

REQUIREMENTS FOR THE SUBMISSION OF BUILDING APPLICATIONS TO THE LOCAL AUTHORITY FOR APPROVAL

1. A building application shall consist of architectural and structural drawings and specifications of the proposed building along with prescribed forms, all of which must be submitted in duplicate.
2. All building applications shall have the prior approval of the Town and Country Planning Division and of any other agency as may be required by the Local Authority.
3. Architectural and structural drawings and specifications, referred to in paragraph (2) shall consist of the following:-

A) LOCATION PLAN

A proper Location Plan must be attached to ALL applications A Location Plan must be drawn so as to show:-

- i) The land to which the application relates coloured pink;
- ii) All adjoining land in the same ownership coloured green;
- iii) The names of the adjoining land owners;

B) BLOCK, PLOT OR SITE PLAN

Such a plan shall show:

- i) The area, shape and dimensions of the proposed site,
- ii) The building line;
- iii) The position of the proposed building and of any existing building indicating whether the existing building is to be demolished or not;
- iv) The name, position and width of existing and proposed means of access;
- v) Facilities for off street parking as well as loading;
- vi) The position and direction of flow of any existing or proposed drains or watercourses;
- vii) The position of any existing and proposed sanitary sewer system;
- viii) The compass bearing;
- ix) The site plan must be accompanied by a survey plan prepared by a licensed land surveyor, and a copy of the land deed.

C) FLOOR PLANS

Such plans shall be provided for each floor of the proposed building and shall show:-

- i) The dimensions, arrangement and position of the various rooms, walls, partitions, windows, doors, stairs and all other parts of the building;
- ii) The type and position of all plumbing fixtures;
- iii) The size of each room;
- iii) The compass bearing;

D) ELEVATIONS

Elevations shall be provided for each face of the proposed building and shall show:-

- i) The design, dimensions, materials and final appearance of the entire exterior of the building;
- ii) Their relations to the floor plan (North Elevation, West Elevation etc.

E) A SECTION OR SECTIONS

Such sections through the building shall show: -

- i) The dimensions and definitions of the materials to be used and the method of construction to be employed.
Where it may not be possible for specific separate parts of the proposed building to be fully detailed on these sections separate details should be provided (e.g. beam details, footing details, stair details, etc.)

NOTE:- Such separate details shall be adequately dimensioned and clearly define the materials to be used and method of construction to be employed.

F) A FOUNDATION PLAN

Such a plan shall show:-

- i) The dimensions, arrangements and position of the various Footings, piles, columns, beams or whatever means are to be used support the superstructure of the proposed building.

G) FLOOR FRAMING PLANS

Such plans shall be provided for each floor of the proposed building, in the case of floors to be constructed above grade and shall show:-

- i) The type, size and position of the various members to be used to support the floors,
- ii) Details of the materials to be used and the method of construction to be employed in the construction of the various floors.

H) A ROOF FRAMING PLAN

Such a plan shall show: -

- i) The dimensions, position and type of the various material and method of construction to be employed in the erection of the roof of the proposed building.

I) PLUMBING PLANS

Such plans shall show:-

- i) The type size and position of all water supply, and waste lines;
- ii) The dimensions of and details of the materials to be used and method of construction to be employed in the proposed building's sanitary sewer system (e.g. septic tank details etc).

J) SPECIFICATIONS

Such specifications shall describe the sizes, type and quality of all building materials to be employed in the construction of the proposed building. The methods of construction, fabrication or installation are also to be spelled out explicitly.