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Visit our website at www.toronto.ca/building

Toronto Building brochures available

- Introduction to Building Permits
- Building Permit Requirements for Houses
- Building Permit Requirements for Small Residential Buildings
- Building Permit Requirements for Small Non-Residential Buildings
- Building Permit Requirements for Large or Complex Buildings
- Building Permit and Other Applicable Fees
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- Residential FASTRACK Permit Service
- Commercial XPress Permit Service
- Construction Requirements and Guidelines
- When to Call for Inspections for Large or Complex Buildings
- When to Call for Inspections for Small Buildings and Houses
- Applying for Partial Occupancy of Unfinished Buildings
- Project Review Programs

HELP US PROTECT YOUR PRIVACY

Please DO NOT include any personal information on your Building Plans (e.g., the homeowner's name or phone number). Building Plans submitted for Permit are subject to disclosure in accordance with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA).

introduction

Introduction to Building Permits



permits

Introduction to Building Permits

As a property owner in the City of Toronto, you may want to make some alterations to your home or business. Whatever changes you are planning, chances are that you will need to get one or more permits from Toronto Building.

Almost all construction, renovations, alterations and demolitions require a building permit. The process begins when you submit a completed application form together with the supporting documents and applicable fees.

Building Permits – What are they?

A building permit is your formal permission to begin the construction, demolition, addition or renovation on your property.

Building permits regulate the type of construction allowed in a community and ensure that minimum building standards are met. The building permit process protects the owner's interests and those of the community at large, and helps to ensure that any new construction is appropriate and safe.

As part of the building permit process, Toronto Building staff must review your plans to ensure that they comply with the Ontario Building Code, local Zoning By-laws, and other Applicable Law.

Building Permits – When do I need one?

You will need a building permit if you plan to:

- Construct a new building
- Renovate, repair or add to an existing building
- Demolish or remove all or a portion of a building
- Change the use of a building
- Install, change, or remove partitions and load bearing walls
- Make new openings for, or change the size of, doors and windows
- Build a garage, balcony or deck
- Excavate a basement or construct a foundation
- Install or modify heating, plumbing or air-conditioning systems
- Install or reconstruct chimneys or fireplaces

In many cases your designer or contractor will obtain permits on your behalf; however, as the building owner you are ultimately responsible for complying with all building permit requirements.

Permit Regulations

As part of the review process, your plans will be reviewed for compliance with the following regulations:

- Ontario Building Code
- Local Zoning Bylaw(s)
- Other Applicable Law(s)

The Ontario Building Code

Your building plans must demonstrate that the proposed construction complies with all of the requirements of the Ontario Building Code.

The Ontario Building Code is a set of minimum provisions regarding the safety of buildings:

- Health and Safety
- Fire protection
- Structural sufficiency
- Construction materials
- Plumbing and Mechanical systems

Local Zoning By-law(s)

A Zoning Bylaw sets out rules governing land use and the placement of buildings on a lot. It states exactly:

- Land and building uses
- Building size or density
- Location of buildings and other structures on a lot
- Minimum lot sizes and dimensions, parking requirements, and building height

Other Applicable Law

The Ontario Building Code also lists other laws which are applicable to construction of your building. These include:

- Conservation Authorities Act
- Planning Act
- Environmental Protection Act
- Ontario Heritage Act

More information and full list of applicable laws is available in the Ontario Building Code.

Application Types

Complete Applications

This stream is for building permit applications that are deemed to be complete. A building permit application is considered complete when:

- The permit application form has been completed.
- The application is signed by the owner of the property or the authorized agent of the owner.
- All attachments are submitted with the application.
- The application is accompanied by two sets of plans and specifications.
- Confirmation that all Applicable Law has been satisfied*.
- All fees have been paid.

The Building Code specifies the following time frames for the review of complete building permit applications:

- 10 business days for a house
- 15 business days for a small building
- 20 business days for a large building
- 30 business days for a complex building

Within the specified time frame, we will either issue or refuse to issue a building permit and provide in writing all reasons for the refusal.

** It is strongly recommended that you submit an application for a Preliminary Project Review (PPR) or a Pre-Application Applicable Law Review (PAL) prior to submitting an application in this stream. Applications in this stream that do not comply with Applicable Law will be subject to a re-examination fee equal to 25% of the permit fee.*

Incomplete Applications

This stream is for permit applications where there is uncertainty that the project complies with all building regulations.

There is no time frame for review of this stream of permits and no re-examination fee.