

First Meeting in 2026

Please click the [Town of Perth Committee of Adjustment Zoom Link](#) to join the meeting. Passcode: 413415
Please note this meeting is broadcast live.

1. Call to Order 5:00 PM:

1.1. Call to order - Marilynne Ball, Secretary - Treasurer.

1.2. Elect Chair

Moved by

Seconded by

Be it resolved that the Committee of Adjustment appoint _____ as the Chair for the year 2026.

1.3. Elect Vice-Chair

Moved by

Seconded by

Be it resolved that the Committee of Adjustment appoint _____ as the Vice-Chair for the year 2026.

2. Adoption of the Agenda

2.1. Motion to Adopt the Agenda

Moved by Deputy Mayor Ed McPherson

Seconded by Councillor Isabel Anne McRae

Be it resolved that the Agenda for the Committee of Adjustment meeting of June 9, 2026 be adopted as presented.

3. Declaration of Interest and General Nature Thereof:

4. Approval of Minutes:

4.1. Motion to Approve the Minutes

[Committee of Adjustment - 02 Dec 2025 - Minutes - Pdf](#)

Moved by Councillor Barry Smith
Seconded by Councillor Dave Bird

Be it resolved that the minutes of the December 2, 2025 Committee of Adjustment meeting be adopted as presented.

5. Public Meeting - Hearings for Applications:

1. Requests for Deferral or Withdrawal of Application & Confirmation of Notice Provisions Having Been Met

2. Introduction

The purpose of this Public Meeting is to hear the following applications for Minor Variance:

- MV-01-2026, municipally known as 41 Foster Street / 50 North Street - John Hinton (Rob Raminish)
- MV-02-2026, municipally known as 19 Warren Crescent - Wendy Dupuis, Big A's Automotive (Rob Raminish)

The Committee is charged with making a decision on the applications noted on this agenda. The decisions will be based on both oral and written input received and understandings gained.

The Planner will provide a brief overview of the details of the file. The Applicant will then be given an opportunity to explain the need for the variance. Then, any person or public body in opposition, and then in favour, of the application will be heard.

If you wish to be notified of the decision of the Committee of Adjustment with respect to the below listed application, you must submit a written request to the Secretary-Treasurer of the Committee of Adjustment or you must sign the attendance list provided at this evening's meeting.

5.1. Report # 2026- COA-1.1

Application for Minor Variance MV-01-2026 - 41 Foster Street/50 North Street - John Hinton – Joanna Bowes

[Application for Minor Variance MV-01-2026 - 41 Foster Street/50 North Street - John Hinton - Pdf](#)

a) Planner File Review

b) Comments from the Applicant(s)

c) Written Comments from the Public

d) Oral Comments from the Public

e) Decision: Minor Variance Application - MV-01-2026, municipally

10 - 19

known as 41 Foster Street / 50 North Street - John Hinton.

Moved by Councillor Isabel Anne McRae
Seconded by Mayor Judy Brown

THAT, the Town of Perth Committee of Adjustment approve Minor Variance Application No. MV-01-2026 to recognize the existing rear yard setback of 1.5m and the existing location of the current building on the subject property.

5.2. Report # 2026- COA-1.2

20 - 25

Application for Minor Variance MV-02-2026 - 19 Warren Crescent - Big A's Automotive – Joanna Bowes

[Application for Minor Variance MV-02-2026 - 19 Warren Crescent - Big A's Automotive - Pdf](#)

a) Planner File Review

b) Comments from the Applicant(s)

c) Written Comments from the Public

d) Oral Comments from the Public

e) Decision: Minor Variance Application MV-02-2026, municipally known as 19 Warren Crescent - Wendy Dupuis, Big A's Automotive (Rob Raminish)

Moved by Councillor Jim Boldt
Seconded by Deputy Mayor Ed McPherson

THAT, the Town of Perth Committee of Adjustment approve Minor Variance Application No. MV-02-2026 reduce the front yard setback from 7.5 m to 3.5 m to permit the construction of a 35.5 square meter addition to the front of the existing building;

AND FURTHER THAT, Minor Variance Application No. MV-02-2026 be approved conditional of obtaining site plan control approval.

6. Next Meeting:

6.1. Next Committee of Adjustment meeting will be held at the call of the Secretary-Treasurer

7. Adjournment:

Moved by Councillor Dave Bird
Seconded by Councillor Jim Boldt

That the Committee of Adjustment meeting held on June 9, 2026 adjourn at ___

PM.



Town of Perth
Committee of Adjustment Minutes
5:00 PM, Tuesday, December 2, 2025
Council Chambers - 2nd Floor - Perth Town Hall

Attendance:

Present:

Gary Waterfield, Councillor; Judy Brown, Mayor; Ed McPherson, Deputy Mayor; Dave Bird, Councillor; Jim Boldt, Councillor; Isabel Anne McRae, Councillor; and Barry Smith, Councillor

Absent:

Staff:

Joanna Bowes, Director of Development Services; Michael Touw, Chief Administrative Officer; Amanda Noël, Director of Legislative Services/Clerk; and Hailey Mahon, Administrative Assistant-Development Services/CAO

Second Meeting in 2025

1. Call to Order 5:00 PM:

- 1.1. Call to order - Councillor Gary Waterfield, Chair

Councillor Gary Waterfield, Chair called the meeting to order at 5:00 p.m. with (7) members of the Committee of Adjustment in attendance.

2. Adoption of the Agenda

- 2.1. Motion to Adopt the Agenda

#COA 25-007

Moved by Deputy Mayor Ed McPherson

Seconded by Councillor Isabel Anne McRae

Be it resolved that the Agenda for the Committee of Adjustment meeting of December 2, 2025 be adopted as presented.

Carried - Unanimous

3. Declaration of Interest and General Nature Thereof:

There being none, the Chair moved the next order of business.

4. Approval of Minutes:

- 4.1. Motion to Approve the Minutes of the Committee of Adjustment meeting held October 14, 2025

#COA 25-008

Moved by Councillor Barry Smith

Seconded by Councillor Dave Bird

Be it resolved that the minutes of the October 14, 2025 Committee of Adjustment meeting be adopted as presented.

Carried - Unanimous

5. Public Meeting - Hearings for Applications:

1. At the request of the Chair, Joanna Bowes, Director of Development Services confirmed that there had been no requests for deferral or withdrawal for the Minor Variance Application before the Committee of Adjustment.

2. The Chair opened the meeting with the following introduction:

The purpose of this Public Meeting is to hear the following application for Minor Variance: MV-02-2025, 85 Wilson Street West - 2831496 Ontario Inc. C/O Andrew James.

The Committee is charged with making a decision on the application noted on this agenda. The decision will be based on both oral and written input received and understandings gained.

The Planner will provide a brief overview of the details of the file. The Applicant will then be given an opportunity to explain the need for the variance. Then, any person or public body in opposition, and then in favour, of the application will be heard.

If you wish to be notified of the decision of the Committee of Adjustment with respect to the below listed application, you must submit a written request to the Secretary-Treasurer of the Committee of Adjustment or you must sign the attendance list provided at this evening's meeting.

- 5.1. Application for Minor Variance MV-02-2025 - 85 Wilson Street West - 2831496 Ontario Inc. C/O Andrew James

a) Planner File Review & Proposed By-law

At the request of the Chair, Joanna Bowes, Director of Development Services referenced Staff Report #2025-COA-2.1 and reviewed Minor Variance Application #MV-02-2025, highlighting the following:

- referenced Zoning By-law 3358-130 passed in February 2024 for application ZBL-11-2023 for the property at 85 Wilson Street West;
- noted that the property has changed owners since the passing of Zoning By-law 3358-130 noted that the property has changed owners since the passing of Zoning By-law 3358-130 and the current owner has proposed

Committee of Adjustment

December 2, 2025

a slightly different development than what was approved under the Zoning By-law Amendment;

- the purpose of the application is to permit an increase in impervious surface area maximum from 70% to 72.9%, and a reduction in the parking rate from 1.3 spaces per unit to a maximum of 21 spaces to 1.25 spaces per unit to a maximum of 20 spaces. The effect of this application would be to allow for the construction of a 16 unit apartment building;
- confirmed that cash-in-lieu for parking spaces is \$5,000.00/space;
- the proposal maintains the intent of the Official Plan providing infill construction and residential uses which are expected to occur in this area;
- the application maintains the intent of the Town's Zoning By-law. The minor request for variances to parking rate and impervious surface area are deemed appropriate. The Town notes that the province is currently considering legislation that would allow the passage of variance of up to 10% without being required to go before a committee of adjustment. As such the application is deemed minor and appropriate;
- the proposal is desirable in terms of being appropriate/necessary for development of the land. Infill development is expected and is appropriate for this area. It provides for better use of existing services (eg. garbage collection, water and sanitary); and
- confirmed that the proposal is minor in terms of the use of the land and impact on adjacent holdings. The application and development are deemed to be minor and acceptable. Additional information is being requested by the Environmental Services and Building departments to ensure there is no interference or negative impact on existing properties

b) Comments from the Applicant(s)

Gordon Graff, Applicant and Architect was in attendance at the meeting and had the following comments, as summarized below:

- clarified the parking ration would be 1.31 spaces per unit, which is appropriate for the walkable location near Perth's core;
- noted that the Town's parking requirements are healthy and exceed other municipalities; and
- noted that the property is well situated for those who do not have vehicles as it's close to amenities.

c) Written Comments from the Public

Joanna Bowes, advised that comments were received from the Rideau Valley Conservation Authority (RVCA), Environmental Services and Building departments. These comments are included in the agenda package and addressed in Report #2025-COA-2.1. There were no other written comments received.

d) Oral Comments from the Public

There were no oral comments received from the public.

e) Committee of Adjustment Comments

- requested clarification on Bill 60 and its relevance to this application: Joanna Bowes clarified that the province is currently considering legislation that would allow the passage of variance of up to 10% without being required to go before a committee of adjustment;
- inquired about comments from received from the RVCA: Joanna Bowes confirmed that the only applicable comment was regarding avoiding the use of pesticides, herbicides, and fertilizers due to the subject property is identified as overlying a highly vulnerable aquifer.
- inquired if any of the rental units would be designated geared to income: Joanna Bowes confirmed that none have been designated at this time; and
- requested clarification regarding the parking ratio: Joanna Bowes confirmed that the parking would be 1 space per unit and remainder would be for visitor a parking.

f) Decision: Minor Variance Application MV-02-2025, 85 Wilson Street West - 2831496 Ontario Inc. C/O Andrew James

#COA 25-009

Moved by Councillor Isabel Anne McRae

Seconded by Mayor Judy Brown

THAT, the Town of Perth Committee of Adjustment approve Minor Variance Application No. MV-02-2025 to permit the construction of a 16 unit apartment building on the property municipally known as 85 Wilson Street West with an increase in impervious surface area from 70% to 72.9%, and a reduction in the parking rate from 1.3 spaces per unit to a maximum of 21 spaces, to 1.25 spaces per unit to a maximum of 20 spaces; AND FURTHER THAT, Minor Variance Application No. MV-02-2025 be approved with the following conditions:

1. That cash-in-lieu for the parking spaces be required prior to site plan control agreement issuance at a rate of \$5000/space.
2. That the submission of a complete site plan control application be provided to the Development Services Department for review and approval.
3. That the drawings submitted with the Building Permit application must, in the opinion of the Town, conform to the general intent and description of the drawings submitted in support of the minor variance and must conform to the drawings submitted with the Site Plan Control Application.

4. The owner/applicant shall demonstrate to the satisfaction of the Town that there are no adverse impacts on neighbouring properties as a result of any modifications to on-site grading or drainage.

5. That the applicant apply for and receive a building permit for the construction of this project.

6. Upon completion of construction the applicant/owner must provide an as-built survey to the Town to confirm compliance with the minor variance approval.

Carried - Unanimous

6. Next Meeting:

6.1. Next Committee of Adjustment meeting will be held at the call of the Secretary-Treasurer.

7. Adjournment:

#COA 25-010

Moved by Councillor Dave Bird

Seconded by Councillor Jim Boldt

That the Committee of Adjustment meeting held on December 2, 2025 adjourn at 5:16 p.m.

Carried - Unanimous

Original signed by:

Councillor Gary Waterfield, Chair

Original signed by:

Joanna Bowes, Secretary-Treasurer

Planning Report to Committee of Adjustment of the Town of Perth



Date Presented: June 9, 2026
From: Joanna Bowes, Director of Development Services
Subject: Application for Minor Variance MV-01-2026 - 41 Foster Street/50 North Street - John Hinton
Report Number: 2026- COA-1.1

For Information Only: No
Delegation: No
Presentation: No
Attachment(s): Yes

Proposed Motion:

THAT, the Town of Perth Committee of Adjustment approve Minor Variance Application No. MV-01-2026 to recognize the existing rear yard setback of 1.5m and the existing location of the current building on the subject property.

Executive Summary:

The applicant is seeking a minor variance to recognize the existing setbacks of the building located at 41 Foster Street/50 North Street. The intent is to remove the office use in the upper storey and replace it with an apartment. As such permission for this project requires approval from the Committee of Adjustment.

Purpose and Effect of the Application:

The purpose and effect of the application is to permit a change of use from office space in the second floor of the existing building to recognize the existing location of the building.

Location and Description of Subject Lands:

The subject lands are legally described as Plan 8828 Part Lot 2 S North; Plus Right of Way. The subject lands are municipally known as 41 Foster Street and also known as 50 North Street, in the Town of Perth.

Notice Requirements:

This application has been noticed to staff, agencies and the public as per the requirements of the Planning Act. Notice was provided to staff, public and agencies on May 13, 2026.

Comments:

Internal Town Departments:

No concerns have been expressed by internal staff.

External Agencies:

At the time of publishing this report, the only external agency to comment is Algonquins of Ontario who noted no concerns with the proposal.

Public:

At the time of the publishing of this report no comments have been provided by members of the public.

Evaluation of the Application:**1.Does the Proposal Maintain the Intent of the Official Plan?**

The lands are designated as Central Area District. This district allows for commercial, institutional and residential uses. As the building is existing and the use is permitted, the proposal maintains the intent of the Official Plan.

2.Does the Proposal Maintain the Intent of the Zoning By-law?

Residential uses are permitted on upper floors. The minor variance is to recognize the existing setbacks and lot coverage of the building. The rear yard setback requirement in the zoning by-law is 6 m, however, the location of the existing building has a setback of 1.5 m. There is parking available for the extra parking spot required within close proximity to the proposed apartment.

3.Is the Proposal Desirable - in terms of being appropriate/necessary for development of the land?

The addition of a residential unit in the upper storey creates the residential unit that helps support the downtown core. Parking is available, and the variances requested are existing. At the time of the drafting of this report, no complaints in relation to this property have been filed.

4.Is the Proposal Minor - in terms of the use of the land and impact on adjacent holdings?

As per the above, staff have deemed this application appropriate and minor.

Options:

Option 1: Recommended:

THAT, the Town of Perth Committee of Adjustment approve Minor Variance Application No. MV-01-2026 to recognize the existing rear yard setback of 1.5m and the existing location of the current building on the subject property.

Option 2: Not Recommended:

Denial of Application MV-01-2026.

Applicable Policy/Legislation:

Planning Act

Provincial Policy Statement

Lanark County Sustainable Communities Official Plan

Town of Perth Official Plan

Town of Perth Comprehensive Zoning By-law 3358

Others Consulted:

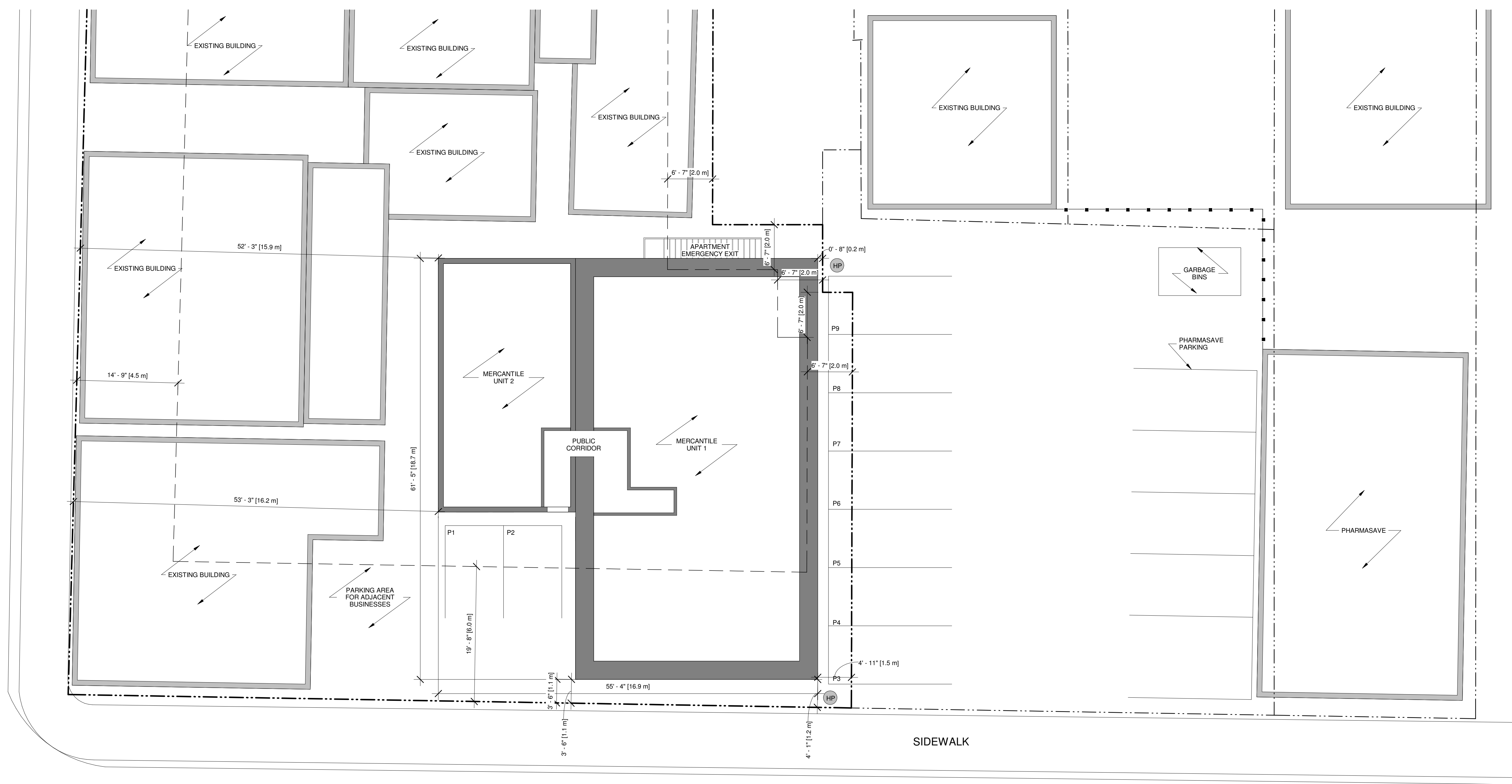
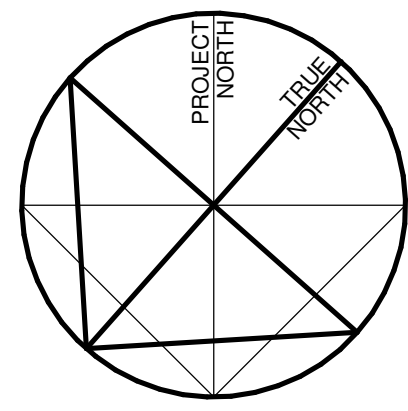
Directors

Attachments:

[Schedule A- Site Plan](#)

Respectfully submitted,

Joanna Bowes, Director of Development Services



GORE STREET WEST

NORTH STREET

SIDEWALK

SITE NOTES:

- 1) MATERIAL, SYSTEMS, APPLICATIONS AND CONSTRUCTION PRACTICES SHALL CONFORM TO THE CURRENT EDITION OF THE O.B.C.
- 2) THE AUTHORITIES HAVING JURISDICTION SHALL BE CONSULTED PRIOR TO THE COMMENCEMENT OF ANY CONSTRUCTION OR MATERIAL ALTERATION
- 3) ALL DIMENSIONS ARE APPROXIMATE
- 4) DO NOT SCALE DRAWINGS
- 5) THIS SITE PLAN IS NOT A LEGAL SURVEY. IT HAS BEEN CREATED BASED ON MAPPING PROVIDED BY THE TOWN OF PERTH COMMUNITY MAP & COSINE. VALLEY D&D DOES NOT TAKE ANY RESPONSIBILITY FOR THE ACTUAL PLACEMENT OF THE BUILDING.

1 SITE PLAN
A1.0 1/8" = 1'-0"

DESIGNER DECLARATION

I, ROB RAMINSH OF VALLEY DESIGN & DRAFTING, TAKE RESPONSIBILITY FOR THE ARCHITECTURAL DESIGN WORK SHOWN ON THIS DRAWING.

VALLEY DESIGN & DRAFTING SHALL NOT ASSUME RESPONSIBILITY FOR THE DESIGN OF ANY OF THE FOLLOWING COMPONENTS: HVAC / MECH. VENT, BUILDING SERVICES, LIGHTING & POWER, FIRE PROTECTION, PLUMBING, ON-SITE SEWAGE SYSTEMS. THESE COMPONENTS SHALL BE DESIGNED BY AN INDIVIDUAL QUALIFIED AND REGISTERED IN THE APPROPRIATE CATEGORY.

ROB RAMINSH
INDIVIDUAL BCIN: 122414
DATE: 26/01/20

VALLEY DRAFTING + DESIGN
142 EBERT ROAD, ADMING@VALLEYDAD.CA
PERTH, ONTARIO, WWW.VALLEYDAD.CA
K7H 3C3 613.913.8322

FIRM BCIN - 123357

GENERAL NOTES

- 1) MATERIAL, SYSTEMS, APPLICATIONS AND CONSTRUCTION PRACTICES SHALL CONFORM TO THE CURRENT EDITION OF THE O.B.C.
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- 5) REFER TO SHEET A4.1 FOR ALL NOTES, LEGENDS & SCHEDULES

REVISIONS

ITEM	DATE	#
PRELIM 1 - ISSUED FOR CLIENT REVIEW	25/07/22	1
ISSUED FOR PERMIT APPLICATION	25/08/24	2
REVISED FOR PERMIT APPLICATION	25/12/24	3
REVISED FOR ELECTRICAL	26/01/20	4

CLIENT
JOHN HINTON

PROJECT
APARTMENT FITUP
50 NORTH STREET
PERTH, ON K7H 2S9

DRAWING TITLE
SITE PLAN

SCALE
AS NOTED

DATE
MAY 2025

SHEET
A1.0

FILE NUMBER
2514

ZONING INFORMATION:

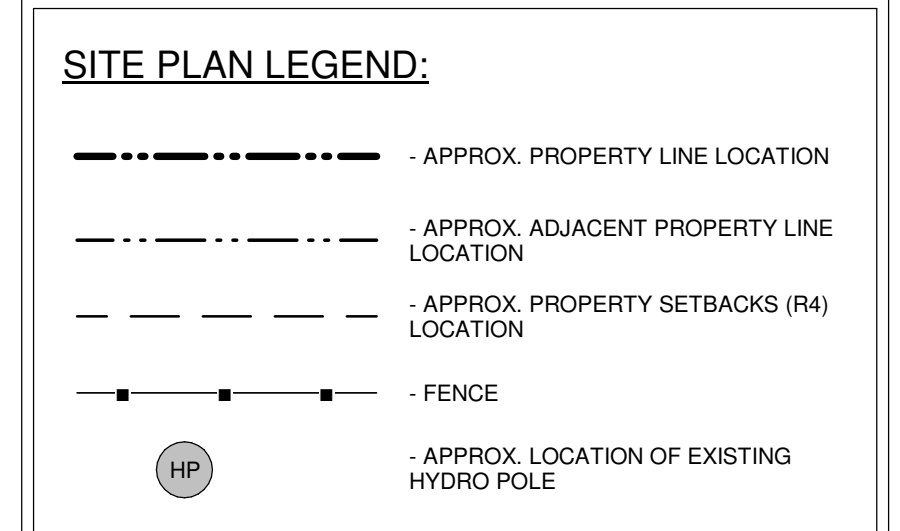
ZONE: GENERAL COMMERCIAL (C1)

APPLICABLE ZONE PROVISIONS:	REQUIRED	PROVIDED
FRONT YARD SETBACK	N/A	1.1m/3'-6"
EXTERIOR SIDE YARD SETBACK	N/A	15.9m/52'-3"
INTERIOR SIDE YARD SETBACK	N/A	0.2m/0'-8"
REAR YARD SETBACK	6m/19'-8"(MIN)	25.1m/82'-3"
BUILDING HEIGHT	12m/39'-4"(MAX)	10.1m/33'-1"
LOT COVERAGE	80% (MAX)	78.7%

ZONING INFORMATION:

ZONE: RESIDENTIAL FOURTH DENSITY (R4)

APPLICABLE ZONE PROVISIONS:	REQUIRED	PROVIDED
FRONT YARD SETBACK	6.0m/19'-8"	1.1m/3'-6"
EXTERIOR SIDE YARD SETBACK	4.5m/14'-9"	15.9m/52'-3"
INTERIOR SIDE YARD SETBACK	2m/6'-7"	0.2m/0'-8"
REAR YARD SETBACK	6m/19'-8"(MIN)	25.1m/82'-3"
BUILDING HEIGHT	12m/39'-4"(MAX)	10.1m/33'-1"

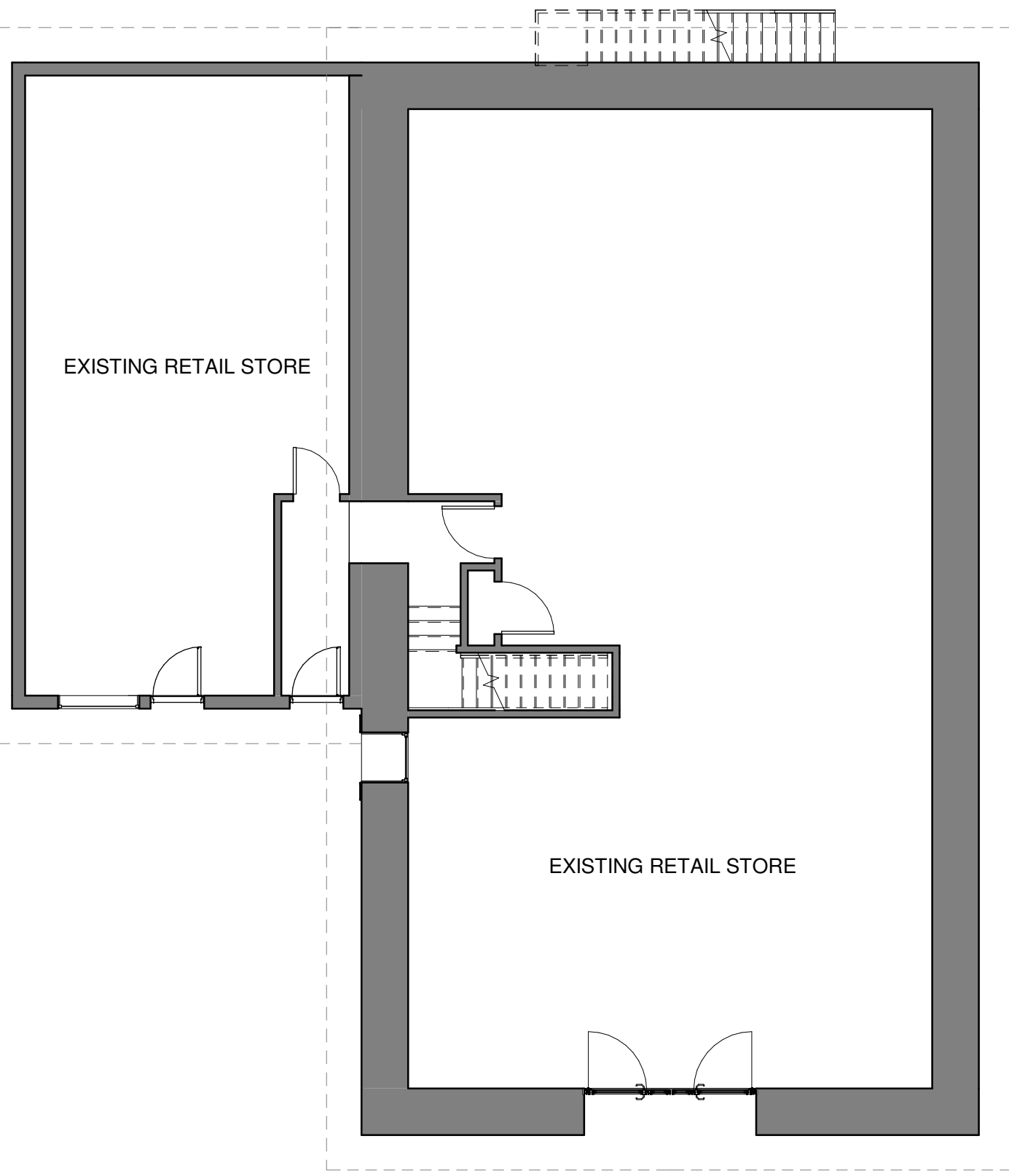


PARKING REQUIREMENTS:

AS PER THE TOWN OF PERTH ZONING BY-LAW 4.36. PARKING REQUIREMENTS TABLE 13

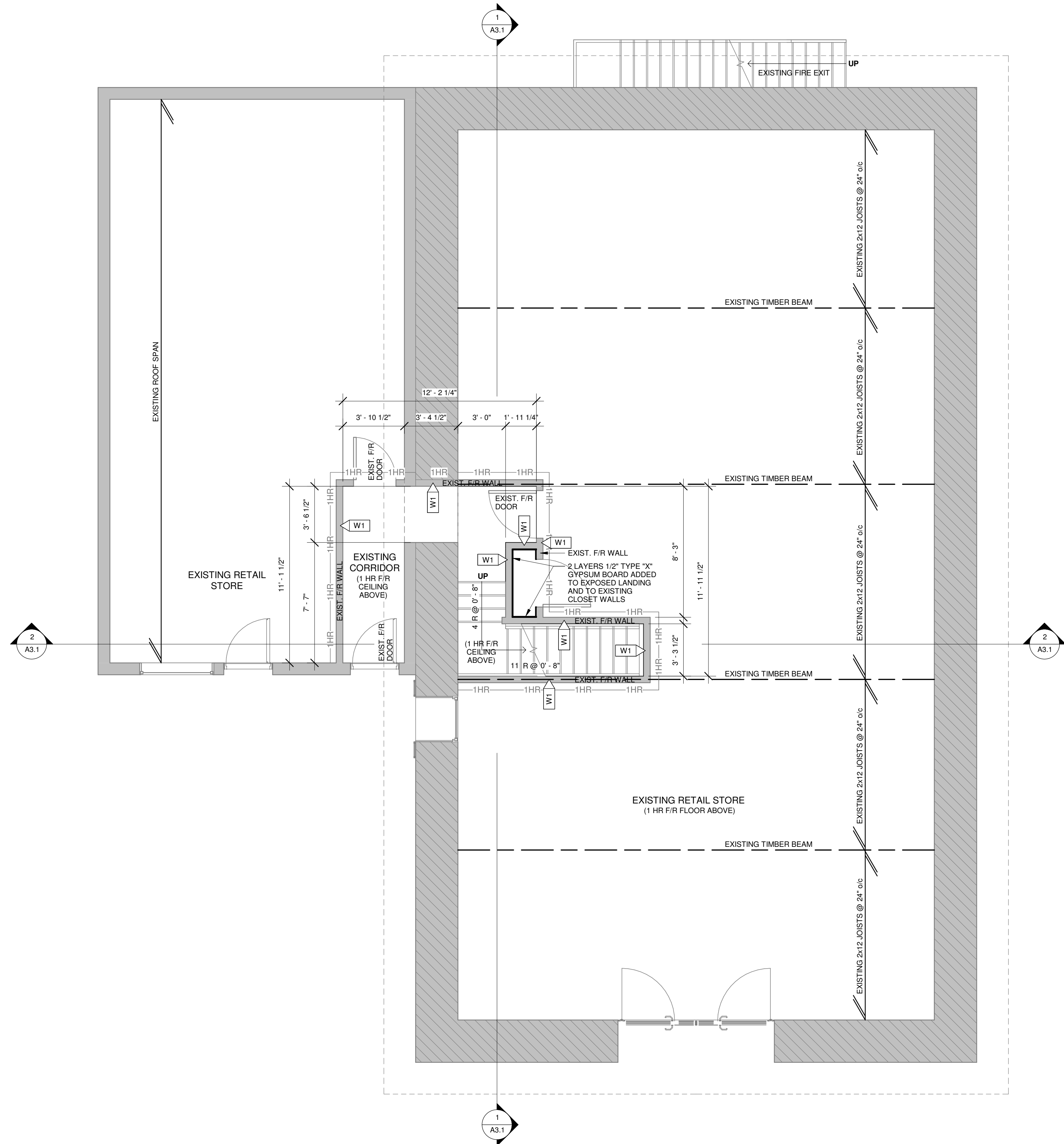
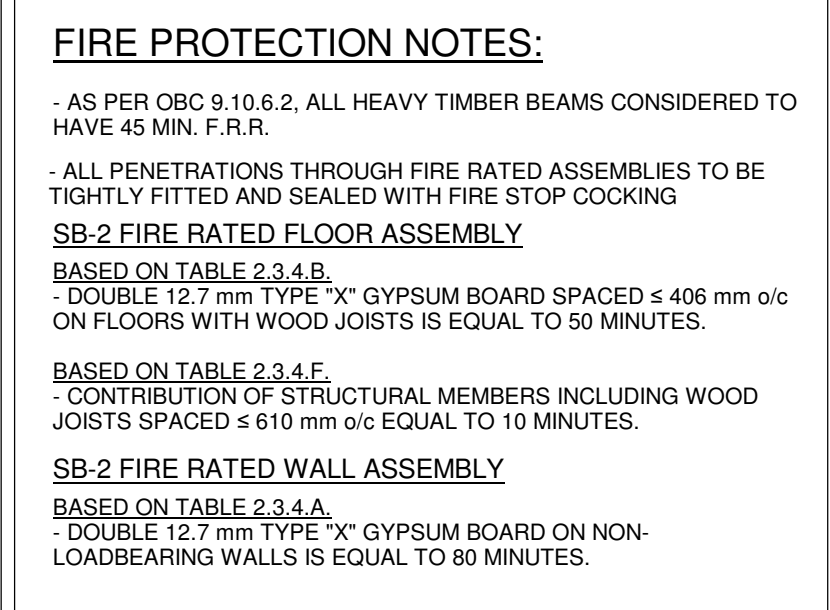
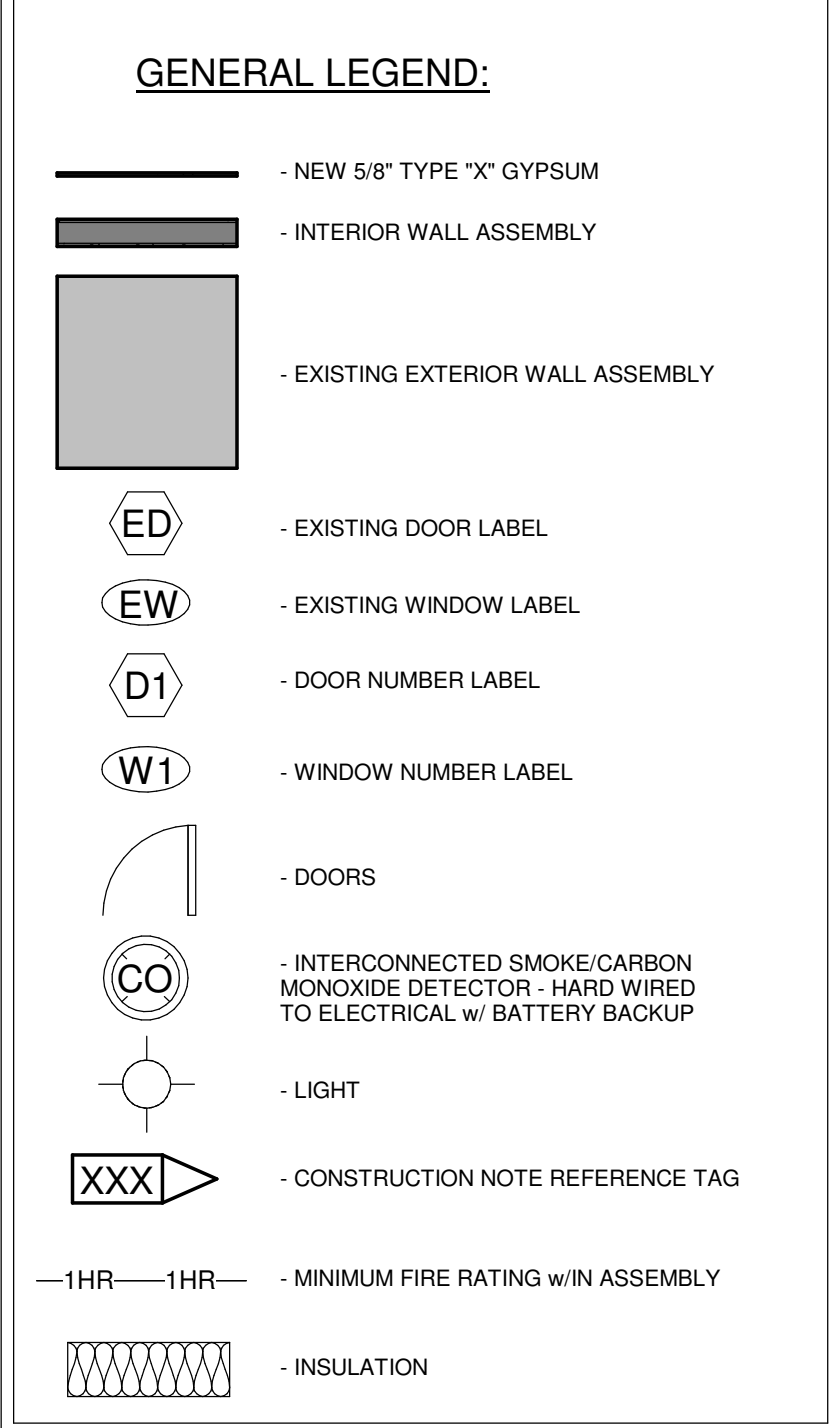
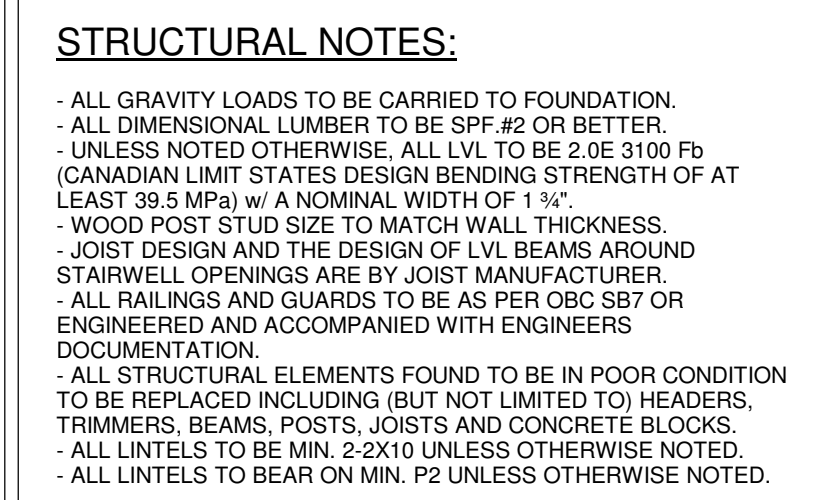
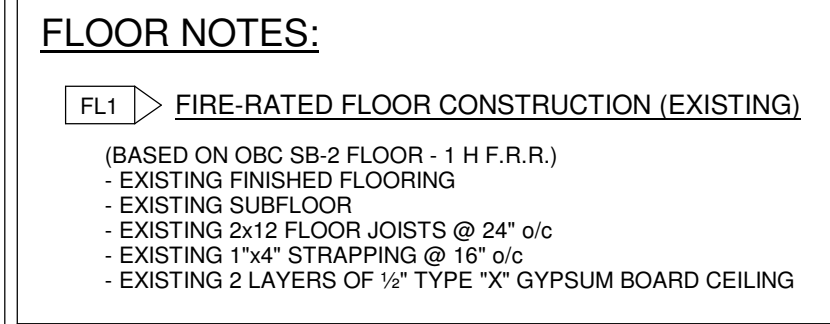
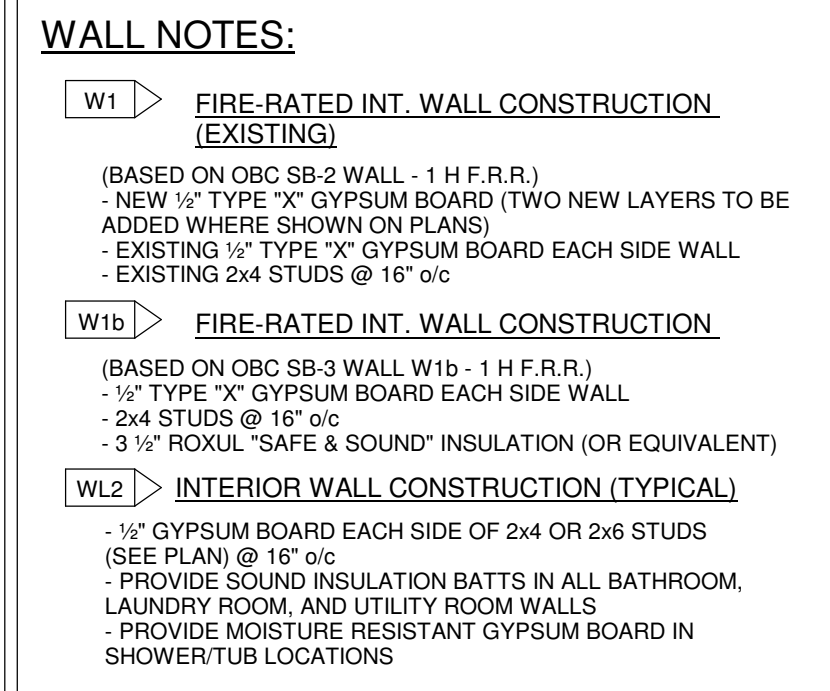
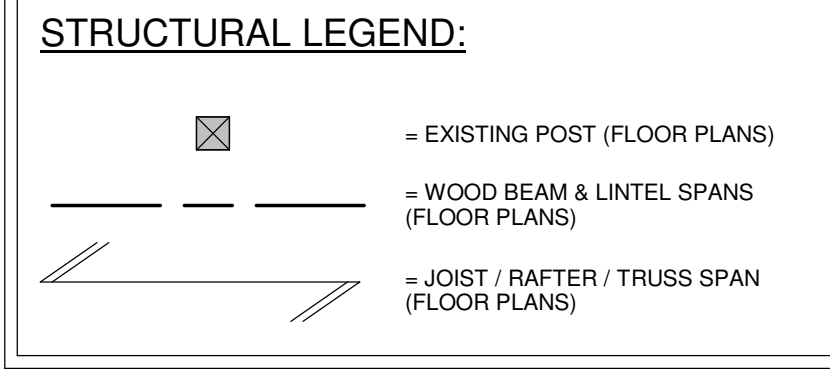
USE:	AREA (IF NEEDED):	NUMBER OF REQUIRED PARKING SPACES:	NUMBER OF PROVIDED PARKING SPACES:
RETAIL STORE <929 m ² (2 MERCANTILE UNITS)	205.0 m ²	9	7
RESIDENTIAL APARTMENT DWELLING	N/A	2	2

- ALL PARKING SPACES PROVIDED TO CONFORM TO THE TOWN OF PERTH ZONING BY-LAW 4.35.8. (STANDARD SIZE 2.6m x 5.5m (8.5ft x 18ft))
- NO ADDITIONAL PARKING SPACES OR CASH-IN-LIEU OF PARKING IS REQUIRED AS PER 4.35.12.a OF THE TOWN OF PERTH ZONING BY-LAW



2 EXISTING - MAIN FLOOR PLAN

A1.1 1/8" = 1'-0"



1 PROPOSED - MAIN FLOOR PLAN

A1.1 1/4" = 1'-0"

WINDOW NO.	SIZE (WxH)	TYPE	LEVEL	COMMENTS
EW1	32" x 44"	DOUBLE HUNG - SINGLE PANE	T/O WINDOW 2	
EW2	32" x 44"	DOUBLE HUNG - SINGLE PANE	T/O WINDOW 2	
EW3	32" x 44"	DOUBLE HUNG - SINGLE PANE	T/O WINDOW 2	
W1	24" x 60"	SKYLIGHT	A1.4 - ROOF PLAN	
W2	24" x 60"	SKYLIGHT	A1.4 - ROOF PLAN	
W3	24" x 60"	SKYLIGHT	A1.4 - ROOF PLAN	
W4	24" x 60"	SKYLIGHT	A1.4 - ROOF PLAN	

DESIGNER DECLARATION

I, ROB RAMINSH OF VALLEY DESIGN & DRAFTING, TAKE RESPONSIBILITY FOR THE ARCHITECTURAL DESIGN WORK SHOWN ON THIS DRAWING.

VALLEY DESIGN & DRAFTING SHALL NOT ASSUME RESPONSIBILITY FOR THE DESIGN OF ANY OF THE FOLLOWING COMPONENTS: HVAC / MECH. VENT, BUILDING SERVICES, LIGHTING & POWER, FIRE PROTECTION, PLUMBING, ON-SITE SEWAGE SYSTEMS. THESE COMPONENTS SHALL BE DESIGNED BY AN INDIVIDUAL QUALIFIED AND REGISTERED IN THE APPROPRIATE CATEGORY.

ROB RAMINSH
 INDIVIDUAL BCIN: 122414
 DATE: 26/01/20

VALLEY DRAFTING + DESIGN

142 EBERT ROAD, ADMING@VALLEYDAD.CA
 PERTH, ONTARIO, WWW.VALLEYDAD.CA
 K7H 3C3 613.913.8322

FIRM BCIN - 123357

GENERAL NOTES

- 1) MATERIAL, SYSTEMS, APPLICATIONS AND CONSTRUCTION PRACTICES SHALL CONFORM TO THE CURRENT EDITION OF THE O.B.C.
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- 5) REFER TO SHEET A4.1 FOR ALL NOTES, LEGENDS & SCHEDULES

REVISIONS

ITEM	DATE	#
PRELIM 1 - ISSUED FOR CLIENT REVIEW	25/07/22	1
ISSUED FOR PERMIT APPLICATION	25/08/24	2
REVISED FOR PERMIT APPLICATION	25/12/23	3
REVISED FOR ELECTRICAL	26/01/20	4

CLIENT

JOHN HINTON

PROJECT

APARTMENT FITUP
 50 NORTH STREET
 PERTH, ON K7H 2S9

DRAWING TITLE

MAIN FLOOR PLAN

SCALE

AS NOTED

DATE

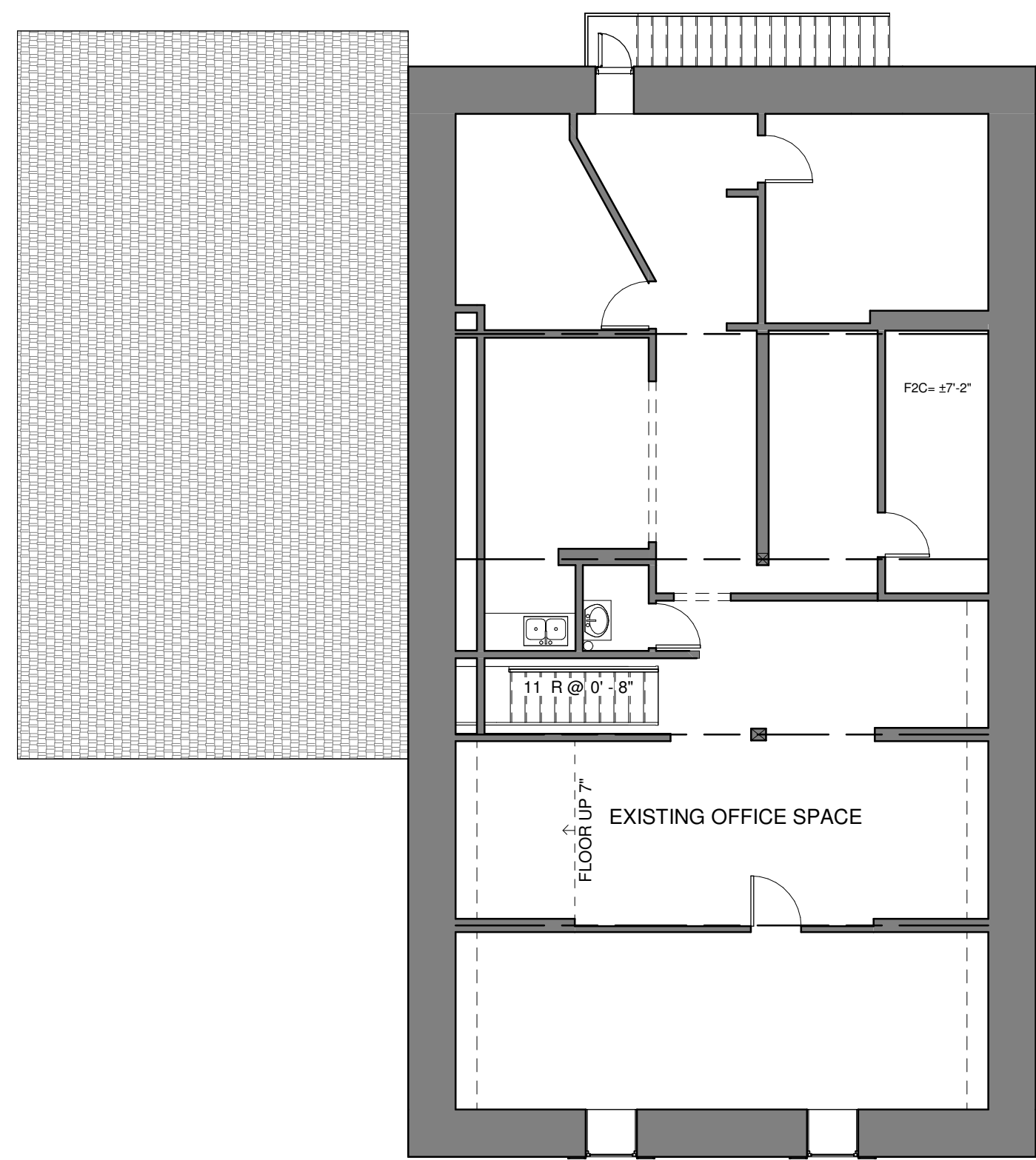
MAY 2025

FILE NUMBER

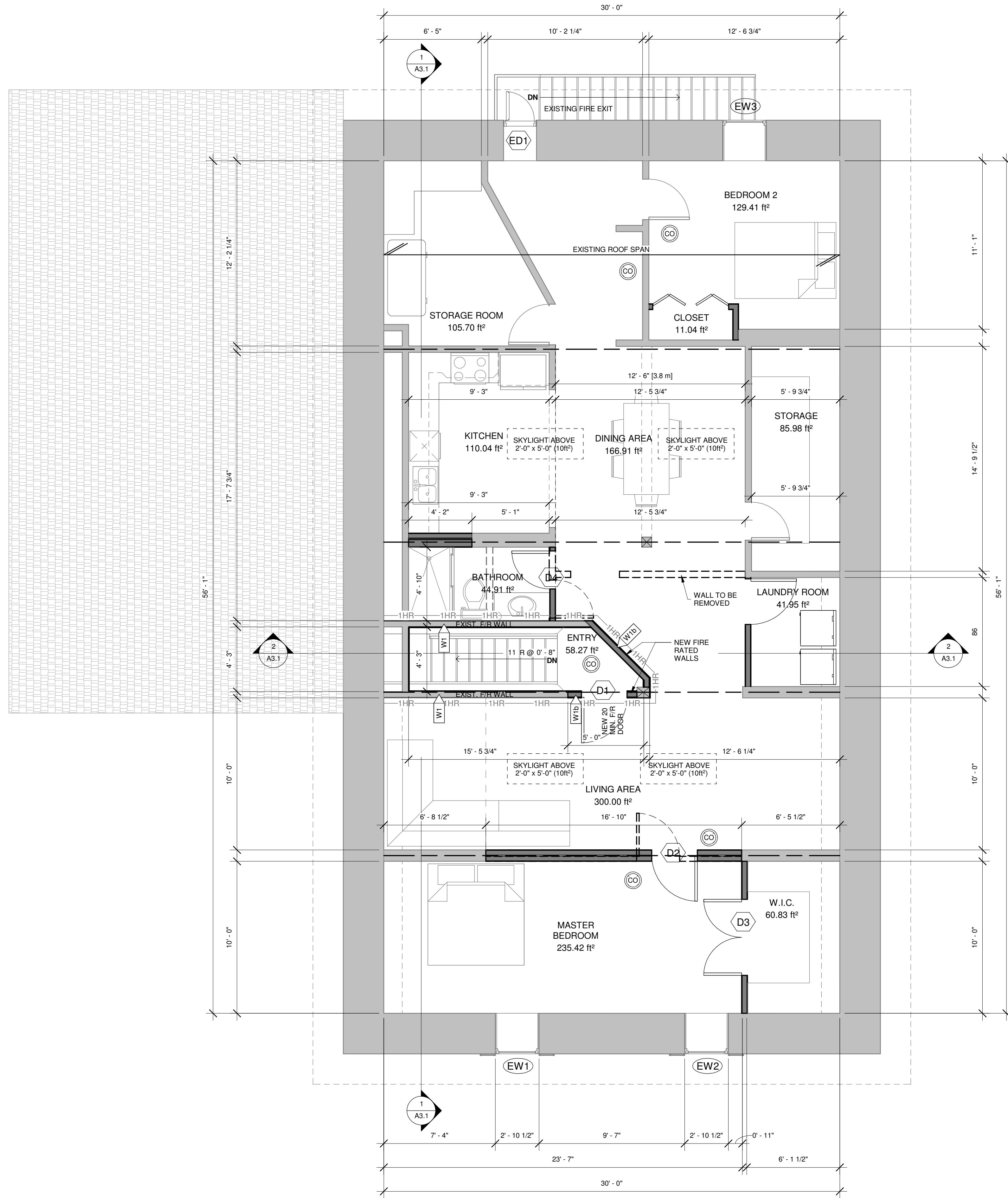
2514

SHEET

A1.1



2
A1.2 EXISTING - SECOND FLOOR PLAN
1/8" = 1'-0"



1
A1.2 PROPOSED - SECOND FLOOR PLAN
1/4" = 1'-0"

STRUCTURAL LEGEND:

- = EXISTING POST (FLOOR PLANS)
- = WOOD BEAM & LINTEL SPANS (FLOOR PLANS)
- = JOIST / RAFTER / TRUSS SPAN (FLOOR PLANS)

GENERAL LEGEND:

- NEW 5/8" TYPE "X" GYPSUM WALL
- INTERIOR WALL ASSEMBLY
- EXISTING EXTERIOR WALL ASSEMBLY
- EXISTING DOOR LABEL
- EXISTING WINDOW LABEL
- DOOR NUMBER LABEL
- WINDOW NUMBER LABEL
- DOORS
- INTERCONNECTED SMOKE/CARBON MONOXIDE DETECTOR - HARD WIRED TO ELECTRICAL w/ BATTERY BACKUP
- LIGHT
- CONSTRUCTION NOTE REFERENCE TAG
- MINIMUM FIRE RATING w/in ASSEMBLY
- INSULATION

WALL NOTES:

W1 FIRE-RATED INT. WALL CONSTRUCTION (EXISTING)
(BASED ON OBC SB-2 WALL - 1 H.F.R.R.)
- NEW 1/2" TYPE "X" GYPSUM BOARD (TWO NEW LAYERS TO BE ADDED WHERE SHOWN ON PLANS)
- EXISTING 1/2" TYPE "X" GYPSUM BOARD EACH SIDE WALL
- EXISTING 2x4 STUDS @ 16" o/c

W1b FIRE-RATED INT. WALL CONSTRUCTION
(BASED ON OBC SB-3 WALL W1b - 1 H.F.R.R.)
- 1/2" TYPE "X" GYPSUM BOARD EACH SIDE WALL
- 2x4 STUDS @ 16" o/c
- 3 1/2" ROXUL "SAFE & SOUND" INSULATION (OR EQUIVALENT)

W2 INTERIOR WALL CONSTRUCTION (TYPICAL)
- 1/2" GYPSUM BOARD EACH SIDE OF 2x4 OR 2x6 STUDS (SEE PLAN) @ 16" o/c
- PROVIDE SOUND INSULATION BATTS IN ALL BATHROOM, LAUNDRY ROOM, AND UTILITY ROOM WALLS
- PROVIDE MOISTURE RESISTANT GYPSUM BOARD IN SHOWER/TUB LOCATIONS

FLOOR NOTES:

FL1 FIRE-RATED FLOOR CONSTRUCTION (EXISTING)
(BASED ON OBC SB-2 FLOOR - 1 H.F.R.R.)
- EXISTING FINISHED FLOORING
- EXISTING SUBFLOOR
- EXISTING 2x12 FLOOR JOISTS @ 24" o/c
- EXISTING 1 1/4" STRAPPING @ 16" o/c
- EXISTING 2 LAYERS OF 1/2" TYPE "X" GYPSUM BOARD CEILING

STRUCTURAL NOTES:

- ALL GRAVITY LOADS TO BE CARRIED TO FOUNDATION.
- ALL DIMENSIONAL LUMBER TO BE SPF #2 OR BETTER.
- UNLESS NOTED OTHERWISE, ALL LVL TO BE 2.0E 3100 Fb (CANADIAN LIMIT STATES DESIGN BENDING STRENGTH OF AT LEAST 39.5 MPa) w/ A NOMINAL WIDTH OF 1 1/2".
- WOOD POST STUD SIZE TO MATCH WALL THICKNESS.
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- ALL LINTELS TO BE MIN. 2-2X10 UNLESS OTHERWISE NOTED.
- ALL LINTELS TO BEAR ON MIN. P2 UNLESS OTHERWISE NOTED.

FIRE PROTECTION NOTES:

- AS PER OBC 9.10.6.2, ALL HEAVY TIMBER BEAMS CONSIDERED TO HAVE 45 MIN. F.R.R.
- ALL PENETRATIONS THROUGH FIRE RATED ASSEMBLIES TO BE TIGHTLY FITTED AND SEALED WITH FIRE STOP COCKING

SB-2 FIRE RATED FLOOR ASSEMBLY
BASED ON TABLE 2.3.4.B
- DOUBLE 12.7 mm TYPE "X" GYPSUM BOARD SPACED ≤ 406 mm o/c ON FLOORS WITH WOOD JOISTS IS EQUAL TO 50 MINUTES.

SB-2 FIRE RATED WALL ASSEMBLY
BASED ON TABLE 2.3.4.A
- DOUBLE 12.7 mm TYPE "X" GYPSUM BOARD ON NON-LOADBEARING WALLS IS EQUAL TO 80 MINUTES.

WINDOW SCHEDULE

WINDOW NO.	SIZE (WxH)	TYPE	LEVEL	COMMENTS
EW1	32" x 44"	DOUBLE HUNG - SINGLE PANE	T/O WINDOW 2	
EW2	32" x 44"	DOUBLE HUNG - SINGLE PANE	T/O WINDOW 2	
EW3	32" x 44"	DOUBLE HUNG - SINGLE PANE	T/O WINDOW 2	
W1	24" x 60"	SKYLIGHT	A1.4 - ROOF PLAN	
W2	24" x 60"	SKYLIGHT	A1.4 - ROOF PLAN	
W3	24" x 60"	SKYLIGHT	A1.4 - ROOF PLAN	
W4	24" x 60"	SKYLIGHT	A1.4 - ROOF PLAN	

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INDIVIDUAL BCIN: 122414
DATE: 26/01/20

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K7H 3C3 613.913.8322

FIRM BCIN - 123357

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CLIENT
JOHN HINTON

PROJECT
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PERTH, ON K7H 2S9

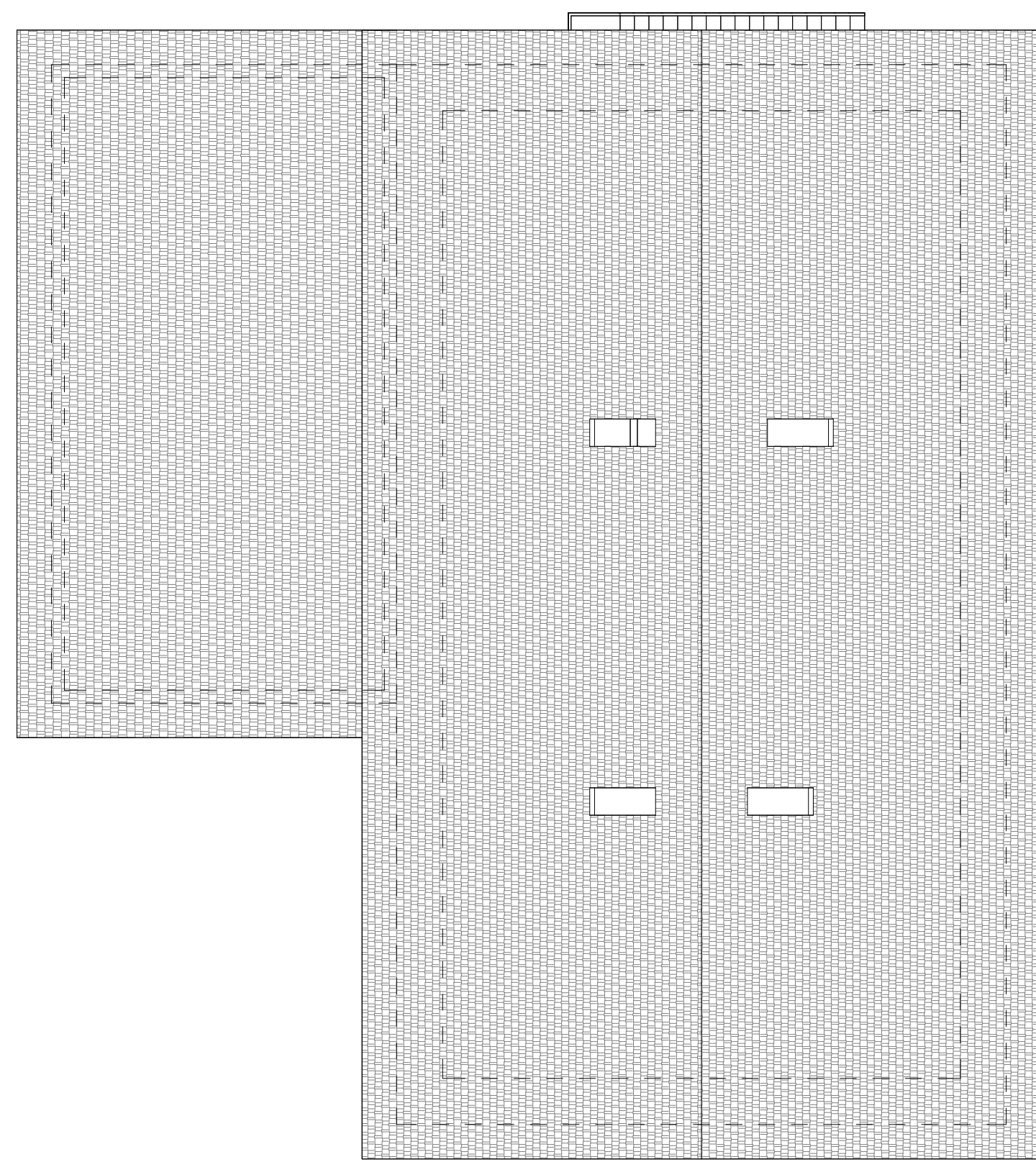
DRAWING TITLE
SECOND FLOOR PLAN

SCALE
AS NOTED

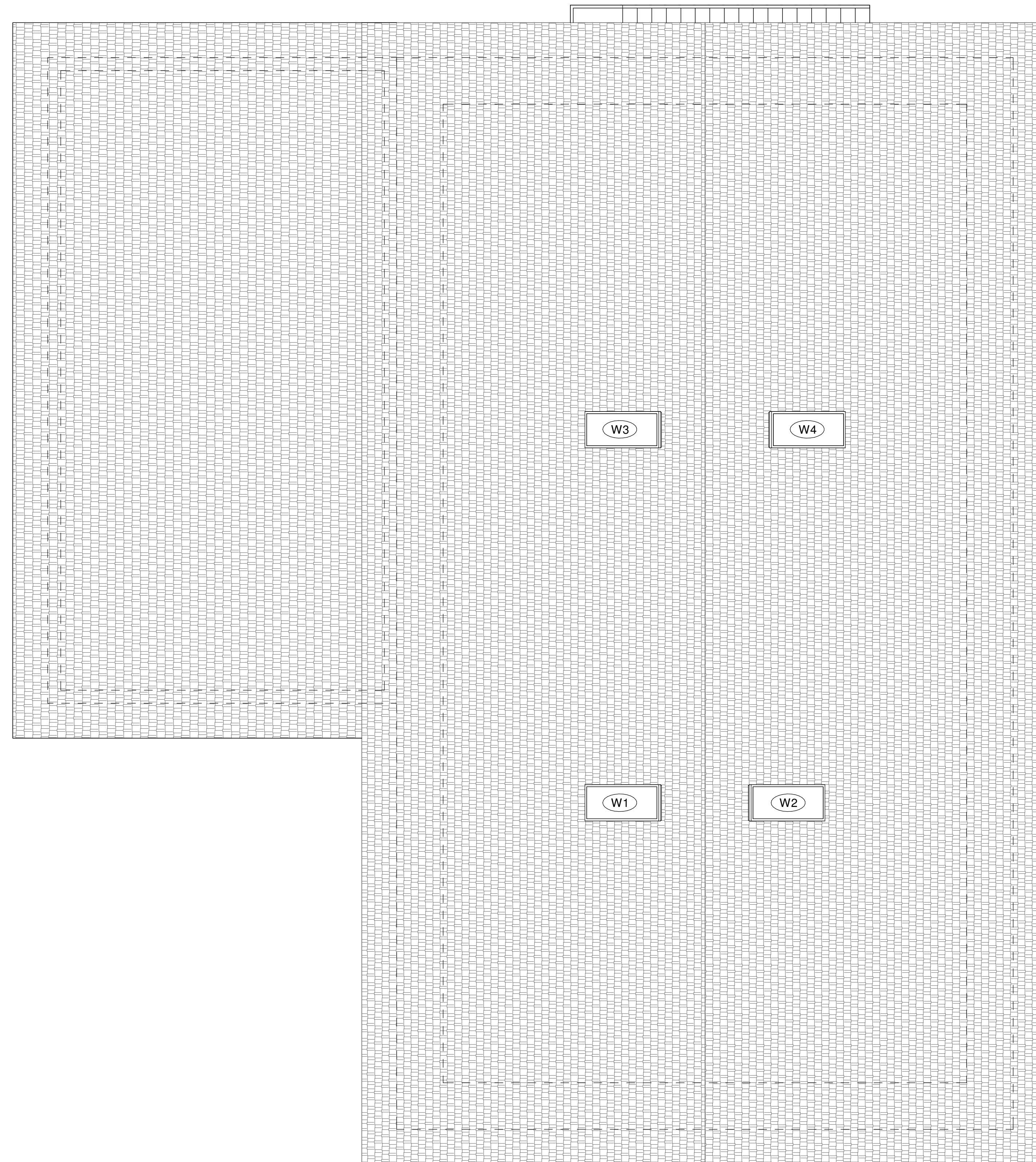
DATE
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SHEET
A1.2

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2514



2 EXISTING - ROOF PLAN
A1.3 1/8" = 1'-0"



1 PROPOSED - ROOF PLAN
A1.3 1/4" = 1'-0"

STRUCTURAL LEGEND:

- = EXISTING POST (FLOOR PLANS)
- = WOOD BEAM & LINTEL SPANS (FLOOR PLANS)
- = JOIST / RAFTER / TRUSS SPAN (FLOOR PLANS)

WALL NOTES:

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STRUCTURAL NOTES:

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GENERAL LEGEND:

- NEW 5/8" TYPE "X" GYPSUM
- INTERIOR WALL ASSEMBLY
- EXISTING EXTERIOR WALL ASSEMBLY
- EXISTING DOOR LABEL
- EXISTING WINDOW LABEL
- DOOR NUMBER LABEL
- WINDOW NUMBER LABEL
- DOORS
- INTERCONNECTED SMOKE/CARBON MONOXIDE DETECTOR - HARD WIRED TO ELECTRICAL w/ BATTERY BACKUP
- LIGHT
- CONSTRUCTION NOTE REFERENCE TAG
- MINIMUM FIRE RATING w/in ASSEMBLY
- INSULATION

FIRE PROTECTION NOTES:

- AS PER OBC 9.10.6.2, ALL HEAVY TIMBER BEAMS CONSIDERED TO HAVE 45 MIN. F.R.R.
- ALL PENETRATIONS THROUGH FIRE RATED ASSEMBLIES TO BE TIGHTLY FITTED AND SEALED WITH FIRE STOP COCKING
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BASED ON TABLE 2.3.4.B
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- BASED ON TABLE 2.3.4.F**
- CONTRIBUTION OF STRUCTURAL MEMBERS INCLUDING WOOD JOISTS SPACED ≤ 610 mm o/c EQUAL TO 10 MINUTES.
- SB-2 FIRE RATED WALL ASSEMBLY**
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WINDOW SCHEDULE

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W1	24" x 60"	SKYLIGHT	A1.4 - ROOF PLAN	
W2	24" x 60"	SKYLIGHT	A1.4 - ROOF PLAN	
W3	24" x 60"	SKYLIGHT	A1.4 - ROOF PLAN	
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DRAWING TITLE
ROOF PLAN

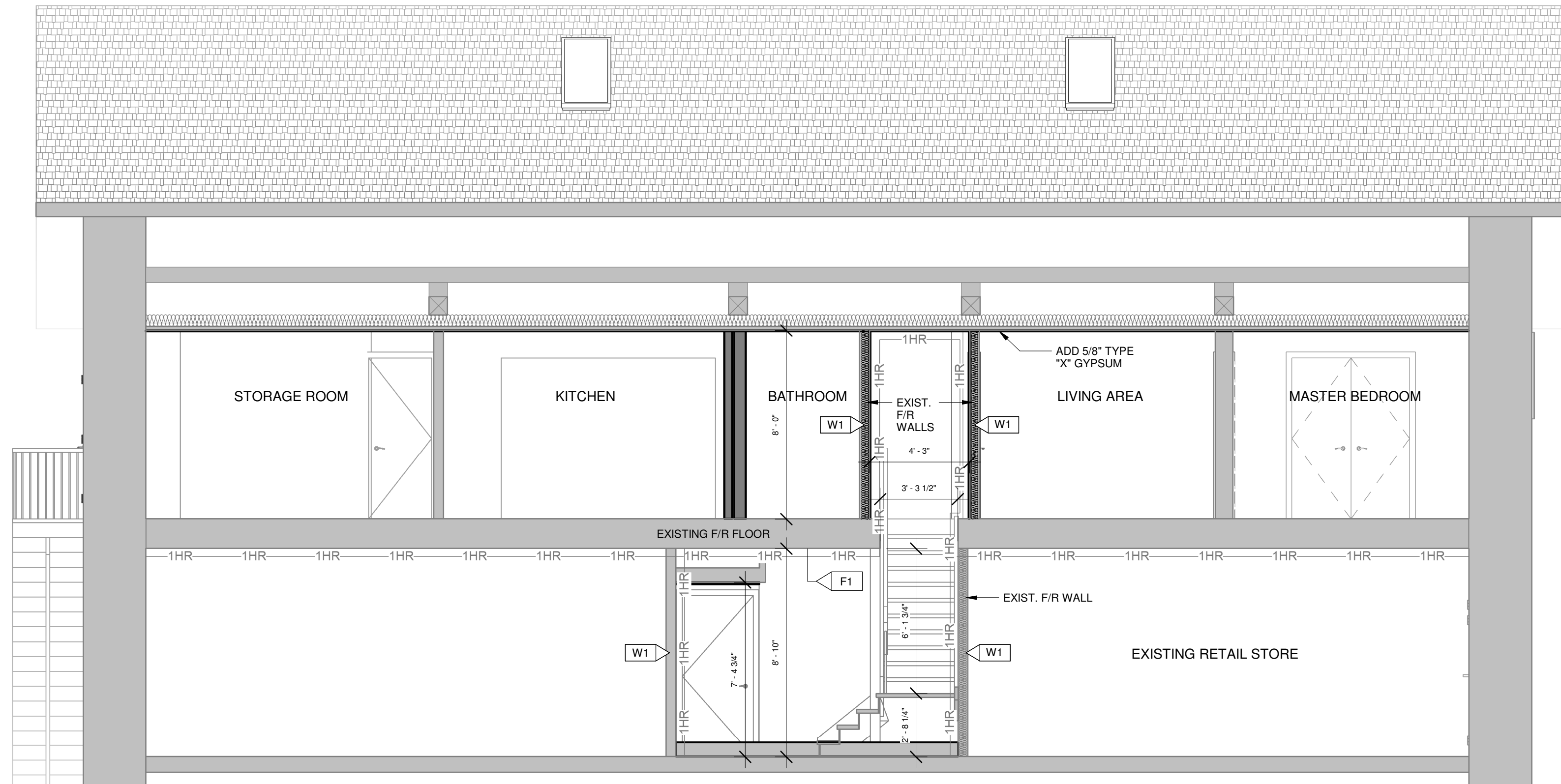
SCALE
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- A1.4 - ROOF PLAN
27' - 10 1/2"
- U/S CEILING 2
18' - 1"
- T/O WINDOW 2
18' - 0"
- A1.3 - 2ND FLOOR
10' - 1"
- U/S CEILING
8' - 10"
- T/O WINDOW 1
6' - 2 1/2"
- A1.2 - 1ST FLOOR
0' - 0"
- T/O GRADE
-1' - 3"



1
A3.1 BUILDING SECTION 1
1/4" = 1'-0"

FLOOR NOTES:

FL1 > FIRE-RATED FLOOR CONSTRUCTION (EXISTING)

- (BASED ON OBC SB-2 FLOOR - 1 H.F.R.R.)
- EXISTING FINISHED FLOORING
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W1b > FIRE-RATED INT. WALL CONSTRUCTION

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WL2 > INTERIOR WALL CONSTRUCTION (TYPICAL)

- 1/2" GYPSUM BOARD EACH SIDE OF 2x4 OR 2x6 STUDS (SEE PLAN) @ 16" o/c
- PROVIDE SOUND INSULATION BATTS IN ALL BATHROOM, LAUNDRY ROOM, AND UTILITY ROOM WALLS
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FIRE PROTECTION NOTES:

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SB-2 FIRE RATED FLOOR ASSEMBLY

BASED ON TABLE 2.3.4.B

- DOUBLE 12.7 mm TYPE "X" GYPSUM BOARD SPACED ≤ 406 mm o/c ON FLOORS WITH WOOD JOISTS IS EQUAL TO 50 MINUTES.

BASED ON TABLE 2.3.4.F

- CONTRIBUTION OF STRUCTURAL MEMBERS INCLUDING WOOD JOISTS SPACED ≤ 610 mm o/c EQUAL TO 10 MINUTES.

SB-2 FIRE RATED WALL ASSEMBLY

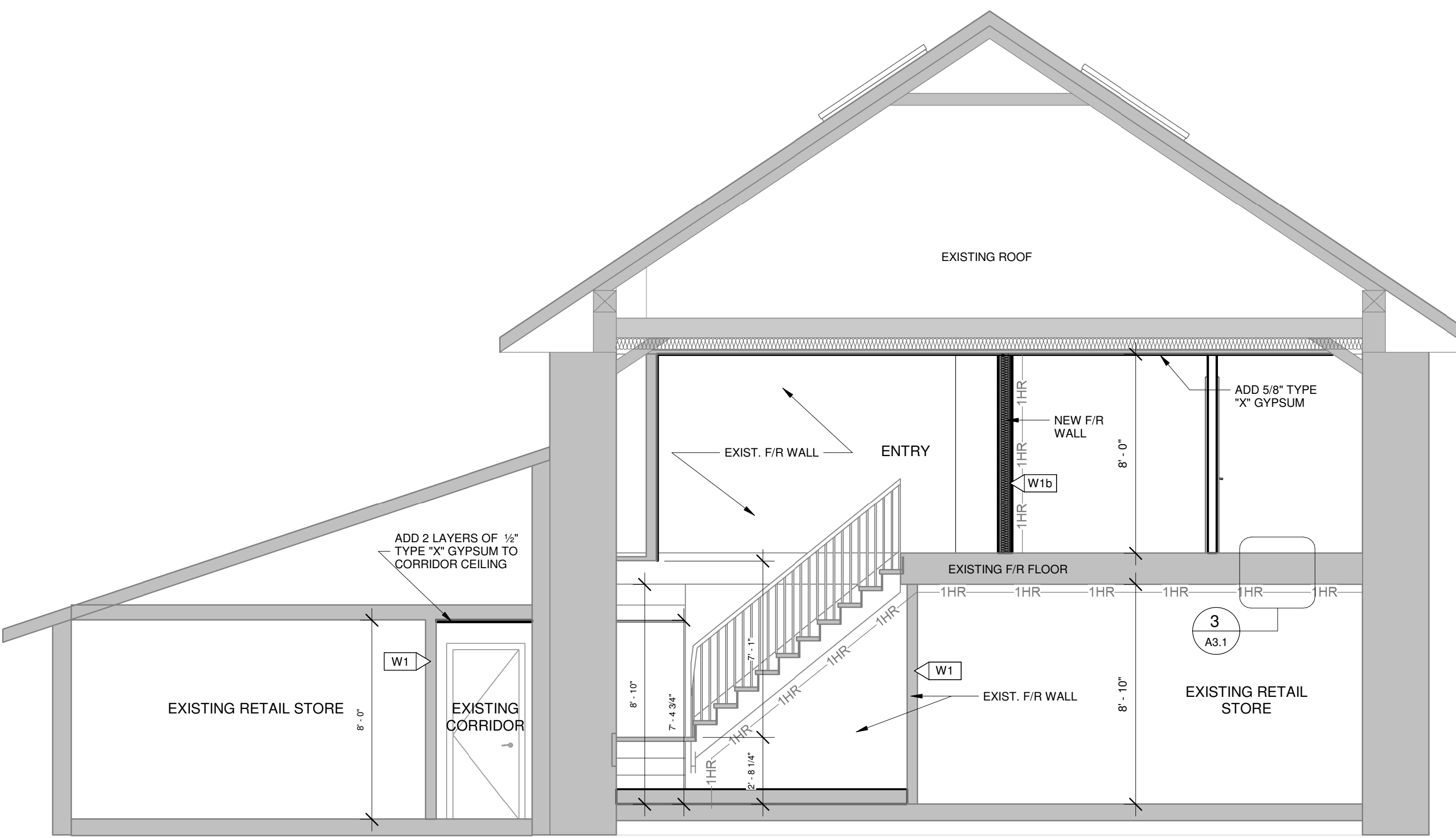
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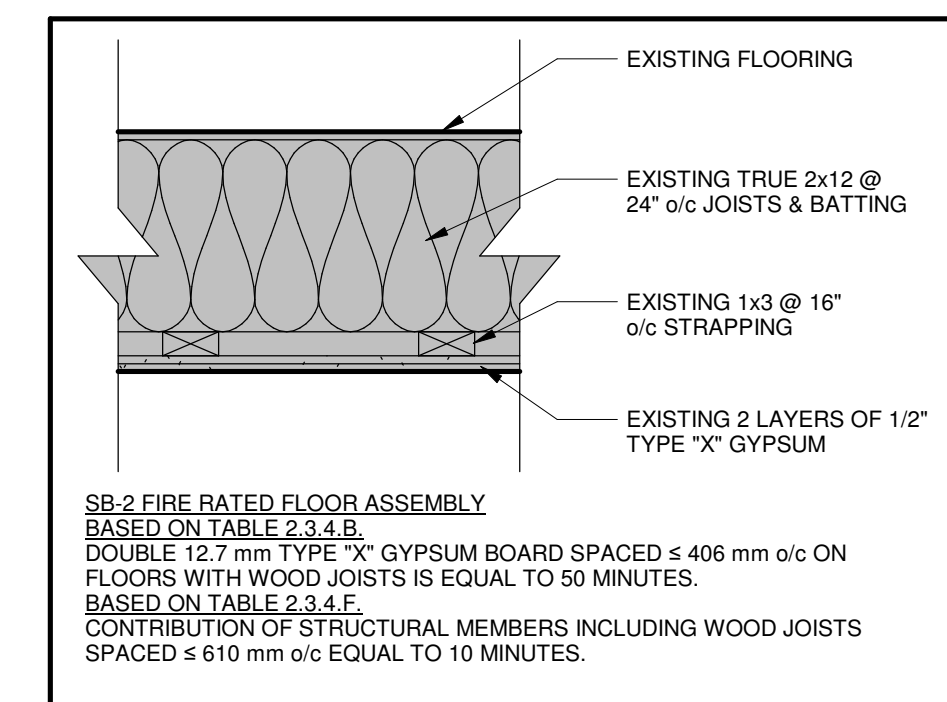
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- A1.4 - ROOF PLAN
27' - 10 1/2"
- U/S CEILING 2
18' - 1"
- T/O WINDOW 2
18' - 0"
- A1.3 - 2ND FLOOR
10' - 1"
- U/S CEILING
8' - 10"
- T/O WINDOW 1
6' - 2 1/2"
- A1.2 - 1ST FLOOR
0' - 0"
- T/O GRADE
-1' - 3"



2
A3.1 BUILDING SECTION 2
1/4" = 1'-0"



3
A3.1 FLOOR DETAIL
1" = 1'-0"

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DRAWING TITLE

SECTIONS

SCALE

AS NOTED

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SHEET
A3.1

WALL NOTES:

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 - NEW 1/2" TYPE "X" GYPSUM BOARD (TWO NEW LAYERS TO BE ADDED WHERE SHOWN ON PLANS)
 - EXISTING 1/2" TYPE "X" GYPSUM BOARD EACH SIDE WALL
 - EXISTING 2x4 STUDS @ 16" o/c
- W1b** FIRE-RATED INT. WALL CONSTRUCTION
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 - 1/2" TYPE "X" GYPSUM BOARD EACH SIDE WALL
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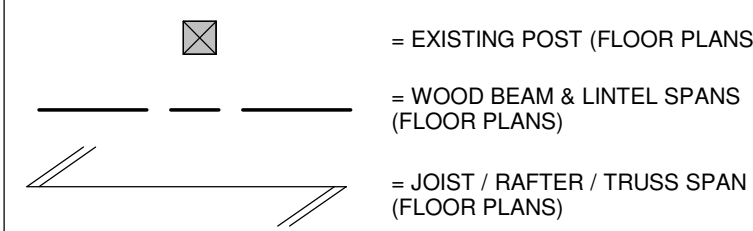
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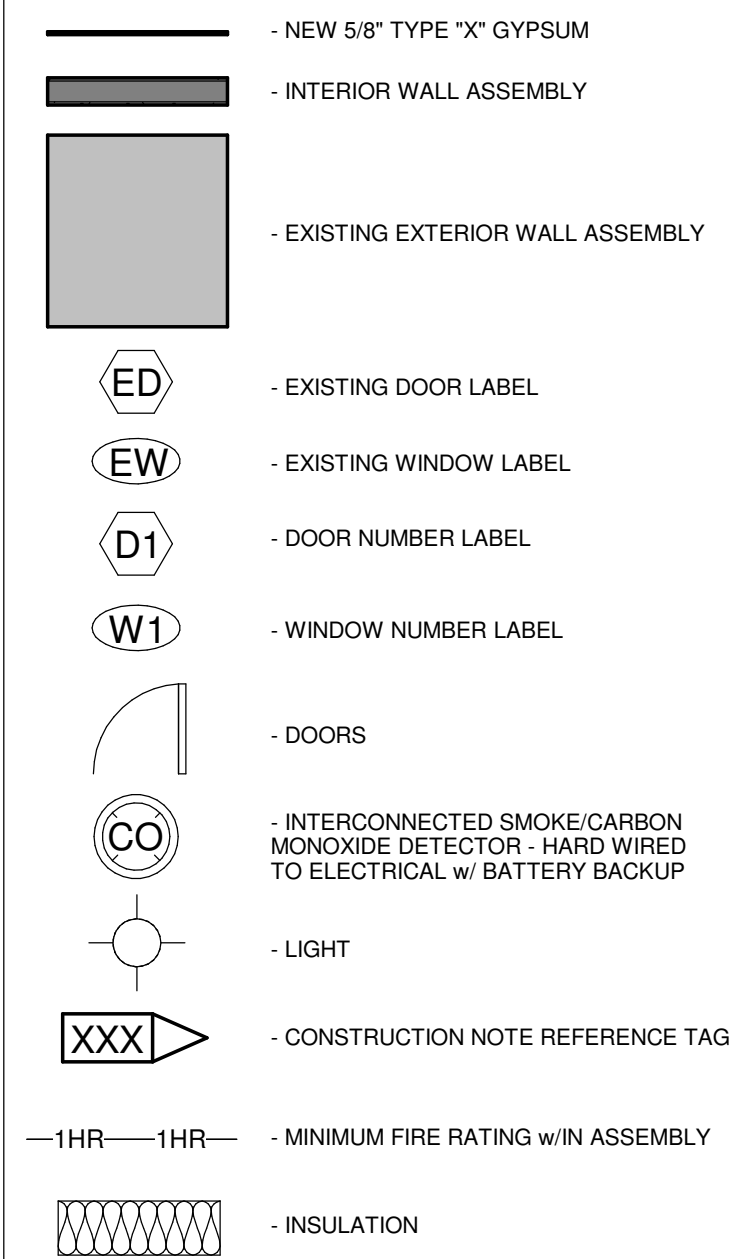
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- ALL LINTELS TO BEAR ON MIN. P2 UNLESS OTHERWISE NOTED.

STRUCTURAL LEGEND:



GENERAL LEGEND:



GUARDS & RAILINGS NOTES:

- ALL GUARDS & RAILS TO CONFORM TO O.B.C. 9.8 AND SB-7 SUPPLEMENTARY GUIDELINES

STAIR CONSTRUCTION:

STAIRS	MIN.	MAX.	PREFERRED
RISE	4 7/8"	7 7/8"	7 1/2"
RUN	10"	14"	11"
TREAD	10"	15"	12"

HEATING, COOLING & VENTILATION NOTES:

- HVAC LAYOUT BY OTHERS
- HRV MIN. EFFICIENCY TO BE 75 %.
- ALL GAS & PROPANE FURNACES TO HAVE MIN. 92 % AFUE EFFICIENCY.
- DOMESTIC HOT WATER HEATERS TO HAVE MIN. 0.80 EF.
- MANUFACTURER'S SPECIFICATIONS TO BE AVAILABLE ON SITE FOR INSPECTION
- THE MECHANICAL CONTRACTOR SHALL PROVIDE AN HVAC DESIGN SUMMARY AND MAY BE REQ'D TO SUBMIT A DESIGN BY A P. ENG IN ACCORDANCE WITH OBC PART 6.
- ALL FURNACES, WOOD STOVES, FIREPLACES AND CHIMNEYS TO BE INSTALLED ACCORDING TO MANUFACTURER'S INSTRUCTIONS, OBC AND/OR CSA STANDARD B-365 AND ALL APPLICABLE OIL & GAS CODES.
- ALL BATHROOMS AND LAUNDRY ROOMS TO BE PROVIDED WITH MECHANICAL VENTILATION TO EXTERIOR.
- ALL ATTIC SPACES TO BE PROVIDED WITH UNOBSTRUCTED VENT AREA OF MIN 1/300 INSULATED CEILING AREA w/ 1/2 AT SOFFIT. CEILING INSULATION BLOCKED AT EAVES WITH FIBERGLASS BATTS AND SOFFIT VENT Baffles.
- EXISTING FURNACE TO BE RELOCATED.
- EXISTING GAS FURNACE IS TO BE USED TO HEAT THE NEW ADDITION SPACE.
- NEW SUPPLY & RETURN DUCTWORK TO BE ADDED TO THE EXISTING FURNACE TO SERVICE THE NEW ADDITION
- EXISTING HW HEATER IS TO BE USED TO PROVIDE HW TO THE NEW POWDER RM.

ELECTRICAL & PLUMBING NOTES:

- LAYOUT OF THE ELECTRICAL FIXTURES AND OUTLETS BY OTHERS
- ELECTRICAL INSTALLATIONS INCLUDING THE NUMBER OF DISTRIBUTION PANELS, ELECTRICAL FIXTURES AND OUTLETS SHALL MEET THE APPROPRIATE PROVINCIAL AND MUNICIPAL REQUIREMENTS.
- ALL WIRING SHALL BE COPPER.
- PLUMBING INSTALLATIONS SHALL CONFORM TO THE PROVINCIAL PLUMBING CODE AND OBC.
- SUPPLY PIPING TO BE PEX OR COPPER, DWV TO BE ABS.
- ALL PLUMBING FIXTURES TO CONFORM TO WATER EFFICIENCY REQUIREMENTS OF OBC DIV. B 7.6.4.
- WHERE ANY PLUMBING OR GAS FIXTURES ARE REMOVED, EXISTING PLUMBING OR GAS PIPING TO BE CAPPED APPROPRIATELY BY THE REQUIRED PERSONNEL.

ROOF NOTES:

- THE QUANTITY AND SPACING OF THE ROOF VENTS SELECTED MUST ENSURE THE ROOF VENTILATION PROVIDED CONFORMS TO THE CURRENT EDITION OF THE O.B.C.

WINDOW AND DOOR NOTES:

- ALL WINDOWS SHOWN ARE EXISTING AND ARE TO BE REPLACED.
- ALL WINDOW SILLS ON 2ND AND 3RD LEVELS TO BE MINIMUM 3'-6" ABOVE FINISHED FLOOR LEVEL.
- ALL BEDROOM WINDOWS TO HAVE A MINIMUM OPEN AREA OF 0.35m² AND HAVE NO OPENING DIMENSIONS LESS THAN 380mm.
- WINDOWS FACING REAR EXIT STAIRS TO HAVE WIRED GLASS WITH A MINIMUM THICKNESS OF 6mm, AND BE IN A FIXED STEEL FRAME AS PER OBC 9.10.13.5.
- DOORS TO COMMON MECHANICAL ROOMS TO HAVE MINIMUM 1 HR FIRE RATING

WINDOW SCHEDULE

WINDOW NO.	SIZE (WxH)	TYPE	LEVEL	COMMENTS
EW1	32" x 44"	DOUBLE HUNG - SINGLE PANE	T/O WINDOW 2	
EW2	32" x 44"	DOUBLE HUNG - SINGLE PANE	T/O WINDOW 2	
EW3	32" x 44"	DOUBLE HUNG - SINGLE PANE	T/O WINDOW 2	
W1	24" x 60"	SKYLIGHT	A1.4 - ROOF PLAN	
W2	24" x 60"	SKYLIGHT	A1.4 - ROOF PLAN	
W3	24" x 60"	SKYLIGHT	A1.4 - ROOF PLAN	
W4	24" x 60"	SKYLIGHT	A1.4 - ROOF PLAN	

DOOR SCHEDULE

DOOR NO.	DOOR SIZE (WxH)	TYPE	LEVEL	COMMENTS
D1	36" x 82"	INT - SINGLE - FLUSH	A1.3 - 2ND FLOOR	20 MIN F.R.R. STEEL DOOR COMPLETE W/ DOOR CLOSURE
D2	36" x 82"	INT - SINGLE - FLUSH	A1.3 - 2ND FLOOR	
D3	60" x 82"	INT - DOUBLE SWING	A1.3 - 2ND FLOOR	
D4	30" x 82"	INT - SINGLE - FLUSH	A1.3 - 2ND FLOOR	
D5	36" x 82"	INT - SINGLE - FLUSH	A1.3 - 2ND FLOOR	
D7	30" x 82"	DOUBLE BIFOLD - 2 PANEL	A1.3 - 2ND FLOOR	
ED1	26" x 82"	EXT - SINGLE - RAISED PANEL	A1.3 - 2ND FLOOR	

MINIMUM WINDOW AREAS NOTE:

ROOM NAME:	FLOOR AREA:	REQUIRED WINDOW AREA:	PROVIDED WINDOW AREA:
LIVING	300.00 ft²	15.00 ft² (5%)	20.00 ft²
DINING	166.91 ft²	16.69 ft² (10%)	20.00 ft²
MASTER BEDROOM	235.42 ft²	11.77 ft² (5%)	19.56 ft²
BEDROOM 2	129.41 ft²	6.47 ft² (5%)	9.78 ft²

C110 HAS BEEN APPLIED TO LIVING ROOM AS PER TABLE 11.5.1.1 - C

COMPENSATING CONSTRUCTION NOTES:

- 11.4.2.3. CHANGE OF MAJOR OCCUPANCY: EXISTING OCCUPANCY: GROUP E & D PROPOSED OCCUPANCY: GROUP E & C
- 11.4.2.3.(3) EARLY WARNING AND EVACUATION SYSTEMS SHALL BE EVALUATED AND UPGRADED IN CONFORMANCE TO TABLE 11.4.3.3.
- 11.4.2.3.(4) FIRE SEPARATIONS BETWEEN THE OCCUPANCIES MUST BE A MINIMUM OF 45 MIN IN CONFORMANCE TO TABLE 11.4.3.4 - B (PART 11 COMPLIANCE ALTERNATIVE WHERE 1 H REQUIRED BY 3.1.3.1.)

ITEM	ONTARIO BUILDING CODE DATA MATRIX PARTS 3 & 9	OBC REFERENCE
1	PROJECT DESCRIPTION <input type="checkbox"/> NEW <input type="checkbox"/> PART 11 <input type="checkbox"/> PART 3 <input checked="" type="checkbox"/> PART 9 <input type="checkbox"/> CHANGE OF USE <input checked="" type="checkbox"/> ALTERATION	2.1.1 9.10.1.3
2	MAJOR OCCUPANCIES GROUP C, AND E	3.1.2.1.(1) 9.10.2
3	BUILDING AREA (m²) EXISTING 270.4 NEW N/A TOTAL 270.4	1.1.3.2 1.1.3.2
4	GROSS AREA (m²) EXISTING 472.0 NEW N/A TOTAL 472.0	1.1.3.2 1.1.3.2
5	NUMBER OF STOREYS ABOVE GRADE 2 BELOW GRADE 0	3.2.1.1 & 1.1.3.2 2.1.1.3
6	HEIGHT OF BUILDING 10.1	2.1.1.3
7	NUMBER OF STREETS/ACCESS ROUTES 1	3.2.2.10 & 3.2.5.5
8	BUILDING CLASSIFICATION MERCANTILE & RESIDENTIAL	3.2.2.20 - .83 9.10.4
9	SPRINKLER SYSTEM PROPOSED <input type="checkbox"/> ENTIRE BUILDING <input type="checkbox"/> BASEMENT ONLY <input type="checkbox"/> IN LIEU OF ROOF RATING <input checked="" type="checkbox"/> NOT REQUIRED	3.2.2.20 - .83 3.2.1.5 3.2.2.17 9.10.8
10	STANDPIPE REQUIRED <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	3.2.9
11	FIRE ALARM REQUIRED <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	3.2.4 9.10.7.2
12	WATER SERVICE SUPPLY IS ADEQUATE <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
13	HIGH BUILDING <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	3.2.6
14	PERMITTED CONSTRUCTION <input checked="" type="checkbox"/> COMBUSTIBLE <input type="checkbox"/> NON-COMBUSTIBLE ACTUAL CONSTRUCTION <input checked="" type="checkbox"/> COMBUSTIBLE <input type="checkbox"/> NON-COMBUSTIBLE	3.2.2.20 - .83 9.10.8
15	MEZZANINES AREA (m²)	3.2.1.1.(3)-(8) 9.10.4.1
16	OCCUPANT LOAD BASED ON <input type="checkbox"/> m²/PERSON <input checked="" type="checkbox"/> DESIGN OF BUILDING (GRP. C ONLY)	3.1.1.6 9.9.1.3
17	1ST FLOOR (GRP. E) OCCUPANCY 3.7 LOAD 55 PERSONS 2ND FLOOR (GRP. C) OCCUPANCY 4 LOAD 4 PERSONS BARRIER FREE DESIGN <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (EXPLAIN)	3.8 3.3.1.2.(1) & 3.3.1.19.(1) 9.10.1.3
18	HAZARDOUS SUBSTANCES <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	3.2.2.20 - .83 & 3.2.1.4 9.10.8
19	REQUIRED FIRE RESISTANCE RATING (FRR) HORIZONTAL ASSEMBLIES FLOORS 45 MIN. SB-2 TABLE 2.3.4 - B.F (1 H) ROOF N/A MEZZANINE N/A FRR OF SUPPORTING MEMBERS FLOORS 45 MIN. OBC 9.10.6.2. (45 MIN) ROOF N/A MEZZANINE N/A	LISTED DESIGN NO. (SB-3) OR DESCRIPTION (SB-2) 9.10.9
20	SPITAL SEPARATION - CONSTRUCTION OF EXTERIOR WALLS	3.2.3 9.10.4.1
	WALL AREA OF EBF (m²) OR H/L OPENINGS L L1 PERMITTED % OF OPENINGS PROPOSED % OF OPENINGS FRR (HOURS) LISTED DESIGN OR DESCRIPTION COMB. CLADDING NON-COMB. CLADDING NON-COMB. CONST.	NOT APPLICABLE
	NORTH EAST SOUTH WEST	
21	OTHER - DESCRIBE	



DESIGNER DECLARATION

I, ROB RAMINSH OF VALLEY DESIGN & DRAFTING, TAKE RESPONSIBILITY FOR THE ARCHITECTURAL DESIGN WORK SHOWN ON THIS DRAWING.
VALLEY DESIGN & DRAFTING SHALL NOT ASSUME RESPONSIBILITY FOR THE DESIGN OF ANY OF THE FOLLOWING COMPONENTS: HVAC / MECH. VENT, BUILDING SERVICES, LIGHTING & POWER, FIRE PROTECTION, PLUMBING, ON-SITE SEWAGE SYSTEMS. THESE COMPONENTS SHALL BE DESIGNED BY AN INDIVIDUAL QUALIFIED AND REGISTERED IN THE APPROPRIATE CATEGORY.
ROB RAMINSH
INDIVIDUAL BCIN: 122414
DATE: 26/01/20

VALLEY DRAFTING + DESIGN

142 EBERT ROAD, ADMING@VALLEYDAD.CA
PERTH, ONTARIO, WWW.VALLEYDAD.CA
K7H 3C3 613.913.8322

GENERAL NOTES

- 1) MATERIAL, SYSTEMS, APPLICATIONS AND CONSTRUCTION PRACTICES SHALL CONFORM TO THE CURRENT EDITION OF THE O.B.C.
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- 3) DO NOT SCALE DRAWINGS
- 4) ANY DISCREPANCIES ARE TO BE REVIEWED WITH VALLEY DESIGN + DRAFTING PRIOR TO CONSTRUCTION
- 5) REFER TO SHEET A4.1 FOR ALL NOTES, LEGENDS & SCHEDULES

REVISIONS

ITEM	DATE	#
PRELIM 1 - ISSUED FOR CLIENT REVIEW	25/07/22	1
ISSUED FOR PERMIT APPLICATION	25/08/24	2
REVISED FOR PERMIT APPLICATION	25/12/23	3
REVISED FOR ELECTRICAL	26/01/20	4

CLIENT

JOHN HINTON

PROJECT

APARTMENT FITUP
50 NORTH STREET
PERTH, ON K7H 2S9

DRAWING TITLE

NOTES

SCALE

AS NOTED

DATE
MAY 2025

SHEET
A4.1

FILE NUMBER
2514

Planning Report to Committee of Adjustment of the Town of Perth



Date Presented: June 9, 2026
From: Joanna Bowes, Director of Development Services
Subject: Application for Minor Variance MV-02-2026 - 19 Warren Crescent - Big A's Automotive
Report Number: 2026- COA-1.2

For Information Only: No
Delegation: No
Presentation: No
Attachment(s): Yes

Proposed Motion:

THAT, the Town of Perth Committee of Adjustment approve Minor Variance Application No. MV-02-2026 reduce the front yard setback from 7.5 m to 3.5 m to permit the construction of a 35.5 square meter addition to the front of the existing building;

AND FURTHER THAT, Minor Variance Application No. MV-02-2026 be approved conditional of obtaining site plan control approval.

Executive Summary:

The Owner, Big A's Automotive is seeking a minor variance to the existing zoning by-law in order to facilitate the construction of an addition on the front of the existing industrial building. The addition is to add office space adjacent to a bathroom and to separate the industrial uses from the offices to keep the employees workspace safe.

Purpose and Effect of the Application:

The purpose and effect of the application is to add an addition onto an existing 489.7 square metre industrial building to accommodate offices. The addition is 35.5 square metres with a proposed height of 3.4 m. The applicant is requesting a variance to the front yard setback from 7.5 m to 3.5 m to accommodate the addition.

Location and Description of Subject Lands:

The subject lands are legally described as North Elmsley, Concession 10, Part Lot 27, RP 27R-10610, Part 1, and are municipally known as 19 Warren Crescent, in the Town of Perth. The lands are currently developed with an industrial building.

Notice Requirements:

Notice requirements for this application were provided May 30, 2026 to staff, agencies and the public.

Comments:

Internal Town Departments:

At the time of the drafting of this report no comments were received from Town staff. The applicant will be required to go through the Site Plan Control process for which they have attended a Development Support Team meeting and were provided comments to consider for that process.

External Agencies:

At the time of the drafting of this report no comments were received from external agencies.

Public:

At the time of the drafting of this report no comments were received from the public.

Evaluation of the Application:

1. **Does the Proposal Maintain the Intent of the Official Plan?** The Official Plan designates this property as Industrial for which an Automotive Garage is a permitted use.
2. **Does the Proposal Maintain the Intent of the Zoning By-law?** The zoning designation from this property is General Industrial which allows for the proposed use. While the request for variance is significant for a front yard setback, the cost to the developer to design another route is extreme. In speaking with the Environmental Services Department, provided the services can be located appropriately, there are no specific functional concerns about snow removal or proximity to the road.
3. **Is the Proposal Desirable - in terms of being appropriate/necessary for development of the land?** The proposal is desirable as it helps a business of the Town grow and provide a safer workspace for the staff. It also is placed in an area appropriate for the use.
4. **Is the Proposal Minor - in terms of the use of the land and impact on adjacent holdings?** At the time of the drafting of this report no impact has been stated by land owners within 60 m of the property. It appears that there will be little to no impact to services provided by the Town.

Options:

Option 1: Recommended:

THAT, the Town of Perth Committee of Adjustment approve Minor Variance Application No. MV-02-2026 reduce the front yard setback from 7.5 m to 3.5 m to permit the construction of a 35.5 square meter addition to the front of the existing building;

AND FURTHER THAT, Minor Variance Application No. MV-02-2026 be approved conditional of obtaining site plan control approval.

Option 2: Not Recommended:

Deny the application.

Applicable Policy/Legislation:

Planning Act

Provincial Policy Statement

Lanark County Sustainable Communities Official Plan

Town of Perth Official Plan

Town of Perth Comprehensive Zoning By-law

Others Consulted:

Directors

Attachments:

[2026 May 27 19 WARREN CRES - INDUSTRIAL ADDITION -](#)

Respectfully submitted,

Joanna Bowes, Director of Development Services

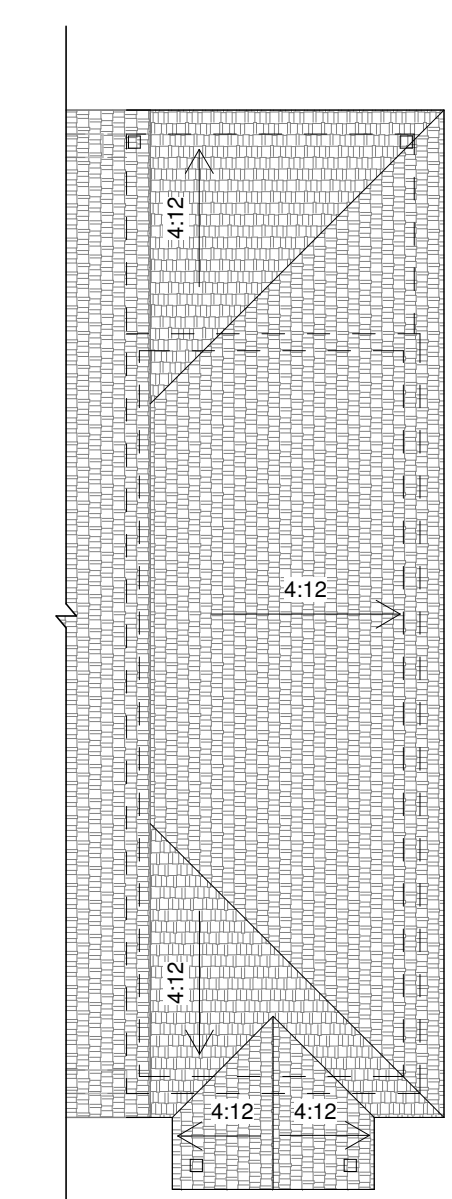
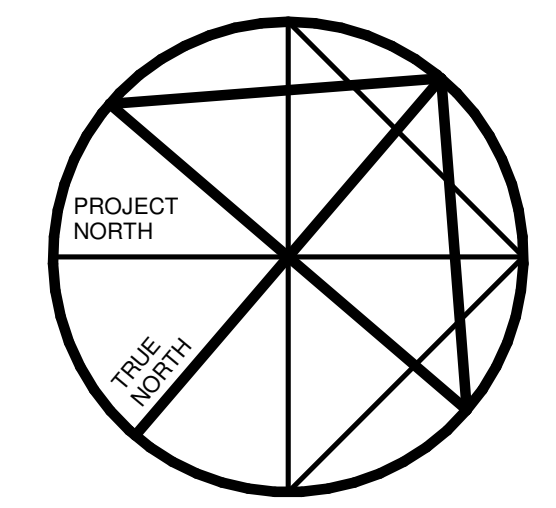
SITE PLAN LEGEND:

- - - - - APPROX. PROPERTY LINE LOCATION
- · - · - · APPROX. ADJACENT PROPERTY LINE LOCATION
- - - - - APPROX. SETBACK LOCATION
- ▬▬▬▬▬ FIRE ROUTE
- ▬▬▬▬▬ SLOPE DIRECTION
- ▬▬▬▬▬ FLOW PATH

ZONING INFORMATION:

ZONE: GENERAL INDUSTRIAL (M2) ZONE

APPLICABLE ZONE PROVISIONS:	REQUIRED	PROVIDED
FRONT YARD SETBACK	7.5m/24'-7"(MIN)	3.5m/11'-7" (7.2m/23'-6" EXISTING)
EXTERIOR SIDE YARD SETBACK	7.5m/24'-7"(MIN)	17.8m/57'-9" (EXISTING)
INTERIOR SIDE YARD SETBACK	4.5m/14'-9"(MIN)	24.4m/79'-11" (24.5m/80'-6" EXISTING)
REAR YARD SETBACK	7.5m/24'-7"(MIN)	16.1m/52'-11" (EXISTING)
BUILDING HEIGHT	24m/78'-8"(MAX)	5.5m/18'-0" (EXISTING)
LOT COVERAGE	65% (MAX)	10.8%



2
A1.0 ROOF PLAN
1/8" = 1'-0"

ROOF LEGEND:

- - - - - EXTERIOR WALLS BELOW
- ▬▬▬▬▬ ASPHALT SHINGLES
- X:12 - DIRECTION OF ROOF SLOPE
- 12/x - ROOF SLOPE

- ALL ROOF OVERHANGS ARE LABELED ON ELEVATIONS

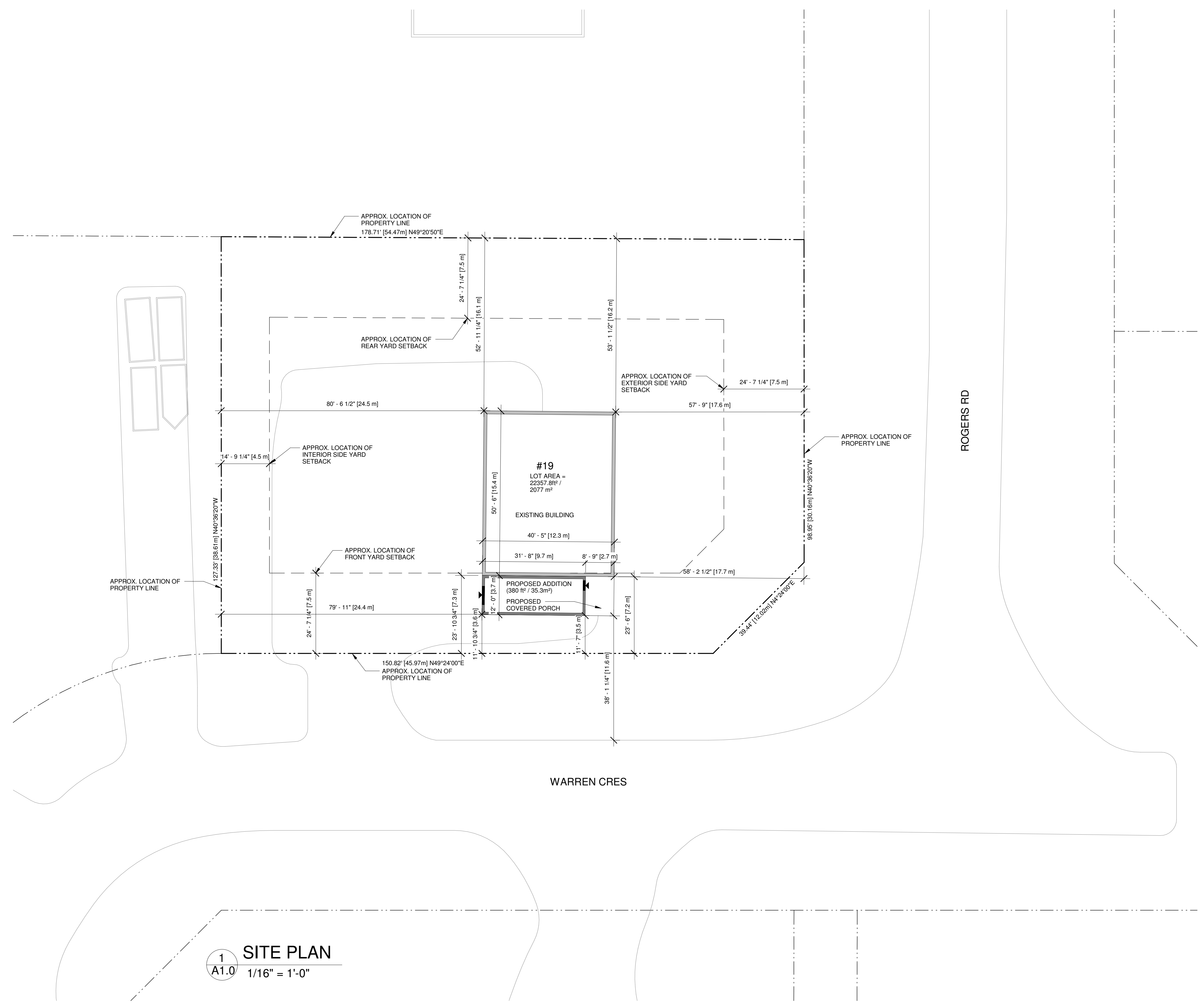
- ALL ROOF SLOPES ARE LABELED ON ELEVATIONS

- THE QUANTITY AND SPACING OF THE ROOF VENTS SELECTED MUST ENSURE THE ROOF VENTILATION PROVIDED CONFORMS TO THE CURRENT EDITION OF THE O.B.C.

ROOF NOTES:

RF1 INSULATED ROOF CONSTRUCTION

- ASPHALT SHINGLES w/ BITUMINOUS EAVE PROTECTION TO 36" HORIZ. IN FROM EXT. WALL AROUND PERIM. & OVER VALLEY'S
- ASPHALT IMPREGNATED BUILDING PAPER OVER
- 1/2" PLYWOOD SHEATHING w/ "M" CLIPS
- ENGINEERED ROOF TRUSSES @ 24" o/c (SEE ROOF TRUSS LAYOUT)
- STYROFOAM BAFFLES @ PERIMETER @ ABOVE HEATED SPACE
- R-60 BATT INSULATION
- 6 MIL. POLY VAPOUR BARRIER ON WARM SIDE
- 1x4 SPR.#2 STRAPPING @ 16" o/c
- 1/2" GYPSUM BOARD @ COVERED PORCH
- 1x4 SPR.#2 STRAPPING @ 16" o/c
- 1/2" PERFORATED SOFFIT OR CEDAR T&G BEADBOARDS



1
A1.0 SITE PLAN
1/16" = 1'-0"

VALLEY DRAFTING + DESIGN
142 EBERT ROAD, ADMING@VALLEYDAD.CA
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 - 5) REFER TO SHEET A4.1 FOR ALL NOTES, LEGENDS & SCHEDULES

REVISIONS

ITEM	DATE	#
PRELIM 1 - ISSUED FOR CLIENT REVIEW	26/03/21	1
ISSUED FOR DST MEETING	26/04/20	2
ISSUED FOR MINOR VARIANCE APPLICATION	29/05/20	3

CLIENT
MARLANE CONTRACTING

PROJECT
INDUSTRIAL ADDITION

19 WARREN CRES
PERTH, ON K7H 0A8

DRAWING TITLE
SITE PLAN

SCALE
AS NOTED

DATE
MARCH 2026

SHEET
A1.0

FILE NUMBER
2607

DOOR SCHEDULE				
DOOR NO.	DOOR SIZE (WxH)	TYPE	ROOM TO/FROM	COMMENTS
D1	68" x 82"	EXT - DOUBLE - FULL GLASS	EXTERIOR TO ENTRY/ WAITING ROOM	
D2	36" x 82"	INT - SINGLE - FLUSH	EXISTING SHOP TO ENTRY/ WAITING ROOM	
D3	36" x 82"	INT - SINGLE - FLUSH	ENTRY/ WAITING ROOM TO OFFICE	
D4	36" x 82"	INT - SINGLE - FLUSH	EXISTING SHOP TO LUNCH ROOM	
D5	36" x 84"	EXT - SINGLE - HALF GLASS	LUNCH ROOM TO COVERED PORCH	
ED1	36" x 84"	EXT - SINGLE - HALF GLASS	EXISTING SHOP TO ENTRY/ WAITING ROOM	

WINDOW SCHEDULE				
WINDOW NO.	SIZE (WxH)	TYPE	LOCATION	COMMENTS
EW1	72" x 48"	CASEMENT - 2 PANE	LUNCH ROOM	
W1	38" x 42"	CASEMENT - 2 PANE	EXTERIOR	
W2	38" x 42"	CASEMENT - 2 PANE	EXTERIOR	
W3	38" x 42"	CASEMENT - 2 PANE	EXTERIOR	

PRESCRIPTIVE ENERGY EFFICIENCY COMPLIANCE SB-12

GROSS EXTERIOR WALL AREA : 3042.7 ft² (282.7m²)
 GROSS GLAZING AREA : 140.4 ft² (13m²)
 RATIO OF WINDOWS TO WALL : 4.6%

AS PER OBC DIV.B, SB-12, 3.1.1.11 OUR COMPLIANCE PACKAGE WILL BE SELECTED FROM TABLE 3.1.1.11.(P) - COMPLIANCE PACKAGE ZONE 1

CEILING WITH ATTIC : R-60
 CEILING W/O ATTIC : R-31
 EXTERIOR WALLS : R-19+5ci
 BASEMENT WALLS : R-20ci
 GROUNDSPACE SLAB: N/A (ALL<600mm BELOW GRADE)
 WINDOWS/GLASS : ER 25
 SPACE HEATING : EXISTING FURNACE WILL HEAT ADDITION
 HW/ERV :
 DWH : EF 0.80
 DWHR UNIT : N/A

GENERAL LEGEND:

- FOUNDATION WALL ASSEMBLY
- INTERIOR WALL ASSEMBLY
- EXTERIOR WALL ASSEMBLY
- EXISTING DOOR LABEL
- EXISTING WINDOW LABEL
- DOOR NUMBER LABEL
- WINDOW NUMBER LABEL
- DOORS
- INTERCONNECTED SMOKE/CARBON MONOXIDE DETECTOR - HARD WIRED TO ELECTRICAL w/ BATTERY BACKUP
- INTERCONNECTED SMOKE DETECTOR - HARD WIRED TO ELECTRICAL w/ BATTERY BACKUP
- EXISTING EMERGENCY LIGHT
- CONSTRUCTION NOTE REFERENCE TAG
- MINIMUM FIRE RATING W/IN ASSEMBLY
- INSULATION

STRUCTURAL LEGEND:

- WOOD POST LOCATION (FLOOR PLANS) ("X" = JACKSTUD NUMBER)
- EXISTING POST (FLOOR PLANS)
- BEAM POCKET (FLOOR PLANS)
- WOOD BEAM & LINTEL SPANS (FLOOR PLANS)
- STEEL BEAM SPAN (FLOOR PLAN)
- 6X6X6 WELDED WIRE MESH
- JOIST / RAFTER / TRUSS SPAN (FLOOR PLANS)

FOUNDATION NOTES:

FN1 > TYPICAL FOUNDATION WALL CONSTRUCTION

- 8" POURED CONCRETE FDN. WALL (20 mpa)
- LIQUID APPLIED ASPHALTIC MEMBRANE ON OUTER SIDE
- 24"x8" POURED CONCRETE FOOTING (15MPa), TO REST ON COMPACTED GRANULAR FILL OVER NATIVE SOIL OR ON SOUND BEDROCK (MIN. 75kPa BEARING)
- PARING ABOVE FINISH GRADE

FN2 > FOUNDATION USING "BIGFOOT" FOOTING

- 12"x8" CONCRETE PIER ON 24"x8" "BIGFOOT" CONCRETE FOOTING (15 MPa) TO REST ON COMPACTED GRANULAR FILL OR ON SOUND BEDROCK (MIN. 75 kPa BEARING)

FLOOR NOTES:

FL1 > TYPICAL FLOOR SLAB CONSTRUCTION

- 4" POURED CONCRETE SLAB (32 MPa) c/w 6x6x6 W.W. MESH (SET 2" FROM BOTTOM OF SLAB)
- 2" RIGID INSULATION (R-10)
- 8" MIN. COMPACTED GRANULAR FILL ON UNDISTURBED NATIVE SOIL

FL2 > TYPICAL PORCH SLAB CONSTRUCTION

- 4" POURED CONCRETE SLAB (32 MPa w/ 6% AIR-ENTRAINMENT) c/w 6x6x6 W.W. MESH (SET 2" FROM BOTTOM OF SLAB)
- 8" MIN. COMPACTED GRANULAR FILL ON UNDISTURBED NATIVE SOIL

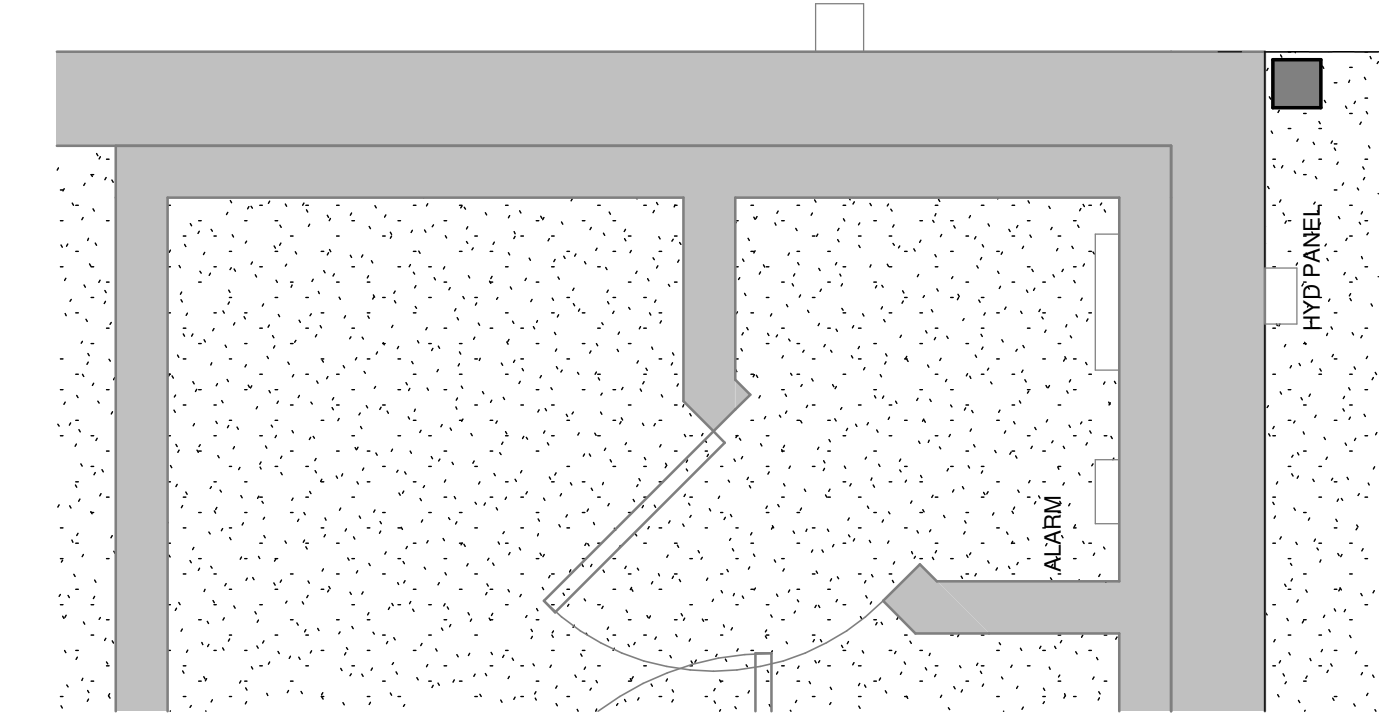
WALL NOTES:

WL1 > EXTERIOR WALL CONSTRUCTION (TYPICAL)

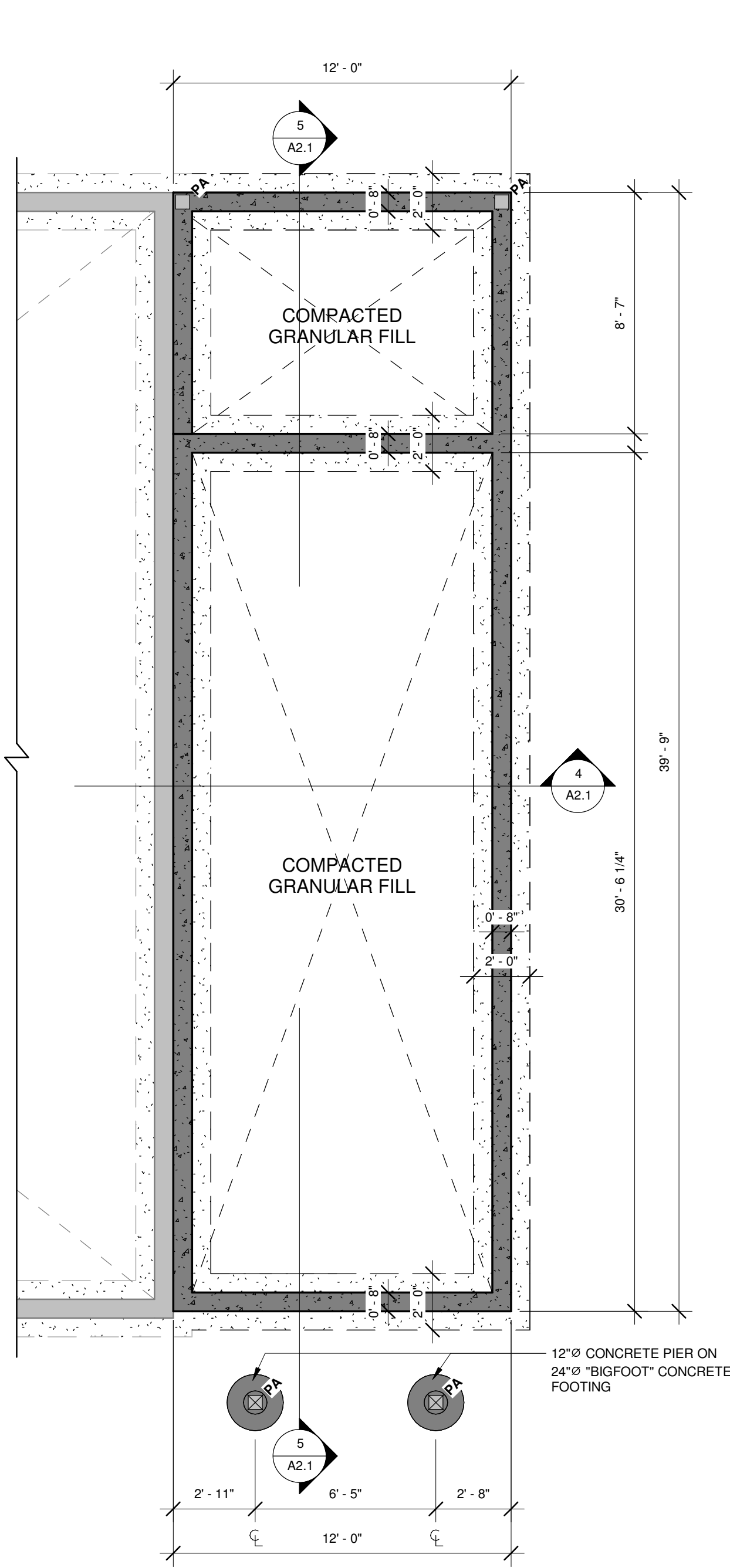
- 1/2" GYPSUM BOARD
- 6 mil. POLY VAPOUR BARRIER
- BATT INSULATION (R-19)
- 2x6 STUDS @ 16" o/c w/ 2x6 BLOCKING @ 48" o/c
- 7/16" OSB WALL SHEATHING
- 1" RIGID INSULATION (R-5) (ENSURE ALL JOINTS & NAIL HEADS ARE TAPED & WELL SEALED)
- 1x4 SPR.#2 STRAPPING @ 16" o/c
- HORIZONTAL VINYL SIDING

WL2 > INTERIOR WALL CONSTRUCTION (TYPICAL)

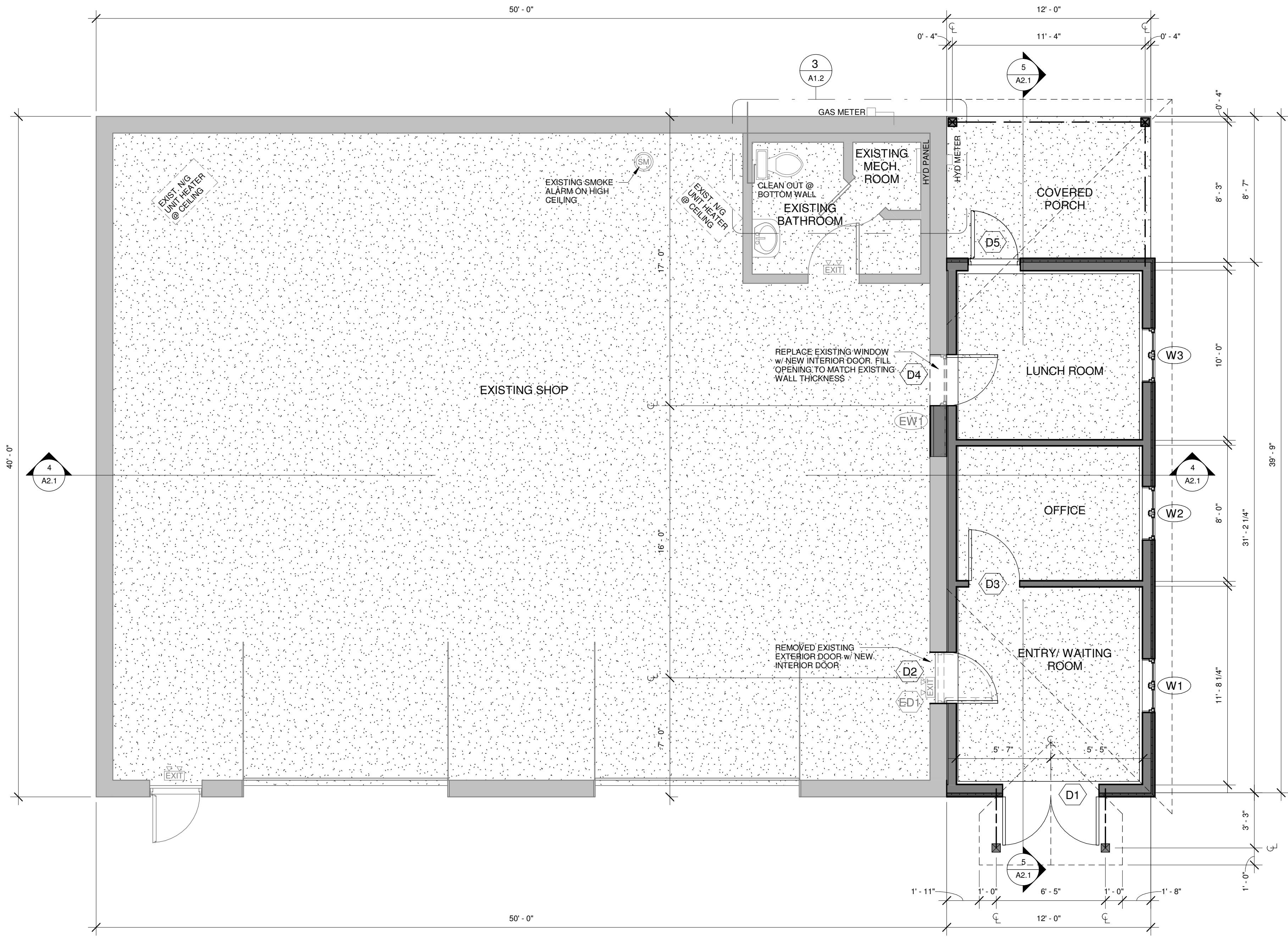
- 1/2" GYPSUM BOARD EACH SIDE OF 2x4 OR 2x6 STUDS (SEE PLAN) @ 16" o/c



3 MECH ROOM DETAIL
 A1.2 1/2" = 1'-0"



2 FOUNDATION PLAN
 A1.2 1/4" = 1'-0"



1 MAIN FLOOR PLAN
 A1.2 1/4" = 1'-0"

VALLEY DRAFTING + DESIGN
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 PERTH, ONTARIO, WWW.VALLEYDAD.CA
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 - 5) REFER TO SHEET A4.1 FOR ALL NOTES, LEGENDS & SCHEDULES

REVISIONS

ITEM	DATE	#
PRELIM 1 - ISSUED FOR CLIENT REVIEW	26/03/21	1
ISSUED FOR DST MEETING	26/04/20	2
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CLIENT
 MARLANE CONTRACTING

PROJECT
 INDUSTRIAL ADDITION
 19 WARREN CRES
 PERTH, ON K7H 0A8

DRAWING TITLE
 MAIN FLOOR PLAN

SCALE
 AS NOTED

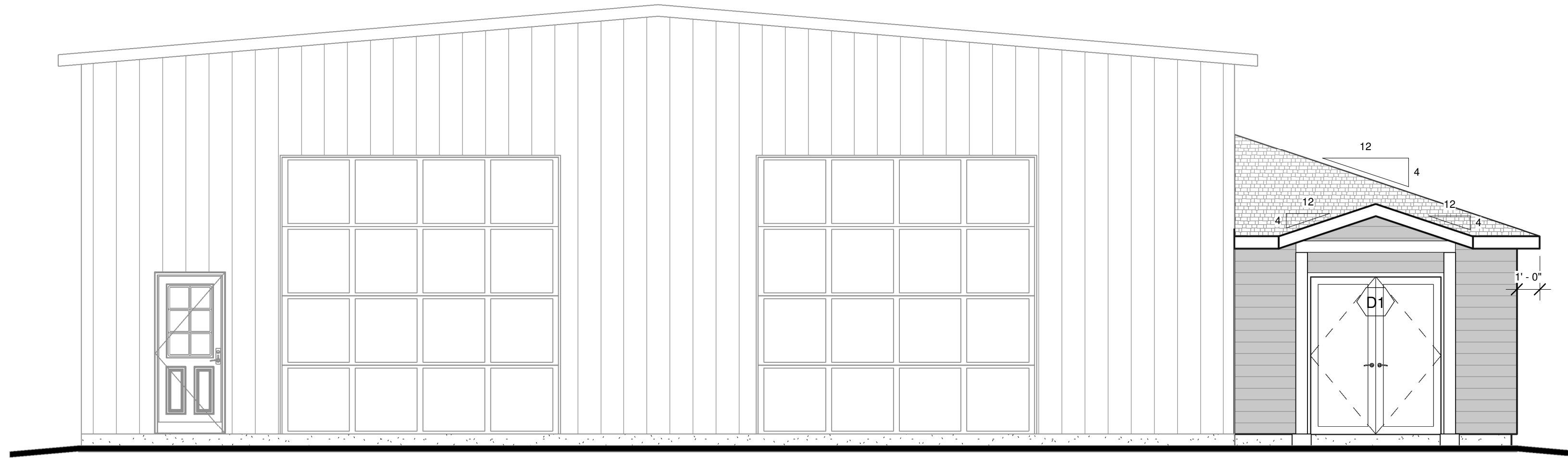
DATE
 MARCH 2026

SHEET
A1.2

FILE NUMBER
 2607



- A1.4 - ROOF PLAN
18' - 6 1/2"
- T/O EXISTING WALL
16' - 0"
- T/O NEW WALL
8' - 4 1/2"
- T/O WINDOW 1
6' - 10"
- A1.2 - 1ST FLOOR
0' - 0"
- T/O GRADE
-0' - 6"



1 FRONT ELEVATION
A2.1 1/4" = 1'-0"

ELEVATION SCHEDULE:

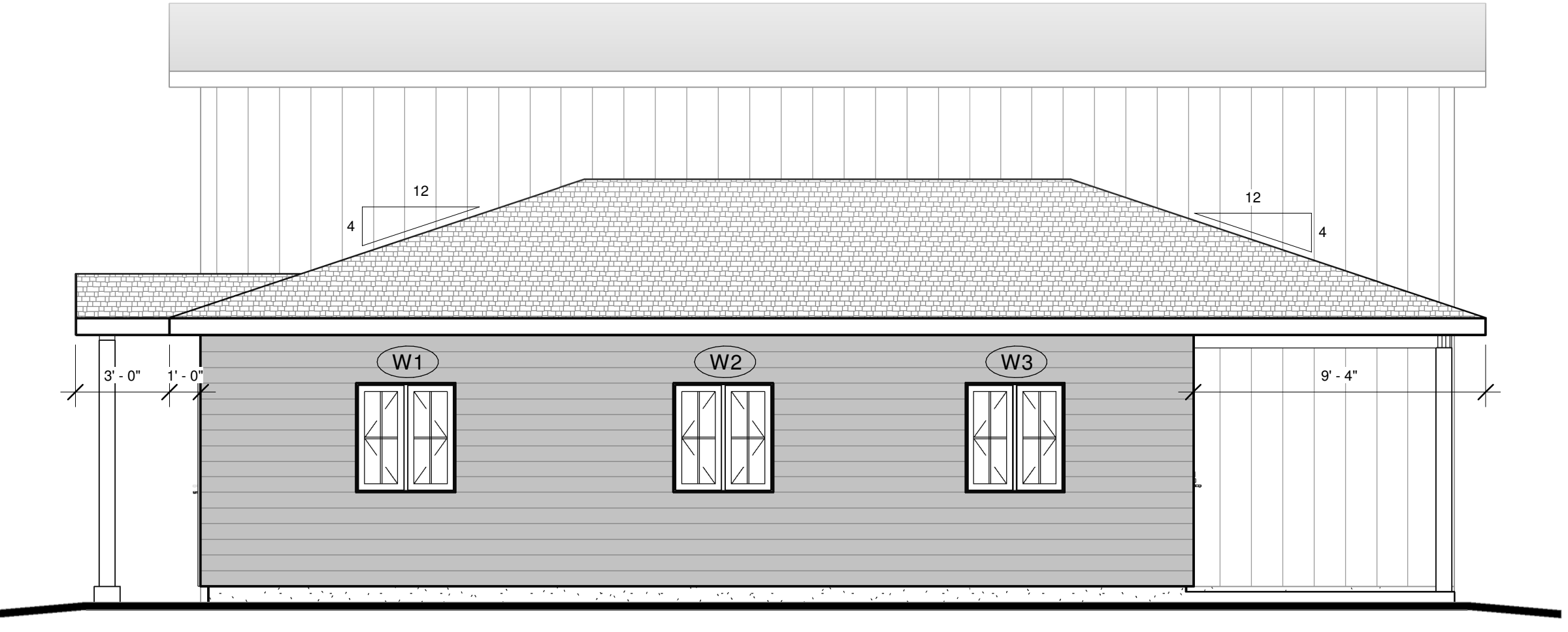
- 1 - ASPHALT SHINGLES w/ BITUMINOUS EAVE
- 2 - HORIZONTAL VINYL OR CEMENT BOARD SIDING c/w CORNER, WINDOW & J-TRIMS
- 3 - PREFINISHED METAL FASCIA & VENTED ALUMINUM SOFFIT
- 4 - CEMENT PARGING
- 5 - THROUGH-WALL FLASHING

DOOR SCHEDULE

DOOR NO.	DOOR SIZE (WxH)	TYPE	ROOM TO/FROM	COMMENTS
D1	68" x 82"	EXT - DOUBLE - FULL GLASS	EXTERIOR TO ENTRY/ WAITING ROOM	
D2	36" x 82"	INT - SINGLE - FLUSH	EXISTING SHOP TO ENTRY/ WAITING ROOM	
D3	36" x 82"	INT - SINGLE - FLUSH	ENTRY/ WAITING ROOM TO OFFICE	
D4	36" x 82"	INT - SINGLE - FLUSH	EXISTING SHOP TO LUNCH ROOM	
D5	36" x 84"	EXT - SINGLE - HALF GLASS	LUNCH ROOM TO COVERED PORCH	
ED1	36" x 84"	EXT - SINGLE - HALF GLASS	EXISTING SHOP TO ENTRY/ WAITING ROOM	

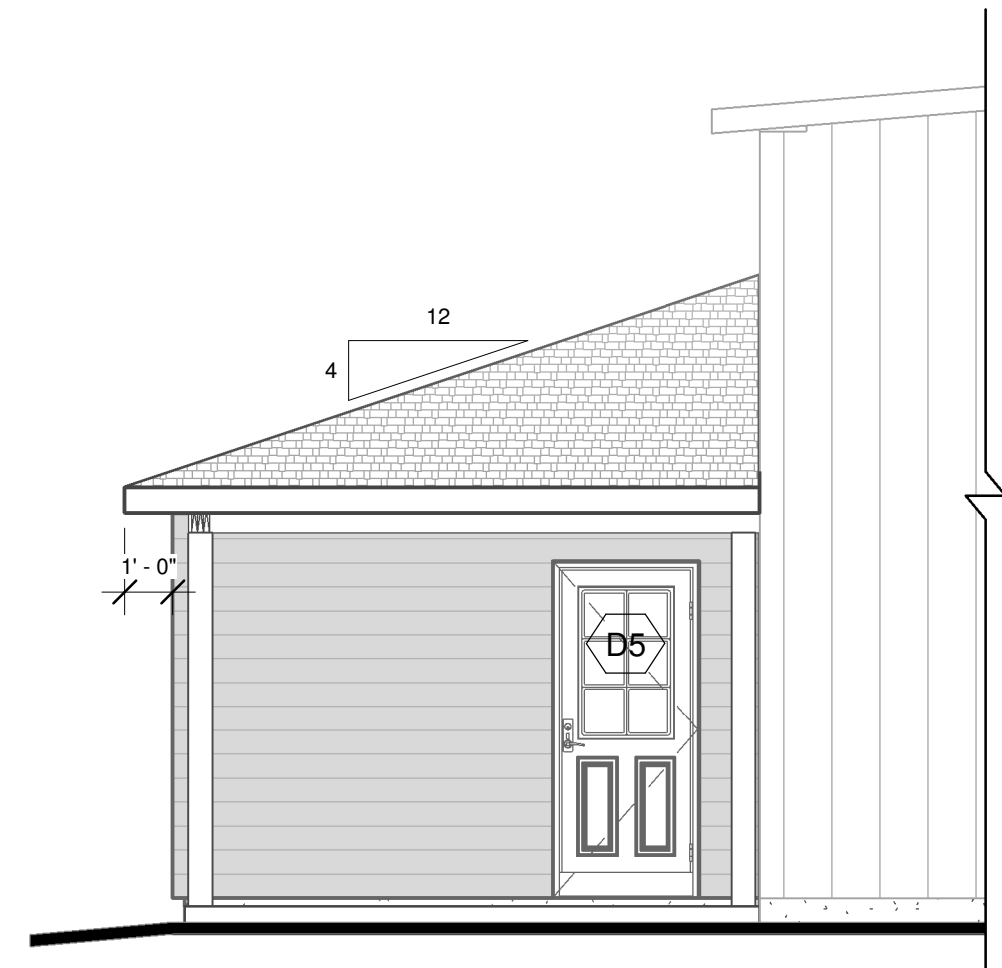
WINDOW SCHEDULE

WINDOW NO.	SIZE (WxH)	TYPE	LOCATION	COMMENTS
EW1	72" x 48"	CASEMENT - 2 PANE	LUNCH ROOM	
W1	38" x 42"	CASEMENT - 2 PANE	EXTERIOR	
W2	38" x 42"	CASEMENT - 2 PANE	EXTERIOR	
W3	38" x 42"	CASEMENT - 2 PANE	EXTERIOR	



3 RIGHT ELEVATION
A2.1 1/4" = 1'-0"

- A1.4 - ROOF PLAN
18' - 6 1/2"
- T/O EXISTING WALL
16' - 0"
- T/O NEW WALL
8' - 4 1/2"
- T/O WINDOW 1
6' - 10"
- A1.2 - 1ST FLOOR
0' - 0"
- T/O GRADE
-0' - 6"



2 REAR ELEVATION
A2.1 1/4" = 1'-0"

PRESCRIPTIVE ENERGY EFFICIENCY COMPLIANCE SB-12

GROSS EXTERIOR WALL AREA : 3042.7 ft² (282.7m²)
 GROSS GLAZING AREA : 140.4 ft² (13m²)
 RATIO OF WINDOWS TO WALL : 4.6%

AS PER OBC DIV. B, SB-12, 3.1.1.11 OUR COMPLIANCE PACKAGE WILL BE SELECTED FROM TABLE 3.1.1.1.1.(IP) - COMPLIANCE PACKAGE ZONE 1

CEILING WITH ATTIC : R-60
 CEILING W/O ATTIC : R-31
 EXTERIOR WALLS : R-19+5ci
 BASEMENT WALLS : R-20ci
 CRAWLSPACE SLAB: N/A (ALL-600mm BELOW GRADE)
 WINDOWS/GLASS : ER 25
 SPACE HEATING : EXISTING FURNACE WILL HEAT ADDITION HW/ERY :
 DWH : EF 0.80
 DWHR UNIT : N/A

ROOF NOTES:

RF1 INSULATED ROOF CONSTRUCTION

- ASPHALT SHINGLES w/ BITUMINOUS EAVE PROTECTION TO 36" HORIZ. IN FROM EXT. WALL AROUND PERIM. & OVER VALLEYS
- ASPHALT IMPREGNATED BUILDING PAPER OVER
- 1/2" PLYWOOD SHEATHING w/ "H"-CLIPS
- ENGINEERED ROOF TRUSSES @ 24" o/c (SEE ROOF TRUSS LAYOUT)
- STYROFOAM BAFFLES @ PERIMETER @ ABOVE HEATED SPACE
- R-60 BATT INSULATION
- 6 MIL. POLY VAPOUR BARRIER ON WARM SIDE
- 1x4 SPR.#2 STRAPPING @ 16" o/c
- 1/2" GYPSUM BOARD @ COVERED PORCH
- 1x4 SPR.#2 STRAPPING @ 16" o/c
- 1/2" PERFORATED SOFFIT OR CEDAR T&G BEADBOARDS

WALL NOTES:

WL1 EXTERIOR WALL CONSTRUCTION (TYPICAL)

- 1/2" GYPSUM BOARD
- 6 MIL. POLY VAPOUR BARRIER
- BATT INSULATION (R-19)
- 2x6 STUDS @ 16" o/c w/ 2x6 BLOCKING @ 48" o/c
- 7/16" OSB WALL SHEATHING
- 1" RIGID INSULATION (R-5) (ENSURE ALL JOINTS & NAIL HEADS ARE TAPED & WELL SEALED)
- 1x4 SPR.#2 STRAPPING @ 16" o/c
- HORIZONTAL VINYL SIDING

WL2 INTERIOR WALL CONSTRUCTION (TYPICAL)

- 1/2" GYPSUM BOARD EACH SIDE OF 2x4 OR 2x6 STUDS (SEE PLAN) @ 16" o/c

FLOOR NOTES:

FL1 TYPICAL FLOOR SLAB CONSTRUCTION

- 4" POURED CONCRETE SLAB (32 MPa) c/w 6x6x6 W.W. MESH (SET 2" FROM BOTTOM OF SLAB)
- 2" RIGID INSULATION (R-10)
- 8" MIN. COMPACTED GRANULAR FILL ON UNDISTURBED NATIVE SOIL

FL2 TYPICAL PORCH SLAB CONSTRUCTION

- 4" POURED CONCRETE SLAB (32 MPa) w/ 6% AIR-ENTRAINMENT c/w 6x6x6 W.W. MESH (SET 2" FROM BOTTOM OF SLAB)
- 8" MIN. COMPACTED GRANULAR FILL ON UNDISTURBED NATIVE SOIL

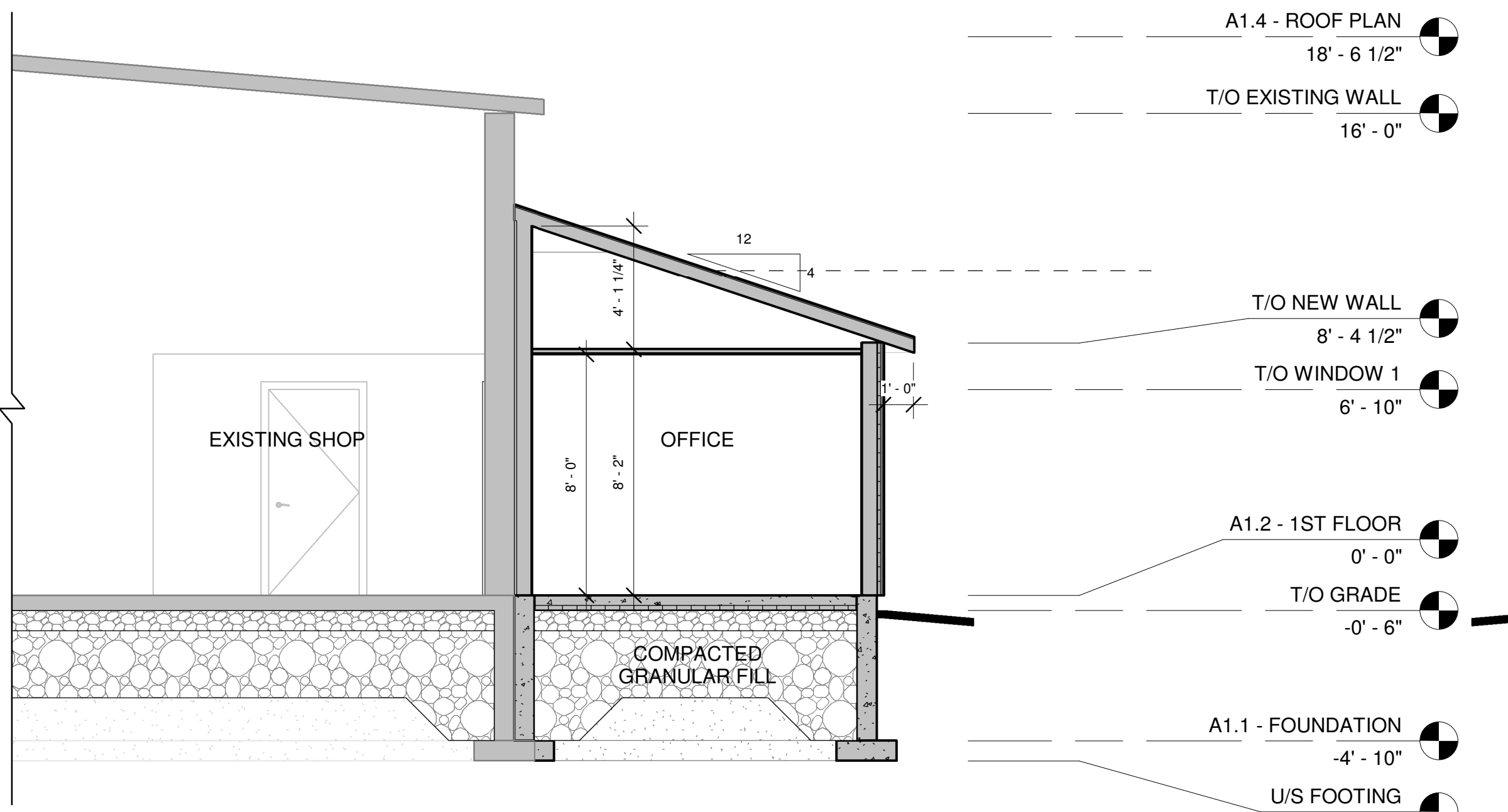
FOUNDATION NOTES:

FN1 TYPICAL FOUNDATION WALL CONSTRUCTION

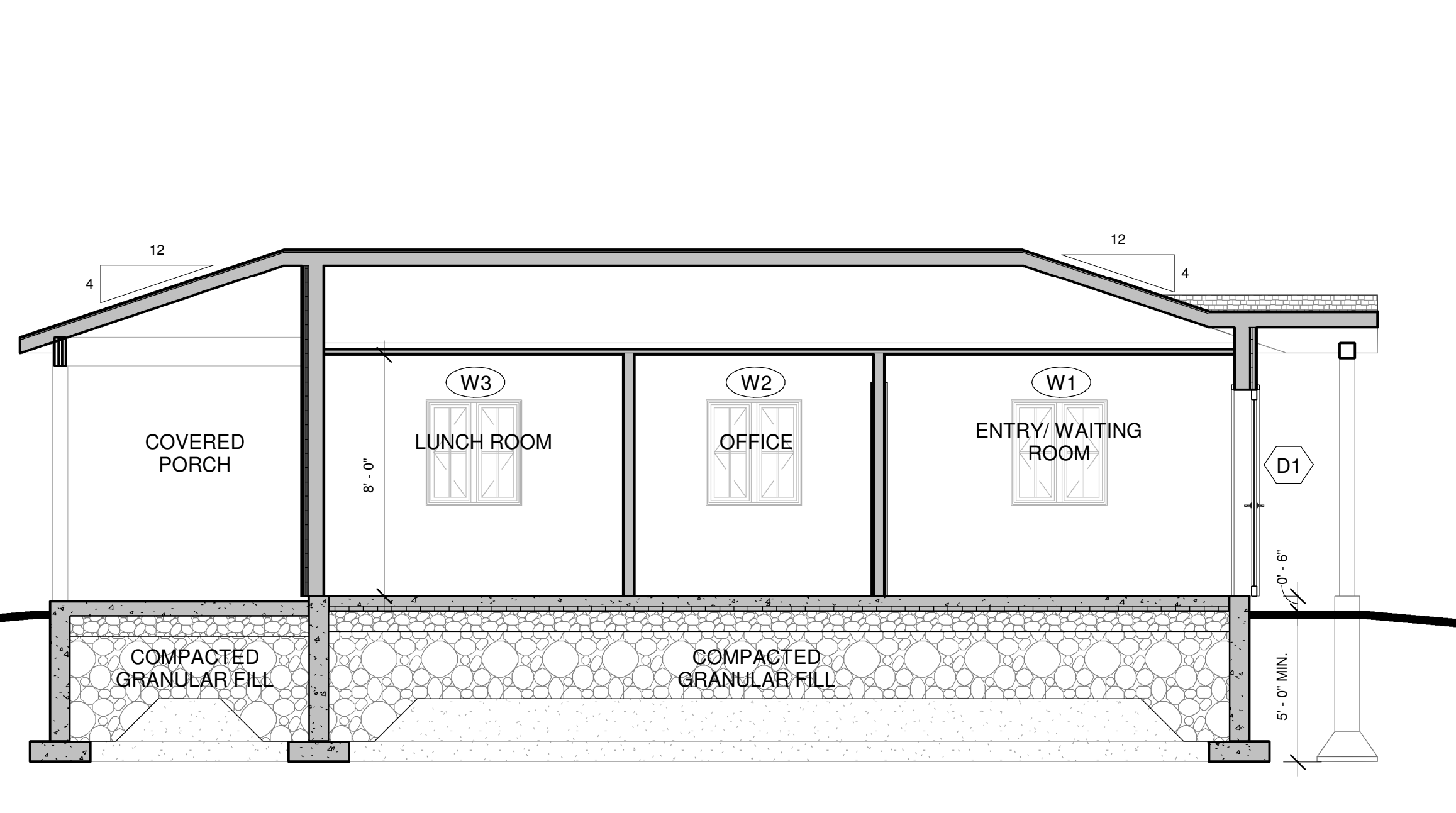
- 8" POURED CONCRETE FDN. WALL (20 MPa)
- LIQUID APPLIED ASPHALTIC MEMBRANE ON OUTER SIDE
- 24"x8" POURED CONCRETE FOOTING (15MPa), TO REST ON COMPACTED GRANULAR FILL OVER NATIVE SOIL OR ON SOUND BEDROCK (MIN. 75kPa BEARING)
- PARGING ABOVE FINISH GRADE

FN2 FOUNDATION USING "BIGFOOT" FOOTING

- 12"Ø CONCRETE PIER ON 24"Ø "BIGFOOT" CONCRETE FOOTING (15 MPa) TO REST ON COMPACTED GRANULAR FILL OR ON SOUND BEDROCK (MIN. 75 kPa BEARING)



4 BUILDING SECTION 1
A2.1 1/4" = 1'-0"



5 BUILDING SECTION 2
A2.1 1/4" = 1'-0"

VALLEY DRAFTING + DESIGN
 142 EBERT ROAD, ADMING@VALLEYDAD.CA
 PERTH, ONTARIO, WWW.VALLEYDAD.CA
 K7H 3C3 613.913.8322

GENERAL NOTES

- 1) MATERIAL, SYSTEMS, APPLICATIONS AND CONSTRUCTION PRACTICES SHALL CONFORM TO THE CURRENT EDITION OF THE O.B.C.
- 2) THE AUTHORITIES HAVING JURISDICTION SHALL BE CONSULTED PRIOR TO THE COMMENCEMENT OF ANY CONSTRUCTION OR MATERIAL ALTERATION
- 3) DO NOT SCALE DRAWINGS
- 4) ANY DISCREPANCIES ARE TO BE REVIEWED WITH VALLEY DESIGN + DRAFTING PRIOR TO CONSTRUCTION
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DRAWING TITLE
ELEVATIONS & SECTIONS

SCALE
1/4" = 1'-0"

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