

## Permit Application

A permit application form must be completed and signed by the registered owner of the land or their authorized agent. The application must be accompanied by the required permit fee and plans.

The owner or authorized agent must complete and sign the following prior to the issuance of a Demolition Permit:

- Demolition Permit Information form on Page 3
- Environmental Waiver Special Condition form on 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.

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, Heritage Oshawa must sign off prior to the issuance of a demolition permit if the building/structure is on the Heritage Oshawa's Inventory.

## Permit Fee

Initial permit fee shall be calculated in accordance with Schedule D of the Building By-law.

## Other Fee

Where applicable, proof of payment of the following fees must be provided to Building Permit Services prior to the issuance of a building/demolition permit:

- Roadway Restoration Application Fee (where applicable) is the responsibility of the owner or owner's authorized agent to complete the [R.R.A.F. application form](#) and pay the non-refundable fee, found in our [General Fees and Charges By-law](#).
- 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](#). If grading activities within private land, such as removing or adding soil that may change a homeowner's land levels then [Site Alteration Approval](#) may be required. For further information email [Sitealteration@oshawa.ca](mailto:Sitealteration@oshawa.ca)

## Partial Building Demolition

Where applicable when only a portion of a building is being demolished, 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 Standards

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

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

Division B, Part 8 "Safety Measures at Construction and Demolition Sites" of the 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 1-877-202-0008, [webohs@ontario.ca](mailto:webohs@ontario.ca)

## Outside Approvals:

We, the undersigned being the registered owner(s) or authorized agent for the owner(s) of the above noted property, hereby declare that we will take all necessary actions with the proper authorities to ensure that the termination and capping of all services and utilities including, but not limited to, the agencies listed below have been completed before the commencement of the demolition.

Name	Signature	Date
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**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.

**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)

**Telephone** - Bell Canada, 2nd floor, 15 Victoria Street, Oshawa, ON L1H 8W9 Email - [oshawa.engineering@bell.ca](mailto:oshawa.engineering@bell.ca)

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

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.

**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**

## Demolition Permit Information

**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

	<b>Building Information</b>	<b>Y</b>	<b>N</b>
1	Does the building to be demolished exceed 3 storeys in height or 600 square metres in building area?	<input type="checkbox"/>	<input type="checkbox"/>
2	Are pre-tensioned or post-tensioned members involved?	<input type="checkbox"/>	<input type="checkbox"/>
3	Will demolition extend below the footing level of any adjacent building?	<input type="checkbox"/>	<input type="checkbox"/>
4	Are explosives or laser being used in the demolition?	<input type="checkbox"/>	<input type="checkbox"/>

**Important Notices:**

- If you answer yes to any of the above questions, the Ontario Building Code requires that a Professional Engineer be retained to review the demolition of any building.
- 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.
- All building and demolition sites must be maintained in a safe, tidy condition. A Building Inspector will be visiting your site to verify these conditions.
- 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.

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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Name (please print)	Signature by Owner or Authorized Agent	Date
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**Environmental Waiver****SPECIAL CONDITION  
Demolition Permit Application****TO:** Chief Building Official, City of Oshawa**RE:** \_\_\_\_\_**APPLICATION NO.:** \_\_\_\_\_**PROPERTY ADDRESS:** \_\_\_\_\_

We, the undersigned being the registered owner(s) or authorized agent(s) for the owner(s) of the above noted property, hereby declare that we will take all necessary actions to ensure that there are no adverse effects from the demolition operation due to any existing contaminated conditions at the above site. We confirm, if applicable, that all equipment related to automotive service station operations, including underground tanks and pipelines will be removed from the site in accordance with the Technical Standards and Safety Authority regulations and guidelines.

We confirm that, before a new building can be built at this particular site, we will fulfill our legal obligations with respect to any contaminant located on-site or off-site adjacent to the property to ensure not to pose a health and safety concern and/or threat to the Environment and/or surrounding properties. In that respect, we undertake to retain an Environmental Consultant to supervise any contaminated soil remediation, decommissioning and/or soil disposal in accordance with the Ontario Ministry of Environment and the Ontario Ministry of Labour guidelines and requirements in addition to any applicable City policies.

We will also take all necessary measures to ensure that the dust from this site during demolition and clean-up will be kept within tolerable limits and that the cleaning of streets and sidewalks will be performed.

We also acknowledge that under no circumstances will the City of Oshawa be liable for any present or future environmental problems that may arise from on-site or off-site contamination. We declare that the liability rests solely with the property owners and/or polluters.

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Name (please print)

Signature by Owner or  
Authorized Agent

Date