



The Corporation of the Township of Wellesley
4639 Lobsinger Line, R. R. # 1
St. Clements, Ontario N0B 2M0
Telephone: 519.699.4611 Fax: 519.699.4540
LOCATED AT CROSSHILL, ONTARIO

In Ontario, all construction is required to be built to the standards of the Ontario Building Code. This document outlines the minimum standards for buildings constructed in Ontario.

You are required to call the Administration Office at least two working days in advance of the required inspection being needed.

If you are in need of assistance, feel free to call on the Staff at the Township of Wellesley. Listed below are the contact names.

WILLIS McLAUGHLIN, Director of Public Works & Environment

RIK LOUWAGIE, Chief Building Official

TRAVIS KROPF, Plans Examiner/Inspector

SUSAN DUKE, CAO/Clerk

SARAH PECK, Township Junior Planner

Phone: 519.699.4611

Fax: 519.699.4540

Email: wmclaughlin@township.wellesley.on.ca



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PUBLIC WORKS DEPARTMENT

Lot Grading Requirements

1. A Lot Grading Plan shall be provided to the Township for review, in a form, containing all information, as required and described in the latest revision of the Township of Wellesley Development Standards. (See attached excerpt); complete sets available at the Township Administration Office.

Any questions relating to the **Lot Grading Plan** should be directed to Willis McLaughlin at the Township Office 519.699.4611

2. Lot Grading Plans shall bear the stamp of a Professional Engineer.
3. Please allow for up to two (2) weeks time for review of the Lot Grading Plan. If the plan is required to be re-submitted for any reason, the time required for a review may be increased.
4. Once the Lot Grading Plan is approved, please ensure you provide a copy of the approved plan to your contractor.
5. A Lot Grading Deposit in an amount established by the Township, will be collected and held, until the as-built lot grading conditions have been inspected and recommended for approval by the Township's consulting engineer and subsequently approved by Council.

The survey costs associated with the consultant's inspection will be deducted from the Lot Grading Deposit

6. Any surplus funds are refunded; any deficit will be invoiced to the property owner.
7. A Surface Works Damage Deposit in an amount established by the Township, will be collected and held until the as-built lot grading conditions have been approved by Council.



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PUBLIC WORKS DEPARTMENT
Lot Grading Requirements *(Cont'd)*

8. Please be advised the lot must be vegetated (i.e. sod or germinated seed) before the as-built lot grading conditions will be inspected.
9. When you lot is ready for an as-built lot grading inspections, please call Willis McLaughlin at the Township Office 519.699.4611

Willis McLaughlin, Director of Public Works & Environment



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TOWNSHIP OF WELLESLEY

Development Standards (1997) excerpt

1.02.06 Lot Grading

The requirements of this section apply to all building permit applications in the Township. The Developer shall provide an overall Lot Grading Plan for the proposed development as part of the engineering drawing submission for the review and approval of the Township of Wellesley. This plan shall clearly define the grading intent of the complete development and shall provide sufficient detail for the Lot Owner to prepare a Site Specific Lot Grading Plan for the lot. All grading plans shall be sealed by a qualified Professional Engineer. The Developer and Lot Owner shall each submit a lot grading deposit in the amount currently required by the Township at the time of the building permit application.

The Developer, or for situations where a Developer is not involved, such as a severance application, the Lot Owner shall be responsible for damage to existing surface works, such as sidewalks, curbs, asphalt and landscaping damaged by the Developers forces or by the Lot Owners or builders. The Developer shall provide a Letter of Credit in an amount specified by the Township to guarantee the restoration and/or repair of any damaged surface works. For situations where a Developer is not involved, the Lot Owner shall provide a certified cheque in lieu of the Letter of Credit. Should repairs or restoration of existing surface features become necessary in the absolute discretion of the Township Engineer and the Developers fails to make rectification when so instructed by the Township, the Township may, at it option, undertake repairs and restoration and all costs be recovered from the Letter of Credit. For situations where a Developer is not involved, the Township will make the repairs and all costs will be recovered from the Lot Owner's certified cheque.

The Lot Owner shall provide a Site Specific Lot Grading Plan for the review of the Developer prior to the Building Permit Application. For situations where a Developer is not involved, such as a severance application, the Site Specific Lot Grading Plan shall be submitted to the Township for review. Once approved by the Developer, this plan shall be included as part of the Building Permit Application for the review of the Building Inspector and Township engineer.

The Site Specific Lot Grading Plan, prepared at a suggested minimum scale of 1:250, shall clearly illustrate how the selected building plan and internal lot grading will conform to the overall grading intent.



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Development Standards (1997) excerpt *(Cont'd)*

Details to be included on the Site Specific Lot Grading Plan are as follows:

- Existing grades and contours on lot
- Existing grades and contours on adjacent lots
- The actual building footprint
- Benchmark location and elevation
- Top of foundation elevation
- Foundation step details
- Garage floor elevation
- Driveway location and slope
- Proposed amenities
- Finished grade around the building
- Limit of tree removal

The Building Contractor shall provide the Building Inspector with a Certificate from the Ontario land Surveyors or qualified Professional Engineer confirming that the as-constructed top of foundation elevation is in general accordance with the site specific plan submitted with the Building Permit Application prior to proceeding further with the building construction.

The Lot Owner shall notify the Township when the final lot grading is complete. Upon notification by the Lot Owner that final grading is complete, the Township's Engineer will survey the property to determine if it is in general conformance with the approved lot grading plan. Once the lot grading is found to be in general conformance with the approved lot grading plan, the Township shall release the full amount of the Developer's deposit and the full amount of the Lot Owner's deposit less the cost of the survey by the Township engineer.



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8.00 Lot Grading

Unless specifically noted on the Approved Lot Grading Plan, final grading shall conform to the following general criteria. Where possible, preferred grades shall be used for all final grading operations. Grades are noted in percent (%) i.e. metres vertical per 100 metres horizontal or by ratio (3:1) i.e. horizontal metres to vertical metres.

| | Minimum | Preferred | Maximum | Comments |
|-------------------------------------|---------|-----------|---------|--|
| Drainage Swale Profile Slope | 1.0% | 2.0% | 10.0% | Absolute minimum slope if no reasonable alternative is available |
| Drainage Swale Side Slope | 5.0% | | | |

