

Homebuilder Electronic Submission of Permit Applications

Applications may be submitted for the following:

- Certified Models and Townhouse Certified Models
- Revisions to Certified Models
- Repeat Sitings from a Certified Model (single and semi-detached dwellings, townhomes)
- Custom Homes (single and semi-detached dwellings, townhomes)
- Revisions to Repeat Sitings and Custom Homes
- Resitings (previously issued permit where the model is being changed)

Please Note: Applications for stacked townhouses and live/work units are not available for online submissions and will require an in person appointment..

Please contact the Building Division at building.inquiries@brampton.ca for further information.

Step One: PRE-REVIEW

Prior to submitting the application online, please email building.inquiries@brampton.ca to ensure the completeness of the application, and to avoid delays in the review once you are ready to make the full submission.

Certified Model applications, please [Click Here](#) to access to addendum form.

Repeat Sitings applications, please [Click Here](#) to access to addendum form. Additionally, Repeat Sitings and all other applications use the standard Application for a Permit to Construct or Demolish form and Schedule 1 forms.

The 'Sample Application Package' will be reviewed for completeness and accuracy of information. Once the initial review is complete, you will be advised to submit all applications listed on the addendum form.

Step Two: HOW TO APPLY

Once the proposed submission has been verified, proceed to apply online:

1. Go to www.brampton.ca/Building
2. Complete the online form. Please see below for additional notes on making applications online.
3. Upload application forms and drawings under the appropriate 'Attachment Type' headings.
4. A maximum of 20 lots or one townhouse block per online submission.

General Submission Requirements:

- Documents are required to be submitted as a unprotected PDFs
- Maximum individual file size for upload is 50 MB (Note: Large file sizes may take a longer time to upload)
- Special characters in the file name, such as (&,.%*#@!"?/:'), will cause the file upload to fail
- Please upload your required attachments with the following naming convention:
"Attachment Type"_"Plan Lot"
i.e. Permit Application_M 2053 Lot 12

What happens after I submit my application?

1. A bill will be sent through email to the applicant for each submission number.
2. Once payment has been received, your application will be reviewed for compliance with the Ontario Building Code and any other applicable laws.
3. During the review process you may be contacted by email to provide further information.
4. Once the review is completed, you will be contacted with your total of additional fees owing.
5. When your permit fees are paid in full your permit(s) will be issued.

REQUIRED DOCUMENTATION FOR APPLICATION TYPE

SEE NOTES ON PAGE 3 FOR REQUIRED DOCUMENTATION

APPLICATION TYPE ↓	BUILDING PERMIT APPLICATION	ARCHITECTURAL DRAWING SET	ROOF TRUSS PACKAGE	FLOOR TRUSS PACKAGE	HVAC CALC PACKAGE	PLUMBING DATA SHEET	SCHEDULE 1	SITE PLAN	ADDENDUM	BLOCK PLANS	PARTY FIREWALL DETAILS
CERTIFIED MODEL	✓	✓	✓	✓	✓	✓			✓		
TOWNHOUSE CERTIFIED MODEL	✓	✓		✓	✓	✓			✓		✓
CERTIFIED MODEL REVISION	✓	✓ IF APPLICABLE	✓ IF APPLICABLE	✓ IF APPLICABLE	✓ IF APPLICABLE	✓ IF APPLICABLE			✓		
REPEAT SITINGS	✓						✓	✓	✓		
TOWNHOUSE REPEATS	✓ FOR EVERY UNIT		✓ WITH FIRST UNIT ONLY				✓ FOR EVERY UNIT	✓ WITH FIRST UNIT ONLY	✓ WITH FIRST UNIT ONLY	✓ WITH FIRST UNIT ONLY	✓ WITH FIRST UNIT ONLY
REVISIONS TO REPEATS W/ NEW OPTIONS	✓	✓ IF APPLICABLE	✓ IF APPLICABLE	✓ IF APPLICABLE	✓ IF APPLICABLE	✓ IF APPLICABLE	✓	✓ IF APPLICABLE	✓		
REVISIONS TO REPEATS W/ EXISTING OPTIONS	✓						✓		✓		
LOT SPECIFIC REPEATS	✓	✓ IF APPLICABLE	✓ IF APPLICABLE	✓ IF APPLICABLE	✓ IF APPLICABLE	✓ IF APPLICABLE	✓ IF APPLICABLE	✓ IF APPLICABLE	✓		
CUSTOM HOMES	✓	✓	✓	✓	✓	✓	✓	✓	✓		
REVISIONS TO CUSTOM HOMES	✓	✓ IF APPLICABLE	✓ IF APPLICABLE	✓ IF APPLICABLE	✓ IF APPLICABLE	✓ IF APPLICABLE	✓ IF APPLICABLE	✓ IF APPLICABLE	✓		
RESITINGS	✓						✓	✓	✓		

Notes for Chart on Page 2

BUILDING PERMIT APPLICATION:

Repeat Residential Homes:

- Please ensure all required fields of the "Application for a Permit to Construct or Demolish" are completed and the form is signed by the applicant.
- The description of work shall consist of the model name, elevation, and any options included with the dwelling.
- For revisions, please include the existing permit number and a detailed description of the revision(s) requested.

Certified Model Application:

- Please complete and upload the available Certified Model application form and include the fee calculation of the elevation with the largest GFA.
- On the second page of the Certified Model application, select the check boxes associated with the options that are included. The additional fees will be verified by the Plans Examiner as part of the plans review process.
- For Certified Model revisions, add the specific changes to the bottom of the second page of the certified model application under "other information" and disregard the fee calculation field.

Builder Custom Homes:

- For custom homes, the description of work should only read "Custom Home"
- For revisions, please include the existing permit number and a detailed description of the revision(s) requested.

Note: Please ensure that the entered gross floor areas are accurate to the second decimal place on all applications.

ARCHITECTURAL DRAWING SET:

- Include all available options/elevations, floor plans and details.
- Ensure Architectural Control stamp is provided on all elevations.
- Identify building height dimension to mid-point between the peak and the eave of the main roof
- Ensure garage door size is labelled.

FLOOR TRUSS PACKAGE:

- Not applicable where conventional framing is used.
- Separate layouts for each elevation, option, and floor level.
- If designer BCIN is on the layouts then include engineered certified component sheets.
- If the floor layouts are sealed by an Engineer, please include the related components sheets - the engineer certification on the individual component sheets is optional.

ROOF TRUSS PACKAGE: (CUSTOM HOMES AND CERTIFIED MODELS):

- Not applicable where conventional framing is used
- Separate layouts required for each elevation.
- If designer BCIN is on the layouts then a schedule one will be required when applying for affiliated repeats.
- If layouts are engineered then a schedule one is NOT required.

ROOF TRUSS PACKAGE: (TOWNHOUSE REPEATS):

- For townhouse submissions, roof truss packages are required at time of residential repeat submissions and are uploaded with the first unit of every block along with the block plans, siting and addendum form.

HVAC CALCULATION PACKAGE:

- HVAC Calculation attachments to include all HVAC information and details for each available option, when applicable.

PLUMBING DATA SHEET:

- Provide the 'Custom Home Water Pipe and Plumbing Data Sheet' form for all applicable elevations.

SCHEDULE ONE:

- For each individual repeat application, a Schedule 1 form is required for each BCIN registered designer involved in the permit submission. This includes the designer for the site plan, HVAC calculations, floor truss design, roof truss design, and house design.

SITE PLAN:

- A legible site plan must include grading review certification, architectural control review, designer information, split block and plan labeling and boundary (if applicable), all setbacks, elevation datum points, lot numbers, street names, adjacent properties, and a legend for all abbreviations.

ADDENDUMS:

- All submissions containing more than one application must include an addendum form.
- For repeat application submissions, please list the lot numbers with the affiliated model type and options in order from lowest lot number to highest lot number. A maximum of 20 lots or one townhouse block per online submission.
- For certified model submissions, model names must be listed at the bottom of the addendum sheet.

Note: When applying for certified models and repeats at the same time, a completed addendum form is still required.

TOWNHOUSE BLOCK PLANS:

- The townhouse block plan, along with the roof truss package, site plan and addendum form, is required at time of residential repeat submissions and must be uploaded with the first unit of every block.

The block plan must include: All floor plans and elevations labelled with the model name, architectural control reviewed elevations, total building area calculation and designated firewall locations, and optional deck, balconies, lookout and walkout conditions, where applicable.

PARTY AND FIREWALL DETAILS:

- All details are required at time of residential repeat submissions and must be uploaded with the first unit of every block and must include:
- Connection details and specifications showing conformance of fire separations and insulation requirements for STC ratings.
- Assembly details for all intersecting wall conditions in plan view, including intersecting condition for back-to-back units.
- All firewall details certified by a professional engineer.
- Where separated by a firewall, clearly illustrate that any combustible projections on the exterior of one building conforms to the separation requirements to combustible projections and openings of the adjacent building, if applicable.

OTHER NOTES:


- For site plan projects please provide one full site plan with the necessary Architectural Control stamp, the site plan assigned Planners stamp and the Development Engineering stamp. If there is a separate grading sheet then the Development Engineering stamp will be required on that sheet only.
- For revisions to add rear and/or side, corner upgrades, the elevations must have Architectural Control review.
- For revisions under "Project Value est. \$" on the application form, please enter 0 unless increased cost of work. For revisions under "Area of Work" on the application form, please enter 0 unless increased GFA.

Homebuilder Electronic Submission of Permit Applications Guide

CLICK HERE
TO APPLY

Applicant Information

Fill out the applicant information and select the "Application Type" from the drop down menu.



BUILDING PERMIT ONLINE APPLICATION

Reference Number
31434-Building Permit Online--20210421

Submission Date

Applicant Information

Applicant Name*
First Name Last Name

Applicant Full Address*
Street# Street Name, City, Province, Postal Code

Applicant Phone*
(###)-###-####

Applicant Email*
Please ensure this is a valid email address as you will be receiving email confirmation of your submission.

Confirm Applicant Email*

Application Type*
Please Select

Continued on next page

Application Type

Application Type*

Please Select

Please Select

Industrial/Commercial

Other Residential Application

Production Home Builder

Two Unit Dwelling

Other Residential Application.

Select this option for all home builder applications.
Note: stacked townhouse and live/work units are not available for online submissions.

Production Home Builder Application Type

Application Type*

Production Home Builder

Production Home Builder Application Type*

Please Select

Please Select

Certified Model/Custom Home

Repeat

Certified Model Transfer

Builder Name*

Select this option for:

- Certified Models
- Townhouse Certified Models

See page 6 for more details.

Select this option for:

- Custom Homes

See page 7 for more details.

Select this option for:

- Repeat Sitings from a Certified Model (Including Townhouses)
- Re-Sittings

See pages 8-10 for more details.

Revisions to the certified models and custom homes can also be submitted here.

Revisions to the repeat sitings and re-sittings can also be submitted here.

Certified Model

Important notes for Architectural Drawings:

- Include all available options/elevations, floor plans and details.
- Ensure Architectural Control stamp is provided on all elevations.
- Identify building height dimension to mid-point between the peak and the eve of the main roof
- Ensure garage door size is labelled.

Important notes for Floor Truss Drawings:

- Not applicable where conventional framing is used.
- Separate layouts for each elevation, option and floor level.
- If designer BCIN is on the layouts then include engineered certified component sheets.
- If the floor layouts are sealed by an Engineer, please include the related components sheets - the engineer certification on the individual component sheets is optional.

<p>Production Home Builder Application Type*</p> <div style="border: 1px solid black; padding: 2px;"> Certified Model/Custom Home </div>	<p>Builder Name*</p> <div style="border: 1px solid black; height: 20px;"></div>
<p>Description of Work Proposed*</p> <div style="border: 1px solid black; height: 50px;"></div>	
<p>Attachments</p> <p>Homebuilders - See user guide for further instructions and attachment requirements Home owners - See user guide for further instructions on attachment requirements</p>	
<p>Architectural Drawings (Click below to attach file)*</p> <div style="border: 1px solid black; padding: 5px; text-align: center;"> The files will be listed here </div>	<p>Floor Truss (Click below to attach file)</p> <div style="border: 1px solid black; padding: 5px; text-align: center;"> The files will be listed here </div>
<p>Application Package (Click below to attach file)*</p> <div style="border: 1px solid black; padding: 5px; text-align: center;"> The files will be listed here </div>	<p>Roof Truss (Click below to attach file)</p> <div style="border: 1px solid black; padding: 5px; text-align: center;"> The files will be listed here </div>
<p>HVAC Drawings/Calculations (Click below to attach file)</p> <div style="border: 1px solid black; padding: 5px; text-align: center;"> The files will be listed here </div>	<p>Plumbing Drawings (Click below to attach file)</p> <div style="border: 1px solid black; padding: 5px; text-align: center;"> The files will be listed here </div>

Important notes for Application Package:

- Certified Model: provide the 'Certified Model Application Package' forms

Important notes for HVAC Drawings/Calculations:

- HVAC Calculation attachments to include all HVAC information and details for each available option, when applicable.

Important notes for Plumbing Drawings:

- Provide the 'Custom Home Water Pipe and Plumbing Data Sheet' form for all applicable elevations.

Important notes for Roof Truss Drawings:

- Not applicable where conventional framing is used
- Separate layouts required for each elevation.
- If designer BCIN is on the layouts then a schedule one will be required when applying for affiliated repeats. If layouts are engineered then a schedule one is NOT required.
- Townhouse applications: the roof plan may be submitted with the repeat application.

*** Revisions:**
The application form is required along with any supporting documents for the building permit review.

Builder Custom Home

Important notes for Architectural Drawings:

- Include all floor plans and details.
- Ensure Architectural Control stamp is provided on all elevations.
- Identify building height dimension to mid-point between the peak and the eve of the main roof
- Ensure garage door size is labelled.

Important notes for Floor Truss Drawings:

- Not applicable where conventional framing is used.
- Provide the floor truss layouts for each floor plan.
- If designer BCIN is on the layouts then include engineered certified component sheets.
- If the floor layouts are sealed by an Engineer, please include the related components sheets - the engineer certification on the individual component sheets is optional.

<p>Production Home Builder Application Type*</p> <div style="border: 1px solid black; padding: 2px;"> Certified Model/Custom Home </div>	<p>Builder Name*</p> <div style="border: 1px solid black; height: 20px;"></div>
<p>Description of Work Proposed*</p> <div style="border: 1px solid black; height: 50px;"></div>	
<p>Attachments</p> <p>Homebuilders - See user guide for further instructions and attachment requirements Home owners - See user guide for further instructions on attachment requirements</p>	
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<p>HVAC Drawings/Calculations (Click below to attach file)</p> <div style="border: 1px solid black; padding: 5px; text-align: center;"> The files will be listed here </div>	<p>Plumbing Drawings (Click below to attach file)</p> <div style="border: 1px solid black; padding: 5px; text-align: center;"> The files will be listed here </div>

Important notes for Application Package:

- Provide the standard Application for a Permit to Construct or Demolish form, Schedule 1's (where applicable) and Applicable Law Checklist forms.

Important notes for HVAC Drawings/Calculations:

- HVAC Calculation attachments to include all HVAC information and details for each available option, when applicable.

*** Revisions:**

The application form is required along with any supporting documents for the building permit review.

Important notes for Plumbing Drawings:

- Provide the 'Custom Home Water Pipe and Plumbing Data Sheet' form for all applicable elevations.

Important notes for Roof Truss Drawings:

- Not applicable where conventional framing is used
- Provide the floor truss layouts for each floor plan.
- If designer BCIN is on the layouts then a schedule one will be required when applying for affiliated repeats. If layouts are engineered then a schedule one is NOT required.
- Townhouse applications: the roof plan may be submitted with the repeat application.

Repeat
Continued on Page 9 and 10

Important notes for Solicitor's Confirmation:

- Registered Plan Number(s) must be put on Solicitor's form.
- All lots and blocks applying for are listed.
- Ensure owner's name is on the solicitor's letter and is the same as the owner name on all applications. If an Owner is listed under Beneficial Owner this is the name to be used on all applications.
- Split Block: All blocks and MPlans have to be included on a solicitor's form.

Important notes for Addendum Forms:

- All submissions with more than one application shall have an addendum included.
- For repeat applications list the lots with the affiliated models and options in order from lowest lot number to highest lot number, maximum 20 lots or one townhouse block per online submission.

Note: The addendum form must be used for certified models and repeats being applied for at the same time

<p>Production Home Builder Application Type*</p> <p>Repeat</p> <p>Description of Work Proposed*</p> <p>Attachments</p> <p>Homebuilders - See user guide for further instructions and attachment requirements Home owners - See user guide for further instructions on attachment requirements</p> <p>NOTE: Repeat Submissions require 1 Addendum Form (summary sheet) and Multiple Building Permit Application attachments. Building Permit Application should include the Building Permit Application Form, Schedule 1 Designer Information and Siting. Each Application Package should include the above documents as an individual separate package for each lot submitted.</p> <p>Addendum form (Click below to attach file)*</p> <p>The files will be listed here</p> <p>Solicitor's Confirmation of Registered Owner (only required with initial submission for each MPlan)</p> <p>The files will be listed here</p> <p>Other Details (Click below to attach file)</p> <p>The files will be listed here</p>	<p>Builder Name*</p> <p>Townhouse Roof Trusses (Click below to attach file)</p> <p>The files will be listed here</p> <p>Townhouse Architectural Block Plan (Click below to attach file)</p> <p>The files will be listed here</p>
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Important notes for Townhouse Roof Trusses:

- Not applicable where conventional framing is used
- Separate layouts required for each block plan.
- If designer BCIN is on the layouts then a schedule one will be required. If layouts are engineered then a schedule one is NOT required.
- One set of the roof truss package is required to be submitted with the first lot, all other lots on the same block do not require a roof truss package.
- Ensure each lot and the applicable certified model elevation is shown on the roof layout.

Important notes for Townhouse Architectural Block Plan:

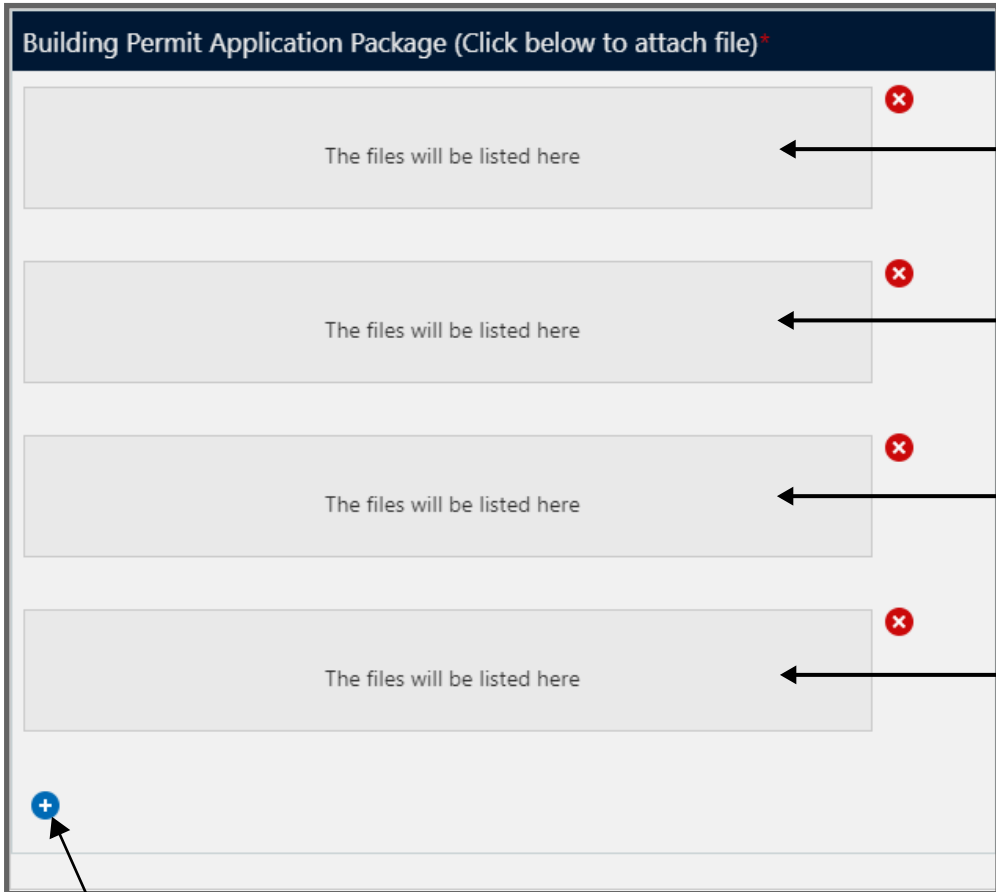
- Floor plans with the elevation and model name labelled for each level, architectural control reviewed elevations, total building area calculation, designated firewall locations, optional deck, balconies, lookout and walkout conditions

*** Revisions:**
The application form and addendum form is required along with any supporting documents for the building permit review.

Repeat's for:
- Detached Dwellings
- Semi-detached Dwellings

Important notes for Building Permit Application Package:

Repeat Sitings: Provide in one PDF per lot; the Application for a Permit to Construct or Demolish form, Schedule 1 forms for the HVAC, Architectural Drawings, and Sitings. Roof and Floor layout Schedule 1's are required where the Certified Model has a BCIN stamp. At the end of the package, provide the Siting with the Grading Engineer stamp, Architectural Control stamp, BCIN stamp and A/C Engineer stamp (where applicable).



Click here to add more attachments to the submission. A maximum of 20 lots can be submitted through one submission.

Repeat's for:
- Townhouses

Important notes for Building Permit Application Package:

Townhouse Repeat Sitings (First unit in the block plan):

Block plans, along with the roof truss package, siting and addendum are required at time of residential repeat submissions and are uploaded with the first unit of every block and include:
- Floor plans with the elevation and model name labelled for each level, architectural control reviewed elevations, total building area calculation, designated firewall locations, optional deck, balconies, lookout and walkout conditions.

Townhouse Repeat Sitings (all other units in the same block plan):

- Provide in one PDF per lot; the Application for a Permit to Construct or Demolish form, Schedule 1 forms for the HVAC, Architectural Drawings, and Sitings. Roof and Floor layout Schedule 1's are required where the Certified Model has a BCIN stamp.

Building Permit Application Package (Click below to attach file)*

(First unit attached here) ✖
The files will be listed here

(Second unit attached here) ✖
The files will be listed here

(Third unit attached here) ✖
The files will be listed here

(Fourth unit attached here) ✖
The files will be listed here

(etc.)

+

Click here to add more attachments to the submission. A maximum of one block can be submitted through one submission.

Submitting Your Application

Click these 2 buttons once you have declared and agreed to the information shown.

* By checking this box, I do declare THAT

- the statements made and the information provided herein are true and correct and are made and provided with full knowledge of the circumstances relating to these actions.
- until receipt of the notice of acceptance of this application as being complete from the City of Brampton, the time period prescribed in OBC Division C, Table 1.3.1.3. Column 3 for notification of issuance or refusal of a permit does not apply.
- this declaration satisfies the notification requirements set out in OBC Division C Sentence 1.3.1.3.(6)

* By checking this box, I agree THAT

The City has a policy with respect to proactive disclosure of records (including open government and open data initiatives) which:

- Indicates that any documents that the creator claims are subject to copyright, must be clearly stamped as such, indicating their name, date and the purpose for which the document was prepared and;
- That a copyright stamp on a record does not mean that the municipality will not disclose it; it merely indicates that once disclosed, the recipient is limited in how and for what purposes they may use and disclose it because it remains subject to the creator's copyright claim.

Captcha (Please enter the image text below)*

Unique

Personal information contained in this form and schedules is collected under the authority of subsection 8(1.1) of the Building Code Act, 1992, and will be used in the administration and enforcement of the Building Code Act, 1992. Questions about the collection of personal information may be addressed to: a) Rick Conard, (905)874-2401 Chief Building Official or, b) the inspector having the powers and duties of a chief building official in relation to sewage systems or plumbing for an upper-tier municipality, board of health or conservation authority to whom this application is made, or, c) Director, Building and Development Branch, Ministry of Municipal Affairs and Housing 777 Bay St., 2nd Floor, Toronto, M5G 2E5 (416) 585-6666.

Enter the captcha in the box shown

Click Submit once you are ready to make your submission.

What happens after I submit my application?

1. A bill will be sent through email to the applicant for each submission number.
2. Once payment has been received, your application will be reviewed for compliance with the Ontario Building Code and any other applicable laws.
3. During the review process you may be contacted by email to provide further information.
4. Once the review is completed, you will be contacted with your total of additional fees owing.
5. When your permit fees are paid in full your permit(s) will be issued.

PLEASE ENSURE DOCUMENT IS COMPLETED IN FULL, AND NOTE CRITICAL INFORMATION HIGHLIGHTED BELOW.

Application for a Permit to Construct or Demolish

This form is authorized under subsection 8(1.1) of the *Building Code Act, 1992*.

For use by Principal Authority			
Application number:		Permit number (if different):	
Date received:		Roll number:	
Application submitted to: THE CORPORATION OF THE CITY OF BRAMPTON (Name of municipality, upper-tier municipality, board of health or conservation authority)			
A. Project information			
Building number, street name		Unit number	Lot/con.
Municipality	Postal code	Plan number/other description	
Project value est. \$		Area of work (m ²)	
B. Purpose of application			
<input type="checkbox"/> New construction <input type="checkbox"/> Addition to an existing building <input type="checkbox"/> Alteration/repair <input type="checkbox"/> Demolition <input type="checkbox"/> Conditional Permit			
Proposed use of building		Current use of building	
Description of proposed work			
C. Applicant			
Applicant is: <input type="checkbox"/> Owner or <input type="checkbox"/> Authorized agent of owner			
Last name		First name	Corporation or partnership
Street address		Unit number	Lot/con.
Municipality	Postal code	Province	E-mail
Telephone number ()	Fax ()	Cell number ()	
D. Owner (if different from applicant)			
Last name		First name	Corporation or partnership
Street address		Unit number	Lot/con.
Municipality	Postal code	Province	E-mail
Telephone number ()	Fax ()	Cell number ()	

E. Builder (optional)				
Last name		First name	Corporation or partnership (if applicable)	
Street address			Unit number	Lot/con.
Municipality		Postal code	Province	E-mail
Telephone number ()		Fax ()		Cell number ()
F. Tarion Warranty Corporation (Ontario New Home Warranty Program)				
i. Is proposed construction for a new home as defined in the <i>Ontario New Home Warranties Plan Act</i> ? If no, go to section G.			<input type="checkbox"/> Yes	<input type="checkbox"/> No
ii. Is registration required under the <i>Ontario New Home Warranties Plan Act</i> ?			<input type="checkbox"/> Yes	<input type="checkbox"/> No
iii. If yes to (ii) provide registration number(s): _____				
G. Required Schedules				
i) Attach Schedule 1 for each individual who reviews and takes responsibility for design activities.				
ii) Attach Schedule 2 where application is to construct on-site, install or repair a sewage system.				
H. Completeness and compliance with applicable law				
i) This application meets all the requirements of clauses 1.3.1.3 (5) (a) to (d) of Division C of the Building Code (the application is made in the correct form and by the owner or authorized agent, all applicable fields have been completed on the application and required schedules, and all required schedules are submitted). Payment has been made of all fees that are required, under the applicable by-law, resolution or regulation made under clause 7(1)(c) of the <i>Building Code Act, 1992</i> , to be paid when the application is made.			<input type="checkbox"/> Yes	<input type="checkbox"/> No
ii) This application is accompanied by the plans and specifications prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> .			<input type="checkbox"/> Yes	<input type="checkbox"/> No
iii) This application is accompanied by the information and documents prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> which enable the chief building official to determine whether the proposed building, construction or demolition will contravene any applicable law.			<input type="checkbox"/> Yes	<input type="checkbox"/> No
iv) The proposed building, construction or demolition will not contravene any applicable law.			<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
I. Declaration of applicant				
I _____ declare that: (print name)				
1. The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge.				
2. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.				

Date		Signature of applicant		

Personal information contained in this form and schedules is collected under the authority of subsection 8(1.1) of the *Building Code Act, 1992*, and will be used in the administration and enforcement of the *Building Code Act, 1992*. Questions about the collection of personal information may be addressed to: a) the Chief Building Official of the municipality or upper-tier municipality to which this application is being made, or, b) the inspector having the powers and duties of a chief building official in relation to sewage systems or plumbing for an upper-tier municipality, board of health or conservation authority to whom this application is made, or, c) Director, Building and Development Branch, Ministry of Municipal Affairs and Housing 777 Bay St., 2nd Floor. Toronto, M5G 2E5 (416) 585-6666.

Schedule 1: Designer Information

Use one form for each individual who reviews and takes responsibility for design activities with respect to the project.

A. Project Information			
Building number, street name		Unit no.	Lot/con.
Municipality	Postal code	Plan number/ other description	
B. Individual who reviews and takes responsibility for design activities			
Name		Firm	
Street address		Unit no.	Lot/con.
Municipality	Postal code	Province	E-mail
Telephone number ()	Fax number ()	Cell number ()	
C. Design activities undertaken by individual identified in Section B. [Building Code Table 3.5.2.1. of Division C]			
<input type="checkbox"/> House	<input type="checkbox"/> HVAC – House	<input type="checkbox"/> Building Structural	
<input type="checkbox"/> Small Buildings	<input type="checkbox"/> Building Services	<input type="checkbox"/> Plumbing – House	
<input type="checkbox"/> Large Buildings	<input type="checkbox"/> Detection, Lighting and Power	<input type="checkbox"/> Plumbing – All Buildings	
<input type="checkbox"/> Complex Buildings	<input type="checkbox"/> Fire Protection	<input type="checkbox"/> On-site Sewage Systems	
Description of designer's work			
D. Declaration of Designer			
I _____ declare that (choose one as appropriate):			
(print name)			
<input type="checkbox"/> I review and take responsibility for the design work on behalf of a firm registered under subsection 3.2.4. of Division C, of the Building Code. I am qualified, and the firm is registered, in the appropriate classes/categories. Individual BCIN: _____ Firm BCIN: _____			
<input type="checkbox"/> I review and take responsibility for the design and am qualified in the appropriate category as an “other designer” under subsection 3.2.5. of Division C, of the Building Code. Individual BCIN: _____ Basis for exemption from registration: _____			
<input type="checkbox"/> The design work is exempt from the registration and qualification requirements of the Building Code. Basis for exemption from registration and qualification: _____			
I certify that:			
1. The information contained in this schedule is true to the best of my knowledge. 2. I have submitted this application with the knowledge and consent of the firm.			
_____ Date		_____ Signature of Designer	

NOTE:

1. For the purposes of this form, “individual” means the “person” referred to in Clause 3.2.4.7(1) (c) of Division C, Article 3.2.5.1. of Division C, and all other persons who are exempt from qualification under Subsections 3.2.4. and 3.2.5. of Division C.
2. Schedule 1 is not required to be completed by a holder of a license, temporary license, or a certificate of practice, issued by the Ontario Association of Architects. Schedule 1 is also not required to be completed by a holder of a license to practise, a limited license to practise, or a certificate of authorization, issued by the Association of Professional Engineers of Ontario.



CERTIFIED MODEL APPLICATION FORM

BUILDING DIVISION
8850 McLaughlin Road, Unit #1 Brampton, ON L6Y 5T1

Phone: (905) 874-2401
Fax: (905) 874-2499

DATE STAMP	ACCEPTED BY	APPLICATION NUMBER
	MODEL REVIEW FEE	DUE DATE:
	(A) _____ m ² x \$ _____ / m ² = _____ (B) + OPTIONAL FEATURES: _____ x \$ _____ /each = _____	TOTAL (A + B)

FOR OFFICE USE ONLY

OWNER	NAME	ADDRESS
LEGAL OWNER		No. _____ Street Name _____ Suite _____
		Town/City _____ Province _____ Postal Code _____
	Email: _____	
BUILDER NAME		No. _____ Street Name _____ Suite _____
		Town/City _____ Province _____ Postal Code _____
	Email: _____	
MARKETING NAME		No. _____ Street Name _____ Suite _____
		Town/City _____ Province _____ Postal Code _____
	Email: _____	
Designer - House	<input type="checkbox"/> BCIN <input type="checkbox"/> P.ENG. <input type="checkbox"/> ARCH.	No. _____ Street Name _____ Suite _____
		Town/City _____ Province _____ Postal Code _____
	Email: _____	
Designer - Roof Trusses	<input type="checkbox"/> BCIN <input type="checkbox"/> P.ENG. <input type="checkbox"/> ARCH.	No. _____ Street Name _____ Suite _____
		Town/City _____ Province _____ Postal Code _____
	Email: _____	
Designer - Floor	<input type="checkbox"/> BCIN <input type="checkbox"/> P.ENG. <input type="checkbox"/> ARCH.	No. _____ Street Name _____ Suite _____
		Town/City _____ Province _____ Postal Code _____
	Email: _____	
Designer - HVAC	<input type="checkbox"/> BCIN <input type="checkbox"/> P.ENG. <input type="checkbox"/> ARCH.	No. _____ Street Name _____ Suite _____
		Town/City _____ Province _____ Postal Code _____
	Email: _____	
APPLICANT	NAME: _____	POSITION: _____
	SIGNATURE _____	PHONE: Office: _____ Cell: _____
		EMAIL: _____

MODEL NAME: _____ **REG PLAN(S) / DRAFT PLAN:** _____

Single Family Dwelling **Semi-Detached Dwelling** **Townhouse**

ELEVATION					
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GFA m ²					
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ZONING REVIEWED BY	STRUCTURE REVIEWED BY	PLUMBING REVIEWED BY	HVAC REVIEWED BY	EXPIDITER REVIEWED BY
Signature	Signature	Signature	Signature	Signature
Date	Date	Date	Date	Date

Optional Features	Examiner's Comments
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FEES ASSOCIATED		
Corner Upgrade	<input type="checkbox"/>	
Rear Upgrade	<input type="checkbox"/>	
Alternate First Floor Layout	<input type="checkbox"/>	
Alternate Second Floor Layout	<input type="checkbox"/>	
Walk-out Condition	<input type="checkbox"/>	
Look-out Condition	<input type="checkbox"/>	
Below Grade Entrance	<input type="checkbox"/>	
Basement Finish, Partial or Complete	<input type="checkbox"/>	
Increase Floor to Ceiling Height	<input type="checkbox"/>	
Increase Basement Window Size	<input type="checkbox"/>	
Additional Elevations	#	

NO FEES ASSOCIATED		
Door, House to Garage	<input type="checkbox"/>	
Door, Garage to Outside	<input type="checkbox"/>	
Door, House to Sideyard	<input type="checkbox"/>	
Cold Cellar	<input type="checkbox"/>	
Gas Fireplace	<input type="checkbox"/>	
Deck	<input type="checkbox"/>	
Basement Rough In	<input type="checkbox"/>	
Other Options	<input type="checkbox"/>	

OTHER INFORMATION:



ADDENDUM TO PERMIT APPLICATION

(Production Residential Application Summary)

Note: This form should be completed and submitted together with permit applications. The form is available on the Brampton Website - brampton.ca/work/building/permits/homebuilderssite

*** PLEASE PRINT ***

LEGAL OWNER _____

BUILDER _____

AGENT/APPLICANT _____

Telephone (Off) _____ (Cell) _____

Fax: _____

REGISTERED PLAN # _____				SITE PLAN # _____		
Lot/Block	SFD SDD TH	Model	Elev.	Alt. Floor Layout	N (new) R (rev)	Comments
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
*Max. 20 per submission						

NEW MODELS SUBMITTED WITH APPLICATIONS

1	6
2	7
3	8
4	9
5	10

OFFICE USE ONLY

NOTES/COMMENTS/SPECIAL CONDITIONS