



Application for a Permit to Construct or Demolish

This form is authorized under subsection 8 (1.1) of the *Building Code Act, 1992*

The Corporation of The City of Cornwall

100 Water Street East, 2nd Floor, P.O.Box 877, Cornwall, ON K6H 5T9 Tel.: (613) 930-2787 www.cornwall.ca

A. Project information					
Building number, street name		Unit number	Lot/con.		
Municipality	Postal code	Plan number/other description			
Project value est. \$		Area of work (ft2)			
B. Purpose of application					
<input type="checkbox"/> New Construction <input type="checkbox"/> Addition to an existing building <input type="checkbox"/> Alteration/repair <input type="checkbox"/> Demolition <input type="checkbox"/> Conditional Permit					
Proposed use of building		Current use of building			
Description of proposed work					
i. Will this work result in the creation of an additional dwelling(s)?				<input type="checkbox"/> Yes	<input type="checkbox"/> No
ii. If yes, how many dwelling units are currently at this address?					
C. Applicant					
Applicant is:		<input type="checkbox"/> Owner or	<input type="checkbox"/> Authorized agent of owner		
Last name	First name	Corporation or partnership			
Street address		Unit number	Lot/con.		
Municipality	Postal code	Province	E-mail		
Telephone number	Fax	Cell number			
D. Owner (if different from applicant)					
Last name	First name	Corporation or partnership			
Street address		Unit number	Lot/con.		
Municipality	Postal code	Province	E-mail		
Telephone number	Fax	Cell number			
E. Builder – (Please complete to add your contractor(s) to the contact list – Attach additional page if required)					
Last name	First name	Corporation or partnership (if applicable)			
Street address		Unit number	Lot/con.		
Municipality	Postal code	Province	E-mail		
Telephone number	Fax	Cell number			

F. New home construction licensing requirement			
i) Is the proposed construction for a new home as defined in the <i>New Home Construction Licensing Act, 2017</i> ? If no, go to section G.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
ii) Is a licence required under the New Home Construction Licensing Act, 2017?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
iii. If yes to (ii) provide licence number(s): _____			
G. Required Schedules			
i) Attach Schedule 1 for each individual who reviews and takes responsibility for design activities.			
ii) Attach Schedule 2 where application is to construct on-site, install or repair a sewage system.			
iii) Attach Schedule 3 for Consent and Acknowledgment; Agent Authorization Performance Deposits.			
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). Payment has been made of all fees that are required, under the applicable by-law, resolution or regulation made under clause 7(1)(c) of the Building Code Act, 1992, to be paid when the application is made.	<input type="checkbox"/> Yes	<input type="checkbox"/> 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 <i>Building Code Act, 1992</i> .	<input type="checkbox"/> Yes	<input type="checkbox"/> 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 <i>Building Code Act, 1992</i> which enable the chief building official to determine whether the proposed building, construction or demolition will contravene any applicable law.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
iv) The proposed building, construction or demolition will not contravene any applicable law.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
I. Additional Information			
Type of Water Distribution System	<input type="checkbox"/> Municipal	<input type="checkbox"/> Private Well	
Type of Sanitary Drainage System	<input type="checkbox"/> Municipal	<input type="checkbox"/> Private Septic System	
Type of Heating System	<input type="checkbox"/> Gas	<input type="checkbox"/> Oil	<input type="checkbox"/> Electric <input type="checkbox"/> Other
J. Re-Inspection Fee			
As per By-Law 2019-027 you may be charged a re-inspection fee at the discretion of the Building Official, for additional inspections required, for but not limited to; construction not being substantially completed for required inspections, Site Copy of drawings for which the permit was issued are not readily available for the Building Official, the work site is unsafe for the Building Official to conduct their inspection or work requiring re-inspection.			
k. Declaration of applicant			
I _____ declare that: (print name)			
1. The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge.			
2. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.			
_____	_____		
Date	Signature of applicant		

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 of 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., 12th Floor. Toronto, ON M7A 2J3 (416) 585-6666.