



Municipality of Brighton
613-475-1162, Fax: 613-475-2599
67 Sharp Road, Brighton, ON, K0K 1H0
www.brighton.ca

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General Information for a Pool Installation

The following items must be supplied with an application for a Building Permit for a Pool.

Permit applications must be submitted with a 'minimum of 2 weeks' prior to construction.

Required for a Pool Permit:

1. **Application for Permit to Construct or Demolish** (Completed in full and signed.)
2. **Declaration of Designer - Schedule 1** (Completed in full and signed.)
3. **Site Plan**
Show location of all structure(s) on the property with driveway, dimensions of pool, distances of pool to all property lines and easements, distances of pump filtration system to all property lines and easements, location of septic system (if applicable).
Zoning Information - details are on the next page.

*** If pool in an In-ground pool in a subdivision, show Lot Grading of surface drainage patterns and elevations. Use a benchmark as a starting point. Show drainage patterns, slopes and elevations or have it completed by an Ontario Land Surveyor.
4. **Building Plans**
Include: Specification sheet showing make and model of the pool and pump filtration equipment.

*** If the pump filtration equipment is going into a new to be built shed (accessory structure) larger than 108 sq.ft., a separate permit will be required for the shed.
5. **Permit Fee Summary** sheet with payment of \$160.00
Cheque made payable to the "Municipality of Brighton".
6. **Confirmation from Lower Trent Conservation Authority and County of Northumberland**
See the following page for details.

Prior to Issuance of a Building Permit, the following must also be submitted

Lower Trent Conservation Authority

Due to all the low lying lands within the Municipality, check with LTCA to see if you require a permit and have in writing upon submission of any building permit. Construction or development proposed (if located near a watercourse, lake, stream, pond, canal, wetland, etc. or an erosion sensitive area or steep slopes). You can use the LTCA Map Viewer. <http://www.ltc.on.ca/maps/regulations/>

If your property has the green screening area over your land, please contact LTCA for approval. Use on-line enquiry form: <http://www.ltc.on.ca/planning/pi/form/#> or email: information@ltc.on.ca
LTCA office located at: 714 Murray Street, Trenton, ON, K8V 5P4. Phone # 613-394-3915

County Roads - Setback Approval

If your property abuts a County Road, confirm that you do or do not require a Setback Permit.

Email Tyler Clark at: clarkt@northumberlandcounty.ca or 1-905-372-3329 ext. 2278

County of Northumberland, 555 Courthouse Road, Cobourg, ON, K9A 5J6

Septic Location

If you are unable to determine where your septic location is, the County of Northumberland may have details. Contact the County of Northumberland at 555 Courthouse Road, Cobourg, ON, K9A 5J6 or 800-354-7050 ext. 2551 or 1-905-372-1929. Email: inspections@northumberlandcounty.ca

Zoning Information - By-law: 4.34 - Swimming Pools

A private swimming pool may be permitted as an accessory use to a permitted residential use provided that:

- i. The private pool is located within the interior side yard, rear yard or in the case of a waterfront lot, the yard abutting the shoreline;
- ii. No interior wall surface of any pool is located closer than 1.5 metres to any rear, side or front lot line, or closer than 3 metres to any portion of a rear lot line which constitutes a side lot line of an adjoining lot; and,
- iii. No water circulation or filtration equipment is located closer than 3 metres to any side or rear lot line.

The Zoning By-law requires that accessory buildings and structures are to be located a minimum of 2.0 metres from the main building on the lot. Therefore, an above ground pool and any related supporting structures (i.e. decks) would need to maintain this setback.

For an in-ground pool, only the accessory structures associated with the pool would be required to meet the 2.0 metre setback from the main building.

Pumps in a Shed

4.24.1 Setbacks from lot lines

The Zoning By-law requires that accessory buildings and structures are to be located a minimum of 2.0 metres from the main building on the lot.

Accessory buildings shall be located:

- i. A minimum distance from the front lot line equal to the front yard requirement for the main building from the front lot line;
- ii. A minimum distance from an exterior side lot line equal to the exterior side yard requirement for the main building from the exterior side lot line;
- iii. A minimum of 1.2 metres from the interior side lot line and the rear lot line;
- v. Notwithstanding subsections (i) through (iv), in no case shall an accessory building be located closer than 2.0 metres to the main building on the lot.

Building Department Check List - 2021

**The following must be supplied with an application for a building permit.
Please allow two (2) weeks for obtaining your building permit.**

PROPERTY ADDRESS: _____	
BUILDING DEPARTMENT VERIFICATION	<u>Applicants Verification</u> (check boxes to indicate you have each item included with this application)
<u>Approvals Required - Prior to Submitting your Application</u>	
	<input type="checkbox"/> Have you verified your Compliance to the Zoning By-law with the Planning Department?
	<input type="checkbox"/> Lower Trent Conservation Authority <u>Approval</u> - view the subject property on LTCA website: www.ltc.on.ca/maps or phone: 613-394-3915. If property is in the sensitive screening area, a permit may be required.
	<input type="checkbox"/> <u>Setback Approval</u> with County of Northumberland (if abutting on a County Road) www.northumberland.ca
	<input type="checkbox"/> <u>Septic Location</u> – with County of Northumberland (if not on Urban Municipal services). Consult the County only if the property owner is unsure of where the location of the septic field is.
<u>Site Plan</u> All Site Plans require location of pool and pump filtration equipment indicating all setbacks (distances) to the property lines for each, AND lot grading for those location in a subdivision with an In-ground pool.	
	<input type="checkbox"/> <u>Lot Grading</u> - If installing an In-ground Pool in a subdivision. Show surface drainage patterns and elevations. This can be provided by a landscaper or contractor or have it completed by an Ontario Land Surveyor. Use a benchmark as a starting point. Show drainage patterns, slopes and elevations.
	<input type="checkbox"/> <u>Rural properties</u> - Show the pool and pump filtration equipment - indicate all setbacks, driveway, well, and septic.
	<input type="checkbox"/> <u>Urban Properties</u> - Show the pool and pump filtration equipment - indicate all setbacks, Lot Grading as listed above.
<u>Building Application</u>	
	<input type="checkbox"/> Permit Fee Summary
	<input type="checkbox"/> <u>Cheque</u> payable to "Municipality of Brighton" for payment in full based on Permit Fee Summary
	<input type="checkbox"/> Application for a Permit to Construct or Demolish - signed
	<input type="checkbox"/> Authorization form - if Agent applying for permit application on behalf of owner
	<input type="checkbox"/> Declaration of Designer - Schedule 1 - signed
<u>Building Plans</u>	
	<input type="checkbox"/> Specification Sheet - showing make and model of the pool
	<input type="checkbox"/> Specification Sheet - showing the make and model of the filtration system (pump)

For further information regarding forms - Please refer to General Information Sheet

2021 - Permit Fee Summary

Inspection cancellation fee within 24 hours (when inspection has been booked and works are not complete) = **\$50.00**

Revisions to Plans after Building Permit is issued \$123.00

Revisions to plans after permit issued, non-residential per sq.ft. of revised building area \$0.10 per sq.ft.

Property Roll #	Address of Construction	Location (Con., Lot, Part, Plan)
1408		

Property Owner	Address	Phone / Email / Cell

Builder's Name	Address	Phone / Email / Cell

New - Residential

1st Floor	<input type="text"/>	sq.ft.		
2nd Floor	<input type="text"/>	sq.ft.		
Finished Basement	<input type="text"/>	sq.ft.		
(Including finished basement) Total		sq.ft. @ \$1.00 =		\$ <input type="text"/>
Garage		sq.ft. @ \$0.65 =		\$ <input type="text"/>
<u>New Residential Building Total</u>				\$ <input style="border: 2px solid black;" type="text"/>

New - Commercial & Institutional

Area of sq.ft. x \$1.15 / sq.ft. = \$

New - Industrial

Area of sq.ft. x \$0.50 / sq.ft. = \$

Renovations & Alterations - Residential

(minimum \$150.00)

\$8.00 per \$1000.00 of Building Value of Construction = Value of \$ x \$8.00 / \$1,000 = \$

Renovations - Commercial & Institutional

(minimum \$200.00)

\$14.00 per \$1000.00 of Building Value of Construction = Value of \$ x \$14.00 / \$1,000 = \$

Renovations - Industrial

(minimum \$200.00)

\$8.00 per \$1000.00 of Building Value of Construction = Value of \$ x \$8.00 / \$1,000 = \$

Accessory Building

(minimum \$150.00)

Area of sq.ft. x \$0.65 / sq.ft. = \$

Agricultural - Option 1 or 2

(minimum \$150.00)

(1) \$100.00 plus(+) \$0.30 per sq.ft. of - Area of sq.ft. x \$0.30 + \$100.00 = \$

(2) \$100.00 plus(+) \$9.00 per \$1000.00 of Contract Building Value - Value of \$ x \$9.00 / \$1,000 + \$100.00 = \$

Demolition Permit - \$205.00

\$

Building Total - from above \$

2021 - Permit Fee Summary

Building Total (carried from page 1)

\$

Change of Use Permits (minimum \$200.00)

\$10.00 per \$1000.00 of Building Value of Construction = Value of \$ _____ x \$10.00 / \$1000. = \$ _____

Decks or Pools (or other structures not specified herein) - **\$160.00**

\$ _____

Temporary Building or Trailer - **\$100.00 per 3 month period**

(minimum \$300.00)

\$ _____

Occupancy Permit - **\$119.00**

\$ _____

Plumbing Permit Fee - (\$150.00 plus \$17.00 per fixture)

(calculated from County of Northumberland Plumbing Permit Application)

Total Plumbing Permit Fee

\$

Services Fees - Municipal

Entrance Permit: \$500.00 (Includes Blue Rural Address Plate (911 sign))	\$ _____
Blue Rural Civic Address Plate (911 sign) @ \$50.00	\$ _____
Urban: Water Service (Infilling lots - confirm rates with municipality)	\$ _____
Urban: Sanitary Service (Infilling lots - confirm rates with municipality)	\$ _____
Water Meter - 5/8 inch - @ \$225.00	\$ _____
Initial Water Turn on / Inspection Fee \$60.00 (additional fee \$60.00 per trip)	\$ _____

Total Services Fees

\$

Municipality of Brighton Development Charges – Sept. 3, 2020 TO Sept. 2, 2021

<u>Residential and Non-Residential</u>	<u>Urban</u>	<u>Rural</u>
Single Detached / Semi Dwelling (Per Unit)	\$ 10,530.00	\$ 8,537.00
Row / Other Multiples (Per Unit)	\$ 8,737.00	\$ 7,083.00
Apartment (2+ bedrooms)	\$ 7,518.00	\$ 6,094.00
Apartment (Bachelor & 1 bedroom)	\$ 5,524.00	\$ 4,478.00
Commercial - Non-Residential (per Sq. ft.)	\$ 6.33	\$ 5.05

\$

Northumberland County Development Charges – Oct. 1, 2020 TO Sept. 30, 2025

<u>Residential and Non-Residential</u>	
Single Detached / Semi Dwelling (Per Unit)	\$ 2,994.00
Row / Other Multiples (Per Unit)	\$ 2,338.00
Apartment (2+ bedrooms)	\$ 1,988.00
Apartment (Bachelor & 1 bedroom)	\$ 1,512.00
Special Care / Special Dwelling Units	\$ 1,272.00
Commercial - Non-Residential (per Sq. ft.)	\$ 1.45

\$

Building / Lot Grading Deposit for New Dwellings - **\$2,000.00**

(Refundable) No deposit refunds after the 2nd Anniversary of Date of Issuance of the Building Permit - BL # 107-2020

\$

Total Permit Fee Payable

\$



MUNICIPALITY OF BRIGHTON
67 Sharp Road, Brighton, ON, K0K 1H0
613-475-1162
www.brighton.ca

AUTHORIZATION OF AGENT

I / We, _____,
(Property Owner/s)

being owner(s) of the land at:

Property legal/civic address

hereby authorize _____,
(Agent)

**To apply, on my/our behalf, for a Building Permit on my/our property
located in the Municipality of Brighton**

Signature of Owner

Date

Signature of Owner

Date

Signature of Agent

Date

Application for a Permit to Construct or Demolish

This form is authorized under section 8(1.1) of the *Building Code Act, 1992*

For use by Principle Authority			
Application number:	Permit number (if different):		
Date received:	Roll number:		
Application submitted to: MUNICIPALITY OF BRIGHTON <small>(Name of municipality, upper-tier municipality, board of health or conservation authority)</small>			
A. Project information			
Building number, street name		Unit number	Lot /con.
City/Town	Province	Postal code	Plan number/other description
Project value est. \$		Area of work (m ²)	
B. Purpose of application			
<input type="checkbox"/> New Construction <input type="checkbox"/> Addition to an existing building <input type="checkbox"/> Alteration/repair <input type="checkbox"/> Demolition <input type="checkbox"/> Conditional Permit			
Proposed use of building		Current use of building	
Description of proposed work			
C. Applicant Applicant is: <input type="checkbox"/> Owner OR <input type="checkbox"/> Authorized Agent of Owner			
Last name	First name	Corporation or partnership	
Street address		P.O. Box	Lot/con.
City/Town	Province	Postal code	E-mail
Telephone number	Fax		Cell number
D. Owner (if different from applicant)			
Last name	First name	Corporation or partnership	
Street address		P.O. Box	Lot/con.
City/Town	Province	Postal code	E-mail
Telephone number	Fax		Cell number

E. Builder (optional) <input type="checkbox"/> Same as Applicant				
Last name		First name		Corporation or partnership (if applicable)
Street address			P.O. Box	Lot/con.
City/Town		Province	Postal code	E-mail
Telephone number		Fax		Cell number
F. Tarion Warranty Corporation (Ontario New Home Warranty Program)				
i. Is proposed construction for a new home as defined in the <i>Ontario New Home Warranties Plan Act</i> ? If no, go to section G.			<input type="checkbox"/> Yes	<input type="checkbox"/> No
ii. Is registration required under the <i>Ontario New Home Warranties Plan Act</i> ?			<input type="checkbox"/> Yes	<input type="checkbox"/> No
iii. If 'yes' to (ii) provide registration number(s): _____				
G. Required Schedules				
i) Attach Schedule 1 for each individual who reviews and takes responsibility for design activities.				
ii) Attach Schedule 2 where application is to construct on-site, install or repair a sewage system.				
H. Completeness and compliance with applicable law				
i) This application meets all the requirements of Clauses 1.3.1.3 (5)(a) to (d) of Division C of the Building Code (the application is made in the correct form and by the owner or authorized agent, all applicable fields have been completed on the application and required schedules, and all required schedules are submitted). Payment has been made of all fees that are required, under the applicable by-law, resolution or regulation made under clause 7(1)(c) of the <i>Building Code Act, 1992</i> , to be paid when the application is made.			<input type="checkbox"/> Yes	<input type="checkbox"/> No
ii) This application is accompanied by the plans and specifications prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> .			<input type="checkbox"/> Yes	<input type="checkbox"/> No
iii) This application is accompanied by the information and documents prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> which enable the chief building official to determine whether the proposed building, construction or demolition will contravene any applicable law.			<input type="checkbox"/> Yes	<input type="checkbox"/> No
iv) The proposed building, construction or demolition will not contravene any applicable law.			<input type="checkbox"/> Yes	<input type="checkbox"/> No
I. Declaration of applicant				
I, _____ declare that: (print name)				
1. The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge.				
2. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.				
_____		_____		
Date		Signature of applicant		

Personal information contained in this form and schedules is collected under the authority of subsection 8(1.1) of the *Building Code Act, 1992*, and will be used in the administration and enforcement of the *Building Act, 1992*. Questions about the collection of personal information may be addressed to: a) the Chief Building Official of the municipality or upper-tier municipality to which this application is being made, or, b) the inspector having the powers and duties of a chief building official in relation to sewage systems or plumbing for an upper-tier municipality, board of health or conservation authority to whom this application is made, or, c) Director, Building and Development Branch, Ministry of Municipal Affairs and Housing, 777 Bay St., 2nd Floor, Toronto, M5G 2E5 (416) 585-6666.

Schedule 1: Designer Information

Use one form for each individual who reviews and takes responsibility for design activities with respect to the project.

A. Project Information			
Building number, street name		Unit No.	Lot/con.
City/Town	Province	Postal Code	Plan number/other description
B. Individual who reviews and takes responsibility for design activities			
Name		Firm	
Street address		Unit no.	Lot/con.
City/Town	Province	Postal Code	E-mail
Telephone number	Fax		Cell number
C. Design activities undertaken by individual identified in Section B. [Building Code Table 3.5.2.1. of Division C]			
<input type="checkbox"/> House	<input type="checkbox"/> HVAV-House	<input type="checkbox"/> Building Structural	
<input type="checkbox"/> Small Buildings	<input type="checkbox"/> Building Services	<input type="checkbox"/> Plumbing - House	
<input type="checkbox"/> Large Buildings	<input type="checkbox"/> Detection, Lighting, and Power	<input type="checkbox"/> Plumbing - All Buildings	
<input type="checkbox"/> Complex Buildings	<input type="checkbox"/> Fire Protection	<input type="checkbox"/> On-site Sewage Systems	
Description of designer's work			
D. Declaration of Designer			
I _____		declare that (choose one as appropriate):	
(print name)			
<input type="checkbox"/> I review and take responsibility for the design work on behalf of a firm registered under subsection 3.2.4. of Division C, of the Building Code. I am qualified, and the firm registered, in the appropriate classes/categories.			
Individual BCIN: _____			
Firm BCIN: _____			
<input type="checkbox"/> I review and take responsibility for the design and am qualified in the appropriate category as an "other designer" under subsection 3.2.5. of Division C, of the Building Code.			
Individual BCIN: _____			
Basis for exemption from registration: _____			
<input type="checkbox"/> The design work is exempt from the registration and qualification requirements of the Building Code.			
Basis for exemption from registration and qualification: _____			
I certify that:			
1. The information contained in this schedule is true to the best of my knowledge.			
2. I have submitted this application with the knowledge and consent of the firm.			
_____		_____	
Date		Signature of Designer	

NOTE:

1. For the purposes of this form, "individual" means the "person" referred to in Clause 3.2.4.7(1)(c) of Division C, Article 3.2.5.1. of Division C, and all other persons who are exempt from qualification under Subsections 3.2.4. and 3.2.5. of Division C.
2. Schedule 1 is not required to be completed by a holder of a license, temporary license, or a certificate of practice, issued by the Ontario Association of Architects. Schedule 1 is also not required to be completed by a holder of a license to practise, a limited license to practise, or a certificate of authorization, issued by the Association of Professional Engineers of Ontario.