

## Permit Application Requirements

### Demolition of Residential Buildings

#### Permit Application

**NOTE TO APPLICANT:** The demolition of residential properties in the City of Brampton is regulated by Section 33 of the Planning Act. A “residential property” means a building that contains one or more dwelling units, but does not include subordinate or accessory buildings, the use of which is incidental to the use of the main building. The Council of the City of Brampton issues a permit for the demolition of a “residential property”. Pursuant to the enactment of Administrative Authority By-law 216-2017, Delegation of Powers and Duties, the Chief Building Official has now been delegated as having authority for issuance of residential demolition permits. The Chief Building Official also issues demolition permits for the demolition of all other buildings. It is important to note that the demolition of any other detached or accessory buildings on the same property are subject to the Building Code Act and will require the submission of a separate application and permit fee for the detached buildings.

#### Permit Application

Submit the following completed documentation to the Building Division:

- Residential Demolition Permit application form
- Supporting Documentation Building Data form
- Applicable Law Checklist
- Financial Contribution Form (C-2)
- 2 colour copies of a recent photograph of the front façade of the residential property to be demolished (8.5”x11”)
- 2 copies of the existing property survey indicating title of plan, north arrow, street(s) abutting the property, location and use of all existing buildings and designate clearly the building(s) to be demolished. (8.5”x14”)
- **Permit Fee** in the amount of **\$405.91**

#### Approval Process for Issuance of Residential Demolition Permit

1. Submission and acceptance of complete permit application package and payment of permit fee.
2. An application for the demolition of a residential dwelling will only be accepted and issued upon meeting one of the following criteria:
  - The applicant providing to the Chief Building Official proof of draft approval of the subdivision (21T#) to be developed on which residence is being demolished and upon submission of a copy of the executed pre-servicing agreement.
  - The applicant providing to the Chief Building Official proof that the land on which the dwelling is situated is the subject of a rezoning and /or site plan agreement and the zoning by-law is approved and/or the site plan approval has been obtained.
  - An application has been submitted to the Building Division for a permit to construct a replacement dwelling unit.
  - Verification to the Chief Building Official that an unsafe condition exists by providing a signed and sealed report from a Professional Engineer illustrating the unsafe condition.

#### Permit Issuance

The applicant will be notified by telephone and/or email, that the demolition permit is ready for issuance.

#### PLEASE NOTE:

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 3 storeys in building height or 600 m<sup>2</sup> (6460 ft<sup>2</sup>) 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, drawn from the bottom of such footings, or
  - d) explosives or a laser are to be used during the course of demolition
2. It is an offence, under the Planning Act, to demolish a residential property without first obtaining a permit. The municipality will take action where demolition is undertaken without a permit.
3. Permits are obtained at the Building Division.

#### Permits

Tel. 905-874-2401

#### Book Inspections

[www.brampton.ca/inspections](http://www.brampton.ca/inspections)

#### Zoning Services

[ZoningInquiries@brampton.ca](mailto:ZoningInquiries@brampton.ca)



BUILDING DIVISION  
8850 McLaughlin Rd, Unit 1  
Brampton, ON L6Y 5T1

Phone: (905) 874-2401  
Fax: (905) 874-2499

# PERMIT APPLICATION

Date Received by Clerk of the Municipality	APPLICATION DATE	APPLICATION NUMBER
	ACCEPTED BY	BUILDING FILE #

TO THE CHIEF BUILDING OFFICIAL: Pursuant to The Planning Act, 1990, as amended, the undersigned hereby applies for a permit to carry out the works described on this application and the documentations submitted herewith

<b>PROJECT LOCATION</b>	Street No.	Street Name	Unit No.		
	Lot/Block	Plan/Conc	Reference Plan (if applicable)		
<b>WORK DESCRIPTION</b>	DEMOLITION OF A RESIDENTIAL PROPERTY		DATE OF CONSTRUCTION	CONSTRUCTION TYPE	CONSTRUCTION VALUE
			GFA (M <sup>2</sup> )	# OF STOREYS	OCCUPIED <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>OWNER</b>	PERSON OR COMPANY				
	Street No.	Street Name	Unit	Phone No. ( )	
	City	Province	Postal Code	Fax No. ( )	

<b>REASON FOR DEMOLITION</b> - In accordance with the demolition control by-law process approved by Council a recommendation to issue a permit to demolish a dwelling unit will be made if one of the following conditions exists. Please indicate which condition relates to the subject application by checking the appropriate box and providing the required information.	<input type="checkbox"/> 1 An unsafe condition exists. A building is unsafe if the building is structurally inadequate or faulty for the purpose for which it is used or in a condition which could be hazardous to the health or safety of persons in the normal use of the building. DOCUMENTATION REQUIRED: PROOF OF UNSAFE CONDITION	<b>ATTACHMENTS</b>  <input type="checkbox"/> 2 COPIES OF LOCATION PLANS DESIGNATING THE SITE AREA (8 1/2" X14" max.)  <input type="checkbox"/> 2 COPIES OF SITE PLANS CLEARLY DESIGNATING THE DWELLING UNIT TO BE DEMOLISHED (8 1/2" x 14" max.)  <input type="checkbox"/> 2 RECENT COLOR PHOTOS OF THE DWELLING UNIT TO BE DEMOLISHED (8 1/2" X 11")
	<input type="checkbox"/> 2 Replacement dwelling unit. An application has been submitted to the Building Department to construct a replacement dwelling unit. DOCUMENTATION REQUIRED: COPY OF PERMIT APPLICATION FOR REPLACEMENT DWELLING UNIT	
	<input type="checkbox"/> 3 Redevelopment of land - plan of subdivision. The land on which the dwelling unit is situated is part of a draft approval plan of subdivision for which a pre-servicing agreement has been executed. DOCUMENTATION REQUIRED: (a) Copy of notice of draft approval (b) Copy of executed pre-servicing agreement	
	<input type="checkbox"/> 4 Redevelopment of land - site plan application. The land on which the dwelling unit is situated is subject to the site plan control by-law and site plan approval has been obtained DOCUMENTATION REQUIRED: (a) Site plan application # and (b) Copy of site plan stamped site plan approval (photocopy accepted)	

**APPLICANT'S DECLARATION**

I,  of	Last Name	First Name	Area Code and Phone No.	
	Street No. and Name		Apt/Unit	Area Code and Fax No.
	City	Province	Postal Code	Email Address

**Do hereby declare the following:**

- THAT I am  the owner as stated above  
 the owner's authorized agent  
 an officer/employee of \_\_\_\_\_ which is an authorized agent of the owner.
- THAT the statements made and the information provided herein are true and correct and are made and provided with full knowledge of the circumstances relating to this application.
- THAT I know of no reason why a permit should not be granted pursuant to this application.
- WHERE applicable only personnel licensed by the City of Brampton will be employed on this project

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

**OFFICE USE ONLY**

<b>BUILDING REVIEWED BY:</b>	<b>PLUMBING REVIEWED BY:</b>	COUNCIL RESOLUTION #:  SUBJECT TO DEMOLITION CONTROL BY-LAW	<b>FEES</b>	
Signature:	Signature:		PERMIT FEE BALANCE	\$
Date:	Date:		COPIES	\$
COMMENTS:			OVERTIME	\$
			OTHER	\$
			TOTAL	\$
ISSUANCE OF PERMIT AUTHORIZED		DATE		

**SUPPORTING DOCUMENTATION**  
for an  
**APPLICATION TO DEMOLISH A RESIDENTIAL PROPERTY**

**PERMIT APPLICATION NUMBER**

**DATE STAMP**

Section 33 of the Planning Act regulates the demolition of residential properties in the City of Brampton. A “residential property” means a building that contains one or more dwelling units, but does not include subordinate or accessory buildings, the use of which is incidental to the use of the main building. The Council of the City of Brampton issues a permit for the demolition of a “residential property”. The Chief Building Official issues a demolition permit for the demolition of all other buildings.

**THE FOLLOWING DOCUMENTATION MUST BE PROVIDED TO PROCESS THIS APPLICATION. AN INCOMPLETE APPLICATION WILL NOT BE PROCESSED**

- 1 COMPLETED PERMIT APPLICATION
- 2 2 – 8½ x 11 OR 8½ x 14 LOCATION PLANS designating the site area
- 3 2 – 8½ X 11 or 8½ X 14 SITE PLANS clearly designating the dwelling unit to be demolished
- 4 Photograph (recent) of the dwelling unit
- 5 **Parts 1, 2 and 3 of this form fully completed**

**1. LOCATION**      Municipal Address \_\_\_\_\_  
# street \_\_\_\_\_  
Legal Description \_\_\_\_\_  
Lot/Blk \_\_\_\_\_ Con/Plan \_\_\_\_\_

**2. BUILDING DATA**    Date of construction \_\_\_\_\_  
GFA \_\_\_\_\_ # storeys \_\_\_\_\_  
Construction type \_\_\_\_\_  
Occupied     yes     no

- 3. REASON FOR DEMOLITION** – In accordance with the demolition control by-law process approved by Council a recommendation to issue a permit to demolish a dwelling unit will be made if one of the following conditions exists. Please indicate which condition relates to the subject application by checking the appropriate box and providing the required information.
- 1 **An unsafe condition exists.** A building is unsafe if the building is structurally inadequate or faulty for the purpose for which it is used or in a condition which could be hazardous to the health or safety of persons in the normal use of the building  
**DOCUMENTATION REQUIRED:** PROOF OF UNSAFE CONDITION
  - 2 **Replacement dwelling unit.** An application has been submitted to the Building Department to construct a replacement dwelling unit.  
**DOCUMENTATION REQUIRED:** COPY OF PERMIT APPLICATION FOR REPLACEMENT DWELLING UNIT
  - 3 **Redevelopment of land – plan of subdivision.** The land on which the dwelling unit is situated is part of a draft approval plan of subdivision for which a pre-servicing agreement has been executed.  
**DOCUMENTATION REQUIRED:** (1) Copy of notice of draft approval (b) Copy of executed pre-servicing agreement
  - 4 **Redevelopment of land – site plan application.** The land on which the dwelling unit is situated is subject to the site plan control by-law and site plan approval has been obtained.  
**DOCUMENTATION REQUIRED:** (1) Site plan application # and (b) Copy of site plan stamped site plan approval (photocopy acceptable)

<b>1</b>	<b>Property Location (Address of the building being demolished)</b>		
	Municipal Address:	_____	
		#                      Street	Unit
	Legal Description of Lands:	_____	
		Part of Lot, Block, Concession, Designated Parts, Reference Plan Description, Municipality	
<b>2</b>	<b>Site Plan #</b>		
<b>3</b>	<b>Property Owner:</b> _____		
	Contact (Applicant/Agent):	_____	
	Address:	_____	
		#                      Street	Unit                      Town/City                      Province                      Postal Code
	Telephone:	_____	Fax: _____
	Email:	_____	
<b>4</b>	<b>Previous Use* of Building Prior to Demolition (check one):</b>		
	<input type="checkbox"/> Industrial	<input type="checkbox"/> Office	<input type="checkbox"/> Non-Industrial/Non-office <input type="checkbox"/> Residential <input type="checkbox"/> Mixed-Use
	*Please provide a fulsome description of the previous use of the building on the second page of this form.		
<b>5</b>	<b>Demolition Permit #</b> _____		
	In the case of demolitions, the owner must provide City staff with proof of demolition (demolition permit) to receive a development charges credit. Should the demolition be occurring in the future, the owner must complete and provide proof of demolition no later than 4 months after the issuance of the building permit or the amount for which the development charge credit provided shall become fully payable.		
<b>6</b>	<b>Date of Demolition</b> _____		
<b>7</b>	<b>Floor Area Verification of Previous Building</b>		<b>For Office Use Only Checked by:</b>
	<b>A. "Total Floor Area"/"Gross Floor Area" of Previous Space</b>	sq.m.	
	<b>B. Deductible Area of Previous Space:</b>		
	City, Region & School Board By-laws      B-1. Any part of the building or structure used for mechanical equipment related to the operation or maintenance of the building or structure, stairwells, elevators and washrooms	sq.m.	
	City, Region & School Board By-laws      B-2. Any part of the building or structure above or below grade, used exclusively for the temporary parking of a motor vehicle or used for the provision of loading spaces	sq.m.	
	City, Region & School Board By-laws      B-3. The area of any self contained structural shelf and rack storage system as defined in the <i>Building Code Act</i>	sq.m.	
	School Board By-laws      B-4. Parts of the building below established grade <b>other</b> than that used for retail, commercial, office, industrial, institutional or warehousing purposes.	sq.m.	
	City, Region & School Board By-laws      B-5. Parts of the building above or below grade used for non-commercial parking	sq.m.	
	<b>C. Number of Residential Dwelling Units Being Demolished:</b>		
	_____ <b>Single Detached</b> _____ <b>Semi</b> _____ <b>Row</b> _____ <b>Large Apt &gt; 750 sq.ft.</b> _____ <b>Small Apt &lt;= 750 sq.ft.</b>		
<b>8</b>	<b>Declaration:</b> I hereby declare that I have verified this information and certify that the statements made herein are correct to the best of my knowledge.	Signature of Applicant:  _____	Name of Applicant:  _____
			Date (yyyy/mm/dd):  _____

**Note: If site is being redeveloped, a C-1 form must be filled out.**

9 **DESCRIPTION OF PREVIOUS USES:**

**DEFINITIONS:**

**THE FOLLOWING DEFINITIONS APPLY TO THE CITY OF BRAMPTON BY-LAWS ONLY.** For greater clarification on any definitions pertaining to development charges, please reference the prevailing DC by-laws for the City of Brampton, Region of Peel, Peel District School Board and the Dufferin-Peel Catholic District School Board.

"Total Floor Area"/"Gross Floor Area" means the total of the areas of the floors in a building or structure, whether at, above or below grade measured between the exterior faces of the exterior walls of the building or structure or from the centre line of a common wall separating two uses, or from the outside edge of a floor where the outside edge of the floor does not meet an exterior or common wall.

Where a building or structure does not have any walls, the total floor area shall be the sum total of the area of land directly beneath the roof of the building or structure and the total areas of the floors in the building or structure.

Also includes:

- a) Floor area of a mezzanine and air supported structure and space occupied by interior walls and partitions. (City, Region and School Board By-laws).
- b) Below grade, only that floor area used for retail, commercial, office, industrial or warehousing purposes (Region and School Board By-laws).
- c) Any part of a building or structure above or below grade used as a commercial parking garage (City).

Less the deductible areas noted in Section 5B of this form.

"Building or Structure" means a building or structure occupying an area greater than 10 square metres consisting of a wall, roof, and floor or any of them or a structural system servicing the function thereof. Includes: air-supported structure, mezzanine, and exterior storage tank. Does not include: farm building, canopy, exterior storage tank where such exterior storage tank constitutes an accessory use.

"Industrial Use" land, buildings or structures used or designed or intended for use for or in connection with: manufacturing, producing, processing, warehousing or bulk storage of goods; a distribution centre or truck terminal; research or development in connection with manufacturing, producing, processing or storage of goods; office uses and the sale of commodities to the general public where such uses are accessory to an industrial use; and the growing, processing and production of Cannabis or a controlled substance under the Controlled Substance Act, but does not include: a building used exclusively for office or administrative purposes unless it is attached to an industrial building or structure as defined above; and a retail warehouse.

"Non-Industrial/Non-Office Use" means the use of land, buildings or structures or parts thereof, used, designed or intended to be used for any use other than for residential use, industrial use, or office use, , and a non-industrial/non-office use includes retail, service, hospitality, motor vehicle service, entertainment and recreational uses and commercial parking lot uses.

"Non-Residential Use" means the use of land, buildings or structures or portions thereof used, designed or intended to be used for any use other than for residential use.

"Office Use" means the use of land, buildings or structures used primarily for, or designed or intended for use primarily for or in connection with conducting the affairs of businesses, professions, services, industries, governments, or like activities, and where the chief product of labour within that use is the processing and/or storage of information rather than the production and distribution of a good or service.

"Residential Use" means land, buildings or structures or portions thereof used, designed, or intended to be used as living accommodation within a dwelling unit, for one or more individuals.

"Temporary Building or Structure" means a building or structure constructed or erected or placed on land for a continuous period not exceeding eight months, or an addition or alteration to a building or structure that has the effect of increasing the total floor area thereof for a continuous period not exceeding eight months.

**CITY OF BRAMPTON - BUILDING DIVISION**

**SECTION G. DOCUMENTS ESTABLISHING COMPLIANCE WITH APPLICABLE LAW (OBC Div. A - 1.4.1.3.)**

Permit Application No.  _____	Project Location  _____ # _____ street _____ unit/suite
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**Explanation:**

Applicable Law - Applicable law is other regulations for which approval must be obtained before a building permit can issue. A complete list of Acts and Regulations that are "Applicable Law" is set out in Article 1.4.1.3 of Division A of the Ontario Building Code.

**Instructions:**

The most common Acts and Regulations are listed below with the documentation that must be provided before a building permit can issue. Check those that apply to your permit application and complete the declaration. The customer service plans examiner will assist you with any questions you may have about the regulations listed. The documents noted must be provided before a building permit can issue.

**Details and Contact Information**

A list of agencies and contact information is available at the Building Division or on the City of Brampton website

**APPLICABLE LAWS (Note: This list provides only the most common approvals)**

ACT	Description	REQUIRED DOCUMENTS (Provide copy)	Required Yes/No	Received
Planning Act s.41	(Site Plan Control)	Site plan approved drawings		
Planning Act s.34	(Zoning By-law)	Final & binding amendment		
Planning Act Pt. V1	(Division of Land)	Registered Plan or Deed		
Planning Act s.45	(Minor Variance)	Final Decision from City Clerk		
Planning Act s.33	(Demolition of Residential Property)	Council Approval		
Ontario Heritage Act ss.27 (3), 30(2), 33, ss.34.40.1 & 40.2		Heritage Permit		
Ontario Heritage Act s.34.5 and s. 34.7.(2)		Ministry of Culture approval		
Development Charges Act s.28 and s.53, Education Act s.257.83 & 257.93	(Financial Contribution)	Confirmation of payment from City of Brampton Finance Department		
Planning Act s.42(6)	(Cash in Lieu of Parkland)	Confirmation of payment from City of Brampton Finance Department		
Conservation Authorities Act	(Flood plain or fill regulated area)	Construction and Fill Permit		
Day Nurseries Act, Reg. 262 s.5	(Daycare centre with more than 5 children)	Approval from Ministry of Children and Youth Services		
Education Act s.194	(Demolition of all or part of a school)	Approval from Ministry of Education		
Environmental Protection Act s.168.3.1 & 168.6(1) change of use of land	(Industrial or commercial to agricultural, residential or park)	File Record of Site Condition (RSC) and/or provide Certification of Property use (CPU)		
Public Transportation Act s.34 and s. 38 10	(Construction within 45m of the road or within 395m of an intersection of Hwys, 410 or 407)	Building and Land Use Permit issued by MTO		
<b>Other:</b>				

**APPLICANT'S DECLARATION**

I, \_\_\_\_\_ (print name) certify that the applicable laws designated on the above noted chart are, to the best of my knowledge, all of the "applicable law" for which this application for a permit must comply before a permit is issued.

\_\_\_\_\_ Date

\_\_\_\_\_ Signature

**FOR OFFICE USE ONLY**