

# Chimneys and Fireplaces

## Building Permit Submission Requirements



### Introduction:

This is an overview of the fees, forms, and submission requirements for a Building Permit application for a Fireplace and Chimney. By using the tables provided in this flyer you can ensure that your building permit application and submissions will be accepted, reviewed, and issued in a timely fashion.

### Building Permit Fees:

For applicable permit fees refer to the fees section of our website at [www.toronto.ca/building](http://www.toronto.ca/building), fee brochures, or feel free to ask one of our Customer Service Staff at our four District Offices (see map on the back of this page).

The following methods of payment are accepted at Customer Service counters: Cash; Certified cheque; Personal cheque for fees over \$2000; Debit, MasterCard and Visa

### Residential FASTRACK

This project type may be eligible for Residential FASTRACK. This service is available in all of our District Offices, 5 days a week during regular business hours. The goal is to issue your permit while you wait; however, for more complex projects it may take up to 5 business days to complete the review.

### Form Requirements

Application to Construct or Demolish	<input checked="" type="checkbox"/>
Declaration for Time Frames	<input checked="" type="checkbox"/>
Municipal Road Damage Deposit Form	<input type="checkbox"/>
Tree Declaration Form	<input type="checkbox"/>
Letter(s) of Undertaking	<input type="checkbox"/>
General Review Commitment Certificate(s)	<input type="checkbox"/>

### Building Permit Plan Requirements:

#### GENERAL INFORMATION

All drawings to be drawn on standardized sized sheets, drawn to scale, fully dimensioned, signed & dated.	<input checked="" type="checkbox"/>
Drawings to include the designer's name, registration number, qualification identification number, signature and a statement that the person has reviewed & taken responsibility for the design activities.	<input type="checkbox"/>
Proof of compliance with any Applicable Laws (as defined in the Ontario Building Code)	<input type="checkbox"/>

#### SITE PLAN

Property lines & lot area referenced to a current survey.	<input checked="" type="checkbox"/>
Location of all existing & proposed buildings including overall dimensions, setbacks to property lines, projection of chimney(s) into yards	<input checked="" type="checkbox"/>

#### CHIMNEYS AND FLUES

For factory built high temperature chimneys, refer to CAN/ULC-S629	<input type="checkbox"/>
Chimney, gas vents or flue pipes, refer to NFPA 211	<input checked="" type="checkbox"/>
The number of appliances that are connected to the chimney and their connection details	<input checked="" type="checkbox"/>
Details and specification regarding chimney liners including: the lining and joints; the material of the liner; and, the spaces between the liner and the surrounding masonry.	<input checked="" type="checkbox"/>
The shape size and height of the chimney flue	<input checked="" type="checkbox"/>
Details about the lateral stability of the chimney as well as any clean outs the chimney may have	<input type="checkbox"/>
The existing or proposed wall thickness of the chimney	<input checked="" type="checkbox"/>
Details about the separation of flue liners in the same chimney	<input type="checkbox"/>
Location of and material used for the flashing of the chimney	<input checked="" type="checkbox"/>
The clearance of the chimney or chimney flue from combustibles and other material	<input checked="" type="checkbox"/>

#### FIREPLACES

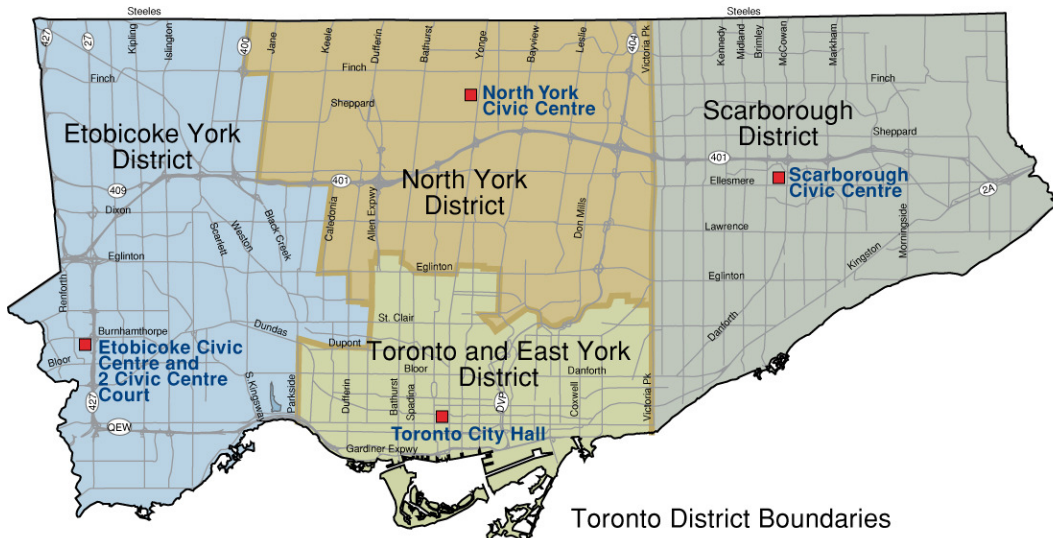
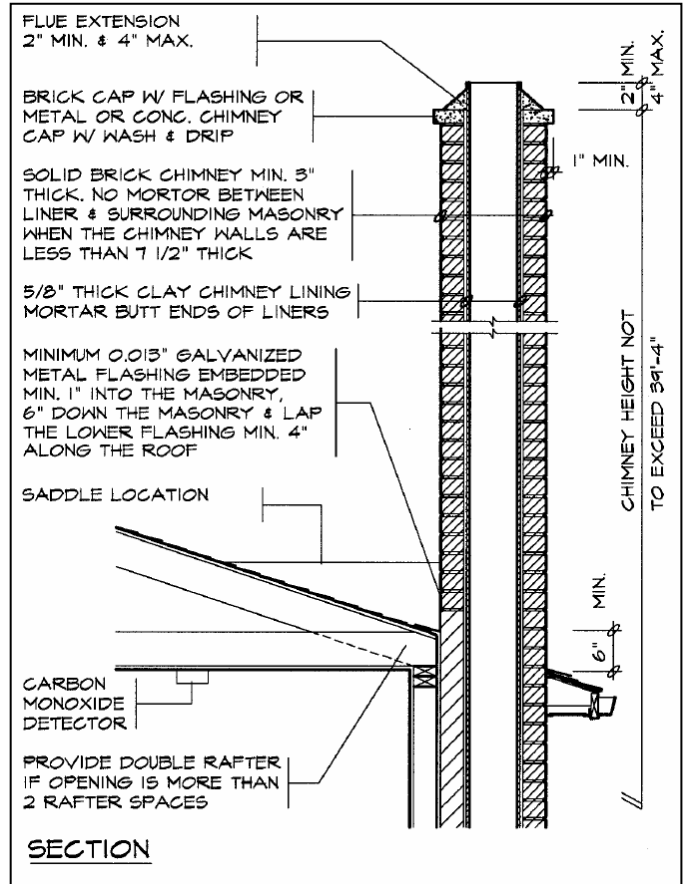
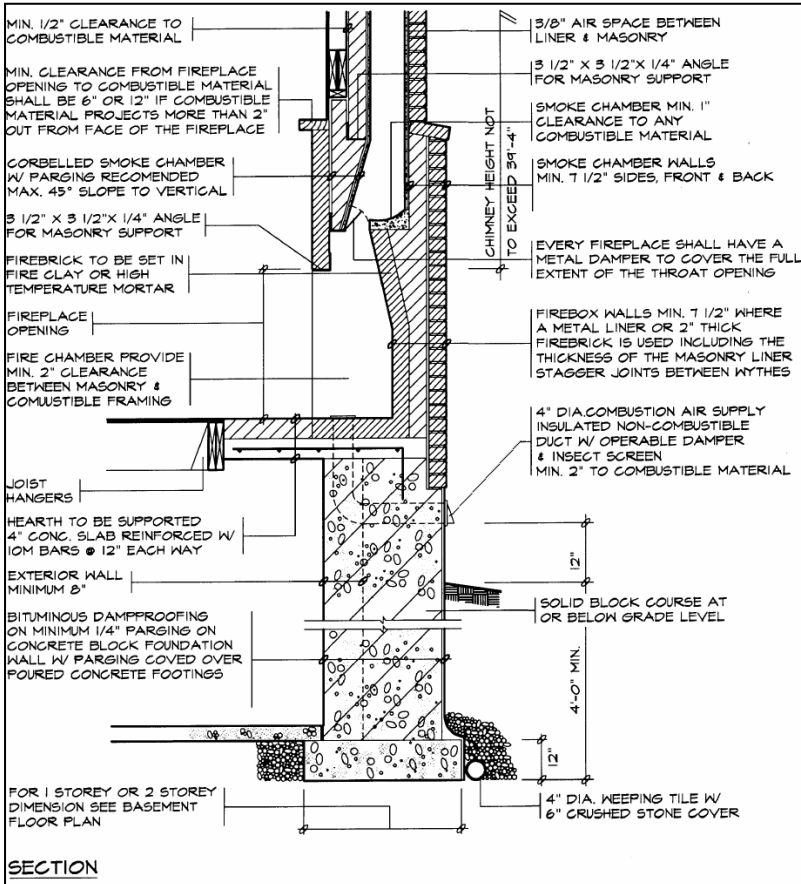
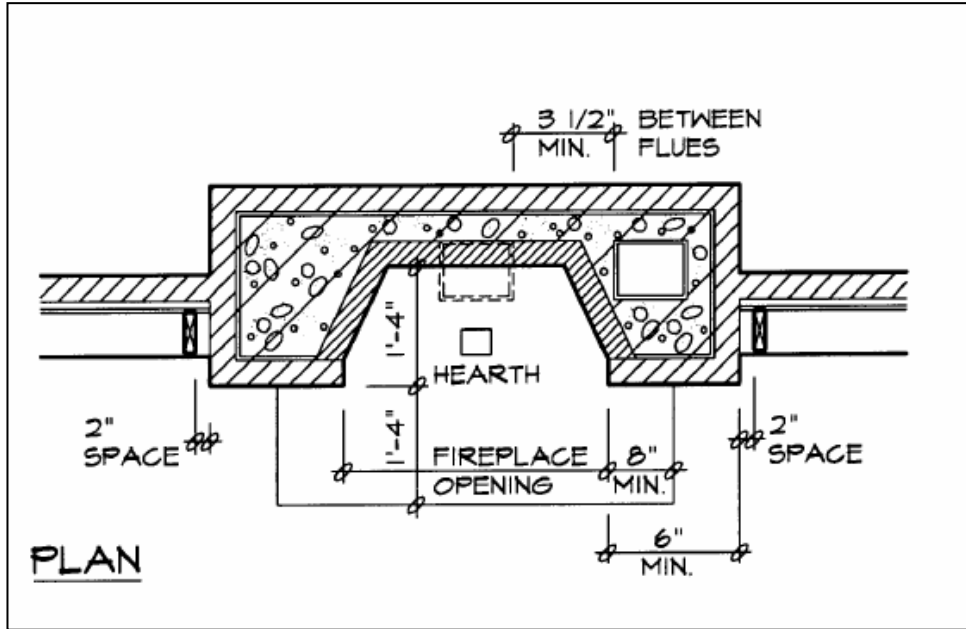
Details about the height, support and footings of the fireplace	<input checked="" type="checkbox"/>
Location of the combustion air inlet	<input checked="" type="checkbox"/>
Details and specifications about the liner material and the thickness and dimensions of fireplace walls	<input checked="" type="checkbox"/>
Details about the support and extension of the hearth and specifications about the damper	<input checked="" type="checkbox"/>
Information about the slope of smoke chamber	<input checked="" type="checkbox"/>
Clearance to fireplace opening, combustibles framing, heat re-circulating duct openings, and any exposed metal	<input checked="" type="checkbox"/>
For factory built fireplaces, refer to CAN/ULC S610-M or for Fireplace inserts, refer to ULC S628 and CAN/CSA-B365-M	<input type="checkbox"/>
Location of CO detector(s)	<input checked="" type="checkbox"/>

= Required

= Required where applicable

Additional information may be required on a case by case basis

Sample Plans: (Excerpted from the Toronto Area Chief Building Officials Committee Standard Details)



- Etobicoke York District**  
2 Civic Centre Court, 1st Floor  
Toronto, ON M9C 5A3  
416-394-8002
  - North York District**  
North York Civic Centre  
5100 Yonge Street, 1st Floor  
Toronto, ON M2N 5V7  
416-395-7000
  - Toronto and East York District**  
Toronto City Hall  
100 Queen Street W, Ground Floor  
Toronto, ON M5H 2N2  
416-392-7539
  - Scarborough District**  
Scarborough Civic Centre  
150 Borough Drive, 3rd Floor  
Toronto, ON M1P 4N7  
416-396-7526
- Visit our website at [www.toronto.ca/building](http://www.toronto.ca/building)