



KIRKLAND LAKE
THE RIGHT ENVIRONMENT

**CORPORATION OF THE
TOWN OF
KIRKLAND LAKE**
CONSTRUCTION PERMIT APPLICATION
SUBMISSION REQUIREMENTS

ADDRESS

DATE

NAME

DEPARTMENT of PHYSICAL SERVICES

PERMIT APPLICATION CHECK LIST

(705)567-9365

FAX - (705) 567-9400

PART 9 Ontario Building Code Regulates:
Type C,D,E,F2, & F3
Buildings of 3 storeys or less in building height having a Building
Area not exceeding 600m/squared

TYPE OF PROJECT

SINGLES
SEMI-DETACHED
DUPLEXES
ROW HOUSING

GROUP C, RESIDENTIAL
GROUP D, BUSINESS AND
PERSONAL SERVICES
GROUP E, MERCANTILE
GROUP F, MEDIUM AND LOW
HAZARD INDUSTRIAL

PART A	GENERAL REQUIREMENTS FOR SUBMISSION	COPIES		NEW	ADDITION	ALTERATION		RESUBMISSION	NEW	ADDITION	ALTERATION		RESUBMISSION
		REQD	PROD			INT.	EXT.				INT.	EXT.	
OTHER	PROFESSIONAL SEAL & SIGNATURE	2											
	PLAN OF SURVEY	1											
	SOILS REPORT	1											
	FIELD REVIEW FORM	2											
ARCHITECTURAL DRAWINGS	SITE PLAN	2											
	FLOOR PLANS	2											
	ROOF PLANS	2											
	ELEVATIONS ALL FACES	2											
	BUILDING CROSS SECTION & DETAILS	2											
	WALL SECTIONS & DETAILS	2											
	FINISHES SCHEDULE	2											
	DOOR SCHEDULE	2											
	HARDWARE SCHEDULE	2											
MECHANICAL DRAWINGS	SITE SERVICE PLAN	2											
	PLUMBING & HVAC PLANS	2					(4)					(4)	
	FIRE PROTECTION SYSTEMS	2											
	INSTALLATION DETAILS, RISER DIAGRAMS	2											
ELECTRICAL DRAWINGS	POWER AND LIGHTING PLANS AND DETAILS	2											
	EXIT & EMERGENCY LIGHTING PLANS & DETAILS	2											
	FIRE DETECTION & ALARM SYSTEM	2											
	PLANS, DETAILS, OPERATION	2											
STRUCTURAL DRAWINGS	SUMMARY FORCES MATERIALS	2											
	SHORING PLANS	2											
	FOUNDATION PLANS	2											
	FLOOR PLANS	2											
	ROOF PLANS	2											
	BUILDING CROSS SECTION & DETAILS	2											
	SHEARWALL DETAILS	2											
	FOOTING SCHEDULE	2											
	COLUMN SCHEDULE	2											
BEAM SCHEDULE	2												

NOTES:

- (1) THE STRUCTURAL FRAMING INFORMATION IS NORMALLY SHOWN ON THE ARCHITECTURAL DRAWINGS.
- (2) DESIGN BY A PROFESSIONAL ENGINEER IS REQUIRED WHERE IDENTIFIED BY PART 9 OF THE BUILDING CODE IN POINT LOADS, STEEL FRAMING MEMBERS, REINFORCED CONCRETE DESIGN.
- (3) DO NOT COMPLETE SHADED AREA - OFFICE USE ONLY.
- (4) DESIGN COMMITTEE APPROVAL MAY BE REQUIRED IF WORK IS PERFORMED ON THE EXTERIOR OF THE BUILDING.