

# Renovations

## Landlord Connect Best Practice

### Thinking of doing renovations on your properties this year?

Depending on the extent of your renovations, you may require a permit from the City.

[Click here](#) to see when a permit is needed.

If you have to apply for a permit, first you should draft up drawings and specifications of your intended renovation, which should include:

- ✓ Floor plans
- ✓ Heating, Ventilation and Air Conditioning (HVAC)/plumbing details
- ✓ Electrical specifications
- ✓ Emergency Lighting and Fire Alarm plans
- ✓ Sprinklers and other Fire Safety systems



Consider hiring a designer and contractor to help you plan your renovations, draw up these specifications and anticipate potential construction issues. You may also want to consider getting insurance to protect your construction investment.

Next, [fill out the Application for a Permit to Construct or Demolish](#).

Check with your local [Toronto Building Code customer service office](#) for what should be included. You can also check with them to ensure that your application takes into account:

- ✓ Zoning bylaws and property standards
- ✓ The Fire Code
- ✓ The Ontario Building Code Act

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- ✓ The Ontario Electrical Safety Act
- ✓ The Planning Act

Once you receive a permit, you and your contractor will have to contact the inspector at various stages of construction so that it can be verified that the construction is happening according to the permit plans and the Building Code.

You will also be required to schedule relevant inspections of your new build. For example, inspections must be done by the Toronto Fire Prevention Staff, for which there is a fee. Additionally, you may have to upgrade the suite to meet fire safety requirements, so budget for these extra expenses.

You will also need a certificate from the Electrical Safety Authority. You can contact them directly to inspect your unit by visiting <https://www.esasafe.com/>.

[Click here](#) to see if your renovation meets eligibility requirements for applying for an Above Guideline Increase (AGI).



This resource was created using information gathered from <http://www.secondsuites.info> and [www.toronto.ca](http://www.toronto.ca).