



# Permission to Construct – the Facility Alteration Permit

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All correspondence concerning or requesting clarification of any information contained in this document can be directed to:

[Construction Control Office](#)

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## **R & R: Your Passport to Safety**

Rules and regulations are not new to any of us. They are a collection of requirements related to a particular subject to control specific practices engaged repeatedly by many people. They all have the same purpose, to protect the health, safety, and welfare of people and property. For these reasons, the Greater Toronto Airports Authority (GTAA) is committed to maintaining a strictly regulated operating environment at Toronto Pearson International Airport. The Construction Control Office (CCO) governs adherence to such rules and regulations to uniformly control construction of any type permitted at the airport by issuing a Facility Alteration Permit (FAP).

### **The Permit Purpose**

The purpose of the FAP is to regulate any construction-related activity in accordance with an established set of codes, statutes, rules and regulations and to announce such activity to the active operations of the airport. Our objectives are to apply these requirements consistently, convey correct information, use clear communication and offer comprehensive coordination to the parties involved in and impacted by permitting the construction to occur. Our goal is the safety of the people and property at Toronto Pearson International Airport.

### **Who Requires a Facility Alteration Permit?**

Generally speaking, any person initiating a project that involves some type of construction or alteration activity performed by a contractor requires a Facility Alteration Permit. With the multitude of requirements to be regulated at the airport, our intention is to channel relevant information to the appropriate parties to assess its impact and to offer adequate notification and response before such construction activity is engaged. The Construction Control Office reserves the right to evaluate each project for marginal and unique circumstances to define the specific process requirements.

### **What Type of Project Requires a Facility Alteration Permit?**

The following list includes typical construction-related projects requiring a Facility Alteration Permit. Not to be considered an all-inclusive list, all new facility construction, and any alteration of, improvement to or repair of existing facility do require a Facility Alteration Permit, whereas, most maintenance activity conducted by the employees of the GTAA do not.

#### **A Facility Alteration Permit is required for:**

- New construction of any type, both buildings and civil structures;
- Additions to existing structures, both interior and exterior;
- Alterations to existing structures, both interior and exterior;
- Leasehold improvements for new and existing tenant premises;
- Demolition and removals of existing structures, utilities, and equipment;
- Temporary installations of any kind and in any area;
- Refurbishing and refinishing of any existing installation related to material, finish, and colour;



- New or replacement of interior finish materials, fabrics, fixtures and furniture, including those approved under a previous Facility Alteration Permit;
- Additions to or modifications of the following building systems: electrical, plumbing, HVAC, data and communication, electronic, security, fire detection/suppression, people or material conveyance, hydraulics, fuel handling;
- New, modified or relocated signs and graphics in any area;
- All new and alteration of existing landside civil work: roadways, structures, excavation, fencing, fixtures, landscape placements, etc.;
- Installation of underground and aboveground utilities, storage tanks and associated piping, and equipment of any kind and in any area;
- All new and alteration of existing airside civil work: airfield areas, including aircraft loading bridges, hydrant fuelling system, grounding rods, permanent and temporary placements;
- Changes to aircraft movement surface markings and vehicle corridor layouts; and
- Investigative activity of any kind and in any area related to structures, systems, environmental and geotechnical scope.

### **A Facility Alteration Permit is not required for:**

- Emergency repairs conducted and coordinated by the GTAA;
- Routine maintenance activity defined by the GTAA;
- Servicing of any defective or inoperative systems or equipment engaged after proper scheduling and coordination by the designated facility operator; and
- Temporary construction trailers for projects that have a Facility Alteration Permit.

**FOR CLARIFICATION ABOUT ANY PROJECT THAT MAY NOT REQUIRE A FACILITY ALTERATION PERMIT PLEASE CONTACT THE CONSTRUCTION CONTROL OFFICE AT (416) 776-5400.**