



# Application for a Permit to Construct or Demolish

This form is authorized under subsection 8(1.1) of the *Building Code Act, 1992*

For use by Principal Authority				
Application number:		Permit number (if different):		
Date received:		Roll number:		
Application submitted to: _____ (Name of municipality, upper-tier municipality, board of health or conservation authority)				
A. Project information				
Building number, street name			Unit number	Lot/con.
Municipality	Postal code	Plan number/other description		
Project value est. \$		Area of work (m <sup>2</sup> )		
B. Purpose of application				
New construction	Addition to an existing building	Alteration/repair	Demolition	Conditional Permit
Proposed use of building		Current use of building		
Description of proposed work				
C. Applicant				
		Applicant is:    Owner or    Authorized agent of owner		
Last name		First name	Corporation or partnership	
Street address			Unit number	Lot/con.
Municipality	Postal code	Province	E-mail	
Telephone number	Fax		Cell number	
D. Owner (if different from applicant)				
Last name		First name	Corporation or partnership	
Street address			Unit number	Lot/con.
Municipality	Postal code	Province	E-mail	
Telephone number	Fax		Cell number	

<b>E. Builder (if known)</b>				
Last name		First name	Corporation or partnership (if applicable)	
Street address			Unit number	Lot/con.
Municipality		Postal code	Province	E-mail
Telephone number		Fax		Cell number
<b>F. New home construction licensing requirement</b>				
i. Is the proposed construction for a new home as defined in the <i>New Home Construction Licensing Act, 2017</i> ? If no, go to section G.			Yes	No
ii. Is a licence required under the <i>New Home Construction Licensing Act, 2017</i> ?			Yes	No
iii. If yes to (ii) provide licence number(s): _____				
<b>G. Required Schedules</b>				
i) Attach Schedule 1 for each individual who reviews and takes responsibility for design activities.				
ii) Attach Schedule 2 where application is to construct on-site, install or repair a sewage system.				
<b>H. Completeness and compliance with applicable law</b>				
i) This application meets all the requirements of clauses 1.3.1.3 (5) (a) to (d) of Division C of the Building Code (the application is made in the correct form and by the owner or authorized agent, all applicable fields have been completed on the application and required schedules, and all required schedules are submitted). Payment has been made of all fees that are required, under the applicable by-law, resolution or regulation made under clause 7(1)(c) of the <i>Building Code Act, 1992</i> , to be paid when the application is made.			Yes	No
ii) This application is accompanied by the plans and specifications prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> .			Yes	No
iii) This application is accompanied by the information and documents prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> which enable the chief building official to determine whether the proposed building, construction or demolition will contravene any applicable law.			Yes	No
iv) The proposed building, construction or demolition will not contravene any applicable law.			Yes	No
<b>I. Declaration of applicant</b>				
I _____ declare that: (print name)				
1. The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge.				
2. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.				
_____		_____		
Date		Signature of applicant		

Personal information contained in this form and schedules is collected under the authority of subsection 8(1.1) of the *Building Code Act, 1992*, and will be used in the administration and enforcement of the *Building Code Act, 1992*. Questions about the collection of personal information may be addressed to: a) the Chief Building Official of the municipality or upper-tier municipality to which this application is being made, or, b) the inspector having the powers and duties of a chief building official in relation to sewage systems or plumbing for an upper-tier municipality, board of health or conservation authority to whom this application is made, or, c) Director, Building and Development Branch, Ministry of Municipal Affairs and Housing 777 Bay St., 12th Floor. Toronto, ON M7A 2J3 (416) 585-6666.

# Application for a Permit to Construct or Demolish Services Page

**I hereby apply for permission to demolish: (This application to be filled out in its entirety)**

MUNICIPAL ADDRESS: \_\_\_\_\_

SQUARE FOOTAGE OF BUILDING: \_\_\_\_\_ TYPE OF BUILDING \_\_\_\_\_

OWNER: \_\_\_\_\_ ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Estimated Cost of Demolition: \$ \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_ ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

NAME OF DISPOSAL SITE: \_\_\_\_\_

ADDRESS OF SITE: \_\_\_\_\_

- IS THE STRUCTURE SERVICED BY WATER  SEWER  OTHER \_\_\_\_\_
- IS THIS DISPOSAL SITE APPROVED BY MINISTRY OF ENVIRONMENT YES  NO
- ARE THE CONCRETE SIDEWALKS ON TOWN PROPERTY ADJACENT TO THE DEMOLITION SITE PRESENTLY DAMAGED YES  NO
- IS THIS DEMOLITION PROJECT SUBJECT TO THE CONDITIONS OF A CONTRACT YES  NO   
IF YES, A COPY OF THE CONTRACT IS REQUIRED TO BE SUBMITTED TO THE CHIEF BUILDING OFFICIAL PRIOR TO THE COMMENCEMENT OF DEMOLITION
- DOES THIS PROJECT REQUIRE THE ABATEMENT OF HAZARDOUS MATERIALS YES  NO
- ARE YOU WILLING TO ALLOW THE TOWN OF FORT ERIE FIRE DEPARTMENT TO USE THE BUILDING FOR TRAINING PURPOSES YES  NO

M.O.E. CERTIFICATE OF APPROVAL NO. \_\_\_\_\_

M.O.E. LICENCE NO. OF HAULER: \_\_\_\_\_ M.O.E. LICENCE NO. OF SITE \_\_\_\_\_

**NOTE: Waste materials generated from a demolition site shall be deposited at a waste disposal site certified by the Ministry of Environment. Certification of a site can be confirmed at 1-800-263-1035.**

**NOTE: Prior to demolition it is the owner/contractors responsibility to contact the Building Department to arrange for a final water meter reading. The meter shall then be removed and returned to the Town.**

**NOTE: The owner/contractor should contact the following agencies where applicable prior to demolition.**

- HYDRO ~ Canadian Niagara Power Company (905) 871-0330
- ONTARIO ONE CALL ~ Gas, Telephone, Cable TV 1-800-400-2255
- Public Works Department – Town of Fort Erie (905) 871-1600 Extension 2481
- Ministry of Environment, Welland Office 1-800-263-1035
- Ministry of Labour, Thorold Office 1-800-263-7260

**Note:** Water/Sewer and Tax accounts cannot be adjusted until a Final Inspection Report has been submitted by the Building Division to the Finance Department confirming completion of work.

**DECLARATION:**

*I hereby declare that the above agencies have been contacted with respect to the proposed demolition, and that all information supplied on this form is acknowledged.*

Owner/Agent (Please print): \_\_\_\_\_ Signature: \_\_\_\_\_