



Complete Application Checklist
Other than Small Residential & Miscellaneous
Pursuant to Article 1.3.1.3, Div. C of the Building Code

Provided Outstanding Submitted

- 3. floor layouts _____
- 4. roof layout (including individual truss design, if required) _____
- 5. structural steel _____
- 6. details/specifications _____
- 7. other _____

- HVAC
 - 1. heat gain/heat loss calculation _____
 - 2. mechanical layouts _____
 - 3. details and equipment data _____
 - 4. other _____

- Plumbing
 - 1. site servicing drawings _____
 - 2. plumbing (drains, waterlines, vents) layouts for all floors _____
 - 3. specifications, including service pipe sizing _____
 - 4. other _____

- Fire protection systems
 - 1. hydraulic calculations (sprinklers) _____
 - 2. hydraulic calculations (standpipe) _____
 - 3. sprinkler system layout _____
 - 4. standpipe system layout _____
 - 5. details & specifications _____
 - 6. equipment data _____
 - 7. other _____

- Electrical
 - 1. electrical layout for all floors (lighting, exit signs, emergency lighting) _____
 - 2. fire alarm system layouts _____
 - 3. details & specifications _____
 - 4. other _____

- Separate checklist (attached) _____

The purpose of this document is to advise the applicant and provide written notice of an incomplete application. Incomplete applications are not subject to a full review within the time frames set out in the Ontario Building Code. Based on the documentation/information received this application is deemed:

Incomplete

Pursuant to the OBC, Div. C, a.1.3.1.3. a copy of this checklist is given to applicant at the application time.

Note:

1. Compliance with some other Applicable Law may be required as result of detailed plans review.
2. Additional documentation/information may be required as result of a detailed plans review.
3. The following items are not considered in deeming the application incomplete but are required prior to or at the time of issuance of Building Permit.
 - Development Charges (to be paid at the time of permit issuance) _____
 - Damage Deposit (to be paid at the application time) _____
 - General Review Commitment Certificate Forms _____

 Applicant

 Date (YY/MM/DD)

 Building Services Representative