

Building Permit Requirements

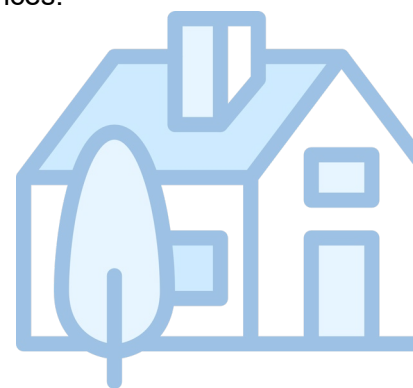
This checklist has been provided to assist in summarizing the typical requirements to obtain a Building Permit for a new House in the City of Orillia. Additional information may be required as needed depending on the application type and individual circumstances.

Required Application Forms

- [Building Permit Application Form](#)
- [Energy Efficiency Design Summary Form](#)
- [Owner's Authorization Form](#) (required if applicant is not the owner)

Required Drawings and Information

- Detailed floor plans, elevations, cross sections, and details
- [Lot Grading Plan](#) designed and stamped by professional engineer
- Heat Loss and Heat Gain Summary (as applicable)
- Engineered roof truss design and layout (as applicable)
- Engineered floor system layout including any engineered beams (as applicable)
- Water meter purchase receipt
- See [Sample Drawings](#)



Fees and Charges

A summary of the typical fees and charges are listed below. Additional fees may apply.

- [Building Permit Fees](#)
- [Planning Review Fee](#)
- [City Development Charges](#)
- [Simcoe County District School Board Education Development Charges](#)
- [Simcoe Muskoka Catholic District School Board Development Charges](#)
- Lot Grading Deposit \$2,000.00 (\$1,650 refundable upon grading certification)

Building Permit Fees may be paid by cash, cheque, debit, or credit card. *Credit card payments are accepted online only. A 2.4% convenience fee applies to credit card payments.*

Before you submit your Permit Application

We encourage you to [visit our website](#) to review all information before you begin your Building Permit Application with the City to make your application process easy and informative.

Submit your Permit Application

There are two ways you can submit your Building Permit Application:

Online: [Public Portal](#)

Email: building@orillia.ca



Next Steps

To learn more about what happens after you submit your Building Permit Application, [click here](#).

Need help? If you have any questions, please feel free to contact us and we will assist you through the process. Telephone 705-329-7258 or email us at building@orillia.ca.