

Porches

Building Permit Submission Requirements



Introduction:

This is an overview of the fees, forms, and plan submission requirements for a Building Permit application for a Porch. 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, 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, and porch projection beyond building walls, existing & proposed grades and height of porch	<input checked="" type="checkbox"/>

FOOTING AND FOUNDATIONS

Details about the soil bearing capacity	<input checked="" type="checkbox"/>
Foundation plan and associated details including: size of footings; frost protection information; waterproofing and damp-proofing; foundation wall thickness and height.	<input checked="" type="checkbox"/>
Location of and distance to any adjacent buildings or structures	<input type="checkbox"/>
Shoring and underpinning plans and details	<input type="checkbox"/>
Any ties into existing footings & foundation	<input checked="" type="checkbox"/>
Termite and Decay Protection	<input type="checkbox"/>

CONCRETE

Compressive Strength	<input checked="" type="checkbox"/>
Design details of concrete slabs including re-enforcement and concrete strength	<input checked="" type="checkbox"/>

ROOF AND SUPPORTING STRUCTURAL SYSTEM

Location and size of beams and columns	<input checked="" type="checkbox"/>
Details of connection of porch roof to existing structure	<input checked="" type="checkbox"/>

STAIRS AND GUARDS

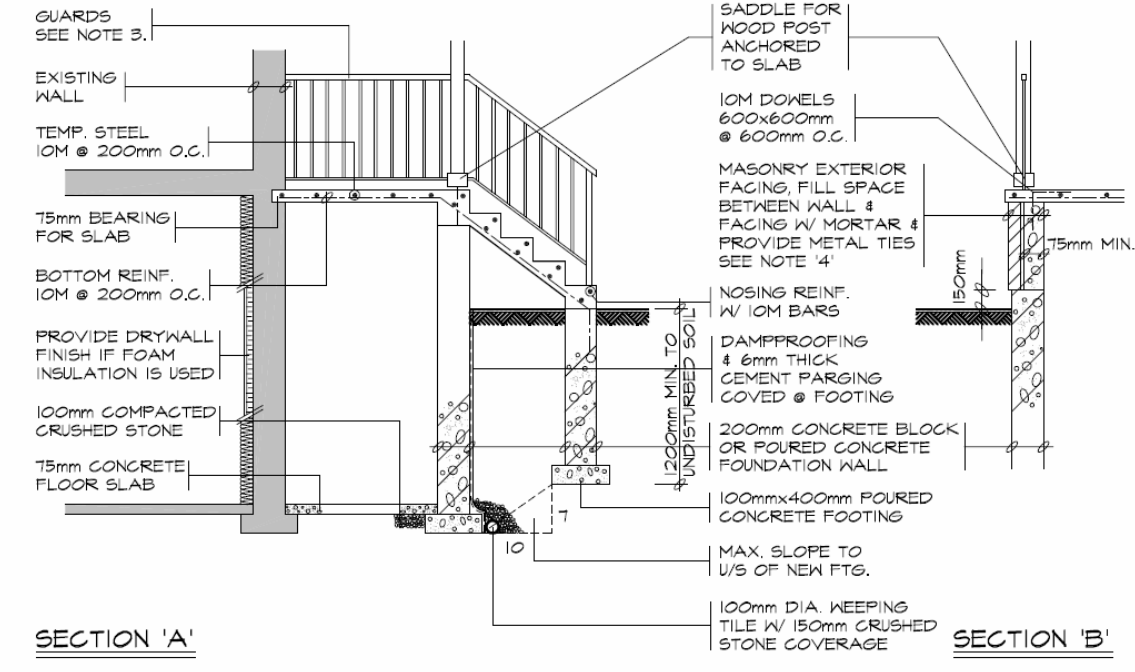
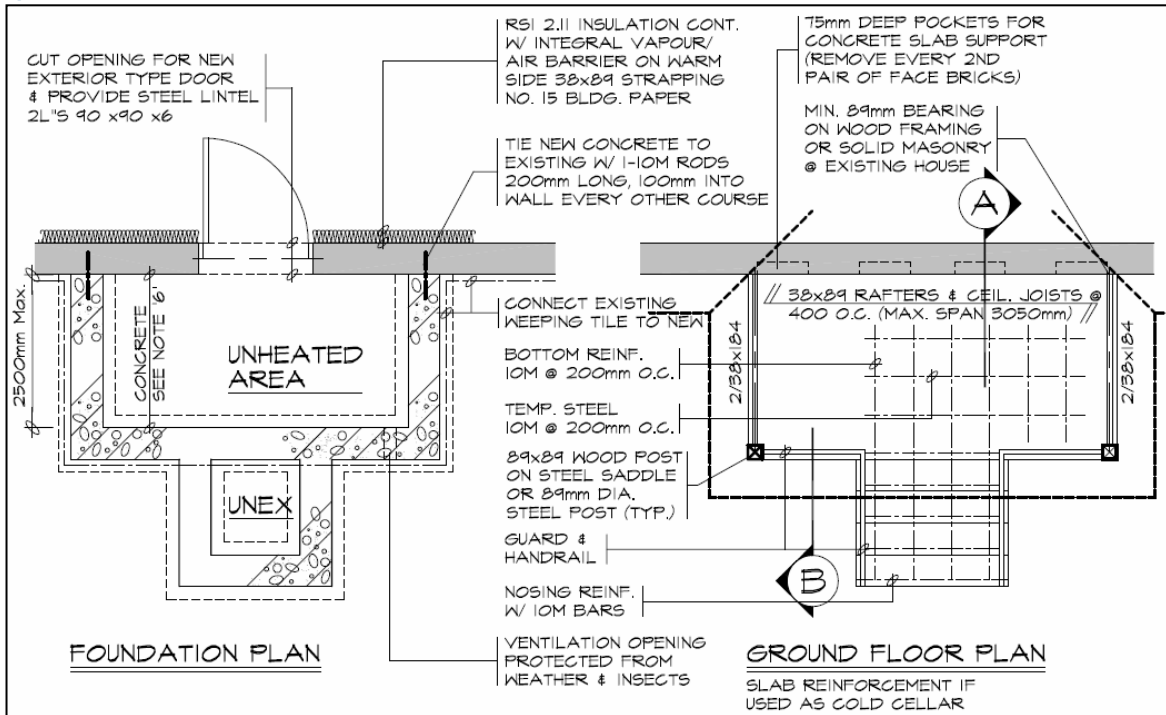
Stair details including: rise and run of staircase; width, height and depth of stairs and landings; and headroom	<input checked="" type="checkbox"/>
Design details for required handrails	<input checked="" type="checkbox"/>
Foundation requirements for stairs and landings	<input checked="" type="checkbox"/>
Construction details about guards including information about openings and climbability	<input checked="" type="checkbox"/>
Location of guards with respect to: stairways; landings; and, edges of proposed porch	<input checked="" type="checkbox"/>

= Required

= Required where applicable

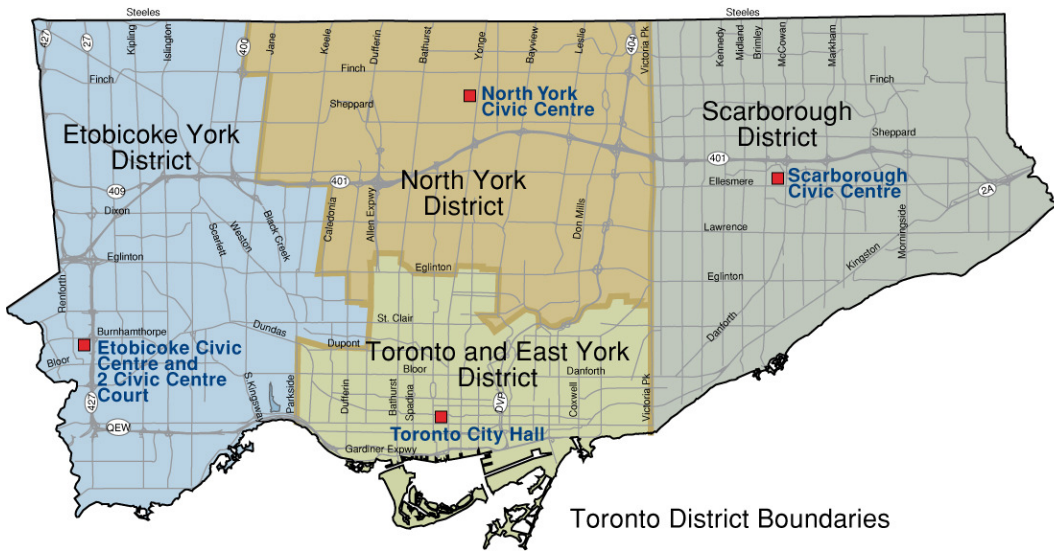
Additional information may be required on a case by case basis

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



GENERAL NOTES

1. EXTERIOR STAIRS
 - 125mm - 200mm RISE
 - 210mm - 355mm RUN
 - 235mm - 355mm TREAD
 - STEPS ARE TO BE UNIFORM THROUGHOUT FLIGHT
2. HANDRAILS
 - ARE REQUIRED WHERE STEPS HAVE MORE THAN 3 RISERS. HANDRAIL HEIGHT 800mm - 965mm
3. GUARDS
 - ARE REQUIRED AROUND CONCRETE SLAB IF MORE THAN 600mm ABOVE GRADE & ON BOTH SIDES OF STAIRS
 - MINIMUM 900mm HIGH FOR STAIRS
 - MINIMUM 900mm HIGH FOR PORCHES UP TO 1800mm ABOVE GRADE.
 - MINIMUM 1070mm HIGH FOR GREATER HTS.
 - MAXIMUM 100mm BETWEEN PICKETS AND NO MEMBER DESIGNED TO FACILITATE CLIMBING BETWEEN 140mm & 900mm
4. MASONRY TIES
 - WHEN BRICK FACING IS USED ABOVE GROUND LEVEL, PROVIDE 0.76mm THICK & 22mm WIDE CORROSION RESISTANT METAL TIES @ 600mm HORIZ. & 500mm VERTICAL
5. FOUNDATION WALLS
 - THICKNESS OF UNREINFORCED FOUNDATION WALLS LATERALLY SUPPORTED AT THE TOP ARE DEPENDANT UPON HEIGHT OF FINISH GRADE ABOVE BASEMENT FLOOR
 - UNIT MASONRY THICKNESS 190mm - MAX. HEIGHT 1200mm
 - UNIT MASONRY THICKNESS 240mm - MAX. HEIGHT 1800mm
 - UNIT MASONRY THICKNESS 290mm - MAX. HEIGHT 2200mm
6. CONCRETE
 - MINIMUM CONCRETE STRENGTH SHALL BE 32Mpa W/ 5%-8% AIR ENTRAINMENT
 - CONCRETE SLAB THICKNESS 125mm
 - PROVIDE MIN. 30mm CLEAR CONCRETE COVER TO REINFORCING BARS



- 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**
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Visit our website at www.toronto.ca/building