

Documentation Required When Applying for Non-Residential, Mid-Rise and High-Rise Residential Building Permits via Email

All building permit applications require the following mandatory documents:

- Application to Construct or Demolish Form
- Commitment to General Review form (may not be mandatory but applicable in most cases)
- Architectural drawings (includes site plan)

Required Forms / Approvals

- Letter of Authorization (if applicable)
- CLOCA Permit (if applicable)
- Region of Durham Health Department (Septic System) (if applicable)

Required Drawings (upload by discipline)

- Architectural
- Structural (if applicable)
- Mechanical (if applicable)
- Electrical (if applicable)
- Fire Protection (if applicable)

Drawings must be provided in PDF format per discipline. Refer to Electronic Building Permit Submission Standards for OBC Part 3 Applications for additional information.

Please contact the Building Services Division by email at building@whitby.ca for any inquiries or concerns.

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