

## ADDITIONS/RENOVATIONS - RESIDENTIAL

- Permit applications to be completely filled out and signed
- Designer information 'Schedule 1' to be filled out
  - Designer's name and BCIN must appear on all drawings submitted for application.
- 2 copies of Approved Zoning/Grading Site Plan, should also include:
  - location of wells
  - location of septic system and/or site services (by licensed installer)
- 2 copies of construction drawings, drawn to scale (1:75 or 3/16"=1') including:
  - **Foundation Plans** (incl. size of walls, footings, and piers)
  - **Floor Plans** (overall dimensions, room names, plumbing fixtures, structural information, door and window sizes, smoke and CO detectors)
  - **Building Elevations** from all sides showing grade location, floor height above grade, wall height, roof height, roof slope, cladding material, roofing material and window and door location and sizes
  - **Cross Sections** (1 min) through the wall from footings to roof noting all materials in the foundation, wall and roof assembly
  - **Other Details may be Required:**
    - Location of existing Building Details on all drawings
    - Truss Layout
    - Engineered Product Specifications and Layouts (ie: LVL or TJI Joists)
- A letter from a heating contractor stating:
  - The size of the existing H.V.A.C. system and whether the existing system will accommodate the new addition
  - Any additional upgrades to the system that may require an Energy Efficiency Design Summary Form (or equivalent drawings)
- Location of existing septic system, tile bed size and capacity of existing tank, verified by a licensed installer or Professional Engineer.
  - Alterations to bed or tank to accommodate addition or alterations will require a separate permit
- Other approvals may also be required if applicable:
  - GRCA/LPRCA
  - MTO (Highway Corridor Management)
- Payment of all applicable fees in full



## BUILDING DIVISION

66 Grand River St. North  
Paris, Ontario N3L 2M2  
442-6324 fax 442-3461  
[www.brant.ca](http://www.brant.ca)

### **Contact Information**

#### **County of Brant Building, Zoning, and Planning (Heritage)**

519.442.6324 or Toll free 1.888.250.2296 --- [www.brant.ca](http://www.brant.ca)

#### **County of Brant Public Works**

519.449.2451 or Toll free 1.888.250.2295 --- [www.brant.ca](http://www.brant.ca)

#### **Energy Plus**

519.442.2215 or Toll free 1.877.871.2215 --- [www.energyplus.ca](http://www.energyplus.ca)

#### **Electrical Safety Authority (ESA)**

1.877.ESA.SAFE or 1.877.372.7233 --- [www.esasafe.com](http://www.esasafe.com)

#### **Long Point Region Conservation Authority (LPRCA)**

519.842.4242 or 1.888.231.5408 or 519.428.1460(Simcoe) --- [www.lprca.on.ca](http://www.lprca.on.ca)

#### **Grand River Conservation Authority (GRCA)**

519.621.2761(Cambridge) or 1.866.900.4722 --- [www.grandriver.ca](http://www.grandriver.ca)

#### **Ministry of Transportation (MTO)**

1.800.265.6072 or 519.873.4203 --- [www.mto.gov.on.ca](http://www.mto.gov.on.ca)

#### **Ministry of Agriculture, Food and Rural Affairs**

1.877.424.1300 --- [www.omafra.gov.on.ca](http://www.omafra.gov.on.ca)

**Ontario One Call** --- 1.800.400.2255 --- [www.on1call.com](http://www.on1call.com)

**Enbridge Gas Inc (Union Gas)** --- 1.888.774.3111 --- [www.uniongas.com](http://www.uniongas.com)