

## **MUNICIPALITY OF HURON EAST**



### **Guideline: REQUIREMENTS FOR RENOVATION PERMITS**

To obtain a **building permit for the renovation of a building** within Huron East you will be required to provide the following documents and information at time of application.

- 1) a completed Building Permit Application Form.
- 2) a completed Designer Information Form.
- 3) a site drainage plan when applicable.
- 4) a complete set of construction plans for the proposed renovations including:
  - a) foundation plan when applicable
  - b) floor plans of each floor
  - c) cross sections.
- 5) when applicable a septic system permit must be issued by the County of Huron prior to a building permit being issued.
- 6) a copy of the plumbing permit from the Huron County Plumbing Department when applicable.
- 7) location of potable water source as well as payment for any water connection fees when applicable.
- 8) a copy of the building permit from MTO if applicable.
- 9) a copy of the appropriate Conservation Authority approval and or building permit if applicable.
- 10) sealed shop drawings for pre-engineered components such as floor joist etc.
- 11) a completed heat loss calculation for the structure along with a heating system design plan including all ventilations required by the Ontario Building Code.
- 12) other approvals may be required prior to issue of the building permit. Please consult the building department prior to your plans to determine if other requirements apply to your proposal.

If you need any assistance in understanding these requirements, please contact the municipal building department at 519-527-1710 at your convenience. We will be pleased to help you.