



Constructing A Shed This Summer?

The following guide will assist you in compiling the information and drawings required to obtain a building permit for a shed or other accessory structure on your property.

When Does A Shed Or Accessory Structure Need A Building Permit?

If your proposed shed or other accessory structure is greater than 108 sq.ft. (10 sq.m.) in area, it requires a building permit. This includes even those that are bought in the form of a kit from a retail outlet. If your proposed shed is less than 108 sq.ft. (10 sq.m.), a building permit is not necessary, however, zoning requirements still apply, and you should confirm the minimum location restrictions with us before proceeding by calling 905.420.4631.

What Drawings Are Required?

Drawings prepared by a homeowner are acceptable for submission provided they are drawn to scale and accurately describe the construction. Typically we require the following drawings:

- 1) A site plan or survey of your lot showing all lot lines and dimensions, size and location of all existing buildings, the proposed accessory structure and any septic system. Critical dimensions are the rear and side yard setbacks to the proposed structure. Additional information which would be of use is the specific lot coverage for the accessory structure and the overall lot coverage as calculated based on all structures. A sample site plan, SD01, illustrating these requirements is attached.
- 2) A floor plan of the proposed shed complete with window/door locations, all dimensions and identification of all construction materials being used, including foundations. The intended height from finish grade to the top of wall must be specified. The level of information required is illustrated in the attached drawing SD02. Feel free to “plug-in” your criteria specific to your shed or accessory structure and submit this drawing along with your site plan. Drawing SD03 is attached to assist you with lumber sizing and may be submitted in support of your permit application.
- 3) Detailed construction drawings showing identification of construction materials and assembly criteria. Sample drawings (SD04, SD05 and SD06) are typical details for exterior wall construction showing optional cladding materials generally used and may be appended to your submission if you do not wish to prepare your own drawings.

Note: If your accessory structure or shed is prefabricated “kit” type purchased from a retail outlet, please submit a floor plan and erection details as per the manufacturers instructions.

I'm Ready With My Drawings – Now What?

You're ready to apply for a building permit. Bring in three copies of your survey and two copies of all plans and details. You will be required to fill out a building permit application form at the front counter and pay a \$50.00 permit application fee.

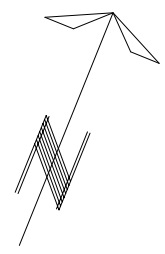
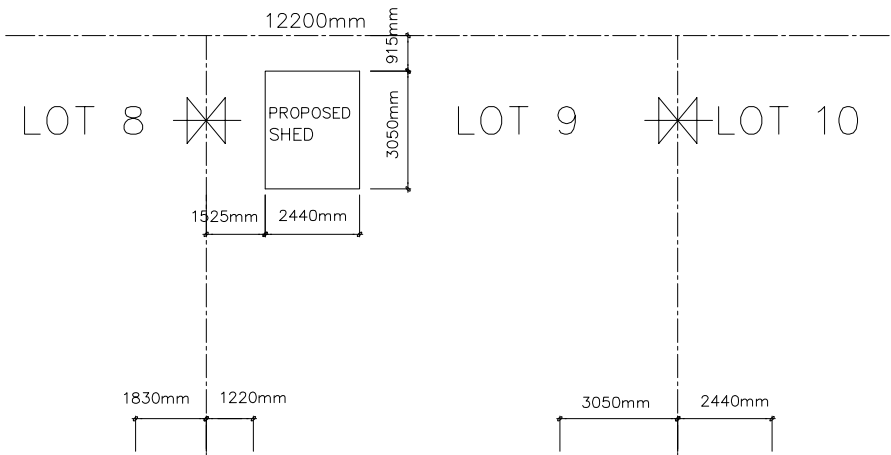
The rest is up to you. Your permit will usually be issued promptly if your drawings are complete and the proposed construction meets City zoning by-laws, the Ontario Building Code, and the requirements of other authorities where applicable (i.e. Toronto and Region Conservation Authority).

Remember To Wait For Your Building Permit!

Once your permit has been issued, construction may commence. Post the permit card in a conspicuous place and keep the approved permit drawings on site. Your permit will remain valid for a minimum of six months. Inspection requirements will be noted on the permit drawings and must be arranged by calling 905.420.4631.

If you need to make changes to the approved work, speak with the inspector to determine if a revision to your permit is required.

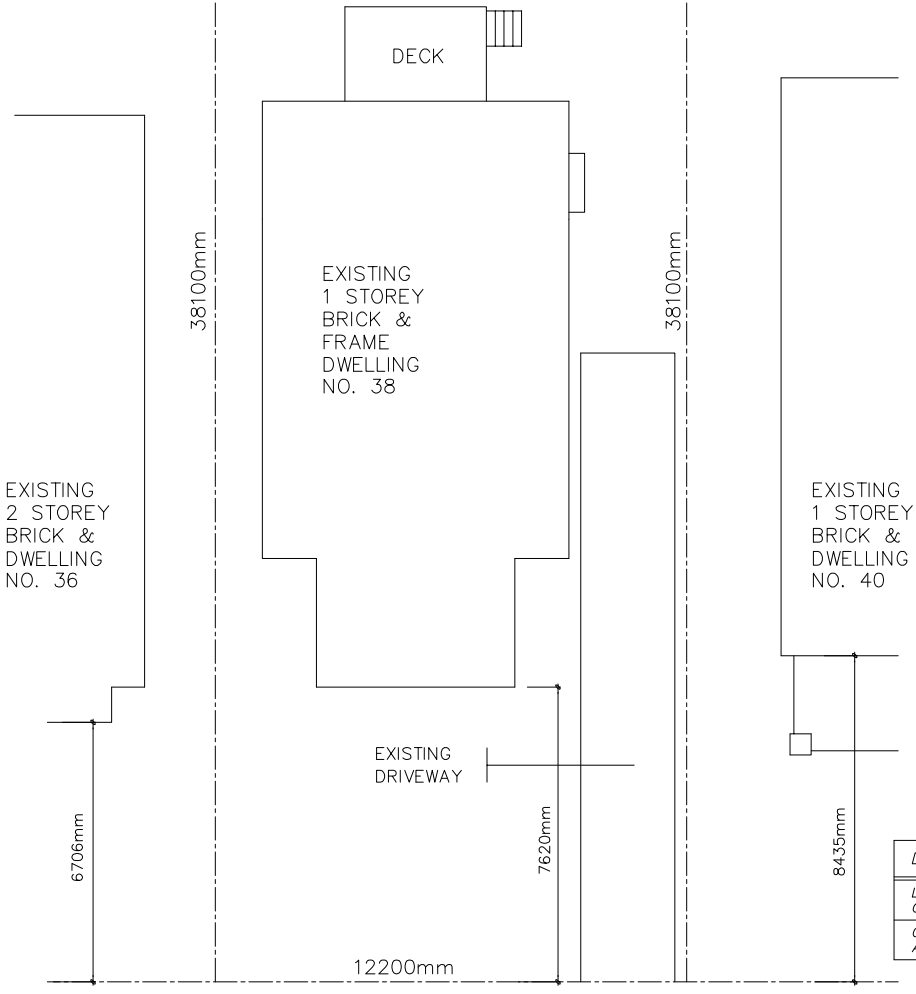
Work safely and enjoy your new shed!



SITE PLAN

SCALE 1:200

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



DESCRIPTION	EXISTING	ADDITION	TOTAL	%
LOT COVERAGE	86.52m ²	24.15m ²	110.65m ²	19.0
GROSS FLOOR AREA	86.52m ²	24.15m ²	110.65m ²	19.0

SPRING GARDEN DRIVE

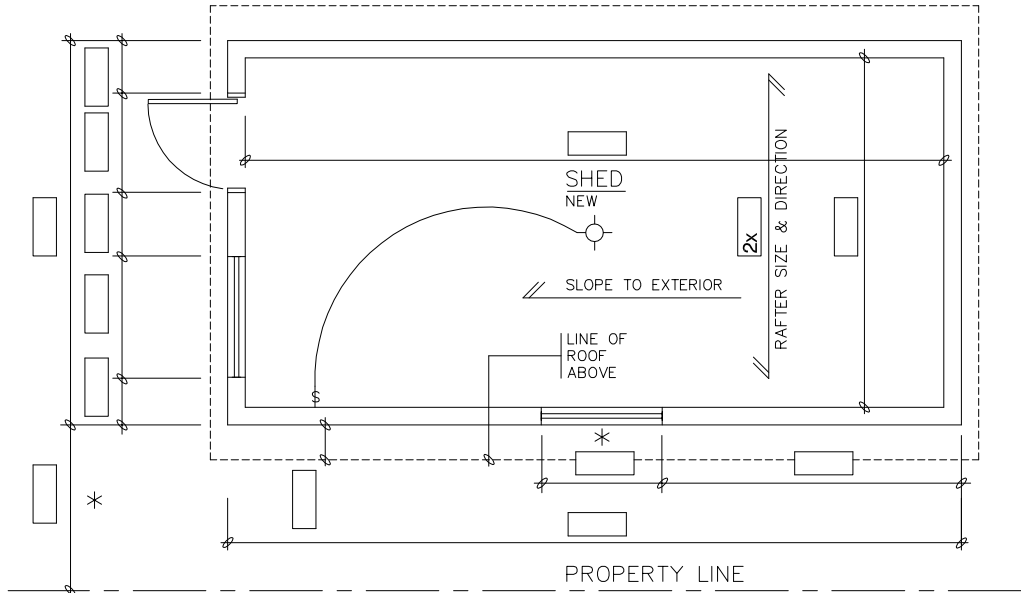


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April 2008

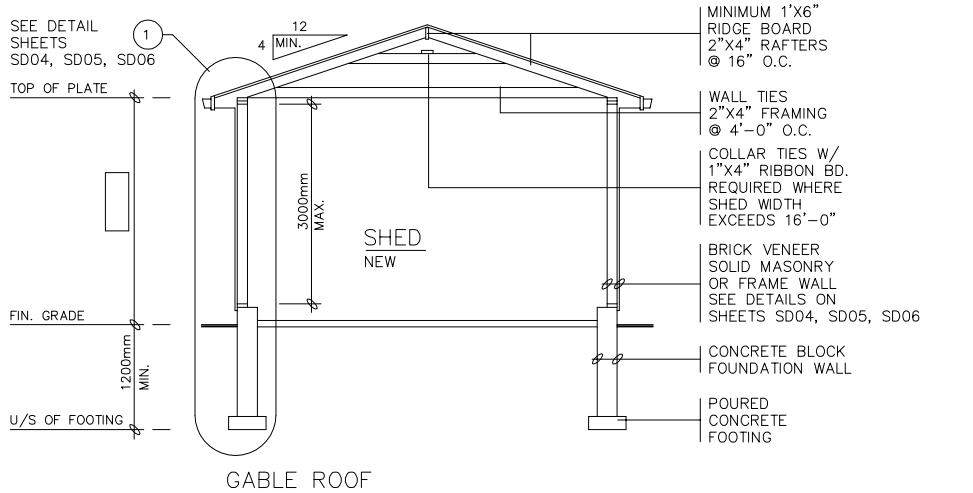
SAMPLE DRAWING FOR PERMIT APPLICATION

SD01

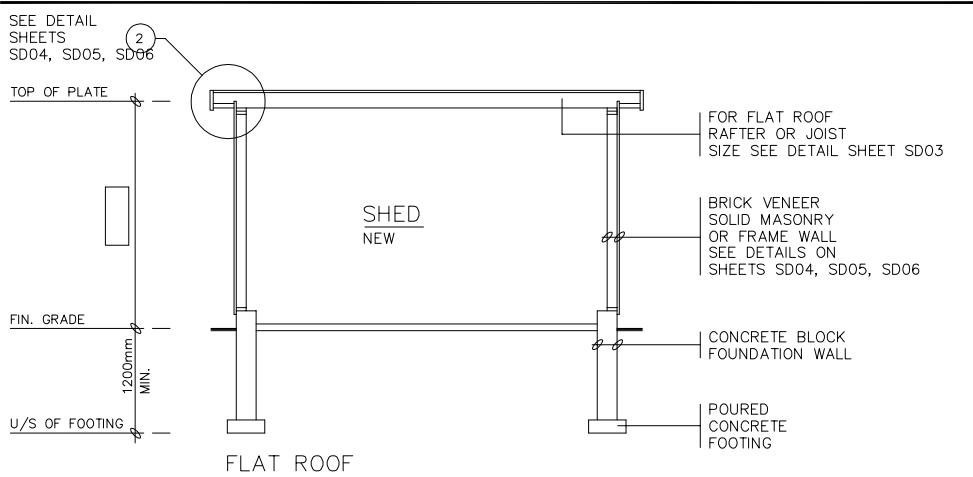


SHED PLAN (PROVIDE DIMENSIONS IN BOXES)

* NO WINDOWS ARE PERMITTED IN WALLS LESS THAN 1200mm FROM PROPERTY LINES



GABLE ROOF



FLAT ROOF



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SAMPLE DRAWING FOR PERMIT APPLICATION
PLAN AND SECTION

SD02

