

For Use by Township Staff (Principal Authority)

Application Number: _____ Date Received: _____

Permit Number (if different): _____

Application Submitted to: **Township of West Lincoln**

A. Project information

Street Address: _____ Unit No. _____ Lot/Con: _____
Municipality: _____ Postal Code: _____ Plan Number: _____
Estimated Project Value: \$ _____ Area of Work (m²): _____

B. Purpose of application

New Construction Addition to Existing Building Alteration / Repair Demolition Conditional Permit
Proposed Use of Building: _____ Current Use of Building: _____
If house is a model already on file, Model Name: _____ reversed modifications attached
Description of Proposed Work: _____

C. Applicant

Applicant is: Owner or Authorized Agent of Owner (if selected complete and attach authorization form)
Last Name: _____ First Name: _____ Corporation or Partnership: _____
Street Address: _____ Unit No. _____ Lot/Con: _____
Municipality: _____ Postal Code: _____ Province: _____
Telephone Number: _____ Cell Number: _____ Email: _____

D. Owner (if different from applicant)

Last Name: _____ First Name: _____ Corporation or Partnership: _____
Street Address: _____ Unit No. _____ Lot/Con: _____
Municipality: _____ Postal Code: _____ Province: _____
Telephone Number: _____ Cell Number: _____ Email: _____

E. Builder (optional)

Last Name: _____ First Name: _____ Corporation or Partnership: _____
Street Address: _____ Unit No. _____ Lot/Con: _____
Municipality: _____ Postal Code: _____ Province: _____
Telephone Number: _____ Cell Number: _____ Email: _____

F. Tarion Warranty Corporation (Ontario New Home Warranty Program)

- i. Is proposed construction for a new home as defined in the *Ontario New Home Warranties Plan Act*? Yes No
- ii. Is registration required under the *Ontario New Home Warranties Plan Act*? Yes No
- iii. If yes to (ii) provide registration number(s):

G. Required schedule

Attach Schedule 1 for each individual who reviews and takes responsibility for design activities.

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). Yes 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 *Building Code Act, 1992*. Yes 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 *Building Code Act, 1992* which enable the chief building official to determine whether the proposed building, construction or demolition will contravene any applicable law. Yes No
- iv. The proposed building, construction or demolition will not contravene any applicable law. (attached) Yes No

I. Declaration of applicant

I, _____ declare that:

- 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.

Date: _____

Signature: _____

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 or 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.

A. Project information

Street Address: _____ Unit No.: _____ Lot/Con: _____

B. Form of correspondence

Please select the form in which you wish for the Building & Enforcement Department to correspond with you regarding the following components of the building permit process (please choose only one for each):

Plans Examination Reports (if any): by mail, pick up or digitally – email address:

Issuance of the Building Permit: by mail, pick up or digitally – email address:

Building Inspection reports (prepared digitally): pick up or digitally – email address:

C. Planning information

Check all that apply to the subject property where construction is proposed:

easement(s) / encumbrance(s) minor variance severance rezoning designated historic / resource

Lot No.: _____ Plan No.: _____ Part Lot: _____ Concession No.: _____
Reference Plan: _____ Lot Area: _____ m² Lot Frontage: _____ m Lot Depth: _____ m

Corner Lot: Yes No Municipal Services: sanitary storm water Onsite overhead hydro wires: Yes No

D. Building Details – All Buildings

Please select the applicable Occupancy Type(s), check all that apply:

A – Assembly, Division: B – Care / Detention, Division: C - Residential D – Business / Personal Service
 E – Mercantile F – Industrial, Division:

Detail	Existing	New	Total
Number of Suites / Units			
Building Area	m ²	m ²	m ²
Gross Floor Area	m ²	m ²	m ²
Area to be renovated or altered	m ²	m ²	m ²
Area of Basement	m ²	m ²	m ²
Area of Basement to be finished	m ²	m ²	m ²
Area of Accessory Building	m ²	m ²	m ²
Area of attached / detached deck	m ²	m ²	m ²
Area of deck that is covered by a roof	m ²	m ²	m ²
Number of Stories Above Grade			
Occupant Load			
Lot Coverage	%	%	%
Number of Seats (Dining / Drinking Establishments)			

E. Building Details – Part 3 Buildings

Building length: _____ m Building width: _____ m Building Height: _____ m Storeys Below Grade:

Building classification: _____ OBC Reference: 3.2.2.

Type of proposed construction: Non Combustible Combustible Both No. of Streets / Access Routes: 1 2 3

Fire Alarm Required: Yes No Standpipe Required: Yes No High Building Designation: Yes No

Sprinkler Required: not required entire building in lieu of roof rating other:

Water supply is adequate for Fire Fighting purposes: yes, city service yes, other: _____ no

Required Fire Resistance Rating (FRR) for Horizontal Assemblies: Floors: _____ hours Roofs: _____ hours

Required Fire Resistance Rating (FRR) for Supporting Members: Floors: _____ hours Roofs: _____ hours

Occupant load of building is: _____ persons based on m² / person or other:

Building is designed in accordance with Barrier Free Design: yes no, explain:

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Zoning / Amendments: _____ Accepted by: _____

Zoning comments:

Building comments:

Permit Issuance Authorized by Jeff Menard, Chief Building Official

Date: _____ Signature: _____

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A. Project information

Street Address: _____ Unit No. _____ Lot/Con: _____

This form describes conditions where approvals from various other agencies are required before a building permit can be issued. It is recommended that these approvals be completed prior to applying for a building permit, since they may delay or prevent permit issuance. For assistance with the individual approvals listed consult with the applicable agency. Further information with regard to the individual agencies and contact for such is contained at the conclusion of this form.

B. Heritage – Township of West Lincoln Planning Department

Are you proposing to demolish, alter, add to or otherwise modify a building that is listed on the Township of West Lincoln heritage inventory? Yes No

Is the building / property designated or in the process of being designated? Yes No

Is the property located in a Heritage District or study area? Yes No

C. Zoning – Niagara Escarpment Commission

Does the property exist within the jurisdiction of the Niagara Escarpment Commission? Yes No

D. Wetlands, Shorelines & Watercourses – Niagara Peninsula Conservation Authority

Does the property abut a ravine, watercourse, wetland or shoreline? Yes No

E. Transportation Routes – Ontario Ministry of Transportation

Is the property within 45m of a highway or 180m from any highway intersection? Yes No

Is the property within 395m of a controlled highway intersection? Yes No

Is this a major traffic generating project located within 800m of a highway? Yes No

F. Environmental Approvals – Ontario Ministry of the Environment

Is the property an industrial or commercial property being changed to a more sensitive use? Yes No

Is the property a former waste disposal site? Yes No

Is the project a major industrial, commercial or government project? Yes No

Is this a renewable energy project? Yes No

G. Agriculture and Farms – Ontario Ministry of Agriculture and Food

Is the proposed building a farm building that will house animals or manure, or is it a milk processing plant? Yes No

H. Education and Child Care Centres – Ontario Ministry of Education

Does the project involve the demolition of a school or is a daycare proposed in any portion of the building? Yes No

I. Seniors / Long Term Care Centres & X-Ray Equipment – Ontario Ministry of Community and Social Services

Is the project a Seniors / Long term Care project whereby Government funding is being sought? Yes No

Does the project include spaces for the use of X-Ray equipment? Yes No

J. Funeral Home – Ontario Ministry of Consumer and Business Services

Does the project involve any building in which funeral services are conducted? Yes No

K. Declaration of Owner

I, _____, certify that the information provided on this document is true to the best of my knowledge and that all required approvals related to the relevant applicable laws have been enclosed and submitted with the application for permit for this project.

Date:

Signature:

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Completing this Form**B. Heritage - Ontario Heritage Act, s. 27, 30, 33, 34, 40.1 & 42**

The Township of West Lincoln has designated certain heritage buildings and maintains a list of building of heritage interests. Planning and/or Town Council approval for demolition, alteration and construction is required if the subject property is affected.

Contact: Township of West Lincoln Planning Department, Brian Treble, 905 957 5138, btreble@westlincoln.ca

C. Zoning - Niagara Escarpment Planning and Development Act

Where construction is proposed in the area under the jurisdiction of the Niagara Escarpment Commission and development permit is required to before a building permit can be issued.

Contact: Niagara Escarpment Commission, Martin Killian, 905 877 7524, martin.killian@ontario.ca

D. Wetlands, Shorelines & Watercourses - Conservation Authorities Act s.28, regulation 166/06

Development within certain conservation regulated areas requires construction and fill permits from the conservation authority before a building permit can be issued.

Contact: Niagara Peninsula Conservation Authority, 905 788 3135, info@npca.ca

E. Transportation Routes - Public Transportation Act s. 34/38

Ministry authorization is required for construction of all buildings within certain distances of a highway or intersection. Where major developments will generate significant amounts of traffic, such as a shopping centre, the distance is extended to 800m.

Contact: Ministry of Transportation, www.mto.gov.on.ca

F. Environmental - Conservation Authorities Act s.28 (1)(c), regulation 166/06

Development within certain conservation regulated areas requires construction and fill permits from the conservation authority before a building permit can be issued.

Contact: Ministry of Environment. 1 800 461 6290

G. Agriculture and Farms - Nutrient Management Act 2002 s.11 regulation 267/03, Milk Act s.14

Buildings or structures that house animals or store manure may require a nutrient management strategy approved by the Ministry. The Ministry must also determine that a milk processing plant is necessary and authorize it before a building permit can be issued

Contact: Ministry of Agriculture Food and Rural Affairs, 1 877 424 1300

H. Education and Child Care Centres - Education Act s.194, Day Nurseries Act, s.5 or regulation 262

The Minister must approve the demolition of all school buildings. Ministry plan approval is required if a new or existing building is proposed to be used or altered / renovated to be used as a day nursery, or if an existing day nursery is altered or renovated.

Contact: Ministry of Education, 905 895 9192

I. Seniors / Long Term Care Centres and X-Ray Equipment - Elderly Persons Centres Act s.6, Healing Arts Radiation Act

Reports must be submitted to and approved by the Minister for all seniors centres to which government funding applies. Where X-Ray equipment is used for primary exposure to humans approvals are required before a building permit can be issued.

Contact: Ontario Ministry of Community and Social Services, 1 888 789 4199

J. Funeral Home - Funeral Directors and Establishments Act, regulation 469

Where a building houses a funeral establishment necessary approvals are required to be obtained before a building permit can be issued.

Contact: Ontario Ministry of Consumer and Business Services, 1 800 387 4458

A. Project information

Street Address: _____ Unit No. _____ Lot/Con: _____

B. Party to be authorized

Last Name: _____ First Name: _____ Corporation or Partnership: _____
Street Address: _____ Unit No. _____ Lot/Con: _____
Municipality: _____ Postal Code: _____ Province: _____
Telephone Number: _____ Cell Number: _____ Email: _____

C. Declaration of Owner

I, _____, being the Registered Owner of the above property hereby authorize the party stated in Section B of this form to make application for permit on my behalf to Building and Enforcement Department of the Township of West Lincoln in accordance with the applicable requirements of the Ontario Building Code for the purpose of the identified project.

Date: _____ Signature: _____

The Ontario Building Code states that "owner includes, in respect of the property on which the construction or demolition will take place, the registered owner, a lessee or mortgagee in possession".

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