WELLINGTON NORTH
SEMPER PORRO

FARM BUILDINGS

Drawing Requirements for Building Permit Application

1. Site Plan Drawing showing the following information. (For all categories listed below this box.)
   a. Building layout of farm showing farm building cluster
   b. Distances from roadways, lot lines, septic tank & bed, existing structures
   c. Proposed site of new buildings
   d. Any water courses or municipal drains in immediate area
   e. Hydro lines - Show location, height and or depth of both overhead and underground lines
   f. Distance from proposed structure to Type A and B Land Uses for livestock facilities and manure storage
   g. Fire Department Access to Buildings
2. Construction Drawings showing:
   a. Foundation plans
   b. Floor plans (one per floor)
   c. Floor and Roof Structural plans
   d. Elevation(s)
   e. Building Section(s)
   f. Wall sections and/or details, where applicable
   g. Mechanical drawings (plumbing and HVAC), where applicable
   h. Professional Engineer Stamp on drawings if building area exceeds 6,458 sq. ft.
3. Conservation Authority (GRCA, SVCA or MVCA) approval if required for your project.
4. Fully completed application form
5. Commitment to General Reviews by Architect and Engineers, where applicable

Livestock Facilities & Manure Storage – Additional Documents Required

1. Minimum Distance Separation calculations (Farm Data Sheet) showing animal units existing and proposed location of tank on farm building cluster (Site Plan)
2. Nutrient Management Strategy required
3. Professional Engineer Stamp on manure storage drawings and any other building exceeding 6,458 sq. ft.
4. Soils Investigation Reports (if applicable)

For Vertical Silos, Bunker Silos & Grain Bins – Additional Information Required

5. Drawing showing proximity to other silos, i.e. to address soil/bearing capacity
6. Type of construction (stave/poured concrete)
7. Type of storage High Moisture Corn/Haylage, etc.
8. Professional Engineer Design will be required

Note: One set of construction drawings are required if not submitting electronically.

Electronic submissions are to be made in a Portable Document Format (PDF). Plans, specifications, documents, and other information are to be legible when printed to scale. Drawings to be a maximum size of 11" x 17" and shall be complete, fully dimensioned and to scale.

PDF submissions shall have layers unlocked to permit mark-ups and additional notes by the Chief Building Official or designate.

Where to apply for building permit

Building permit applications along with supporting documents may be applied for Online through Cloudpermit or by email to building@wellington-north.com. If you do not have access to a method of emailing building permit applications, there is a drop box at the Municipal Office at 7490 Sideroad 7 W, Kenilworth, ON and at 146 George St., Arthur, ON.

Office Hours:
Monday to Friday
8:30 a.m. – 4:30 p.m.

Any Questions?
Phone: 519-848-3620, Ext. 5
Web: www.wellington-north.com

Cost of building permit

Refer to Fees & Charges: Various Services By-Law, Schedule "B" for most recent fees. We accept cheque, cash, debit or electronic transfer to accounting@wellington-north.com as methods of payment. This includes the review of drawings, the building permit and building inspections.

Processing Time Line

Once a **complete** permit application is received, the permit will be reviewed within a maximum of 15 business days.

Required Building Inspections

Building inspections are booked a minimum of 24 hours in advance, by calling (519) 848-3620, Extension 5. YOU MUST QUOTE YOUR PERMIT NUMBER TO BOOK THE INSPECTION.

Required inspections may include:

- Excavation/footing inspection (Once the holes have been dug, but prior to concrete being poured.)
- Substantial completion of footings and foundation prior to commencement of backfilling
- Structural Wood Frame inspection – Once the framing is complete (posts, beams, joists)
- Substantial completion of all Fire Separations and Closures and all Fire Protection Systems
- Substantial completion of insulation, vapour barriers and air barriers
- Final Building inspection – Completion of the project.

Additional Reference Material

Planning Your Project	Building Permit By-Law 142-22
Zoning By-Law 66-01	Wellington County Mapping
Building Permit Application	