



Plan Review Checklist – Attached Garages

Home Owner/Builders: The following information is required when submitting an application for a residential building permit and before a building permit is issued. The plan review will not begin until all required information is provided.

Required Information:

- 2 sets of **Site Plans** with the following information
 - Show size and location of proposed attached garage
 - Show size and location of existing buildings on property
 - Show lot dimensions and shape
 - Show distance between buildings and property lines
 - Show North direction arrow
- 2 sets of **Attached Garage Layout Drawings** with the following information
 - Interior wall location
 - Window sizes and locations
 - Door sizes, location and swing direction
 - Heating unit/system location (if applicable)
- 2 copies of the **Building Permit Application** properly filled out
- 1 copy of the **Attached Garage Checklist** properly filled out
 - A professional design is required for the garage foundation if the attached garage is 2 stories or includes any living quarters being constructed above.
 - See Minimum Grade Beam and Pile Requirements for attached garages
- 1 copy of the **Spray Foam Tech Data Sheet** properly filled out, if applicable

Required On-Site Inspections: (inspection requirements may change depending on the project type and size)

- Plan Review (Prior to the commencement of any construction)
- Foundation (Prior to pouring concrete on engineered foundations or prior to backfill)
- Framing (Prior to insulating and applying vapour barrier the exterior walls)
- Final (Prior to moving in or occupying the building)