

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: City of Pembroke			
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 <input type="checkbox"/> Owner or <input type="checkbox"/> Authorized agent of owner			
Applicant is:			
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				
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.



CITY OF PEMBROKE
DEMOLITION PERMIT APPLICATION
ADDITIONAL INFORMATION REQUIRED

LEGAL DESCRIPTION OF PROPERTY: _____

ZONE: _____

PROPERTY IS LOCATED ON THE _____ SIDE BETWEEN _____ & _____
(north, south, east, west) (street) (street)

LOT SIZE: _____ x _____
(frontage) (depth)

SIZE OF PROPOSED CONSTRUCTION: _____ x _____
(width) (length)

HEIGHT OF PROPOSED CONSTRUCTION: _____

AREA OF PROPOSED CONSTRUCTION: _____
(sq. ft.)

FRONT YARD SETBACK: _____

REAR YARD SETBACK: _____

SIDE YARD SETBACK: _____

SIDE YARD SETBACK: _____

<i>Internal Use Only</i>	
Fee	_____
Permit	_____
Admin	_____
Water Meter	_____
9-1-1	_____
TOTAL	_____
Development Charge	_____

Site Plan required



Addendum and Notifications

City of Pembroke

Date: _____ Permit: _____

Owner: _____

Address: _____ P.C. _____ Telephone: _____

Contractor: _____

Address: _____ P.C. _____ Telephone: _____

Existing Address for Demolition: _____

Or

Moving to New Address: _____

1. The following authorities must be notified prior to the issuance of a Demolition or Moving Permit.

Authorization Date

(a) Pembroke Police – 613-732-9975
(only if moving building) _____

(b) City Works Department - 613-735-6821 (extension 1409)
(only if street or sidewalk closure required) _____

(c) City Engineering Department – sewer & water
613-735-6821 (extension 1403) _____

(d) Enbridge Gas AND Bell Canada
1-800-400-2255 _____

(e) Ottawa River Power Corporation
613-732-3687 _____

(f) Cogeco Cable – 1-800-267-1654 _____

2. A Covenant to indemnify and save the Corporation of the City of Pembroke harmless from any and all claims, suits or demands which may be brought against it by reason of or arising out of the Demolition or Moving of the Building/Structure, shall be submitted by the Permit Applicant.
3. Evidence (i.e. copy of policy) that a Policy of Insurance has been obtained, issued by an Insurance Company licensed to carry on business in the Province of Ontario, insuring the applicant and the Corporation in respect of Public Liability and property damage in the amount of not less than \$1,000,000 shall be submitted with the Permit Application form.

Applicant's Signature