

MUNICIPALITY OF HURON EAST



Guideline: RESIDENTIAL PERMIT REQUIREMENTS

To obtain a building permit for the construction of a house within Huron East you will be required to provide the following documents and information at the time of the application.

- 1) **a completed Building Permit Application Form.**
- 2) **a completed Designer Information Form.**
- 3) the building permit fee.
- 4) any development fees or charges applicable to the lot.
- 5) a site plan showing all lot lines, other structures, proposed structures, wells (either used or abandoned), any drains or watercourses, hydro lines both primary and secondary on the lot and the proposed location of the septic tile bed when applicable.
- 6) in a rural setting, the site plan must also show the set-back to the nearest neighbors' barn housing animals or any manure storage facility along with a letter stating the house meets the Minimum Distance Separation (MDS I) set-back requirements.
- 7) a site drainage plan completed by a person qualified to complete drainage plans, including all roof drains, foundation drains and under floor drains etc. Note that all floor drains are considered plumbing fixtures and must be inspected and approved by Huron County Plumbing Inspector.
- 8) a complete set of construction plans for the proposed house including
 - a) foundation plan
 - b) floor plans of each floor
 - c) elevations of the house
 - d) cross sections
 - e) if a basement is included under a garage floor, an engineer's stamped design of the floor slab is required
- 9) if no sanitary sewers are available, then a septic system permit must be issued by the County of Huron prior to a building permit being issued.
- 10) a copy of the plumbing permit from the Huron County Plumbing Department.
- 11) the location of potable water source.
- 12) a copy of the building permit from the MTO, if applicable.
- 13) a copy of the appropriate Conservation Authority approval and or building permit, if applicable.
- 14) A completed Tarion form as well as the Tarion registration number, where applicable.
- 15) sealed shop drawings for the roof trusses when applicable.
- 16) sealed shop drawings for pre-engineered components such as floor joists, etc.
- 17) a completed heat loss calculation for the structure along with a heating system design plan including all ventilations required by the Ontario Building Code.
- 18) a completed application for driveway access along with the appropriate fee when applicable.
- 19) **a completed application for Water & Sewer Connection(s) (if applicable). Service Connection fees will also be required for each unit created.**
- 20) plans for any accessory structures including sun decks, storage sheds, car garages, etc. proposed for the lot.

If you need any assistance in understanding these requirements, please contact the municipal building department at 519-527-1710 at your convenience. We will be pleased to help you.