

**SCHEDULE 'D'**  
**(ANNEXED PROPERTIES ONLY – EXCEPT TUTELA HEIGHTS)**

**CITY OF BRANTFORD MUNICIPAL CODE CHAPTER 429 - ARTICLE 11 - DEMOLITION PERMIT**

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**ADDRESS OF PROPOSED DEMOLITION:** \_\_\_\_\_

<b>APPLICANT:</b> _____	<b>OWNER:</b> _____
<b>Address:</b> _____	<b>Address:</b> _____
_____	_____
<b>Telephone:</b> _____	<b>Telephone:</b> _____
<b>Email:</b> _____	<b>Email:</b> _____

**PRESENT BUILDING USE:** \_\_\_\_\_

**TOTAL BUILDING AREA:** \_\_\_\_\_

<b>Number of single detached or semi-detached dwelling units to be demolished</b>	_____
<b>Number of townhouse/row-house dwelling units to be demolished</b>	_____
<b>Number of apartments with a gross floor area greater than 70 sq.m. to be demolished</b>	_____
<b>Number of apartments with a gross floor area less than 70 sq.m. to be demolished</b>	_____
<b>Gross floor area of non-residential uses to be demolished</b>	_____

**Public Way Protection - Occupational Health and Safety Act Ontario Regulation 213/91 - Construction Projects**

- (1) No work shall be carried out on a building or structure located within 4.5 metres of a public way unless a covered way is constructed over the part of the public way that is adjacent to the project. O. Reg. 213/91, s. 64 (1).
- (2) Subsection (1) does not apply with respect to a building or structure if the work being done is enclosed. O. Reg. 213/91, s. 64 (2).
- (3) A covered way,
  - (a) shall have an unobstructed height of not less than 2.4 metres;
  - (b) shall have an unobstructed width of not less than 1.1 metres or, if it is over a sidewalk that is less than 1.1 metres wide, have a width equal to the width of the sidewalk;
  - (c) shall be capable of supporting any load likely to be applied to it and capable of supporting a load of at least 2.4 kilonewtons per square metre;
  - (d) shall have a weather-tight roof;
  - (e) shall have the side adjacent to the project covered with a partition that has a smooth surface on the public way side;
  - (f) shall have a railing one metre high from ground level on the street side; and
  - (g) shall have adequate lighting within the public way. O. Reg. 213/91, s. 64 (3).

**A site plan must be provided with this application indicating the area of demolition with distances to the adjacent property lines. If public way protection is required a Hoarding Permit must be obtained from the City of Brantford.**

**NOTES:**

A demolition/removal permit cannot be issued until a completed demolition application has been submitted (including a site plan indicating the areas of demolition and distances to property lines), the information on the both sides of this schedule has been completed and received and all fees have been paid.

No demolition/removal work can begin until a permit has been issued.

It is the responsibility of the owner (or his agent) to make sure that the following inspections are called for at the stages of construction at least 48 hours in advance:

- Prior to the commencement of any work
- Prior to backfilling after capping-off sewers
- When all work is completed and the site cleared and levelled

\_\_\_\_\_  
**SIGNATURE (I have read and agree to adhere to the above noted items)**  
**Owner or Authorized Agent of the Owner**

\_\_\_\_\_  
**DATE**

CITY OF BRANTFORD, BUILDING DEPARTMENT  
100 Wellington Square, N3T 2M2; TELEPHONE (519) 759-4150; FAX: 752-1874  
MAILING ADDRESS: P.O. Box 818, BRANTFORD, ON N3T 5R7

**THE FOLLOWING BUILDINGS/STRUCTURES ARE PROPOSED TO BE DEMOLISHED WITHIN THE CITY OF BRANTFORD:**

**Address:** \_\_\_\_\_

**Use of building(s):** \_\_\_\_\_

**TO COMPLETE THE DEMOLITION PERMIT PROCESS THE FOLLOWING AGENCIES MUST BE NOTIFIED. COMPLETING THE STEPS IN ORDER WILL HELP AVOID DELAY IN THE DEMOLITION PERMIT PROCESS IF COUNCIL APPROVAL IS REQUIRED, WHICH IS A PROCESS THAT CAN TAKE UP TO 4 MONTHS. THE APPLICANT MUST RETURN THIS COMPLETED SIGNED FORM TO THE BUILDING DEPARTMENT.**

**STEP 1 – Planning Approvals – To be completed first. Applicant to contact Planning Department for clearance. Planning Department, 2<sup>nd</sup> Floor, City Hall, 519-759-4150, or Email Victoria Coates at [VCoates@brantford.ca](mailto:VCoates@brantford.ca).**

<p><b>Approval under the Ontario Heritage Act</b> Is the property designated under the <i>Ontario Heritage Act</i> or listed on the Heritage Register?</p> <p>a) Yes, designated under the <i>Ontario Heritage Act</i> or listed on the Heritage Register <input type="checkbox"/></p> <ul style="list-style-type: none"> <li>• Review by Heritage Committee required</li> <li>• Council approval required</li> <li>• Council Report Number _____</li> <li>• Council Approval Date _____</li> </ul> <p>b) No, not designated and not listed <input type="checkbox"/></p> <ul style="list-style-type: none"> <li>• Review by Heritage Committee not required</li> <li>• Council approval not required</li> <li>• Staff Initials _____ Date _____</li> </ul>	<p><b>Approval under the Demolition Control By-law</b> Is the property subject to Demolition Control By-law 141-2017?</p> <p>a) No <input type="checkbox"/></p> <ul style="list-style-type: none"> <li>• Review by Heritage Committee not required</li> <li>• Council approval not required</li> <li>• Staff Initials _____ Date _____</li> </ul> <p>b) Yes <input type="checkbox"/></p> <p>i. Is the demolition a Routine Application needed for a project listed below? <input type="checkbox"/></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> A Public Works project approved by Council;</li> <li><input type="checkbox"/> An Emergency Order; or</li> <li><input type="checkbox"/> A redevelopment resulting in the same number of dwelling units or more than currently exist. <b>Staff must be in receipt of a complete application for Site Plan Control or building permit, or a Committee of Adjustment decision requiring demolition.</b> Staff Initials _____ Date _____</li> <li>• Review by the Heritage Committee not required</li> <li>• Council approval not required</li> <li>• Staff Initials _____ Date _____</li> </ul> <p>ii. Is the demolition needed to allow for another project not listed above? <input type="checkbox"/></p> <ul style="list-style-type: none"> <li>• Specify the reason for demolition: _____</li> <li>• Provide supporting photographs, site plan, rationale for demolition</li> <li>• Year of building construction _____</li> <li>• Review by Heritage Committee required if building is older than 40 years</li> <li>• Council approval required</li> <li>• Council Report Number _____</li> <li>• Council Approval Date _____</li> </ul>
<p><b>Planning Department Sign Off</b> _____ <b>Staff Signature</b> _____ <b>Date</b> _____</p>	

**STEP 2 – Engineering Approval – After completing STEP 1, or in conjunction with, applicant to contact Engineering Department for clearance. Engineering Department, 1<sup>st</sup> Floor, City Hall (519-759-4150), Fax (519-754-0724), Email ([sitealt@brantford.ca](mailto:sitealt@brantford.ca)) Please Note: Fax or Email should state “Demolition Application” in Subject Line**

Demolition is subject to a Site Alteration Permit: Yes  No  Site Alteration Permit Number: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Date Site Alteration Permit Issued: \_\_\_\_\_

**STEP 3 – Utilities Approvals – After completing STEP 2 Applicant to circulate to the following agencies for clearance and return completed form(s) to the Brantford Building Department**

**ELECTRICAL UTILITY – EnergyPlus (519-442-2215) Fax (519-442-3701)**

Hydro Service is disconnected and meter removed: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**BRANTFORD CUSTOMER SERVICES–UTILITIES, 220 COLBORNE ST. 519-756-1360, Fax 519-753-9884, Email [customerservices@brantford.ca](mailto:customerservices@brantford.ca)**

City Water Service is disconnected and meter removed: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Fibre Service is disconnected and removed: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**UNION GAS COMPANY 1-855-228-4898 Ext. 5111122, Fax 1-866-263-0581 or Email [branplan@uniongas.com](mailto:branplan@uniongas.com)**

Gas Service is disconnected and meter removed: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**BELL CANADA, 86 MARKET ST. (Call To Arrange Entrance), 519-751-3994, Fax 519-758-3127 or Email [steven.bain@bell.ca](mailto:steven.bain@bell.ca)**

Telephone Service is disconnected and removed: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**ROGER'S COMMUNICATION PARTNERSHIP 1-519-895-6076, Fax 519-893-6463 or Email [thomas.pearson@rci.rogers.com](mailto:thomas.pearson@rci.rogers.com)**

Cable Service is disconnected and removed: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**FIRE DEPARTMENT, 60 CLARENCE STREET 519-752-0540, Fax 519-752-7083 or Email [fire@brantford.ca](mailto:fire@brantford.ca)**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_