

## Building Permit Requirements

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### Demolition of Non-Residential Buildings

#### Building Permit Application

**1. Completed building permit application** consisting of:

- Application form “Permit to Construct or Demolish”
- Schedule 1: Designer Information
- Applicable Law Checklist
- For Buildings Classified as large or complex buildings under the OBC – See Supporting Documents Required on page 2

**2. Two (2) copies** of a site plan or plan of survey showing:

- Title of Plan
- North Arrow
- Street(s) abutting the property
- Location of all existing buildings
- Designating clearly building(s) to be demolished

**3. Compliance with Div.C**, Sentences 1.2.2.3. (1) and 1.3.1.1.(3) of the Building Code is required as noted:

- 1.2.2.3.(1) The applicant for a permit respecting the demolition of a building shall retain a professional engineer to undertake the general review of the project during demolition, where
- a) the building exceeds 3 storeys in building height or 600 m<sup>2</sup> (6460 ft<sup>2</sup>) in building area,
  - b) the building structure includes pre-tensioned or post tensioned members,
  - c) it is proposed that the demolition will extend below the level of the footings of an adjacent building and occur within the angle of response of the soil, drawn from the bottom of such footings, or
  - d) explosives or a laser are to be used during the course of demolition

- 1.3.1.1.(3) Where a permit is required for demolition of a building in Sentence 1.2.2.3.(1) descriptions of the structural design characteristics of the building and the method of demolition shall be included in the application for a permit to demolish the building.

**4. Permit fee** of \$563.15 or \$1689.45 for demolition by implosion.

#### Building Permit Issuance

1. Where a permit is to be issued to a party other than the owner, a form (Notice of Permission to Construct) signed by the owner shall be submitted for the authorization of work to be undertaken on the owner’s property.

**Permits**

Tel. 905-874-2401  
Fax 905-874-2499

**Inspections**

Tel. 905-874-3700  
Fax 905-874-3763

**Zoning Services**

Tel. 905-874-2090  
Fax 905-874-2499

# 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: <b><u>THE CORPORATION OF THE CITY OF BRAMPTON</u></b> (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			
<input type="checkbox"/> New construction <input type="checkbox"/> Addition to an existing building <input type="checkbox"/> Alteration/repair <input type="checkbox"/> Demolition <input type="checkbox"/> Conditional Permit			
Proposed use of building	Current use of building		
Description of proposed work			
C. Applicant			
Applicant is: <input type="checkbox"/> Owner    or <input type="checkbox"/> 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 (optional)</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. Tarion Warranty Corporation (Ontario New Home Warranty Program)</b>				
i. Is proposed construction for a new home as defined in the <i>Ontario New Home Warranties Plan Act</i> ? If no, go to section G.			<input type="checkbox"/> Yes	<input type="checkbox"/> No
ii. Is registration required under the <i>Ontario New Home Warranties Plan Act</i> ?			<input type="checkbox"/> Yes	<input type="checkbox"/> No
iii. If yes to (ii) provide registration 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.			<input type="checkbox"/> Yes	<input type="checkbox"/> 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> .			<input type="checkbox"/> Yes	<input type="checkbox"/> 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.			<input type="checkbox"/> Yes	<input type="checkbox"/> No
iv) The proposed building, construction or demolition will not contravene any applicable law.			<input type="checkbox"/> Yes	<input type="checkbox"/> 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., 2nd Floor. Toronto, M5G 2E5 (416) 585-6666.

## Schedule 1: Designer Information

Use one form for each individual who reviews and takes responsibility for design activities with respect to the project.

<b>A. Project Information</b>			
Building number, street name		Unit no.	Lot/con.
Municipality	Postal code	Plan number/ other description	
<b>B. Individual who reviews and takes responsibility for design activities</b>			
Name		Firm	
Street address		Unit no.	Lot/con.
Municipality	Postal code	Province	E-mail
Telephone number (     )	Fax number (     )	Cell number (     )	
<b>C. Design activities undertaken by individual identified in Section B. [Building Code Table 3.5.2.1. of Division C]</b>			
<input type="checkbox"/> House	<input type="checkbox"/> HVAC – House	<input type="checkbox"/> Building Structural	
<input type="checkbox"/> Small Buildings	<input type="checkbox"/> Building Services	<input type="checkbox"/> Plumbing – House	
<input type="checkbox"/> Large Buildings	<input type="checkbox"/> Detection, Lighting and Power	<input type="checkbox"/> Plumbing – All Buildings	
<input type="checkbox"/> Complex Buildings	<input type="checkbox"/> Fire Protection	<input type="checkbox"/> On-site Sewage Systems	
Description of designer's work			
<b>D. Declaration of Designer</b>			
I _____ declare that (choose one as appropriate):			
(print name)			
<input type="checkbox"/> I review and take responsibility for the design work on behalf of a firm registered under subsection 3.2.4. of Division C, of the Building Code. I am qualified, and the firm is registered, in the appropriate classes/categories. Individual BCIN: _____ Firm BCIN:        _____			
<input type="checkbox"/> I review and take responsibility for the design and am qualified in the appropriate category as an "other designer" under subsection 3.2.5. of Division C, of the Building Code. Individual BCIN: _____ Basis for exemption from registration: _____			
<input type="checkbox"/> The design work is exempt from the registration and qualification requirements of the Building Code. Basis for exemption from registration and qualification: _____			
I certify that:			
1. The information contained in this schedule is true to the best of my knowledge. 2. I have submitted this application with the knowledge and consent of the firm.			
_____		_____	
Date		Signature of Designer	

**NOTE:**

1. For the purposes of this form, "individual" means the "person" referred to in Clause 3.2.4.7(1) (c) of Division C, Article 3.2.5.1. of Division C, and all other persons who are exempt from qualification under Subsections 3.2.4. and 3.2.5. of Division C.
2. Schedule 1 is not required to be completed by a holder of a license, temporary license, or a certificate of practice, issued by the Ontario Association of Architects. Schedule 1 is also not required to be completed by a holder of a license to practise, a limited license to practise, or a certificate of authorization, issued by the Association of Professional Engineers of Ontario.

**CITY OF BRAMPTON - BUILDING DIVISION**

**SECTION G*í*. DOCUMENTS ESTABLISHING COMPLIANCE WITH APPLICABLE LAW (OBC Div. A - 1.4.1.3.)**

Permit Application No.  _____	Project Location  # _____ street _____ unit/suite _____
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**Explanation:**

Applicable Law - Applicable law is other regulations for which approval must be obtained before a building permit can issue. A complete list of Acts and Regulations that are "Applicable Law" is set out in Article 1.4.1.3 of Division A of the Ontario Building Code.

**Instructions:**

The most common Acts and Regulations are listed below with the documentation that must be provided before a building permit can issue. Check those that apply to your permit application and complete the declaration. The customer service plans examiner will assist you with any questions you may have about the regulations listed. The documents noted must be provided before a building permit can issue.

**Details and Contact Information**

A list of agencies and contact information is available at the Building Division or on the City of Brampton website

**APPLICABLE LAWS (Note: This list provides only the most common approvals)**

ACT	Description	REQUIRED DOCUMENTS (Provide copy)	Required Yes/No	Received
Planning Act s.41	(Site Plan Control)	Site plan approved drawings		
Planning Act s.34	(Zoning By-law)	Final & binding amendment		
Planning Act Pt. V1	(Division of Land)	Registered Plan or Deed		
Planning Act s.45	(Minor Variance)	Final Decision from City Clerk		
Planning Act s.33	(Demolition of Residential Property)	Council Approval		
Ontario Heritage Act ss.27 (3), 30(2), 33, ss.34.40.1 & 40.2		Heritage Permit		
Ontario Heritage Act s.34.5 and s. 34.7.(2)		Ministry of Culture approval		
Development Charges Act s.28 and s.53, Education Act s.257.83 & 257.93	(Financial Contribution)	Confirmation of payment from City of Brampton Finance Department		
Planning Act s.42(6)	(Cash in Lieu of Parkland)	Confirmation of payment from City of Brampton Finance Department		
Conservation Authorities Act	(Flood plain or fill regulated area)	Construction and Fill Permit		
Child Care & Early Years Act, 2014, S.). 2014, c.11 Sched. 1,0. Reg. 137/15 s.13 & 25	(Daycare centre with more than 5 children)	Approval from Ministry of Children and Youth Services		
Education Act s.194	(Demolition of all or part of a school)	Approval from Ministry of Education		
Environmental Protection Act s.168.3.1 & 168.6(1) change of use of land	(Industrial or commercial to agricultural, residential or park)	File Record of Site Condition (RSC) and/or provide Certification of Property use (CPU)		
Public Transportation Act s.34 and s. 38 10	(Construction within 45m of the road or within 395m of an intersection of Hwys, 410 or 407)	Building and Land Use Permit issued by MTO		
<b>Other:</b>				

**APPLICANT'S DECLARATION**

I, \_\_\_\_\_ (print name) certify that the applicable laws designated on the above noted chart are, to the best of my knowledge, all of the "applicable law" for which this application for a permit must comply before a permit is issued.

\_\_\_\_\_ Date

\_\_\_\_\_ Signature

**FOR OFFICE USE ONLY**
