



**DEMOLITION PRE-PERMIT CLEARANCE  
APPLICATION PROCESS & SUBMISSION REQUIREMENTS**

**\*EMAIL CONFIRMATIONS ARE ACCEPTABLE FOR ALL REQUIRED SIGN-OFFS LISTED BELOW\***

Any person applying for a permit to demolish a building must first complete the following form by obtaining the signature of each agency indicated below demonstrating that they have been notified and approve of the cancellation/disconnection of service(s). All agency signature clearances must be submitted together at the time of building permit submission.

All demolition applications involving properties identified on the Town's Municipal Heritage Registry are subject to Council approval. The registry is available from the Clerk's Department or the Town's website. Please contact the Community Planning Department 905-778-2055 for additional information.

As per OBC Div. C 1.2.2.3, 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> 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 or repose of the soil, as drawn from the bottom of such footings, or
(d) explosives or a laser are to be used during the course of demolition.

<b>AFFECTED MUNICIPAL ADDRESS:</b>
<b>PROPOSED BUILDING TO BE DEMOLISHED ie. House, Shed, etc:</b>
<b>PROPOSED DATE OF DEMOLITION:</b>
<b>TIME SCHEDULE OF DEMOLITION:</b>

<b>PROPERTY OWNER/APPLICANT:</b>	
ADDRESS:	TEL:
	EMAIL:
<b>DEMO CONTRACTOR:</b>	
ADDRESS:	TEL:
	EMAIL:

<b>APPLICABLE LAW - Mandatory Signoffs</b>	
<b>Community Planning Division</b> 305 Barrie Street, Bradford, ON L3Z 2A9 Tel. 905-778-2055 Fax 905-778-2035	Manager of Community Planning
<b>Lake Simcoe Region Conservation Authority</b> (if applicable) 120 Bayview Parkway, Newmarket ON L3Y 4X1 Tel. 905-895-1281	
<b>Nottawasaga Valley Conservation Authority</b> (if applicable) 8195 Line 8, Utopia, ON L0M 1T0 Tel. 705-424-1479	
<b>Ministry of Transportation</b> (if applicable) Tel. 416-235-5385 or 1-866-636-0663	Corridor Management Officer

**UTILITY NOTIFICATION - It is the applicant's responsibility to contact the following agencies.**

<b>Community Services Department</b> 3541 Line 11, P.O Box 160 Bradford, ON, L3Z 2A8 Tel. 905-775-5369 Fax 905-778-4343  <i>*Refer to Road Occupancy Permit information below, if applicable.</i>	Manager of Transportation
	Manager of Wastewater
	Manager of Water
<b>Finance Department</b> 61 Holland Street East, Bradford, ON L3Z 2A8 Tel. 905-775-5303 Fax 905-775-4472	Manager of Revenue Services
<b>County of Simcoe Transportation and Engineering</b> 1110 Highway 26, Midhurst, On L0L 1X0 705-726-9300 <a href="mailto:info@simcoe.ca">info@simcoe.ca</a>	
<b>Alectra Utilities</b> 1-833-253-2872	
<b>Hydro One Networks Inc.</b> <a href="mailto:customercommunications@hydroone.com">customercommunications@hydroone.com</a> 1-888-664-9376	
<b>Bell Canada</b> 905-853-4001	
<b>Enbridge Gas</b> <a href="mailto:customercare@enbridge.com">customercare@enbridge.com</a> 1-877-362-7434	
<b>Rogers Communications Canada Inc.</b> <a href="mailto:simcoecirculations@rci.rogers.com">simcoecirculations@rci.rogers.com</a> or <a href="mailto:demolitionpermitcl@rci.rogers.com">demolitionpermitcl@rci.rogers.com</a>	

**ROAD OCCUPANCY PERMIT**     Yes, please see below.     No, public right-of-ways will not be affected.

For any excavations, placement of material, fixtures or objects on public right-of-ways on a temporary or permanent basis a road occupancy permit is required. For more information, please contact Transportation Services 905-778-2055    Email: [roadpermits@townofbwg.com](mailto:roadpermits@townofbwg.com)

**DEMOLITION FEES**

Building permit fees will be calculated in accordance with Schedule "A" of the current Building By-law, and assessment fee as stated in the Town's Fees & Charges By-law.

**SECURITY DEPOSIT** (cash, debit, letter of credit, or cheque)  
**PROOF OF LIABILITY INSURANCE** (if potentially posing a danger to adjacent building as determined by Chief Building Official)

Single detached and/or accessory building	\$2,000.00
Townhouses, Apartments, Commercial, Institutional and Industrial type buildings	\$10.00/m <sup>2</sup> of ground floor area Minimum \$2,000.00 Maximum \$10,000.00

Applicant/ Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For information contact: Building Division, Building Permit Technician    Tel: 905-778-2055

<p><b>OFFICE USE ONLY - Demolition Permit Checklist</b></p> <p><input type="checkbox"/> Application for a Permit to Construct or Demolish</p> <p><input type="checkbox"/> Demolition Pre-Permit Clearance</p> <p><input type="checkbox"/> Site Plan to scale showing the location of all structure(s) including the structure(s) to be demolished</p> <p><input type="checkbox"/> Commitment to General Review by Architect and Engineers form (may be required)</p> <p><input type="checkbox"/> Building Permit Fee</p> <p><input type="checkbox"/> Security Deposit</p> <p><input type="checkbox"/> Proof of Liability Insurance (may be required)</p>
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All personal information on this form is collected pursuant to the *Municipal Freedom of Information and Protection of Privacy Act* and the *Building Code Act, 1992, S.O. 1992, c. 23* and will be used for the purposes of the administration and enforcement of the *Building Code Act, 1992*. Questions regarding this collection may be direct to the Chief Building Official, Town of Bradford West Gwillimbury, 305 Barrie Street Unit 4B, Bradford, ON, L3Z 2A9, Telephone 905-778-2055, Fax 905-778-2035. Form No.: 1500-020(03/2020)