

---

TOWNSHIP OF DRUMMOND/NORTH ELMSLEY

---

# **Solid Fuel Permits**

## **and Information Package & Permit**

---

**Note: This package contains two types of Solid Fuel Permits**

**1. Outdoor Wood Furnace – complete Section 1**

**2. All other Solid Fuel (indoor) appliances – complete Section 2**

**Please include copies of make, model, and registered listing with manufacturer's installation instructions for both the appliance and chimney with this application.**

# **Section 1**

# APPLICATION TO PERMIT

Permit No.....

## OUTDOOR SOLID FUEL COMBUSTION APPLIANCES

(in accordance with Township of Drummond/North Elmsley By-law No. 2012-68)

To be Completed in Full - Incomplete application forms may result in delay of processing

\* All statements, representations & documents filed in support of this application shall be deemed part of this application for all purposes.  
\* Sufficient information shall be submitted with each application to enable the Fire Chief to determine if the proposed work will conform with By-law No. 2003-42.

### PROPERTY

Roll Number: .....

- Owner(s)** .....  
 - Mailing Address .....  
 - Phone: ..... (h) ..... (w) ..... email .....
- Legal\***  
 - Concession ....., Lot (s) .....; Geographic Township of .....  
 - Civic Address.....  
 - Subdivision Information (if applicable): Registered Plan No. .... , Lot .....  
 - Survey Information (if applicable): Reference Plan 28R-..... , Part .....- Surveys Stakes Visible?  Y  N  
 - Zoning: .....  
 - Official Plan Designation: .....

**\*NOTE:** Outdoor solid fuel combustion appliances are not permitted on any lot, which is located within a registered plan of subdivision, Limited Services Residential Zone, or areas designated "HAMLET" in the Township Official Plan.

- Size / Configuration**  
 - Lot Size ..... ft. x ..... ft.±; Lot Area ..... acres ±  
 - Is this a Corner Lot?  Y  N  
 - Has this property been designated under The Ontario Heritage Act?  Y  N

### CONTRACTOR/INSTALLER (if different from property owner)

- Name (s) .....
- Mailing Address .....
- Phone: ..... (h) ..... (w) ..... email .....

### PROPOSED APPLIANCE AND INSTALLATION

- Dimensions of Proposed Structure** Length ..... ft., Width ..... ft., Height ..... ft., Area ..... sq. ft.
- Number of Appliances to be Installed** .....
- Use - of the Proposed Structure**  Agricultural  Commercial  Industrial  Residential
- Setbacks\*** - **From Proposed Appliance to Lot Lines** (Viewed from Road)  
 Left Side Yd ..... ft. Right Side Yd ..... ft. Rear Yd ..... ft. Front Yd ..... ft.  
 - **From Proposed Appliance to Other Structures on Property**  
 Building(s) ..... Setback (ft.) .....  
 .....  
 .....

**NOTE:** Applicants are required to submit a **Plot Plan / Site Sketch** showing all applicable setbacks

*Fee as set out in the current Tariff of Fees Schedule*

**APPLICATION TO PERMIT** (Continued)  
**OUTDOOR SOLID FUEL COMBUSTION APPLIANCES**

5. **Ground Cover**      Please describe the composition of the ground cover which will encompass the perimeter ground area around the unit to a distance of 3 m (10 ft) minimum:

.....  
.....  
.....  
.....

6. **Value**      - **Estimated Valued of Work** (required for the records of Stats Canada) .....

**DECLARATION**

- I, the undersigned, am the authorized owner/agent of the owner named above and I certify the truth of all statements /representations made.
- I understand that the issuance of a permit shall not be deemed a waiver of any provisions of any by-laws or requirements of the Building Code Act or regulations made thereunder, notwithstanding anything included in or omitted from the plans or other material filed in support of or in connection with the above application.
- I acknowledge that in the event a permit is issued, any departure from specific conditions, plans, specifications or a building locations proposed in the above application is prohibited and such could result in the permit being revoked.
- I further acknowledge that in the event the permit is revoked for any cause or irregularity or non-conformity with by-laws or requirements of the Building Code Act, or regulations made thereunder, there shall be no right of claim whatsoever against the municipal corporation or any official thereof and any such claim is hereby expressly waived.

**Please correspond with the**     **Property Owner on all matters relating to this application.**  
    **Contractor**

Date .....

.....  
Signature of Owner or Authorized Agent

.....  
Signature of Witness

Permit No.....


**APPLICATION TO PERMIT**  
**OUTDOOR SOLID FUEL COMBUSTION APPLIANCES**

*(in accordance with Township of Drummond/North Elmsley By-law No. 2012-68)*

**FORM WHICH CAN BE USED FOR REQUIRED SITE SKETCH/PLAN**

**Please include the following in your site sketch/plan:**

- Distances from appliance to
  - all lot lines
  - all buildings/structures
  - septic (tank and tile bed)
  - well
  - all service lines and whether above or below ground
  
- Road location



- Dimensions
- Area (sq. ft.)

**THE CORPORATION OF THE TOWNSHIP OF  
DRUMMOND/NORTH ELMSLEY**

**SOLID FUEL BY-LAW #2012-068**

**A BY-LAW TO REGULATE OUTDOOR SOLID FUEL COMBUSTION  
APPLIANCES AND TO RESCIND BY-LAW 2003-42**

**WHEREAS** pursuant to Section 128(1) of the Municipal Act 2001 S.O. 2001 c.25, a Municipal Council is authorized to pass by-laws for prohibiting and abating public nuisances;

**AND WHEREAS** Section 125(1) & (2) of the Municipal Act 2001 S.O. 2001 c.25, authorizes Councils to pass by-laws for regulating, controlling and inspecting heating and cooking appliances, or any classes thereof, the installation thereof and the storage of fuel for use in connection therewith;

**NOW THEREFORE** the Council of the Corporation of the Township of Drummond/North Elmsley enacts as follows:

1. Definitions:
  - (a) "Outdoor" solid fuel combustion appliance ( i.e. outdoor wood burning furnace), means a solid fuel burning appliance, which is used for the space heating of buildings, the heating of water or other such purpose; and which is located in separate building or on the exterior of the building which it serves.
  - (b) "Waste" shall mean any material defined as waste in Section 25 of the Ontario *Environmental Protection Act*, R.S.O. 1990, Chapter E 19, as amended.
2. This by-law applies to all lands within the geographic limits of the Township of Drummond/North Elmsley.
3. No person shall install an outdoor solid fuel combustion appliance except in conformity to this by-law.
4. Outdoor solid fuel combustion appliances shall be permitted on a lot which has a minimum lot area of 1.2 Ha (3 acres) and the unit shall be located/installed as follows:
  - (i) at a minimum of 46 m (150ft) from all property lines;
  - (ii) at a minimum of 9 m (30ft) to any building on the property;
  - (iii) such that the perimeter ground area around the unit to a distance of 3 m (10ft.) minimum from the unit shall be of a non-combustible surface (i.e. gravel, sand, concrete pad);
  - (iv) the unit's chimney cap shall be fitted/equipped with a rain cap/spark arrester;
  - (v) in accordance with a site location/installation as approved by the Chief Building Inspector or designate.
  - (vi) fuel shall be stored a minimum of 3 m from the appliance.
5. Notwithstanding the provisions of Clause 3, outdoor solid fuel combustion appliances are not permitted on any lot, which is located within:
  - a registered plan of subdivision;
  - within the Limited Services Residential Zone.
  - areas designated "Hamlet" in the Township's Official Plan

*A By-law to Regulate Outdoor Solid Fuel Combustion Appliances*

6. Where such installations are otherwise permitted in this by-law, there shall not be more than one (1) permitted per property in the Township except:
  - (a) More than one (1) outdoor solid fuel combustion appliance is permitted on a lot where it serves a permitted accessory dwelling or an agricultural building on lands which are used primarily for agricultural purposes.
7. The installation of outdoor solid fuel combustion appliances shall be in compliance with the Ontario Building Code, the Ontario Fire Code, the manufacturer's installation instructions and all other applicable law.
8. No outdoor solid fuel combustion appliances shall be used for the incineration of waste.
9. Any person or persons who install, use or maintain an outdoor solid fuel combustion appliance in contravention of the provisions of this by-laws, are upon conviction, guilty of an offence and subject to a penalty pursuant to the *Provincial Offences Act* R.S.O. 1990, Chapter P.33, as amended.
10. Amendments to this by-law may be considered by Council after circulation of the proposed amendment to Township staff (including the Fire Chief) and to abutting landowners within 120 meters of the subject site. Circulated landowners would have a reasonable opportunity to present comments to Council.
11. The installation of such unit shall require a permit to be issued by the Chief Building Official to ensure compliance with this By-law. The permit fee is as set out in the Tariff of Fees Schedule.
12. That By-law 2003-042 is and shall be repealed.
13. This by-law shall come into force and effect on the day of passing.

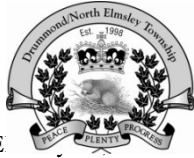
**By-law read a first, second and third time and finally passed this 27<sup>th</sup> day of November 2012.**

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
CLERK

# Section 2





310 Port E  
Perth ONt k7h 3c7  
[admin@dnetownship.ca](mailto:admin@dnetownship.ca)

## Township of Drummond/North Elmsley

Office 613-267-6500  
Fax 613-267-2083  
Garage 613-267-2072

# Application for a Permit to Construct/Install Indoor Solid Fuel Appliance

This form is authorized under the Building Code Sentence 2.4.1.1A.(2).

### For use by Principal Authority

Application number:	Permit number (if different):
Date received:	Roll number:

Application submitted to: \_\_\_\_\_  
(Name of municipality, upper-tier municipality, board of health or conservation authority)

### A. Project information

Building number, street name	Unit number	Lot/con.
Municipality	Postal code	Plan number/other description
Project value est. \$	Area of work (m <sup>2</sup> )	

### B. Applicant Applicant is:

Owner or  Authorized agent of owner

Last name	First name	Corporation or partnership	
Street address	Unit number	Lot/con.	
Municipality	Postal code	Province	E-mail
Telephone number ( )	Fax ( )	Cell number ( )	

### Owner (if different from applicant)

Last name	First name	Corporation or partnership	
Street address	Unit number	Lot/con.	
Municipality	Postal code	Province	E-mail
Telephone number ( )	Fax ( )	Cell number ( )	

### Builder (optional)

Last name	First name	Corporation or partnership (if applicable)		
Street address	Unit number	Lot/con.		
Municipality	Postal code	Province	E-mail	
Telephone number ( )	Fax ( )	Cell number ( )		

### E. Purpose of application

New  Addition to  Alteration/repair  Demolition  Conditional

construc tion	an existing building	Permit	
Proposed use of building		Current use of building	
Description of proposed work			
Stove/Appliance:	Make _____	Model _____	
Chimney:	Make: _____	Model _____	
<b>Tarion Warranty Corporation (Ontario New Home Warranty Program)</b>			
i. Is proposed construction for a new home as defined in the <i>Ontario New Home Warranties Plan Act</i> ? If no, go to section G.		<input type="checkbox"/> Yes	<input type="checkbox"/> No
ii. Is registration required under the <i>Ontario New Home Warranties Plan Act</i> ?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
iii. If yes to (ii) provide registration number(s): _____			
<b>Required Attachments</b>			
i. Contractor's Waste Site Access Form – when applicable..			
<b>Completeness and compliance with applicable law</b>			
i. This application meets all the requirements of clauses 1.3.1.3 (5) (a) to (d) of Division C of the Building Code (the application is made in the correct form and by the owner or authorized agent, all applicable fields have been completed on the application and required schedules are submitted).		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Payment has been made of all fees that are required, under the applicable by-law, resolution or regulation made under clause 7(1)(c) of the <i>Building Code Act, 1992</i> , to be paid when the application is made.		<input type="checkbox"/> Yes	<input type="checkbox"/> No
ii. This application is accompanied by the plans and specifications prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> .		<input type="checkbox"/> Yes	<input type="checkbox"/> No
iii. This application is accompanied by the information and documents prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> which enable the chief building official to determine whether the proposed building, construction or demolition will contravene any applicable law.		<input type="checkbox"/> Yes	<input type="checkbox"/> No
iv. The proposed building, construction or demolition will not contravene any applicable law.		<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Declaration of applicant</b>			
I _____ certify that:			
(print name)			
1. The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge.			
2. I have authority to bind the corporation or partnership (if applicable).			
—			
_____		_____	
Date		Signature of applicant	

Personal information contained in this form and schedules is collected under the authority of subsection 8(1.1) of the *Building Code Act, 1992*, and **will be used in the administration and enforcement of the *Building Code Act, 1992*. Questions about the collection of personal information may be addressed to: a) the Chief Building Official of the municipality or upper-tier municipality to which this application is being made, or, b) the inspector having the powers and duties of a chief building official in relation to sewage systems or plumbing for an upper-tier municipality, Board of Health or Conservation Authority to whom this application is made, or, c) Director, Building and Development Branch, Ministry of Municipal Affairs and Housing 777 Bay St., 2nd Floor. Toronto, M5G 2E5 (416) 585-6666.** *Application for a Permit to Construct or Demolish – Effective January 1, 2011*