



CLEARVIEW

## Demolition Permit Information Guide

### When is a demolition permit required?

- A demolition permit is required for the demolition of all or part of a building.
- Farm buildings do not require a demolition permit, however applications for same will be processed.

### Drawing requirements for a building permit application

1. A copy of the property survey or site plan of your lot.
  - a. Please draw on location of all structures with dimensions to lot lines and septic if applicable, indicate the location and type of structure to be demolished.
  - b. If a septic system is associated with the structure that is proposed to be demolished the septic will be required to be decommissioned as well. (Refer to Decommissioning of Septic System Information Guide)

### 2012 Ontario Building Code Requirements

In accordance with Div. C, 1.2.2.3.(1) of the OBC 2012:

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 600m<sup>2</sup> (6,460ft<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 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.

### Additional requirements

The contractor / applicant shall contact all utility companies for locations of pipes, ducts and wires and shall ensure that all services are disconnected and/or removed.

In the case of a property serviced by a septic system the septic system shall be decommissioned. (Refer to Decommissioning of Septic System Information Guide)

The contractor / applicant shall ensure the **water line** is physically disconnected from the curb stop on the property side of the curb stop. (Usually cut off one foot from the curb stop). Any new water line (for future building) will have to be connected directly to the curb stop, not spliced into an existing pipe. The **sewer service** line must be cut and plugged with a water tight bung (hand tight expanding plug) or gasket cap. The location of the plugged sewer line end must be marked with a 2X4 and measured from some benchmark that is not likely to change.

The contractor / applicant shall notify the Police or Public Works Department whenever the normal flow of traffic on a municipal street may be impeded while the demolition work is in progress.

Where applicable, the contractor / applicant shall ensure the safety of pedestrians with the installation of proper barricades, boarding, etc.

All building materials shall be removed from the site and all waste materials shall be disposed of in accordance with the provisions of the Environmental Protection Act.

Foundation walls should be demolished to a depth of 18" below grade.

After all building material and rubbish has been removed the property must be graded with such a manner to avoid uneven settling and ponding.

### **How to apply for a building permit**

To apply for a building permit, visit our website [www.clearview.ca/portal](http://www.clearview.ca/portal) Please create an account which can also be used to pay for your building permit application, download permit documents and schedule inspections. Alternatively, you can apply for the permit in person by visiting our offices, please ensure to bring all required documents in a detailed and legible format.

### **Cost of building permit**

The cost of the permit is \$181.00 for residential and agricultural demolition permits, and \$1,884.00 for non-residential demolitions, you can pay for your permit through your online CityView account, we also accept cash, cheque, and debit as methods of in person payment. The permit fee includes the administrative process, the review of drawings, the building permit and building inspections.

### **Time**

Once a complete permit application is made the permit will be reviewed within a maximum of 10 business days.

### **Required Building Inspections**

Building inspections are booked online through your CityView account, or by contacting the Building Department 705-428-6230 ext. 232.

When requesting inspections, please quote Building Permit Number and allow a minimum of 48 hours' notice.

Required inspections include.

- Final inspection to confirm that the demolition has been completed.

### **Important Numbers to Know**

- Ontario One Call 1-800-400-2255 (natural gas, sewer and water lines, Hydro, Rogers Cable, and Bell locates)
- Electrical Safety Authority: 1-877-ESA-SAFE (1-877-372-7233)

### **Any Questions?**

Phone: 705-428-6230 ext. 232

Web: [www.clearview.ca](http://www.clearview.ca)

### **Office hours.**

Monday to Friday

8:30am – 4:30pm