Building a Carport or Attached Garage Information Guide and Process

When is a building permit required for a carport?
- When a carport or attached garage (new or replacement) is 108ft² in size or greater, or
- When the carport or garage is attached to another structure (typically a house)

Required, forms, documents and drawings:
1. Application form
2. Schedule 1 form (only if the structure exceeds 592ft²)
3. Project Information: Residential
4. Site plan showing the below (Site plan can be: property survey, sketch, google maps screen shot, GIS mapping etc)
   - dimensions of the carport or attached garage
   - distance from the carport or attached garage to all sides of the property lines
   - other structures in the area (example: shed, pool)
5. Drawings showing the below (drawings can be computer generated or hand drawn to scale and dimensioned)
   a. Plan view
      - Window/door sizes
      - Floor, wall and roof construction
      - Connection to existing structure
   b. Side views (front and side)
      - Height of structure
      - Exterior materials
   c. Truss layout (if applicable)

Note: For any structure that exceeds 592ft², the drawings must be completed by the listed homeowner or a qualified designer. Qualified designers are required to provide their name, BCIN#, designer statement and signature on the plans. They are also required to complete the Schedule 1 designer form.

Where to apply for a building permit
Apply online at www.kitchener.ca/onlinepermits or email: building@kitchener.ca to request an in-person appointment.

Permit Fees:
Carport/Attached garage-$95 per bay (2021 rate)
Rebate fee: $250.00 (refunded automatically after the final building inspection has been passed)
Staff will provide an invoice and payment options prior to permit issuance. Fees include the review of drawings, the building permit and the building inspections.

Estimated review time
Once a complete permit application is made the permit will be reviewed within a maximum of 10 business days.

Required Building Inspections
Inspections are required after your permit has been issued. Once you have your issued permit inspections can be booked through our automated phone system or online. See issued permit for detailed instructions. Required inspections will be listed on your issued permit and will include but are not limited to;
- Excavation/Footing inspection - prior to the concrete being poured
- Structural Wood Frame inspection - once the framing is complete
- Final Building inspection - when the shed or garage are complete

Tips and Important Numbers to know
- Ontario One Call (natural gas, sewer/ water lines, KW Hydro, Rogers Cable and Bell locates) 1-800-400-2255
- Electrical Safety Authority: 1-877-ESA-SAFE (1-877-372-7233)
- Use power tools with caution, store construction materials safely, keep construction site clean and cover any/all holes or fence off site
- Please construct between 7am and 7pm

Any Questions?
Phone: 519-741-2312
Email: building@kitchener.ca
Web: www.kitchener.ca/building
CARPORT PLAN

FRAMING SPANS

<table>
<thead>
<tr>
<th>JOIST SIZE</th>
<th>12&quot; o.c.</th>
<th>16&quot; o.c.</th>
<th>24&quot; o.c.</th>
<th>12&quot; o.c.</th>
<th>16&quot; o.c.</th>
<th>24&quot; o.c.</th>
<th>12&quot; o.c.</th>
<th>16&quot; o.c.</th>
<th>24&quot; o.c.</th>
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<tbody>
<tr>
<td>2 x 4</td>
<td>10'-2&quot;</td>
<td>9'-4&quot;</td>
<td>8'-1&quot;</td>
<td>7'-1&quot;</td>
<td>6'-5&quot;</td>
<td>5'-7&quot;</td>
<td>8'-11&quot;</td>
<td>8'-1&quot;</td>
<td>7'-1&quot;</td>
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<tr>
<td>2 x 6</td>
<td>16'-1&quot;</td>
<td>14'-7&quot;</td>
<td>12'-9&quot;</td>
<td>11'-2&quot;</td>
<td>10'-1&quot;</td>
<td>8'-10&quot;</td>
<td>14'-0&quot;</td>
<td>12'-9&quot;</td>
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<td>19'-2&quot;</td>
<td>16'-9&quot;</td>
<td>14'-8&quot;</td>
<td>13'-4&quot;</td>
<td>11'-7&quot;</td>
<td>16'-5&quot;</td>
<td>16'-9&quot;</td>
<td>14'-6&quot;</td>
</tr>
<tr>
<td>2 x 10</td>
<td>27'-0&quot;</td>
<td>24'-6&quot;</td>
<td>21'-5&quot;</td>
<td>18'-8&quot;</td>
<td>17'-0&quot;</td>
<td>14'-10&quot;</td>
<td>23'-7&quot;</td>
<td>21'-5&quot;</td>
<td>17'-8&quot;</td>
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<tr>
<td>2 x 12</td>
<td>32'-10&quot;</td>
<td>29'-10&quot;</td>
<td>26'-0&quot;</td>
<td>22'-9&quot;</td>
<td>20'-8&quot;</td>
<td>18'-0&quot;</td>
<td>26'-8&quot;</td>
<td>25'-2&quot;</td>
<td>20'-8&quot;</td>
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</table>

FOOTING SIZE TABLE
POST SUPPORTED WEIGHT x 40 POUNDS PER SQUARE FOOT

<table>
<thead>
<tr>
<th>DIAMETER</th>
<th>MAX WEIGHT</th>
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<tbody>
<tr>
<td>8&quot; Ø</td>
<td>1047 lbs</td>
</tr>
<tr>
<td>10&quot; Ø</td>
<td>1635 lbs</td>
</tr>
<tr>
<td>12&quot; Ø</td>
<td>2355 lbs</td>
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<tr>
<td>14&quot; Ø</td>
<td>3207 lbs</td>
</tr>
<tr>
<td>16&quot; Ø</td>
<td>4189 lbs</td>
</tr>
</tbody>
</table>

EXISTING WALL TO REMAIN
OVERALL DIMENSION
LINE OF ROOF ABOVE
BEAM SIZE
BEAM SPAN
BEAM SIZE
BEAM SPAN
BEAM SIZE
BEAM SPAN
OVERALL DIMENSION TO CENTRE OF POST
4" x 4" WOOD POSTS ON CONC. PIERS
SUPPORTED ROOF AREA SEE FOOTING SIZE TABLE
RAFTER SIZE & DIRECTION
RIDGEBOARD FASTENED TO BUILDING STRUCTURE (DO NOT FASTEN TO BRICK FACADE), WITH 3/8" Ø LAG BOLTS @ 16" O.C. STAGGERED

SIZE OF BEAM
SIZE AND SPACING OF RAFTER
SIZE OF POSTS
SIZE OF PIER
SIZE OF FOOTING (IF REQUIRED)

CARPORT SECTION
Residential Building Permit Process

This permit process is for miscellaneous permits for houses including but not limited to:
- Accessory structure
- Solar Panels
- Plumbing Permits
- Load bearing wall removals
- Duplex conversions
- Interior finish
- Additions
- Decks
- Carports

START

Does my project require a building permit?

YES

Submit complete building permit application & drawings

Visit Kitchener.ca/building

NO

Permit Fees collected ***

Receive a status letter listing building code and applicable law deficiencies

NOT APPROVED

Permit will be reviewed by the plans examiner (initial review 10 business day max.)

APPROVED

Permit Issued ***

Book Pre-Construction Meeting (Optional)*

Start Construction

Schedule required Inspections*

Are you making design changes?

YES

Contact your building inspector

NO

Required to provide revised drawings to be reviewed by the plans examiner?

(Additional Fees apply)

FINISH

Fees may be collected at permit issuance if applied for online.

* See building permit for applicable inspections. To request a building inspection call (519)741-2761 or login to your online account.

** Ensure compliance with all applicable laws and/or by-laws.

*** Fees may be collected at permit issuance if applied for online.