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

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

BEAM SIZE

BEAM SPAN

BEAM SIZE

BEAM SPAN

BEAM SIZE

BEAM SPAN

CARPORT SECTION

CARPORT EXAMPLE DRAWING

DATE:
JANUARY 2011

SCALE:
N.T.S.

DRAWING NO.:
9-8

SIZE OF BEAM

SIZE AND SPACING OF RAFTER

SIZE OF POSTS

SIZE OF PIER

SIZE OF FOOTING (IF REQUIRED)
Does my project require a building permit?

Visit Kitchener.ca/building

Yes

Submit complete building permit application & drawings

Visit Kitchener.ca/building or apply in person

Permit Fees collected ***

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

NOT APPROVED

Receive a status letter listing building code and applicable law deficiencies

APPROVED

Permit Issued ***

Book Pre-Construction Meeting (Optional)*

Start Construction

Schedule required Inspections*

Are you making design changes?

YES

Contact your building inspector

NO

Construction continues

Required to provide revised drawings to be reviewed by the plans examiner? (Additional Fees apply)

YES

Final Building Inspection Passed

Rebate mailed to payer (If applicable)

Final Clearance Letter sent to applicant

FINISH

NO

Required to provide revised drawings to be reviewed by the plans examiner? (Additional Fees apply)

FINISH

NOTES

* 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.