



Checklist for

Garages and Accessory Buildings

- ☐ **Approved Development Permit**
 - ✓ You can apply for your Building permit but we cannot review it until your Development Permit is approved. Please make sure your Development Permit application is already in Planit
- ☐ **Construction Plans**
 - ✓ Detailed to show exactly how it is being constructed
- ☐ **Site Plan**
 - ✓ Including all setbacks and structure dimensions
- ☐ **Foundation Plans**
 - ✓ Foundation type, depth, reinforcement and all related details
 - ☐ **Engineering is required for the following**
 - Concrete slab **greater than 592 sq. ft.** in size
 - Concrete pile and grade beam systems
 - Concrete piles
 - Screw piles
 - Concrete slab
 - Preserved wood foundation
 - Polycore foundation
 - ☐ Engineering is **not required** for a frost wall foundation (min. 5 foot depth)
- ☐ **Floor Plan**
 - ✓ Dimensions & purpose of all rooms, if applicable (ie: bathroom, office, etc.)
 - ✓ Sizes of all openings (man doors, overhead doors, windows, etc.)
 - ✓ **GARDEN SHED** drawings must also **include all details for wood floor** and must be pressure treated material if placed on ground or may be spruce material on pressure treated 4"x 6" or 6" x 6" skids.
- ☐ **Additional approved Engineering stamped plans and specifications are required for the following:**
 - ✓ Pole Sheds
 - ✓ Fabric Covered Structures
 - ✓ Buildings created by attaching and covering multiple Seacans

- **Roof Plan**
 - ✓ All Roof Framing including roof sheathing and roof finishes.
 - ✓ Pre-Manufactured Roof Framing Systems (TJI) package and Roof Ventilation information
 - ✓ Roof Truss Layout(s) – If applicable
 - ✓ Roof Truss Detail Package – If applicable

- **Elevation Views & Cross Section & Detailed Plans**
 - ✓ Include views from all sides (front, rear, right, left), including exterior cladding details and roof finishes.
 - ✓ Cross Sections to include details of foundation wall, footing, framed walls, roof, and floors.

- **Hydronic Heating Information – If Applicable**
 - ✓ Hydronic Heating Design Information, Pre-Engineered Package or Site Specific Designed, and shall include:
 - The schematic arrangement of the system and equipment specifications, such as boilers or pumps.
 - The mechanical room layout, location and sizes of all heat terminal units.
 - Cross section and floor plan showing the piping loops and type including insulation under the slab.
 - Room by room heat loss calculations and heat exchangers.

EXISTING STRUCTURE to be RELOCATED TO PARKLAND COUNTY

- You may be required to provide a letter from an Engineer confirming the building is structurally adequate and safe to relocate onto the proposed new foundation system.
- All other requirements as per the above checklist would apply, including as-built construction plans.
- After the building permit has been approved and the building is placed on the foundation system, the engineer will need to conduct a site inspection to approve anchorage of the building to the foundation.

All documents will need to be uploaded through your [Planit Portal](#) account as part of your application process. Please upload as PDF documents.

Optional worksheets to be used if there are no construction drawings

FOUNDATION TYPE (please check one):

- _____ Concrete slab on grade - 592 sq. ft. (55 sq. m.) or less
- _____ Concrete slab on grade - 592 sq. ft. (55 sq. m.) or greater. **ENGINEERING required.**
- _____ Concrete frostwall on concrete strip footing – minimum depth of 5 feet.
- _____ Concrete pile and grade beam. **ENGINEERING required.**
- _____ Wood floor. **ENGINEERING required on structures over 256 sq. ft.**
- _____ Other (please specify): _____

WALL CONSTRUCTION (fill in information or circle, as required):

- _____ 2 inch x _____ inch wall studs at _____ inches on center.
- _____ 2 inch x _____ inch double top plates.
- _____ 2 inch x _____ inch treated bottom plate.
- _____ ½ inch anchor bolts - maximum 8 feet apart.
- _____ Number of windows - _____.
- _____ Number of man doors - _____ (*minimum of one required*).
- _____ Two 2 inch x _____ inch headers over windows and man door(s).
- _____ Overhead door header type - _____. Size - _____.
- _____ Wall sheathing (circle): 3/8"; 7/16"; ½"; O.S.B.; spruce plywood; Other _____.
- _____ I.C.F. Wall Construction – Thickness _____; Height _____.
- _____ Type of Siding (circle): Vinyl; Stucco; Metal; Other _____.
- _____ Electrical lighting (circle): Interior; Exterior; Both.
- _____ Interior being finished (circle): Yes or No.

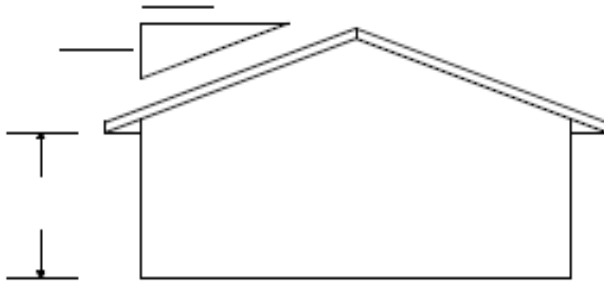
ROOF CONSTRUCTION:

- _____ Engineered trusses _____ inches on center.
- _____ Site framed roof _____.
- _____ Roof covering (circle): Asphalt Shingles; Metal; Other _____.
- _____ Roof sheathing (circle): 3/8"; 7/16"; ½"; O.S.B.; spruce plywood; Other _____.

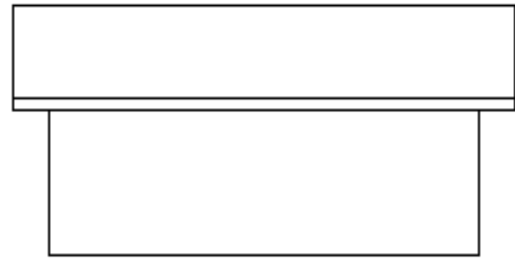
ELEVATIONS

Please complete the following information on the above elevation drawings (anything large than 592 sq. ft. must have detailed plans drawn to scale):

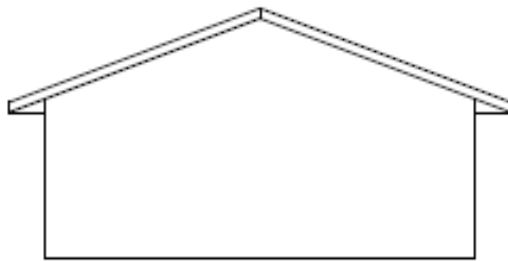
- ☐ Label each elevation (ie: North, South, East, West).
- ☐ Show all door and window locations and sizes on all elevations.
- ☐ Indicate slope of roof (ie: 3:12).



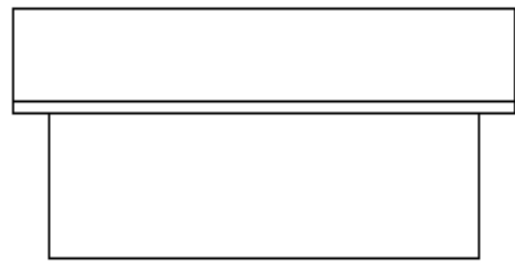
_____ Elevation



_____ Elevation



_____ Elevation



_____ Elevation

FLOOR PLAN

Please complete a floor plan on a blank piece of paper and include the following:

- ☐ Dimensions & purpose of all rooms, if applicable (ie: bathroom, office, etc.).
- ☐ Sizes of all openings (man doors, overhead doors, windows, etc.)

CROSS SECTION

Please complete the following information on the cross section drawings

- ☐ Wall height.
- ☐ Indicate the type and thickness of the foundation.
- ☐ Describe the building anchors.
- ☐ Identify the type and the dimensions of the window and door headers
- ☐ Complete the roof section showing the truss webbing with any bracing or rafter construction.
- ☐ Indicate and describe provision for roof ventilation, any insulation and wall finishes.

