



# Township of Puslinch

7404 Wellington Rd 34, R.R. 3, Guelph, Ontario N1H 6H9

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## **RESIDENTIAL BUILDING PERMIT APPLICATION REQUIREMENTS**

The following are required when submitting for a building permit. **ALL** these requirements must be submitted before your permit will be issued.

1. Completed application form
2. Proof of Title
  - Copy of Registered Deed
3. New Home Warranty Declaration
4. Site Plan:
  - Showing exact location of proposed building/addition, septic system, well, site drainage details.
  - If work is within a plan of subdivision the Township's Consulting Engineer must approve the grading plan.
5. Two (2) sets of drawings showing
  - Complete cross-section of each structure in two directions
  - Floor plan layout showing complete dimensions for each floor and basement or pier locations
  - Elevations of front, sides and rear of structure
  - Complete Structural Details
  - BCIN Number
6. Heat Loss and/or heat gain calculations
  - If air conditioning installed and duct design layout
  - Details of how sub-section 9.32.3 of the OBC "Mechanical Ventilation" is to be met.
7. Entrance Permit:
  - From appropriate road department (if required)
8. Septic System Permit (if required)
9. Conservation Authority
  - Clearing letter, where applicable from appropriate authority
10. Ministry of the Environment
  - Where applicable, farm buildings "Certificate of Compliance"
11. Ministry of Agriculture, Food and Rural Affairs
  - Where Applicable, Approved Nutrient Management Plan
12. Development Fees
  - Township Development Charge
  - County Development Charge
  - Education Development Charge