



## THE CORPORATION OF THE TOWN OF INGERSOLL

### Demolition Permit Application Checklist

Permit # \_\_\_\_\_  
(Office use only)

- ✓ This information has been prepared to assist individuals to complete demolition permit applications with minimal delay.
- ✓ A demolition permit will be considered incomplete if the application is not accompanied by answers to the following questions.
- ✓ A demolition permit will **NOT** be issued until this form is completed and returned to the Building Department.
- ✓ This form is to be accompanied by a site sketch denoting the location of the proposed demolition building on the property.

**NO DEMOLITION SHALL BE PERMITTED PRIOR TO A PERMIT BEING ISSUED**

#### Ontario Building Code

1. Does the building exceed 3 storeys in building height?  Yes  No  
Number of storeys above grade \_\_\_\_\_ Number of storeys below grade \_\_\_\_\_
2. Does the building exceed 600 m<sup>2</sup> (6,458 ft<sup>2</sup>)?  Yes  No
3. Does the building contain pre-tensioned or post-tensioned members?  Yes  No
4. Will the proposed demolition extend below the level of the footings of an adjacent building and within the angle of repose of the soil, as drawn from the bottom of such footings?  Yes  No
5. Will there be any explosives or lasers used during the course of demolition?  Yes  No

**If the answer to any question 1-5 is YES, the applicant shall, as required by the Building Code Act, retain a Professional Engineer to undertake the general review of the project during demolition. Further, the applicant shall submit, at the time of application, a completed form, "COMMITMENT TO GENERAL REVIEWS BY ARCHITECT AND ENGINEERS", and a letter detailing the structural design characteristics of the building and the method of demolition.**

#### Environmental Considerations

1. Is there now or has there been an industrial use of this site?  Yes  No
2. Are there any fluid storage tanks above or below grade on site?  Yes  No
3. Are there any hazardous products, as defined by WHMIS, on site?  Yes  No
4. Does the building contain any asbestos materials?  Yes  No

**If the answer to any question from 1- 4 is YES, the applicant must contact an environmental consultant to perform an Environmental Building Audit prior to submission of the demolition permit application.**

**ONE CALL -1-800-400-2255 - UTILITY LOCATES**

**Utility Disconnect Acknowledgement**

N/A

**Union Gas** Approved By: \_\_\_\_\_ Date: \_\_\_\_\_   
PO Box 2001 Signature: \_\_\_\_\_  
Chatham, ON  
N7M 5M1  
Phone # 1-888-774-3111

**Bell Canada** Approved By: \_\_\_\_\_ Date: \_\_\_\_\_   
Ph: 310-BELL Signature: \_\_\_\_\_  
310-2355

**Erie Thames** Approved By: \_\_\_\_\_ Date: \_\_\_\_\_   
P.O. Box 157, 143 Bell Street Signature: \_\_\_\_\_  
Ingersoll, ON N5C 2N9  
Office: (519) 485-1820  
Email: [info@erithamespower.com](mailto:info@erithamespower.com)

**Hydro One** Approved By: \_\_\_\_\_ Date: \_\_\_\_\_  
Phone # 1-888-664-9376 Signature: \_\_\_\_\_  
Email: \_\_\_\_\_  
[CustomerCommunications@HydroOne.com](mailto:CustomerCommunications@HydroOne.com)

**Rogers** Approved By: \_\_\_\_\_ Date: \_\_\_\_\_  
800 York St Signature: \_\_\_\_\_  
London, ON N6A 5B1  
Phone 519-660-7527  
Fax # 519-672-0199

**County of Oxford** Approved By: \_\_\_\_\_ Date: \_\_\_\_\_  
Sewer and Water Department Signature: \_\_\_\_\_  
21 Reeves St  
Woodstock, ON  
519-539-9800

Town of Ingersoll requires a Road Allowance Excavation Permit – Fee \$100.00   
Requires Public Works sign off.

Applicant may or will be required to pay a \$1000.00 refundable deposit.

*If there is an onsite sewage system on the property, it must be decommissioned at the time of demolition and proof shall be submitted in the form of a receipt of the sewage removal by a licensed septic sewage hauler and a visual inspection of the destruction or removal of the septic tank.*

*If water and waste water services are provided by the County of Oxford, an inspection is required by the County at the time of demolition to ensure the water and waste water pipes are properly capped off at the property line. Please call the County of Oxford and the Town of Ingersoll for inspection.*

**Applicant's Declaration**

Applicant Name: \_\_\_\_\_

Address of Demolition: \_\_\_\_\_

*I do hereby declare that I am the owner/authorized agent of the named in the above application for a demolition and that the information supplied by me in the application and in the materials filed by me is correct and that I have arranged with the proper authorities for the termination and capping of all services and utilities.*

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Notes:** Pursuant to the Building Bylaw amendments approved by Council, the following policy shall apply to all demolition permits issued:

1. Clearances such as utilities and those of the zoning section shall remain the same. The applicant must obtain these approvals first.
2. The applicant for a demolition permit must provide a security of \$1000.00 payable by cash, certified cheque, letter of credit or a bond.
3. The purpose of the security is to ensure that, the demolition contractor or designated site personnel:
  - i. disconnect and cap sewers at street line
  - ii. whole foundations will be removed two feet below grade level
  - iii. property backfill the site & grade to the satisfaction of the Chief Building Official.
4. Proof of liability insurance and expiry date must be provided.
5. When all items in # 3 have been completed and inspected by the Building Department, the security will be released to the person who submitted same.
6. It is the responsibility of the property owner to ensure locates, Ministry of Labour, Ministry of Environment Climate Change and any other applicable law must be adhered to.