

Building Division

Water Connection or Upgrade Permit Application Guide



Description

A building permit application for a new or upgraded Municipal Water service connection may be required.

General Information

A building permit is required for any new or upgraded Municipal Water service. The Building Code identifies the minimum water service required to the structure. The building permit is for the private side of the lot only. A separate approval (and fee if applicable) is required from Public Works for the Municipal side on the property.

Required Documents and Drawings

Plumbing Data Form

All columns on the Plumbing Data Form are to be completed.

Start by counting how many of each fixture type or group are present in the existing and/or proposed structure. Next establish the Subtotal by adding up the number of occurrences per category. Then, multiply the Fixture Flow Rate for that category times the Subtotal of that category. Finally, add up each row total to confirm the Final Total at the bottom.

Required Forms

- **Application for a Permit to Construct or Demolish**
- **Municipal Connections Form**
- **Plumbing Data Form**
- **Letter of Authorization / Owner's Authorization Form** * if required

Required Fees

Permit Fee – Fee is based on size of service required, private side only	\$ Per By-Law
Public Works – Fee to be provided to applicant by Public Works for Municipal Upgrade portion	\$ per Public Works

Additional Requirements/Approvals/ Applicable Law

The Building Code Act prohibits the issuance of a Building permit if the proposed construction or demolition will contravene any applicable law as defined in the Ontario Building Code.

Should you have questions or require clarification please contact the Building Division. 2585 King Road, King City, L7B 1A1

Application for a Permit to Construct or Demolish

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

For use by Principal Authority				
Application number:		Permit number (if different):		
Date received:		Roll number:		
Application submitted to: _____ (Name of municipality, upper-tier municipality, board of health or conservation authority)				
A. Project information				
Building number, street name			Unit number	Lot/con.
Municipality	Postal code	Plan number/other description		
Project value est. \$		Area of work (m ²)		
B. Purpose of application				
New construction	Addition to an existing building	Alteration/repair	Demolition	Conditional Permit
Proposed use of building		Current use of building		
Description of proposed work				
C. Applicant				
Applicant is: Owner or Authorized agent of owner				
Last name		First name	Corporation or partnership	
Street address			Unit number	Lot/con.
Municipality	Postal code	Province	E-mail	
Telephone number	Fax	Cell number		
D. Owner (if different from applicant)				
Last name		First name	Corporation or partnership	
Street address			Unit number	Lot/con.
Municipality	Postal code	Province	E-mail	
Telephone number	Fax	Cell number		

E. Builder (if known)				
Last name		First name	Corporation or partnership (if applicable)	
Street address			Unit number	Lot/con.
Municipality	Postal code	Province	E-mail	
Telephone number	Fax		Cell number	
F. New home construction licensing requirement				
i. Is the proposed construction for a new home as defined in the <i>New Home Construction Licensing Act, 2017</i> ? If no, go to section G.			Yes	No
ii. Is a licence required under the <i>New Home Construction Licensing Act, 2017</i> ?			Yes	No
iii. If yes to (ii) provide licence 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.			Yes	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> .			Yes	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.			Yes	No
iv) The proposed building, construction or demolition will not contravene any applicable law.			Yes	No
I. Declaration of applicant				
<p>I _____ declare that:</p> <p>(print name)</p> <ol style="list-style-type: none"> The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership. <p>_____</p> <p>Date Signature of applicant</p>				

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 Code 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., 12th Floor. Toronto, ON M7A 2J3 (416) 585-6666.

MUNICIPAL SERVICES CONNECTION – APPLICATION

Application Number:	Permit Number:
Date Received:	Roll Number:

SECTION 1 - PROPERTY INFORMATION: ☐ AGENT/APPLICANT ☐ OWNER

☐ RESIDENTIAL ☐ MULTI -RESIDENTIAL ☐ ICI/ RESIDENTIAL/ COMMERCIAL / MIXED USE

OWNER NAME: _____
First Last

PROPERTY ADDRESS: _____
Street No. and Name City Postal Code

LEGAL DESCRIPTION: _____
Lot No. Plan No. Concession

MAILING ADDRESS
(IF DIFFERENT THAN ABOVE) _____
Street No. and Name City Postal Code

TELEPHONE NUMBER: _____ EMAIL ADDRESS: _____

AGENT/APPLICANT NAME: _____
First Last

ADDRESS: _____
Street No. and Name City Postal Code

TELEPHONE NUMBER: _____ EMAIL ADDRESS: _____

SECTION 2: TYPE OF CONNECTION

☐ NEW CONNECTION ☐ RENOVATION ☐ DEMOLITION ☐ UPGRADE ☐ REPAIR

SECTION 3: CONTRACTOR INFORMATION ☐ PLUMBING DATA SHEET ATTACHED

CONTRACTOR NAME: _____
First Last

COMPANY/CORPORATION: _____ LICENSE No.: _____
(OPTIONAL)

ADDRESS: _____
Street No. and Name City Postal Code

TELEPHONE NUMBER: _____ EMAIL ADDRESS: _____

SECTION 4: REQUIRED SUBMISSIONS WITH APPLICATION

ICI Servicing – Multi unit Residential / Industrial/ Commercial / Institutional Buildings - Two (2) hardcopies of Site Plan Development approved site servicing plans showing the location of required site services and required inverted

elevations at the property line. **Note: Permit application required for Backflow Prevention Devices and for all ICI Servicing applications.**

Backflow Prevention:
In accordance with the Township’s Water Use By-Law, 2014-73, as amended all ICI properties are required to install a premise isolation backflow prevention device on the incoming water supply line immediately after the water meter. More information regarding Backflow Prevention can be found on the Township’s website at: <http://king.ca/Government/Departments/Engineering%20%20Public%20Works/Cross%20Connection%20Control%20Back%20Flow/Pages/default.aspx>

SECTION 6: CONIDITIONS

- A copy of this application must be presented to the Township of King Building Division when applying for a permit. No work to be commenced until a permit has been obtained.
- This Permit is valid for six (6) months only.
- The location of the works as described above is approximate only. The Township will not be responsible for any damage to Municipal or private property incurred as a result of the installation of the service(s).
- The location of the works as described above is approximate only. The Township will not be responsible for any delays incurred or additional expenses resulting from services not being located according to municipally provided drawings.
- All water supplied to construction projects and development sites shall be metered and the use of such water charged back to the owner.
- A meter shall be installed and inspected by the municipality before the water shall be turned on and supplied to the property.
- Connections to the Municipal System(s) are to be made from Monday to Friday, between the hours of 8:30 a.m. to 4:30 p.m.
- Payment for capital charges must be either made in full or alternative arrangements with Finance must be in effect prior to connection.
- The Township will not allow connections to be made over weekends OR Legal holidays OR after regular working hours of the Township.
- Persons abandoning a well will require a well technician with a valid license. Well decommissioning must meet the regulations set out in Ontario Regulation 903 (Well Regulation) as amended made under the Ontario Water Resources Act and Wells Regulation Well Abandonment.
- Applicants are responsible to investigate the existing sewer lateral at the street line. Under no circumstance will the Township be held liable for the changes in final elevations due to field conditions. It is the Applicant’s responsibility to check the final invert elevation of services and grades before the final basement elevation is set or the private portion of the connection is laid. No private services shall be installed prior to the Township connections being installed to the street line. The Applicant is responsible to make arrangements for the line and grade at street line with the Township Contractor.

I have read the information presented on this page and acknowledge and understand the Township of King’s requirements for site servicing herein. I hereby undertake to perform the above described works in accordance with the above-noted conditions.

Name (please print)

Signature

Date

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Building Division
Plumbing Data Form



Project Information

PROJECT DESCRIPTION:

PROPERTY ADDRESS:

OWNER NAME:

TELEPHONE NUMBER:

EMAIL:

Street No. and Name

City

Postal Code

First

Last

Fixture Information

Fixture or Device	Fixture Flow	Bsmt	1st Floor	2nd Floor	3rd Floor	Subtotal	Total
Bathrooms							
¹ Bathroom group with 2 fixtures (sink & toilet)	2.9						
¹ Bathroom group with 3 fixtures (1 sink, 1 toilet & 1 bathtub with or without shower, <u>or</u> 1 shower head)	3.6						
¹ Bathroom group with 4 fixtures (2 sinks, 1 toilet & 1 bathtub with or without shower head, <u>or</u> 1 shower head)	3.7						
¹ Bathroom group with 4 fixtures (1 sink, 1 toilet, 1 bathtub, & 1 shower)	5.0						
¹ Bathroom group with 5 fixtures (2 sinks, 1 toilet, 1 bathtub, & 1 shower head)	5.7						
¹ Bathroom group with 6 fixtures (2 sinks, 1 toilet, 1 bidet, 1 bathtub, & 1 shower head)	7.7						
Additional Shower	1.4						
² Each additional Shower head or body spray, 9.5 L/min or less per head	1.4						
Bidet	2.0						
Urinal, with flush tank	3.0						
Urinal, with self-closing metering valve	2.0						
Laundry							
Clothes washer, 3.5kg	1.4						
Sink, laundry (1 or 2 compartments)	1.4						
Kitchen							
Sink, kitchen, domestic, 8.3 L/min or less	1.4						
Sink, bar	1.0						
Dishwasher, domestic	1.4						
Other							
³ Hose bibb (½ inch supply)	2.5						
Additional Hose bibb (½ inch supply)	2.5						
Hose bibb (¾ inch supply)	3.0						
Hose bibb, combination hot and cold	2.5						
Total Fixture Units =							

¹ Bathroom groups are based on a shower/tub with 1/2" supply. Additional fixture flow will apply for 3/4" supply spouts. (O.B.C. Table 7.6.3.2.A (3))

² Base fixture groups assume a single shower head. Additional body sprays or showerheads must be added to the calculation.

³ Assumption is that all dwellings will have two 1/2" hose bibs (one at rear and one in garage) which are automatically included in the above calculations

Note: Maximum number of fixture units on a ¾" Water Service Pipe = 26 (OBC 7.6.3.4).

I hereby certify that the information supplied above is accurate to the best of my knowledge.

Name (please print)

Signature

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