

**Permit Application**

A permit application form must be fully completed and signed by the registered owner of the land or his/her agent authorized in writing. The application must be accompanied by the required permit fee and plans.

**Disconnection of Services**

When demolishing or moving a building a Notice to Disconnect Services form must be completed and signed by the appropriate authorities prior to the issuance of a demolition permit. (Refer to Page 4)

**Moving of Buildings**

The Highway Traffic Act provides that the municipality, having jurisdiction over highways to be occupied, may issue a moving permit. This permit must be obtained from authorities having jurisdiction over all roads to be used for the move. (Refer to Page 4)

Where the building is to be moved to another property within the City of Oshawa limits, a separate building permit for foundations on the new location must be obtained prior to the issuance of a moving permit.

**Heritage Oshawa**

Where applicable, notice to Heritage Oshawa must be signed off by its official prior to the issuance of a demolition permit if the building/structure is on the Heritage Oshawa's Inventory. (Refer to Page 4)

**Permit Fee**

Initial permit fee shall be calculated in accordance with Schedule D of Building By-law No. 33-2009. Personal cheques payable to "City of Oshawa", cash, debit, and credit card are acceptable for payment of permit fee.

**Other Fee**

Where applicable, the following fee must be collected by the Building Permit Services prior to the issuance of a building/demolition permit:

- Roadway Restoration Application Fee: \$154.50 Flat Fee

**Demolishing Partial Building**

Where applicable, the following certificates, reports and/or plans prepared by a professional engineer or architect shall be provided prior to the issuance of a demolition permit:

- Structural adequacy of the remaining building including proposed work required.
- Fire safety systems of the remaining building including proposed work required.

**Demolition Permit Information**

The owner or authorized agent must complete and sign the Demolition Permit Information form on Page 3 prior to the issuance of a demolition permit.

Certain types of construction or renovations that involve excavations that change the site grading may require approval from the City of Oshawa's Engineering Services in conjunction to the Site Alteration By-law 85-2006. For further information call 905-436-3311, extension 2594 or 2386.

## Ontario Building Code Requirements

Div. C, 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 three (3) *storeys* in *building height* or 600 square metres (6459 square feet) 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 any adjacent *building* and occur within the angle of repose of the *soil*, as drawn from the bottom of such footings, or
- (d) explosives or a laser are to be used during the course of *demolition*.

Div. C, 1.3.1.1.(1)(a) A person is exempt from the requirement to obtain a permit under section 8 of the Act for the *demolition of a building* located on a farm.

## Demolition Standards

Division B, Part 8 "Demolition" of the 2015 Ontario Fire Code.

Division B, Section 5.6. "Construction and Demolition Sites" of the 2015 National Fire Code of Canada

Division B, Part 8 "Safety Measures at Construction and Demolition Sites" of the 2015 National Building Code of Canada.

## Occupational Health and Safety Act and Regulations (OHSAR)

In accordance with OHSAR, it is the responsibility of the building owner to ensure the safety of workers from hazardous materials. A detailed survey to determine the types and conditions of hazardous material shall be carried out and provided to the Contractor prior to demolition. For further information, contact:

- Ontario Ministry of Labour - Industrial Health and Safety Branch  
2275 Midland Avenue, Unit 1  
Scarborough, ON M1P 3E7  
Tel: 416-314-5300  
Fax: 416-314-5405
- Construction Health & Safety Program  
1201 Wilson Avenue  
Building 'E', 2<sup>nd</sup> Floor  
Downsview, ON M3M 1J8  
Tel: 416-235-5330  
Fax: 416-235-6700

## Further Information

City of Oshawa  
Economic & Development Services  
Building Permit & Inspection Services  
50 Centre Street South  
Oshawa, ON L1H 3Z7  
Telephone: 905-436-3311, 1-800-6OSHAWA  
E-Mail: [buildings@oshawa.ca](mailto:buildings@oshawa.ca)

**Property Information:** (to be completed by the Owner or Authorized Agent)

Location: \_\_\_\_\_

Start Date of Demolition: \_\_\_\_\_ Permit Application Number: \_\_\_\_\_

Total Floor Area in square metres for buildings other than houses: \_\_\_\_\_

 Type of Building to be Demolished:  Industrial       Residential       Other Non-Residential

No.	Building Information	Yes	No
1.	Is the building designated under Part IV of the Ontario Heritage Act or within a heritage conservation district or heritage conservation study area?	<input type="checkbox"/>	<input type="checkbox"/>
2.	Is the building listed on the Heritage Oshawa Inventory of Heritage Properties?	<input type="checkbox"/>	<input type="checkbox"/>
3.	Was the building constructed 70 or more years ago?	<input type="checkbox"/>	<input type="checkbox"/>
4.	Does the building to be demolished exceed 3 storeys in height or 600 square metres in building area? *	<input type="checkbox"/>	<input type="checkbox"/>
5.	Are pre-tensioned or post-tensioned members involved? *	<input type="checkbox"/>	<input type="checkbox"/>
6.	Will demolition extend below the footing level of any adjacent building? *	<input type="checkbox"/>	<input type="checkbox"/>
7.	Are explosives or laser being used in the demolition? *	<input type="checkbox"/>	<input type="checkbox"/>
8.	Are there any contaminants (PCB's or chemicals) stored in the building?	<input type="checkbox"/>	<input type="checkbox"/>
9.	Is the building situated on contaminated soil / land?	<input type="checkbox"/>	<input type="checkbox"/>
10.	Are there any underground storage tanks on the subject property? **	<input type="checkbox"/>	<input type="checkbox"/>
11.	Are there any environmental site assessment reports for the subject property? (Submit reports for review)	<input type="checkbox"/>	<input type="checkbox"/>
12.	Has a designated substances and hazardous materials report (including survey of asbestos, mould, lead, PCB, UFFI, etc.) been undertaken or completed on the subject building? (Submit reports for review) ***	<input type="checkbox"/>	<input type="checkbox"/>
13.	Are you the registered owner of the land? (Agent must submit written authorization by owner)	<input type="checkbox"/>	<input type="checkbox"/>
14.	Indicate type of heating within the building: Gas <input type="checkbox"/> Electric <input type="checkbox"/> Oil <input type="checkbox"/> Other _____		

**Important Notices:**

\*The Ontario Building Code requires that a *Professional Engineer* be retained to review the demolition of any *building*.

\*\*The tanks, pipelines and/or equipment that contain fuel must be removed from the site in accordance with the regulations and guidelines of the Technical Standards and Safety Authority (T.S.S.A.). For more information, contact Fuels Safety Division, Durham District, T.S.S.A. at 905-655-8396. Further, environmental site assessment reports will be required when applying for future development.

\*\*\*The Occupational Health and Safety Act and Regulations (OHSAR) prescribes procedures for demolition involving hazardous materials such as asbestos and lead paint. It is the responsibility of the owner / authorized agent to ensure the safety of workers. Before asking for tenders for demolition, the owner/authorized agent shall cause an inspection to be made to establish whether any friable material that is likely to be handled, dealt with, disturbed or removed contains hazardous materials.

Note: All building / demolition sites must be maintained in a safe, tidy condition. A Building Inspector will be visiting your site to verify these conditions.

I have answered the above questionnaire to the best of my knowledge. I understand the above **Important Notices** and have reviewed the **Demolition or Moving of Buildings** information sheet on Page 1.

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 Owner/Applicant Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**Property Information:**

Permit Application No. \_\_\_\_\_ Date of Application: \_\_\_\_\_

Demolishing Entire Building  Moving Building  Demolishing Partial Building 

Address of Property: \_\_\_\_\_

Owner Name: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Address of Property (if moving building): \_\_\_\_\_

*(address of where it is being moved to)***Outside Approvals:**

The following agents must confirm that their services have been disconnected or turned off and that a permit for demolition or moving of a building may be issued.

**Electricity** - Oshawa Public Utilities Commission Network (O.P.U.C. Network), 100 Simcoe Street South, Oshawa, ON L1H 7M7, Tel. (905) 723-4623, extension 5233.

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<i>Name</i>	<i>Signature</i>	<i>Date</i>
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**Gas** - Enbridge Gas Distribution, Work Management Centre – 500 Consumers Road, North York, ON M2J 1P8, Fax your request to: 1-855-580-6866. Any inquiries may be directed to 1-855-228-4898 or via email at [wmexecutionoshpetebarrie@enbridge.com](mailto:wmexecutionoshpetebarrie@enbridge.com)

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<i>Name</i>	<i>Signature</i>	<i>Date</i>
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**Telephone** - Bell Canada, 2nd floor, 15 Victoria Street, Oshawa, ON L1H 8W9

Email - [oshawa.engineering@bell.ca](mailto:oshawa.engineering@bell.ca)

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<i>Name</i>	<i>Signature</i>	<i>Date</i>
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**Water / Sewer** - The Regional Municipality of Durham, Works Department, 825 Conlin Road, Whitby, ON L1N 6A3, Tel. (905) 655-3340, Fax. (905) 655-8707.

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<i>Name</i>	<i>Signature</i>	<i>Date</i>
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Note: Sanitary and storm sewer connections to be plugged by the person demolishing the buildings. The water service will be turned off at the curb stop and the water meter removed from the building.

The building or structure is on Heritage Oshawa's inventory.  Yes  No

**Heritage Oshawa** - Heritage Oshawa c/o the City of Oshawa, Development Services Department, Planning Services, Tel (905) 436-3853, extension 2697 or email [heritage@oshawa.ca](mailto:heritage@oshawa.ca).

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<i>Name</i>	<i>Signature</i>	<i>Date</i>
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**Advisory:** It is the responsibility of the applicant to obtain the required approvals from the following appropriate authorities prior to moving of buildings and/or installing hoarding.

**Moving of Buildings / Hoarding**

Regional Roads - The Regional Municipality of Durham, Works Department, 605 Rossland Road East, Whitby, ON L1N 6A3, Tel. (905) 668-7711, Fax. (905) 668-2051

Local Roads - The City of Oshawa, Operational Services, Transportation Services, 894 Ritson Road South, Oshawa, ON L1H 3Z7, Tel (905) 436-3311, extension 2281.

(Please complete **Demolition Permit Information** on Page 3)

**Call Before You Dig**

Ontario One Call: **1-800-400-2255**