

PERMIT GUIDE: WOOD BURNING APPLIANCE



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This information is provided for homeowners and contractors planning to install a solid fuel (wood, pellet etc) burning appliance and/or chimney in a Single Dwelling Unit only.

Masonry fireplaces are not addressed in this guide. For further information on such projects contact the Building Department.

The following information is provided as a guide only. It is not intended to be used instead of current Municipal By-laws or the current Building Code.

PERMIT SUBMISSION

What do I need to obtain a building permit?

For this project you will need to provide the following forms and supporting documents when you apply for a permit:

Forms:

- Building Permit Application (Called “Application for a Permit to Construct or Demolish”) including all Schedules and Declaration of Applicant (6 pages)

Supporting Documents:

- Letter of authorization (if homeowner is not personally making the application)
- Front view/elevation drawing/sketch (2 copies) shows appliance, wall shielding, flue pipe and chimney arrangements looking at it from the front.
- Side view/elevation drawing/sketch (2 copies) shows appliance, wall shielding, flue pipe and chimney arrangement looking at it from the side.
- Top of plan view/elevation drawing/sketch (2 copies) shows appliance position in the room, wall clearances and shielding and floor pad – from a “birds eye” view)
- Manufacturer’s Installation Instructions (**for solid fuel burning appliance**)

Permit Fee:

- \$150 (per fees & charges bylaw)
- Payment can be made by cash, cheque, debit, e-transfer, or visa (online only)

Required Inspections:

- Rough in – prior to covering any penetrations
- Final Inspection

Note: If any of the required information is missing when the application is submitted, the permit application may not be accepted.

**Applications
available at the
township office or
online at:**

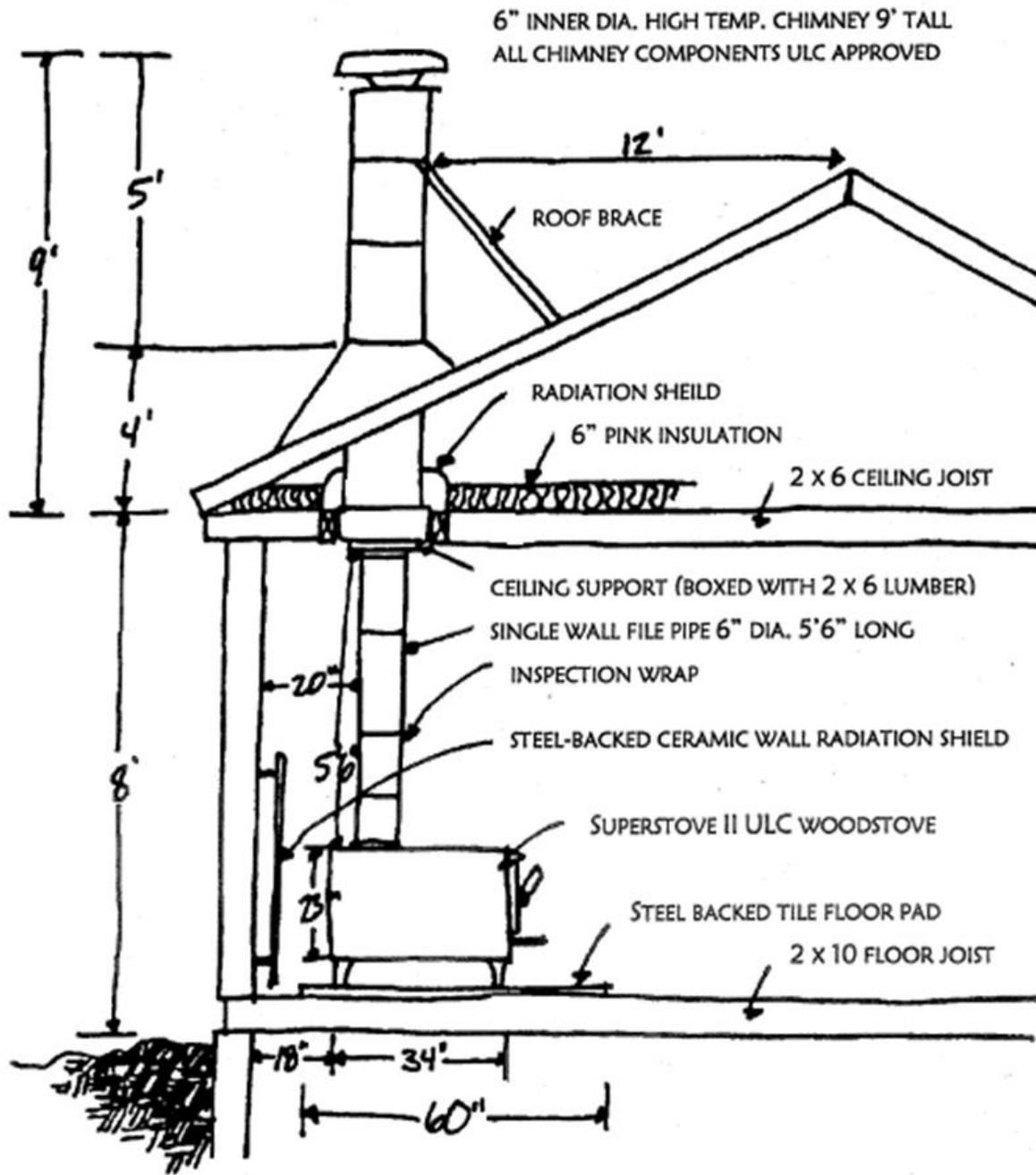
www.gbtownship.ca



Other Requirements

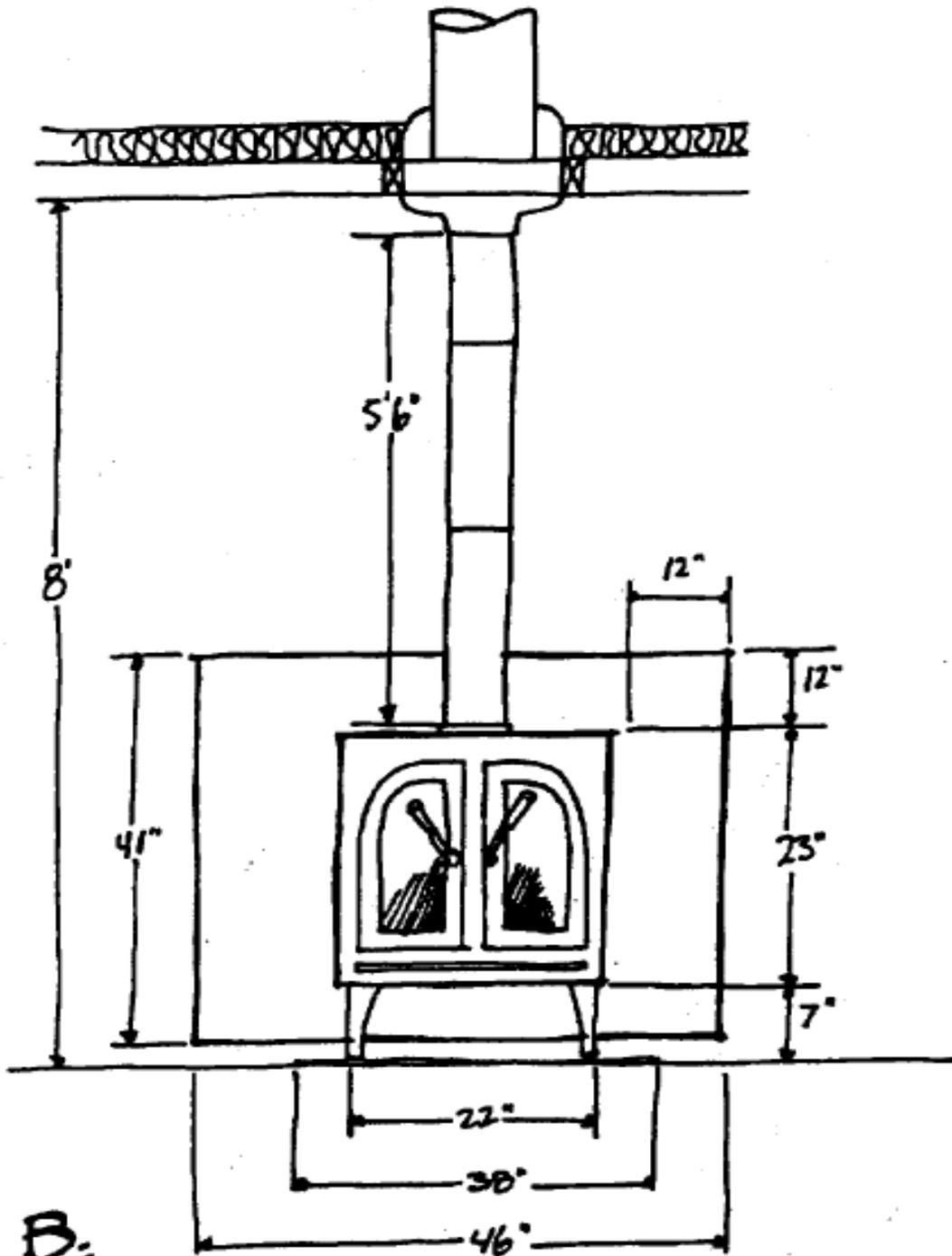
- HRV or Depressurization test
- WETT Certificate

Township of Georgian Bay : **Sample** Woodstove Drawing



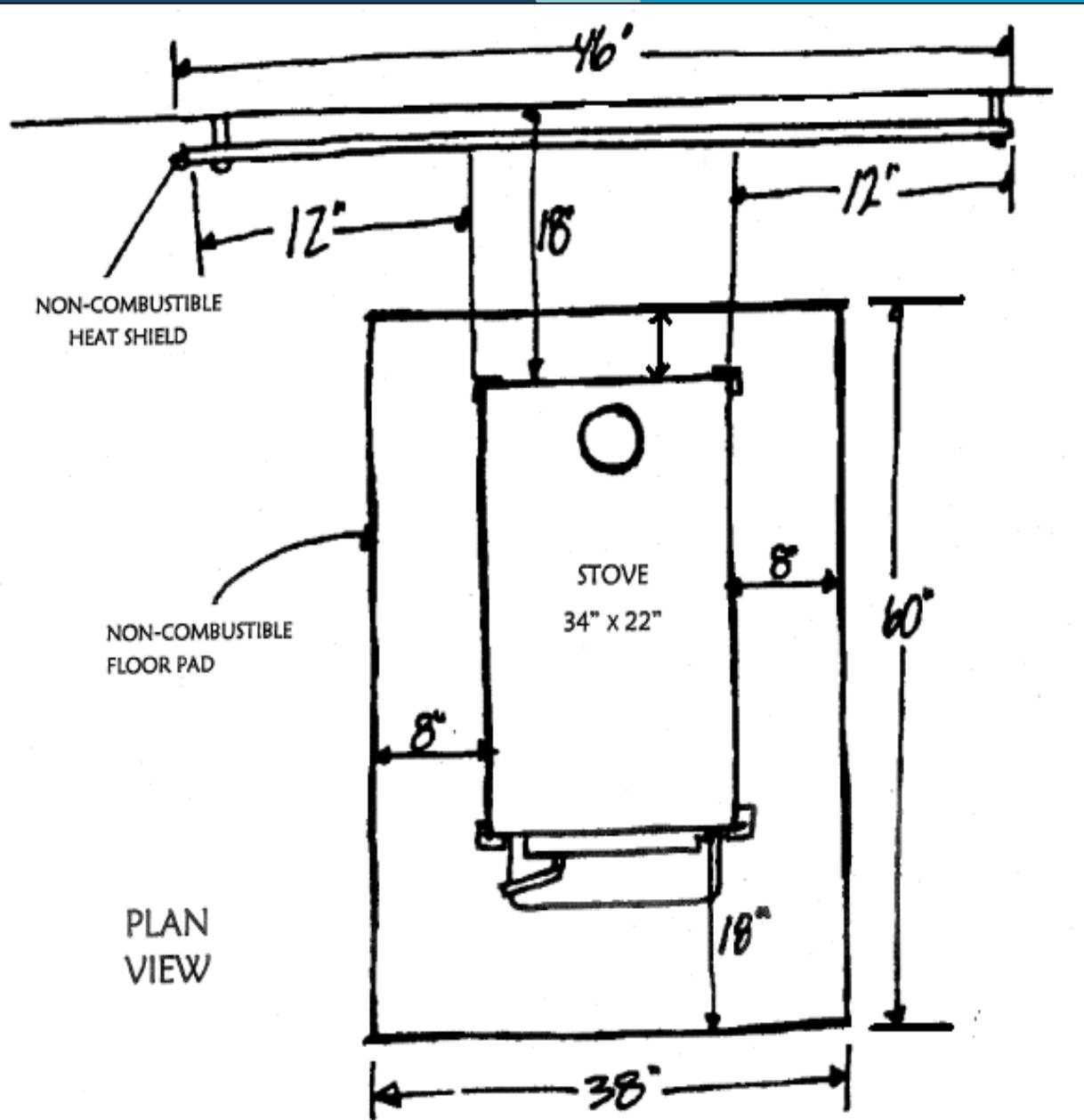
ROOM 14' X 18'
SIDE ELEVATION

Township of Georgian Bay : **Sample** Woodstove Drawing



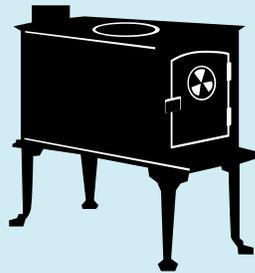
B.
FRONT ELEVATION

Township of Georgian Bay : **Sample** Woodstove Drawing



- ROOM IS 14' X 18' WITH 8' CEILING
- STOVE IS CENTRED ON THE 14' WALL

Manufacturer's Specifications



Please note that just as there are many types, sizes and shapes of wood burning appliances, there are also many different manufacturer's specifications as each one is unique. A copy of these specifications should be given to you when you purchase your appliance. Please include this information with your permit application.