

HELP GUIDE

Is property within a NEW Registered Plan of Subdivision? – This would be answered as YES to any property that is within a new sub-division development that is under construction for the first time. Generally, this would apply to properties that have a legal description of “Registered Plan 58M-_____”. If the property is an infill lot in an older neighbourhood or was created by a legal severance the answer would be NO.

Type of weeping tile disposal system proposed? – Determination of how the drainage from the foundation drainage tile will be disposed of. For new subdivisions the developer’s engineer should be consulted. For infill or severance lots, the property is generally connected to a non-engineered drywell or discharged to grade where the water table will not permit a drywell.

Is under slab insulation required? – If insulation needs to be installed underneath a concrete floor then the answer to this is YES. The Energy Efficiency Design Summary form and/or HVAC design can also provide information on the insulation requirements.

Is the building connected to municipal water supply? – If the house is provided with water from the city the answer is YES. If the house is provided with water from a well on the property the answer is NO.

Is the building connected to municipal sanitary sewer? - If the house is connected to the sewer at the street the answer is YES. If the house is provided with an on-site septic system the answer is NO.

GLOSSARY OF TERMS

Access Driveway – The area between the traveled portion of a roadway and a parking lot used by motor vehicles for access to and from the parking lot.

Applicable Law – Regulations, other than the Ontario Building Code, that may apply to a project or proposed construction. See the definition and list of applicable law in Article 1.4.1.3. of the Ontario Building Code.



Builder – A holder of a TARION warranty number.

Builders Model #/ Name – This is used by registered homebuilders who reference a house design by a model number or name to identify the model proposed.

Cluster Townhouse/Condominium – A townhouse with units in front and behind each other.

Construction Value – The total cost to build the structure.

Description of proposed work – This is a general description of what will be constructed. It will generally reference the area of the work, number of storeys, number of bedrooms, if the house has a finished basement, any options that may be proposed as part of a Master Plan.
(e.g. New Single Family Dwelling, 2 Storey, 2300 square foot, Unfinished Basement)

Driveway – The improved land on a road that provides vehicular access from the roadway to adjacent land.

Duplex – A Building with (2) dwelling units, one above the other.

Finished Basement Area (square feet) – The area of a basement that is finished for occupancy (i.e. finished with drywall, flooring, ceiling, etc.), but does not include areas such as mechanical rooms or cold cellars that have not been provided with finishes.

Freehold Townhouse/Condominium – A townhouse with units beside each other (typical townhouse).

Frontage – The length of the property line of any one premises parallel to and along each legally accessible public street, excluding a lane or alleyway, that it borders.

Height of Sign – The vertical distance measured from the highest point of the sign to the finished grade immediately below such sign and shall include any support structure.

Mobile Read-A-Board Sign – Any sign or sign structure designed for temporary placement or erection on a site and constructed to support, carry or display an area of changeable copy but is not permanently attached to the ground or a building and/or any sign or sign structure designed for the temporary placing of copy, letters or messages

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New – A new house or townhouse. Can be either custom to the lot, or established a Master Plan to be repeated (registered homebuilders only).

New Manufactured – A new home constructed in conformance with CSA Z240.2.1, “Structural Requirements for Manufactured Homes”, or CSA A277, “Procedures for Factory Certification of Buildings” (i.e. A factory built home).

New Repeat – A new home constructed from a previously approved Master Plan under the repeat permit process (registered homebuilders only).

Organization – A company that has previously approved a user to apply for building permits on behalf of the company. This is moderated through the “My Profile” page.

Owner – The person(s) or company that has ownership of the property. If you are applying for a permit on behalf of an Organization and select YES you are stating that the Organization owns the property.

Owner/Builder – An owner of a property who is constructing a home for his/herself on that property and they intend to live in the home. The owner is not intending on re-selling the house except as permitted under the Ontario New Home Warranty Plan Act. *Note: You must either have a “Builder” or be acting as an “Owner/Builder”.*

Project Gross Floor Area (square feet) – The combined area of all floors above grade, measured to the outside of exterior walls

Residential Building Permit – A new single family home, semi-detached home or duplex

Residential Townhouse Permit – A new townhouse (more than 2 units) building

Semi-Detached Dwelling – A building with (2) dwelling units side by side

Sign – Any surface, structure or frame made or designed for printing, projecting or attaching any outdoor announcement, declaration, device, demonstration or insignia used for direction, information, identification, advertisement, business promotion or promotion of products, activities or services offered upon the premises and may include a logo or product identification sign.

Sign Area – The entire area of a sign on which copy could be placed, including any frame or embellishment that forms an integral part of the display. In the case of a double face or a multiface sign, all sign faces will be counted in the sign area calculation. The area of individual letter signs shall be calculated on the basis of the smallest square or rectangle that will enclose the individual letters or features of the sign.

Single Family Dwelling – A house with only (1) dwelling

For more information on permits visit www.cambridge.ca/planning_services/building/building_permits or contact Planning & Development Services at planning@cambridge.ca or (519)740-4650