



## Single Family Dwelling Addition 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**

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- Fully completed application form
- Designer Information
- Site plan
- Drawings:
  - Design
  - Structural
  - Mechanical/HVAC
- Energy Efficiency Design Summary form (SB-12)
- Septic Systems may need to be evaluated

### **Site Plan Requirements**

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The site plan will need to include:

- Location and dimensions of:
  - Proposed addition construction
  - Existing structures/ buildings
  - Water and sanitary services, if applicable
  - Septic and well, if applicable
- Setback distances to:
  - Property lines
  - Existing structures/buildings

## Constructions Drawings Requirements

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- 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

## Additional Requirements

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If your property is located under a Conservation Authority you may need approval by:

- Grand River Conservation Authority (GRCA)
- Source Water Protection

## Building Permit Fees

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

## Where to apply?

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

**Cloudpermit** 

[ca.cloudpermit.com](http://ca.cloudpermit.com)

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

## More Information

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For more information, please contact the building department at:

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