



BUILDING PERMIT REQUIREMENTS FOR ACCESSORY STRUCTURES

Please submit the checklist with the application and required information. **Only complete applications will be accepted for permit approval.** Drawing examples and span charts for accessory structures are included in this package.

1. Application for a permit to construct or demolish.	<input type="checkbox"/>
2. Site plan drawn to scale showing the lot, property lines, and all existing structures (house, garage, sheds, decks). Dimension the size of the lot and distances from the proposed structure to all property lines and any adjacent buildings (and septic tank and bed if applicable). All easements on your property must also be shown. a. Building location and zoning information b. Grading plan if over 30m ²	<input type="checkbox"/>
3. Two complete sets of construction drawings drawn to scale and dimension including: a. Floor plans with overall dimensions, roof framing size, direction, span and spacing, door and window opening locations, sizes and lintel size. If framing a floor, a separate plan showing the floor is required. b. Elevations from all sides showing grade location, floor height above grade, wall height, roof height, roof slope, cladding material, roofing material and window and door location and sizes. c. Cross sections through the wall from footings to roof noting all materials in the foundation, wall and roof assembly. See example Detail 1 in the Accessory Structure Package.	<input type="checkbox"/>
4. Access permit (from Region or Township if required) a. Regional road: 519-575-4811 or www.regionofwaterloo.ca/en/doing-business/applications-licences-and-permits.aspx b. Township road: 519-632-8800 x133	<input type="checkbox"/>
5. Grand River Conservation Authority (if in a regulated area): 519-621-2761 or toll-free 1-866-900-4722	<input type="checkbox"/>

A building for an accessory structure (e.g. shed or garage) is required when the area of the detached structure exceeds 161 sq.ft. If the structure exceeds 538 sq.ft in building area, the person who designs and takes responsibility of the structure (other than the owner) must successfully complete the Designer/Legal Process and the House Qualification Exams. The designer must also include the following information on all documents respecting the design activities as per Div. C.3.2.5.1.(1)(c) of the Ontario Building Code:

- The person's name and any identifying number issued by the Ministry of Housing
- A statement that the person has reviewed and taken responsibility for the design activities, and
- The person's signature

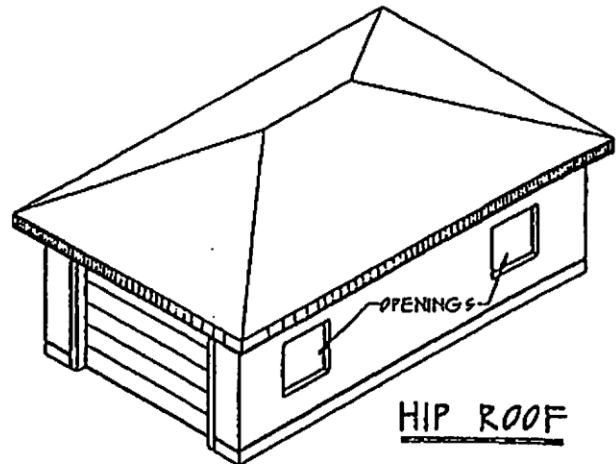
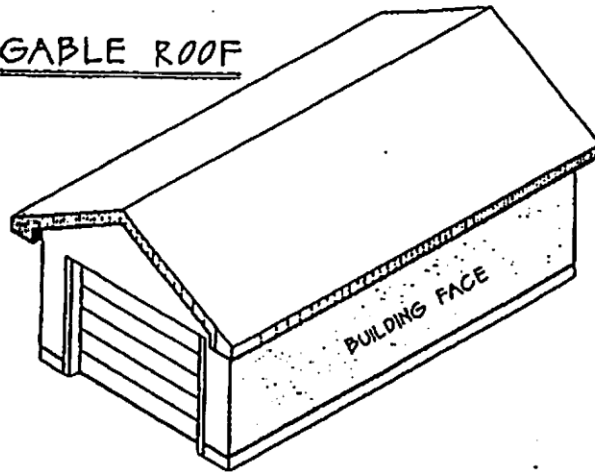
All structures must comply with the Zoning By-Law requirements even if the building permit is not required.



The TOWNSHIP of
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GABLE ROOF



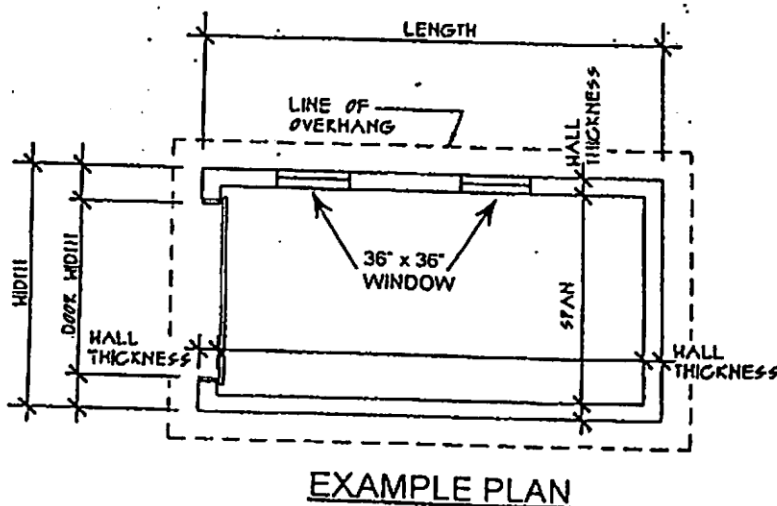
SPECIFY ELEVATION TO BE USED

☐ GABLE

☐ HIP

* If Building Hip Roof, hip rafters to be one size larger lumber than jack an common rafters *

Maximum Percentage of Openings in Exterior Walls							
Max. Area Building Face sqft	Max. Distance from Side/Rear Lot Line						
	< 3'-11"	3'-11"	4'-11"	6'-7"	8'-4"	9'-10"	13'1"
107	0	8	12	21	33	55	96
160	0	8	10	17	25	37	67
215	0	8	10	15	21	30	53
267	0	8	9	13	19	26	45
323	0	7	9	12	17	23	39



Notes:

- 1) Show all openings (doors, windows) and note size.
- 2) Show all adjacent property lines.
- 3) Provide 5/89" type 'X' drywall if wall is less than 2'-0" from the property line.
- 4) Dimension plan as per Example Plan



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Proposed Floor Plan – Drawn to Scale

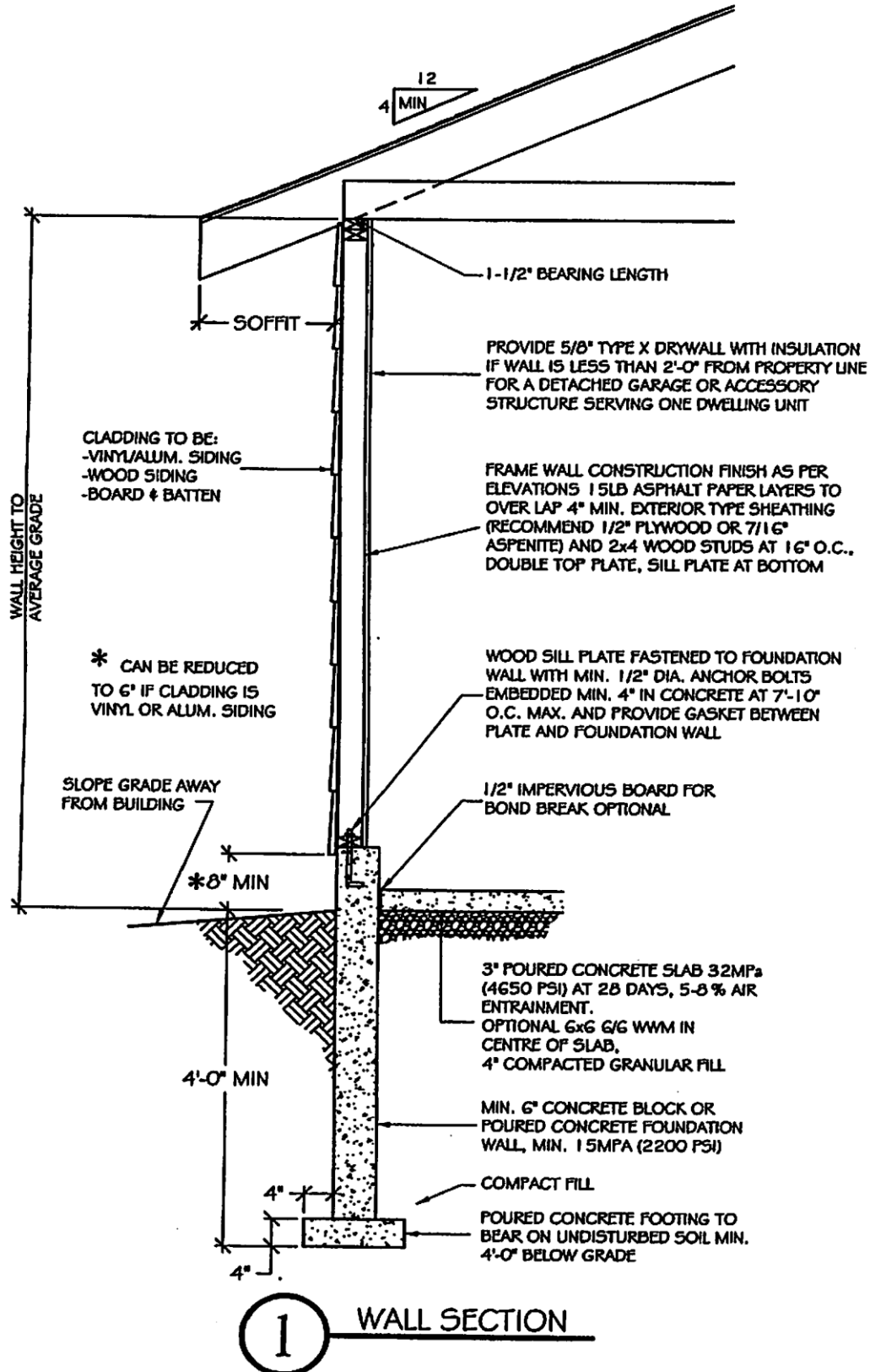
Ensure the following information is shown (see sample drawing on Pg. 1)

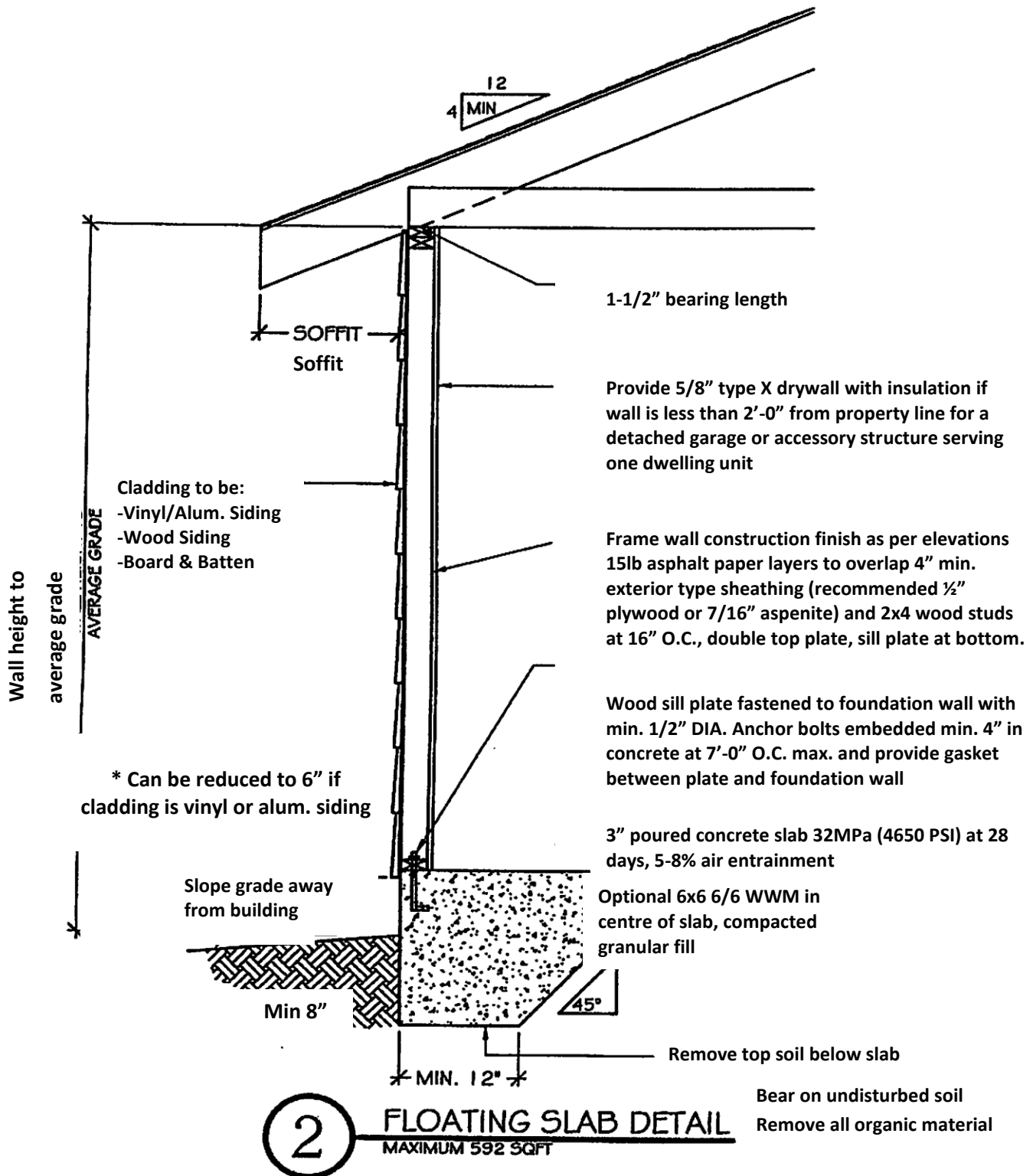
- Dimension all walls, openings
- Show lintel sizes over openings
- Ensure window, door openings shown
- Roof framing information



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Roof Rafter Span Table			
Member Size	Rafter Spacing		
	12"	16"	24"
2 x 4	8-11	8-1	7-1
2 x 6	14-0	12-9	11-2
2 x 8	18-5	16-9	14-6
2 x 10	23-7	21-5	17-8
2 x 12	28-8	25-2	20-6

Spruce No.1 & No.2 Grade Lumber Snow Load 30 psf

Roof Joist Span Table			
Member Size	Joist Spacing		
	12"	16"	24"
2 x 4	7-1	6-5	5-7
2 x 6	11-2	10-1	8-10
2 x 8	14-8	13-4	11-7
2 x 10	18-8	17-0	14-10
2 x 12	22-9	20-8	18-1

Spruce No.1 & No.2 Grade Lumber Snow Load 30 psf

Ceiling Joist Span Table			
Member Size	Rafter Spacing		
	12"	16"	24"
2 x 4	10-3	9-3	8-1
2 x 6	16-1	14-7	12-9
2 x 8	21-1	19-2	16-9
2 x 10	27-0	24-6	21-5
2 x 12	32-9	29-10	26-0

Spruce No.1 & No.2 Grade Lumber

Lintels over Doors and Windows		
Opening Width	Lintels for Wood Framing	
	Not Supporting Roof	Supporting Roof
Up to 6-4	2 ply 2 x 6	2 ply 2 x 6
Up to 9-5	2 ply 2 x 6	2 ply 2 x 10
Up to 16-0	2 ply 2 x 10	Design required

Based on a Maximum of 12'-0" Supported Roof

Brick Veneer Lintels	
Opening Width	Steel Angle Size
Up to 8-1	3-1/2 x 3-1/2 x 1/4"
Up to 8-9	4 x 3-1/2 x 1/4"
Up to 10-10	5 x 3-1/2 x 5/16"
Up to 11-5	5 x 3-1/2 x 3/8"
Up to 13-6	6 x 4 x 7/16"
Up to 14-1	7 x 4 x 3/8"
Up to 15-1	7 x 4 x 1/2"



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Roof Sheathing Thickness				
Maximum Spacing of Supports	Plywood & O-2 Grade Waferboard & OSB		Waferboard (Aspenite) & OSB R-1 & O-1 Grade	
	Edges Supported	Edges Unsupported	Edges Supported	Edges Unsupported
12"	5/16"	5/16"	3/8"	3/8"
16"	5/16"	3/8"	3/8"	7/16"
24"	3/8"	1/2"	7/16"	1/2"

All Plywood to be Stamped "Approved Exterior Grade"

Wall Sheathing Thickness & Specifications for Typical Cladding System			
Type of Sheathing	Supports at 16"	Supports at 24"	Material Standards
Plywood (exterior type)	1/4"	5/16"	CSA 0121-M / CSA 0181-M / CSA 0153-M
OSB Grade 0-2	1/4"	5/16"	CSA 0437
Waferboard & OSB Grade R-1 & O-1	1/4"	5/16"	CSA 0437

General Notes:

1. Assumed undisturbed soil bearing capacity 4000lb per square foot.
2. If building wall is closer than 4'-0" to property line, no openings are permitted.
3. If building wall is closer than 2'-0" to property line, provide 5/8" drywall interior finish and no openings are permitted.
4. Wood frame building less than 538sqft slab on grade can be used.
5. All spans measured horizontally from peak to supporting wall or collar tie if required
6. Wall ties are required when ridge is unsupported. See Rafter-to-Joist Nailing chart for minimum nailing requirements.

