



Demolition

Application for a Permit to Construct or Demolish

This form is authorized under subsection 8(1.1) of the Building Code Act.

For use by Principal Authority			
Application number:		Permit number (if different):	
Date received:		Roll number:	
Application submitted to <u>THE CITY OF BELLEVILLE</u> (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 ²)	
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 ()	



E. Builder (optional)				
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 ()		
F. Tarion Warranty Corporation (Ontario New Home Warranty Program)				
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): _____				
G. Required Schedules				
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.				
H. Completeness and compliance with applicable law				
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
I. Declaration of applicant				
<p>_____ declare that:</p> <p>(print name)</p> <ol style="list-style-type: none"> The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership. <p>_____</p> <p>Date Signature of applicant</p>				

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.

Applicable Law Questions

The following questions must be answered in order to complete your application for a building permit and to determine if approvals are required from any other agency before the building permit can be issued.

Completing this form accurately and providing any other required approvals at application time will help expedite the processing of the building application and permit.

Please answer to the best of your knowledge.

Please check any statements that apply to the property.

1. Is this property:

Fronting on a municipally assumed and maintained road or approved plan of subdivision?

Serviced by municipal water?

Serviced by municipal sanitary services?

Serviced by a septic system on the property?

2. Is the building used:

As a day care?

As a funeral home?

For processing milk?

To house farm animals?

For manure storage?

As a charitable institution?

As a senior's home?

As a senior's centre?

As a nursing home?

3. Is there:

A farm, feedlot or manure storage within 500 meters

A lake, river, creek, stream, pond or wetland on or within 500 meters of the property?

A provincial highway within 800 meters?

A railway within 500 meters of the property?



4. Is approval required by:

- The Conservation Authority?
- The Health Unit (food)?
- The Ministry of Environment?

Planning Section for Site Plan Approval?

5. Is the permit:

- To demolish a school?
- To demolish a heritage building?

For a mobile, park model or modular home?

6. Is the building

- Located on public land?
- Designated heritage building?

7. Is the property use changing to residential?

8. Was the property used as a disposal site?

9. Are Development Charges applicable?

10. Is zoning by-law relief required? (Confirm with Planning Section)

Comments:

Quinte Conservation Regulated Areas span unexpected areas.

It is HIGHLY encouraged that applicant's search the subject property on Quinte Conservation's GIS mapping service PRIOR to building permit submission. If a regulated zone crosses any portion of the subject property, not just where the development or construction will take place,

Quinte Conservation MUST be contacted.



Statement Regarding Required Inspections

Commitment to Inspections

To: City of Belleville – Building Section – Engineering and Development Services

Re: _____
(Civic Address or Legal Property Description)

I _____
(Owner or Authorized Agent)

understand and acknowledge the following:

- that the building permit is to be printed and posted at all times in a conspicuous place on the property
- that the drawings and specifications which formed the basis for permit issuance and which have been stamped by the City of Belleville Building Section are to be printed and kept on site at all times
- that the City of Belleville Building Inspector indicated on the building permit is to be contacted by the site supervisor or other person in charge of construction to arrange for all of the inspections listed below and that notice of up to 2 business days after the date of request may be required
- that the Building Inspector may at their discretion refuse to do an inspection if the site is determined to be unsafe or safe access to the inspection areas is not provided and, that the inspection will need to be rebooked for a different date once safety concerns have been resolved
- that not requesting inspections or covering or enclosing work without inspection may result in orders being issued against the project

Drawings bearing the red 'City of Belleville' permit information stamp are to be printed and available on site for use during inspections. Inspections may not be completed if this set of drawings is not available.

All of the listed inspections may not apply to the specific project in this application submission. Each permit will receive a project specific list of inspections upon receipt of the issued permit.



Required Inspections

Minimum 48 Hour notice required for each inspection. Ensure plans are on site.

1. Capping of Services
2. Final Grading

(Signature of Owner or Authorized Agent)

(Date)



Authorization & Planning Approval

Owner Authorization

Authorization needs to be signed and dated by the property owner within 30 days of the application submission.

For the property owner to appoint an Agent to apply for the building permit on their behalf.

I/We _____

(Property Owner/s)

hereby authorize _____

(Agent)

to apply, on my/our behalf for a building permit on my/our property located in the City of Belleville at: _____

(Civic Address or Legal Property Description)

(Signature of Owner/s)

(Date)

If property ownership cannot be confirmed via the City of Belleville's Tax Department or the Municipal Property Assessment Corporation, or the lot is subject of a recent Site Plan Agreement or Subdivision Agreement, a copy of the property deed will be requested.

City Planning and Entrance Approval

Approval is required PRIOR to the permit application being deemed complete.

(Civic Address or Legal Property Description)

(Signature of Planner)

(Date of Approval)



Declaration of Vacancy

Where the application is for the demolition of a building, I / We hereby confirm that the building located at:

_____ (Civic Address or Legal Property Description)

is vacant.

(Signature of Owner or Agent)

(Date)

(Signature of Owner or Agent)

(Date)

Utility Disconnects

Prior to the issuance of a demolition permit by the City of Belleville, the owner or authorized agent shall provide the following items (if applicable) in support of the application.

Written confirmation of the following utility disconnects to be provided from the utility company:

- a) Elexicon Energy
- b) Hydro One
- c) Enbridge
- d) Belleville Water

Where water service is to be terminated within a road allowance, a road cut permit is required. They are issued by Environmental and Operational Service Department, located at 75 Wallbridge Crescent (613-697-3275).

The Owner shall bear the full responsibility to ensure all utilities into the above building have been disconnected prior to commencing demolition. If any building that is to be demolished is using fuel oil or propane gas (typically rural areas), the Owner shall also contact such company to disconnect / remove the tanks, as required by the applicable legislation / regulation.

For the demolition of a building over 600 square meters, a Commitment to General Review is required.



Demolition Permit Fees Form

Fees are to be filled out by the applicant and verified by the Building Section.

Permit Charges

Demolition	= \$
\$100.00 for main building	
\$100.00 per accessory building	
<hr/>	
Surcharge	= \$
30% of permit fee	
(\$150.00 minimum)	
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Total	= \$