



Cottages Property Information Guide

These are general guidelines only; more information may be required depending on the application. Below the following requirements are listed and explained.

Required Documents for Building Permit Applications

- Fully completed application form
- Designer Information
- Site plan
- Drawings
- Grand River Conservation Authority Approval
- If the proposed structure exceeds 600m² (6,458ft²) in size or more than 3 storeys in height, the construction drawings **must** be designed by a professional engineer and accompanied by a **Engineer Commitment to Review Form** signed by the Engineer and the property owner.

Site Plan Requirements

The site plan will need to include:

- Location and dimensions of:
 - Proposed new construction
 - Existing structures/ buildings
 - Location of septic and well

Constructions Drawings Requirements

- Floor plans of all levels:
 - Fully dimensioned and noted
 - All rooms, spaces, and areas are to be labeled
 - Footings and foundation specification: Size and layout
 - Floor, wall, and roofs
 - Window and door sizes
 - Truss design and layout
- Structural Drawings:
 - Size and spans of beams, lintels, columns, and LVL's
- All exterior elevations view
 - Fully dimensioned and notes
 - Show all openings and exterior materials
 - Grade at building
- Cross section(s) on entire structure

Building Permit Fees

Please see [mapleton.ca/services/budget-and-finance/fees-and-charges](https://www.mapleton.ca/services/budget-and-finance/fees-and-charges) for applicable building permit fees.

Where to apply?

- Please submit your complete application and permit documents on our e-permitting software

Cloudpermit 

ca.cloudpermit.com

- Permit applications and supporting documents will still be accepted in person at 7275 Sideroad 16, Drayton Ontario

More Information

For more information, please contact the building department at:

- building@mapleton.ca
- (P) 519-638-3313 EXT 029
- (F) 519-638-5113
- 7275 Sideroad 16, Box 160, Drayton On, N0G 1P0