACKFILLING OF PIPE TRENCH



Advise of Water and Sewer Piping size and CAN Standard as per Code & Guide for Plumbing 2006 A-7.2.5 to 7.27.

Water Piping without Fittings in Ground

BACKFILLING OF PIPE TRENCH



Advise of Water and Sewer Piping size and CAN Standard as per Code & Guide for Plumbing 2006 A-7.2.5 to 7.27.

SUMMARY OF PIPE AND FITTINGS APPLICATIONS											
Type of Piping	Standard References	Code References	Use of Piping (1)								
			Drainage System			Venting System		Potable Water System			
			Above ground	Under ground	Building sewer	Above ground	Under ground	Above ground		Under ground	
							Cold	Hot	Under building	Outside building	
Asbestos-cement DWV pipe Type I Class 3000 sizes 8" to 24" Type II Class 4000 sizes 3" to 24"	CAN/CGSB-34.22	7.2.5.1.(1)	P	P	P	P	P	N	N	N	N
	CSA B127.1	7.2.5.1.(1)	P	P	P	P	P	N	N	N	N
Asbestos-cement sewer pipe (non-pressure) Classes 1500, 2400, 3000 sizes 4", 5", 6" Classes 1500, 2400, 3300, 4000, 5000, 6000, 7000 sizes 8" to 42"	CAN/CGSB-34.23 or CSA B127.2	7.2.5.1.(2)	N	P	P	N	P	N	N	N	N
	CAN/CGSB-34.9	7.2.5.1.(2)	N	P	P	N	P	N	N	N	N
Concrete sewer pipe Manhole Sections, catch basins and fittings	CSA Series A257-M CSA A257.4-M	7.2.5.3.	N	P(3)	P	N	N	N	N	N	N
Vitrified clay pipe	CSA A60.1-M	7.2.5.4.	N	P	P	N	P	N	N	N	N
Polyethylene water pipe	CAN/CSA-B137.1	7.2.5.5.(1) 7.2.11.2.	N	N	N	N	N	N	N	P(4)	P(4)
Polyethylene (PE) plastic pipe (SDR-PR)	ASTM F714	7.2.5.6.(1)	N	P	P	N	P	N	N	N	N
Poly (vinyl chloride) (PVC) pressure fittings	CAN/CSA-B137.2	7.2.5.8. 7.2.11.2.	N	N	P	N	N	P(5)(6)	N	P	P
Poly (vinyl chloride) (PVC) water pipe	CAN/CSA-B137.3	7.2.5.8. 7.2.11.2.	N	N	P	N	N	P	N	P(7)	P(7)
Cross linked polyethylene tubing (PEX)	CAN/CSA-B137.5	7.2.5.7.(1) 7.2.11.2.	N	N	N	N	N	P(5)(6)	P(5)(6)	P	P
Chlorinated poly (vinyl chloride) CPVC water pipe	CSA B137.6	7.2.5.9.	N	N	N	N	N	P(5)(6)(8)	P(5)(6)(8)	P(8)	P(8)
Polybutylene water service pipe	CAN/CSA-B137.7	7.2.11.2.	N	N	N	N	N	P(7)	N	P(4)	P(4)
Plastic sewer pipe PS ≥ 320 kPa	CAN/CSA-B182.1	7.2.5.10. 7.2.5.12.	N	P	P	N	N	N	N	N	N
Acrylonitrile butadiene styrene (ABS) DWV pipe	CAN/CSA-B181.1	7.2.5.10. 7.2.5.12.	P(5)(6)	P	P	P(5)(6)	P	N	N	N	N
Polyvinyl chloride (PVC) DWV pipe	CAN/CSA-B181.2	7.2.5.10. 7.2.5.12.	P(5)(6)	P	P	P(5)(6)	P	N	N	N	N
PVC sewer pipe (PSM type) ≤ 35-SDR	CAN/CSA-B182.2	7.2.5.10. 7.2.5.12.	N	P	P	N	P	N	N	N	N
Profile Polyvinyl chloride (PVC) sewer pipe PS ≥ 320 kPa	CAN/CSA-B182.4	7.2.5.10.	N	P	P	N	P	N	N	N	N
Profile polyethylene sewer pipe PS ≥ 320 kPa	CAN/CSA-B182.6	7.2.5.10.	N	P	P	N	P	N	N	N	N
Polyolefin laboratory drainage systems	CAN/CSA-B181.3	7.2.8.1.(1)	P(5)(6)	P	P	P(5)(6)	P	N	N	N	N
Polyethylene/ Aluminum/ Polyethylene (PE/AL/PE) pressure pipe	CAN/CSA-B137.9	7.2.5.13. 7.2.11.2.	N	N	N	N	N	P(5)(6)	N	P	P
Crosslinked Polyethylene Aluminum/Crosslinked Polyethylene (PEX/AL/PEX) pressure pipe	CAN/CSA-B137.10	7.2.5.14. 7.2.11.2.	N	N	N	N	N	P(5)(6)	P(5)(6)	P	P
Polypropylene (PP-R) pressure pipe	CAN/CSA-B137.11	7.2.5.15.	N	N	N	N	N	P(5)(6)	P(5)(6)	P	P
Cast iron soil pipe	CAN/CSA-B70	7.2.6.1.	P	P	P	P	P	N	N	N	N
Cast iron water pipe	ANSI/AWWA C151/A21.51 (Ductile Iron)	7.2.6.4. 7.2.11.2.	P	P	P	P	P	P	P	P	P
Cast iron fittings	ANSI/AWWA C110/A21.10 (Ductile or Gray Iron)	7.2.6.4. 7.2.11.2.	N	N	N	N	N	P	P	P	P

SUMMARY OF PIPE AND FITTINGS APPLICATIONS											
Type of Piping	Standard References	Code References	Use of Piping (1)								
			Drainage System			Venting System		Potable Water System			
			Above ground	Under ground	Building sewer	Above ground	Under ground	Above ground		Under ground	
								Cold	Hot	Under building	Outside building
Cast iron screwed fittings	ANSI B16.4 (Cast Iron)	7.2.6.5. 7.2.11.2.	N	N	N	N	N	P	P	P	P
	ANSI B16.3 (Malleable Iron)	7.2.6.6.	N	N	N	N	N	P	P	P	P
Welded and seamless steel galvanized pipe	ASTM-A53	7.2.6.7.	P	N	N	P	N	P(9)	P(9)	P(9)	P(9)
Corrugated steel pipe	CAN3-G401	7.2.6.8.	N	N	P(10)	N	N	N	N	N	N
Sheet metal piping (11)	—	7.2.6.9.	N	N	N	N	N	N	N	N	N
Copper and brass pipe	ASTM B42 (Copper)	7.2.7.1.	P	P	P	P	P	P	P	P	P
	ASTM B43 (red brass)	7.2.7.1.	P	P	P	P	P	P	P	P	P
	ANSI B16.24	7.2.7.2.	P	P	P	P	P	P	P	P	P
Brass or bronze threaded water fittings	ANSI B16.15	7.2.7.3.	N	N	N	N	N	P	P	P	P
Copper tube Type K and L hard	ASTM B88	7.2.7.4.	P	P	P	P	P	P	P	N	N
Type K soft	ASTM B88	7.2.7.4. 7.2.11.2.	N	N	N	N	N	P	P	P	P
Type L soft	ASTM B88	7.2.7.4.	N	N	N	N	N	P	P	P	P
Type M hard	ASTM B88	7.2.7.4.	P	N	N	P	N	P	P	N	N
Type M soft	ASTM B88	7.2.7.4.	N	N	N	N	N	N	N	N	N
Type DWV	ASTM B308	7.2.7.4.	P(12)	N	N	P(12)	N	N	N	N	N
Solder-joint drainage fittings	ANSI B16.23 ANSI B16.29	7.2.7.5.	P	P	P	P	P	N	N	N	N
Solder-joint water fittings	ANSI B16.18 ANSI B16.22	7.2.7.6.	N	N	N	P	P	P	P	P	P
Lead waste pipe	CSA B67	7.2.7.8.	P(5)(6)	P	N	P(5)(6)	P	N	N	N	N
Column 1	2	3	4	5	6	7	8	9	10	11	12

Notes to Table:

N – Not permitted, P – Permitted.

- (1) Where fire separation is pierced by pipes, the integrity of the fire separation must be maintained with fire stops.
- (2) Cold water only.
- (3) Gasketed joints required.
- (4) Permitted only for water service pipe.
- (5) Combustible piping in noncombustible construction is subject to the requirements of Article 3.1.5.16. of Division B of the Building Code.
- (6) Combustible piping that penetrates a fire separation is subject to the requirements in Articles 3.1.9.4. and 9.10.9.7. of Division B of the Building Code.
- (7) Not permitted in hot water systems.
- (8) Not to exceed design temperature and design pressure in Sentence 7.2.5.9.(2).
- (9) Permitted only in areas of industrial occupancy as described in Division B of the Building Code.
- (10) Permitted underground only in a storm drainage system.
- (11) Permitted only for an external leader.
- (12) Not permitted for the fixture drain or vent below the flood level rim of a flush-valve-operated urinal.

CAN1 - CAN/CGA; CAN2 - CAN/CGSB; CAN3 - CAN/CSA; CAN4 - CAN/ULC;
See Table 1.3.2.1., Part 1 of Division B of the Building Code.