



**CORPORATION OF THE
MUNICIPALITY OF MACHIN**
P. O. Box 249
Vermilion Bay, ON P0V 2V0
Phone: 807-227-2633
Fax: 807-227-5443
www.visitmachin.com
Chief Building Official
Shawna Alberts 807-216-8285

Building & Moving Permit Application for Modular/Mobile Buildings/Structures

Permit No.
Property Identifier
Date of Application

Building Code Act, S.O. 1992, Chapter 23.8-(1). Applicants are required to submit a separate application for each temporary structure, or structure to be constructed or demolished.
All construction must conform to the Ontario Building Code, Ontario Regulation 350/06, as amended. A Builders Registration Number is required by the Ontario New Structure Warranty Plan Act, S.O. 1980, Chapter 350.6, as amended. Construction must not start until a permit has been issued.
The issuance of a permit does not relieve the applicant from conforming with all applicable regulations and municipal by-laws.

**APPLICANTS ARE
REQUIRED TO
COMPLETE ALL
APPLICABLE
PARTS OF THIS
APPLICATION**

Owner's Info: Name: _____

Daytime phone: _____ **Cell:** _____ **Email :** _____

Owner's Street Address: _____

Owner's Mailing Address: _____

Permit Applicant's Info (if different from owner): Name: _____

Permit Applicant's Address (if different from owner): _____

Daytime phone: _____ **Cell:** _____ **E-mail :** _____

Applicant's role in the project: Moving contractor Building Contractor Other (specify) _____
(If different from owner)

Street Address of where structure moving to: _____

Legal Address of where structure moving to: _____

Is the structure moving from within Machin? Yes No **From (address):** _____

Have Appropriate Authorities (I e: Bell, Hydro One, Municipality of Machin, etc.) been contacted, re: possible Lines Crossing the Roadway? Yes No

Setbacks: Front ____ ft. Rear ____ ft. Side yard on one side ____ ft. Side yard on the other side ____ ft

Is any of the side yards an exterior side yard? Yes No

Total area of all other structures combined (garage, shed, etc...), if present _____ sq. ft.

FOR OFFICE USE ONLY

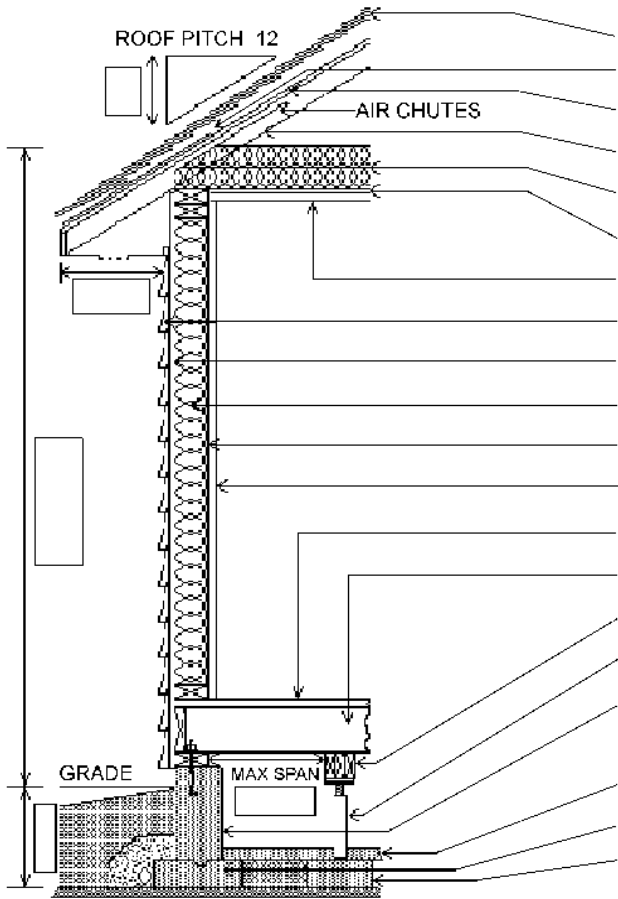
Zoning of Property: Zoning Conformity: Yes No Height of Structure

Front yard Interior side yard Exterior side yard Rear yard Lot area

Use allowed: Yes No Minor variance required: Yes No Lot Coverage %

O.P.A. required: Yes No Z.B.A. required: Yes No

THIS SKETCH MAY BE USED INSTEAD OF PLANS FOR SMALL PROJECTS



ITEM	TYPE	SIZE/SPACING
ROOFING		
EAVES PROTECTION		
ROOF DECK		
TRUSSES		
INSULATION		
VAPOUR BARRIER		
CEILING FINISH		
EXTERIOR FINISH		
SHEATHING		
WALL INSULATION		
FRAMING		
INTERIOR FINISH		
SUB-FLOOR		
FLOOR JOISTS		
FLOOR BEAM		
SUPPORT POSTS		
FOUNDATION WALL		
GRADE BEAM		
FLOOR SLAB		
WALL FOOTING		
COLUMN FOOTING		

CHECK-LIST OF ATTACHMENTS

PLEASE SUBMIT TWO (2) COPIES OF ALL PLANS – ONE COPY WILL BE RETURNED WITH THE PERMIT FOR USE ON SITE DURING CONSTRUCTION – THE SITE SET MUST BE AVAILABLE DURING INSPECTIONS.

- | | | | |
|---|--------------------------|--------------------------|--------------------------|
| SITE PLAN: | <input type="checkbox"/> | FLOOR PLANS: | <input type="checkbox"/> |
| FOUNDATION PLAN: | <input type="checkbox"/> | FRAMING PLAN: | <input type="checkbox"/> |
| ROOF PLANS: | <input type="checkbox"/> | REFLECTED CEILING PLANS: | <input type="checkbox"/> |
| SECTIONS & DETAILS: | <input type="checkbox"/> | BUILDING ELEVATIONS: | <input type="checkbox"/> |
| ELECTRICAL DRAWINGS: | <input type="checkbox"/> | PLUMBING DRAWINGS: | <input type="checkbox"/> |
| HEATING, VENTILATION & AIR CONDITIONING DRAWINGS: | | | <input type="checkbox"/> |

The Chief Building Official may specify that not all of the above mentioned plans are required to accompany an application for a permit.

ABANDONMENT AND CANCELLATION

Building and Demolition Permits are deemed to be abandoned and cancelled and the **Chief Building Official** may revoke such permits six months after the date of issue, unless such construction is seriously being proceeded with, or if construction is stopped for over twelve months. If construction is not completed within 2 years of issue of Building Permit, then a new permit application is to be submitted for the remainder of work.

All statements and representations contained in the attached documents filed in support of this application shall be deemed part of this application for all purposes. Sufficient information shall be submitted with the application to enable the **Chief Building Official** to determine whether or not the proposed work will conform to the **Building Code Act** and regulations made thereunder and any other applicable law.

Is the structure new? Yes No If older, approximately how old is the structure? _____ years

Certification of structure: CAN/CSA-Z240.2.1 CSA A-277 Other (specify) _____

Name & address of manufacturer: _____

Model Number _____ Area : _____ sq. ft.

Name of contact at the manufacturer: _____ Phone Number: _____

Are there other mobile structure/modular structures on the property? Yes No If yes, how many? _____

Name & Address of moving company: _____

Contact person at the moving company: Name: _____ Phone: _____

Name of person building the foundation that the mobile structure will rest upon: _____

Ph: _____ Cell : _____ Fax: _____ Email: _____

Minor Variance / Zoning By-Law Amendment File Number (if applicable): _____ Date: _____

Summary of Minor Variance / Z.B.L.A.: _____

SITE PLAN - IF A SURVEY IS NOT INCLUDED WITH THE PLANS.

IF PROPOSED CONSTRUCTION IS WITHIN 10% OF REQUIRED SETBACK,
AN ONTARIO LAND SURVEYOR MUST PREPARE THE SITE PLAN AND PROVIDE A LETTER
AS PART OF FINAL INSPECTION INDICATING SET BACKS HAVE BEEN MAINTAINED.

Develop a Site Plan using the attached sample site plan as a reference and guide.

Site Plan must show:

- All existing and proposed construction
- Setbacks for existing and proposed construction
- Indicate all streets, waterways and lot lines, shoreline road allowance
- Drainage control and direction
- Driveway and parking areas
- Septic field and well locations

SHOW DISTANCES TO ALL LOT LINES AT THE SHORTEST POINTS. PLEASE INDICATE ALL STREETS, LANES AND WATERFRONT AND SHOW NORTH - DIMENSIONS MUST CONFORM TO THE ZONING BYLAW OR ANY MINOR VARIANCE GRANTED

CONSTRUCTION DETAILS IF BASEMENT IS BUILT UNDER THE STRUCTURE

Construction Type: Reinforced Concrete: Steel Frame: Wood Frame: Solid Masonry: Other: _____

Garage: Attached: Detached: One-car: Two-Car: Garage Size: _____ **Other Structures:** _____

Exterior: Brick: Stone: Vinyl: Wood: Other: _____ **Heating:** Gas: Oil: Electric: **HRV:**

Foundation: PWF: Concrete: Concrete Block: **Concrete Strength:** Footings _____ Floor _____ Walls _____

Basement Wall Sheathing (Type & Thickness): Walls _____ **Thermal Insulation:** Basement Walls: R _____

Joists: First Floor: 2 x _____ @ _____ O.C. Max Span: _____ **Wall Studding:** 2 x _____ @ _____ O.C.

Will All Joists Be Bridged? Yes: No: **Strapped?** Yes: No:

Number of Rooms in the Basement: Bedroom: _____ Bathroom: _____ Family Room: _____ Dining Room: _____ Kitchen: _____

Flooring in basement (Rooms): Carpeting: _____ Hardwood: _____

Vinyl: _____ Tile: _____ Concrete: _____

BUILDING & MOVING PERMIT FEES

Fee value is based upon the total number of units and, as determined by **Schedule "A" to By-law No. 21-2014.**

Moving Permit Fees (\$8.00 per Unit): \$.....

Building Permit Fees (\$0.30 per sq ft / \$3.24 per sq m): \$.....

Total Permit Fee: \$.....

F. PERMISSION FOR AN AGENT TO MAKE APPLICATION

I, the undersigned..... certify that I have appointed to be my agent for the purpose of application for a building permit and that such permission shall not relieve me of any of my responsibility pursuant to the Building Code Act.

Witness **Signed**
Representative, Municipality of Machin Owner

Dated at the Municipality of Machin, Ontario this **day of** **20**.....

DECLARATION

I, the undersigned,, **am the Owner/Authorized Agent of the Owner** named in the application herein and certify the truth of all statements or representations contained herein.

I understand that the issuance of a **Building Permit** shall not be deemed a waiver of any provisions of any By-laws or requirements of the **Building Code Act** or any regulations made thereunder, notwithstanding anything included or omitted from the plans or other material filed in support or connection with the application herein.

I acknowledge that in the event a **Building Permit** is issued, any departure from plans, specifications or building locations proposed in this application is prohibited and such could result in the **Building Permit** being revoked.

I further acknowledge that in the event the **Building Permit** is revoked for any cause or irregularity or non-conformity with By-laws or requirements of the **Building Code Act**, or any regulations made thereunder, there shall be no right of claim whatsoever against the **Corporation of the Municipality of Machin** or any official thereof and any such claim is hereby expressly waived.

The following is applicable to OWNER BUILT STRUCTURES only.

I, certify that this application is for a dwelling not required to be registered pursuant to the **Ontario New Structure Warranties Act**, that such dwelling is either:

a) A seasonal dwelling not suitable for year round occupancy and that additional permits are required for future conversion to be suitable for year round occupancy, or

b) A dwelling suitable for year round occupancy the construction of which is being substantially performed by myself for my own occupancy and will not be sold to a third party without first being occupied by myself for a period not less than three months and that the following work is to be performed by myself:

.....
.....

I acknowledge that to build for resale without being registered with the **Tarion Warranty Corporation** is illegal.

Dated at the Municipality of Machin, Ontario this **day of**, **20**

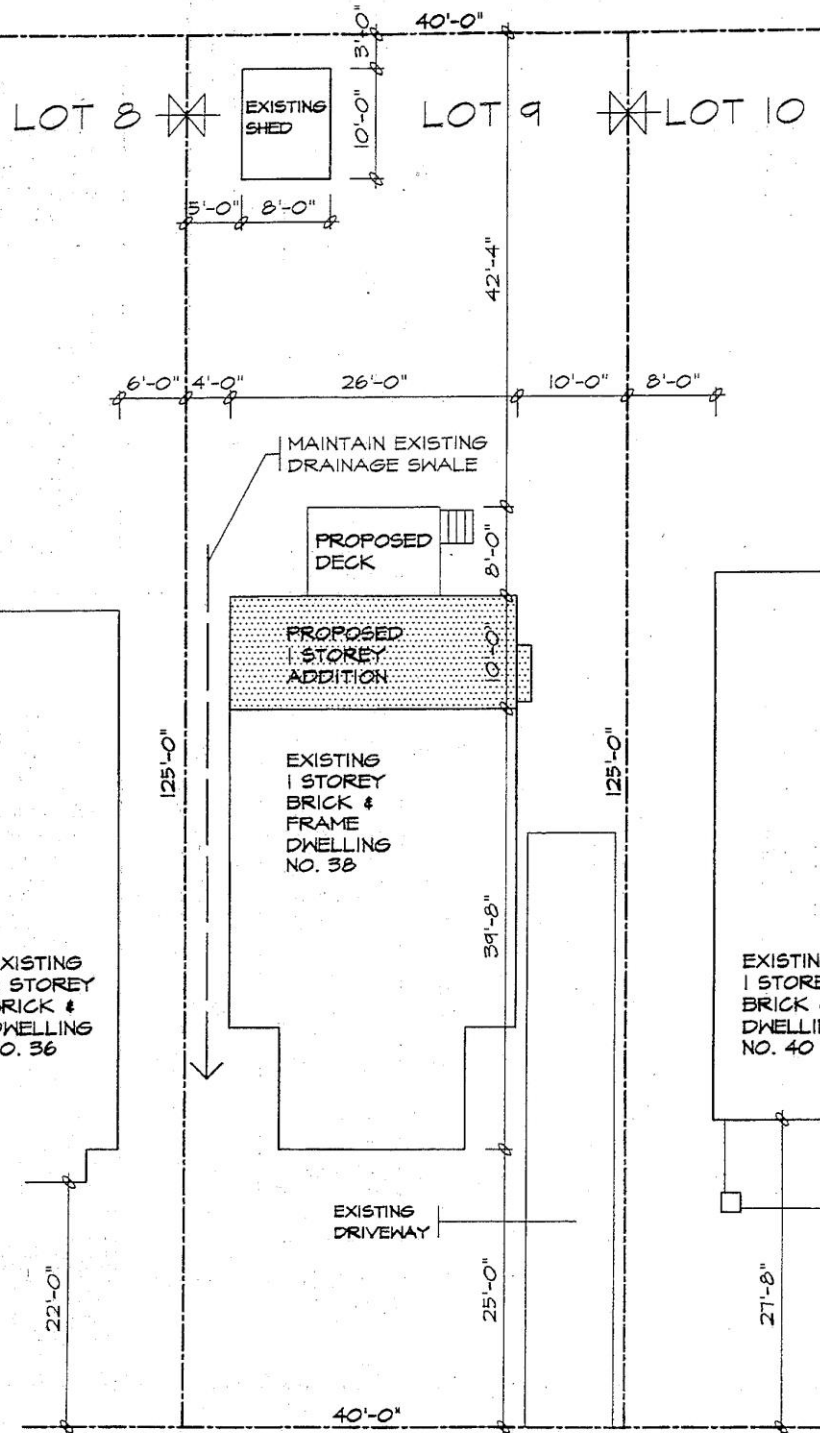
Witness **Signed**
Representative, Municipality of Machin Owner or Authorized Agent of the Owner

For Office use only

Approved for Permit: Date: Reviewed By:

Conditions or other Comments

SAMPLE SITE PLAN



SITE PLAN

SCALE 1" = 15'-0"

SKETCH OF SURVEY OF
LOT 9
REG'D PLAN 4220
CITY OF TORONTO
B.C. TRANSIT. O.L.S.
DECEMBER 31ST, 1999

KHALMUR CRESCENT

T	
A	
C	
B	
D	
C	

SAMPLE DRAWING FOR
PERMIT APPLICATION

SITE PLAN & ZONING INFORMATION

DWG. NO.

A03

07-98