

For use by Principal Authority

Application no.	Address	Date
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The following approval processes must be completed if they apply to this project, before a building permit can be issued. This listing is provided for convenience purposes only and does not necessarily describe every approval which may be necessary. For more detailed information about the application of these laws to any project, please contact the listed agency, or refer to the actual text of the legislation. For assistance in completing this form, please contact your municipal building department.

Completing this form accurately and providing necessary documents will expedite the issuance of your building permit.

Please check [✓] the items that apply, and attach approval documents where applicable.

Local Municipality	▼ Form of Approval Required	Office Use ▼
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Planning & Zoning

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|--|---|-------|
| <input type="checkbox"/> MINOR VARIANCE <i>Planning Act s. 45</i>
Where application doesn't comply with all zoning provisions | Final & binding decision by Committee of Adjustment
Contact: Local Planning Department | _____ |
| <input type="checkbox"/> ZONING BY-LAW AMENDMENT <i>Planning Act s. 34</i>
Where development requires amended zoning by-law | Final & binding zoning by-law
Contact: Local Planning Department | _____ |
| <input type="checkbox"/> DIVISION OF LAND <i>Ref. Planning Act Part VI</i>
Where land division required for zoning compliance | Registration of Plan or Deed
Contact: Local Planning Department | _____ |
| <input type="checkbox"/> PROVINCIAL ZONING ORDERS <i>Planning Act s. 47</i>
For areas covered by Minister's zoning orders | Approval of the Minister
Contact: MMAH Services Office in your region | _____ |
| <input type="checkbox"/> SITE PLAN APPROVAL <i>Planning Act s. 41</i>
For development in site plan control areas | Approval of site plans by municipality
Contact: Local Planning Department | _____ |
| <input type="checkbox"/> <i>Planning & Development Act</i>
Where Provincial planning control has been applied | Approval of the Minister
Contact: MMAH Services Office in your region | _____ |

Heritage

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|---|--|-------|
| HERITAGE PERMITS | | |
| <input type="checkbox"/> <i>Ontario Heritage Act s. 30(2), 33, 34</i>
Where property is designated or undergoing designation | Consent of Council to alter or demolish
Contact: Local Heritage Committee or Clerk of Municipality | _____ |
| <input type="checkbox"/> <i>Ontario Heritage Act s. 27</i>
Where property listed in municipal register as being of interest | Expiration of 60 Day notice of intent to Council
Contact: Local Heritage Committee or Clerk of Municipality | _____ |
| <input type="checkbox"/> <i>Ontario Heritage Act s. 42</i>
Where land is in a heritage conservation district | Heritage permit issued by Council
Contact: Local Heritage Committee or Clerk of Municipality | _____ |
| <input type="checkbox"/> <i>Ontario Heritage Act s. 40.1</i>
Where property is in heritage conservation study area | Compliance with heritage conservation study by-law
Contact: Local Heritage Committee or Clerk of Municipality | _____ |
| <input type="checkbox"/> <i>Ontario Heritage Act s. 34.5 & 34.7(2)</i>
Where property is designated by Minister of Culture | Consent of Minister to alter or demolish
Contact: MoC Regional Conservation Advisor 416-314-7136 | _____ |

Fortifications

- | | | |
|---|--|-------|
| <input type="checkbox"/> BUILDING FORTIFICATIONS
Where building is fortified against entry | Compliance with the local fortification by-law
Contact: Local by-law enforcement office | _____ |
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Conservation Authority	▼ Form of Approval Required	Office Use ▼
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Conservation

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|--|--|-------|
| <input type="checkbox"/> AUTHORITY PERMIT <i>Conservation Authorities Act s. 28</i>
Where construction affects the control of flooding, erosion, dynamic beaches, pollution or conservation of land | Construction & fill permit
Contact: Local Conservation Authority Office | _____ |
|--|--|-------|

Agriculture & Food

- Nutrient Management Act 2002 s. 11 reg 267/03*
Farm buildings housing animals or animal manure
- Milk Act s. 14*
Where building used as a milk processing plant

Ministry of Agriculture & Food

Record of Approval of NMS issued by MAF
Contact: Andrew Jameson 519-826-6366 _____

Permit issued by the Director, MAF
Contact: Food Inspection Branch 1-888-466-2372 x 6-4180 _____

Child Care Centres

- Day Nurseries Act, s. 5 of reg 262*
Where building is used for a daycare

Ministry of Children & Youth Services

Ministry plan approval
Contact: Ministry regional office in your area _____

Education

- DEMOLITION OF SCHOOLS *Education Act s. 194*
Where a school is proposed to be demolished

Ministry of Education

Minister's approval of demolition
Contact: Steven Mitchell, Architect 416-325-2015 _____

Environment

- Environmental Assessment Act s. 5*
Major industrial or commercial enterprises & Government projects
- BROWNFIELD REDEVELOPMENT
Environmental Protection Act s. 168
Where industrial or commercial property changed to residential or parkland use
- FORMER WASTE DISPOSAL SITES
Environmental Protection Act s. 46
Where building on former landfill or waste disposal site

Ministry of the Environment

Minister's approval of Terms of reference & EA
Contact: MOE Assessment & Approvals 1-800-461-6290 _____

Record of Site Condition filed with MOE
Conformance with Certificate of Property Use
Contact: MOE regional office in your area _____

Minister's approval to use the land
Contact: MOE Assessment & Approvals 1-800-461-6290 _____

Funeral Homes

- Funeral Directors and Establishments Act reg 469*
Where building houses funeral establishment

Ministry of Consumer & Business Services

Notify Registrar, MCBS
Contact: Board of Funeral Services 1-800-387-4458 _____

Highways

- MTO PERMIT *Public Transportation Act s. 34/38*
Where construction is adjacent to a highway, or is within 800m of highway & will generate major traffic

Ministry of Transportation

Building & Land Use permit issued by MTO
Contact: Local or Regional Office of MTO _____

Long Term Care Homes

- Nursing Homes Act s. 4, 5, reg 832*
Homes for the Aged & Rest Homes Act s. 14
Elderly Persons Centres Act, s. 6 of reg 314
Charitable Institutions Act s. 5
Construction, alteration or conversion of building used for a nursing home

Ministry of Health & Long Term Care

Director's approval of construction
Contact: MOH Planning & Renewal Branch 1-877-767-8889
or MOH & Long Term Care Regional Office in your area _____

To be completed by Applicant	Please check the appropriate line
<input type="checkbox"/> 1. None of the items listed apply to this project.	
<input type="checkbox"/> 2. All applicable law approvals have been completed, and approval documents are attached to this application.	
<input type="checkbox"/> 3. The proposed construction or demolition requires one or more applicable law approvals which have not yet been completed.	
I have authority to act on behalf of the corporation or partnership with respect to this application (if applicable)	
Name:	Signature:
	Date: