



Application for a Permit to Construct or Demolish

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

Compliance Alternative

For use by Principal Authority				
Application number:		Permit number (if different):		
Date received:		Roll number:		
Application submitted to: _____ (Name of municipality, upper-tier municipality, board of health or conservation authority)				
A. Project information				
Building number, street name		Unit number	Lot/con.	
Municipality	Postal code	Plan number/other description		
Project value est. \$		Area of work (m ²)		
B. Purpose of application				
New construction	Addition to an existing building	Alteration/repair	Demolition	Conditional Permit
Proposed use of building		Current use of building		
Description of proposed work				
C. Applicant				
Applicant is:		Owner or 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 (optional)				
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. Tarion Warranty Corporation (Ontario New Home Warranty Program)				
i. Is proposed construction for a new home as defined in the <i>Ontario New Home Warranties Plan Act</i> ? If no, go to section G.			Yes	No
ii. Is registration required under the <i>Ontario New Home Warranties Plan Act</i> ?			Yes	No
iii. If yes to (ii) provide registration 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.				
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 <i>Building Code Act, 1992</i> , to be paid when the application is made.			Yes	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> .			Yes	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.			Yes	No
iv) The proposed building, construction or demolition will not contravene any applicable law.			Yes	No
I. Declaration of applicant				
<p>I _____ declare that:</p> <p>(print name)</p> <ol style="list-style-type: none"> The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership. <p>_____</p> <p>Date Signature of applicant</p>				

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., 2nd Floor. Toronto, M5G 2E5 (416) 585-6666.

Schedule 1: Designer Information

Use one form for each individual who reviews and takes responsibility for design activities with respect to the project.

A. Project Information					
Building number, street name				Unit no.	Lot/con.
Municipality	Postal code	Plan number/ other description			
B. Individual who reviews and takes responsibility for design activities					
Name			Firm		
Street address				Unit no.	Lot/con.
Municipality	Postal code	Province	E-mail		
Telephone number ()	Fax number ()	Cell number ()			
C. Design activities undertaken by individual identified in Section B. [Building Code Table 3.5.2.1. of Division C]					
House	HVAC – House	Building Structural			
Small Buildings	Building Services	Plumbing – House			
Large Buildings	Detection, Lighting and Power	Plumbing – All Buildings			
Complex Buildings	Fire Protection	On-site Sewage Systems			
Description of designer's work					
D. Declaration of Designer					
I _____ declare that (choose one as appropriate): <div style="text-align: center;">(print name)</div> I review and take responsibility for the design work on behalf of a firm registered under subsection 3.2.4.of Division C, of the Building Code. I am qualified, and the firm is registered, in the appropriate classes/categories. Individual BCIN: _____ Firm BCIN: _____ I review and take responsibility for the design and am qualified in the appropriate category as an “other designer” under subsection 3.2.5.of Division C, of the Building Code. Individual BCIN: _____ Basis for exemption from registration: _____ The design work is exempt from the registration and qualification requirements of the Building Code. Basis for exemption from registration and qualification: _____ I certify that: 1. The information contained in this schedule is true to the best of my knowledge. 2. I have submitted this application with the knowledge and consent of the firm. _____ Date					
_____ Signature of Designer					

NOTE:

1. For the purposes of this form, "individual" means the "person" referred to in Clause 3.2.4.7(1) (c) of Division C, Article 3.2.5.1. of Division C, and all other persons who are exempt from qualification under Subsections 3.2.4. and 3.2.5. of Division C.
2. Schedule 1 is not required to be completed by a holder of a license, temporary license, or a certificate of practice, issued by the Ontario Association of Architects. Schedule 1 is also not required to be completed by a holder of a license to practise, a limited license to practise, or a certificate of authorization, issued by the Association of Professional Engineers of Ontario.

Schedule 2: Sewage System Installer Information

A. Project Information			
Building number, street name		Unit number	Lot/con.
Municipality	Postal code	Plan number/ other description	
B. Sewage system installer			
Is the installer of the sewage system engaged in the business of constructing on-site, installing, repairing, servicing, cleaning or emptying sewage systems, in accordance with Building Code Article 3.3.1.1, Division C?			
Yes (Continue to Section C)		No (Continue to Section E)	Installer unknown at time of application (Continue to Section E)
C. Registered installer information (where answer to B is "Yes")			
Name		BCIN	
Street address		Unit number	Lot/con.
Municipality	Postal code	Province	E-mail
Telephone number ()	Fax ()	Cell number ()	
D. Qualified supervisor information (where answer to section B is "Yes")			
Name of qualified supervisor(s)		Building Code Identification Number (BCIN)	
E. Declaration of Applicant:			
<p>I _____ declare that:</p> <p style="margin-left: 40px;">(print name)</p> <p style="margin-left: 40px;">I am the applicant for the permit to construct the sewage system. If the installer is unknown at time of application, I shall submit a new Schedule 2 prior to construction when the installer is known;</p> <p><u>OR</u></p> <p style="margin-left: 40px;">I am the holder of the permit to construct the sewage system, and am submitting a new Schedule 2, now that the installer is known.</p> <p>I certify that:</p> <ol style="list-style-type: none"> 1. The information contained in this schedule 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. <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 30%;"> <p>_____</p> <p>Date</p> </div> <div style="width: 60%;"> <p>_____</p> <p>Signature of applicant</p> </div> </div>			

OBC813C: Instruction Sheet - Objective Based Code Review for Alternate Solutions

(based on Division C, Section 2.1)

Required for Submission of a Proposed Alternative System	
1	A description of the proposed alternative solution [Div. A, 1.2.1.1.(1)(b)]
2	Proponent(s) name, company, address, contact information
3	Designer's qualification appear on Schedule 1 When proponent is an Architect, indicate BCDS qualifications under the Architect's Act
4	<div>Code Analysis (documentation under Div. C, Article 2.1.1.1.)</div> <div>Establish on the basis of the past performance, tests described in Div. C Article 2.1.1.2, or other evaluation that the proposed alternative solution will achieve the level of performance required under Div. B, by way of Div. A, Article 1.2.1.1.</div>
A	Identification of applicable Division B provisions (acceptable solutions)
B	Identification of applicable linked pairs of objectives and functional statements
C	An evaluation of the level of performance of applicable Division B provisions
D	An evaluation of the level of performance of the proposed alternative solution
E	Identification of any assumptions, limiting or restricting factors
F	Identification of testing procedures, engineering studies, building performance parameters etc...to support the assessment for compliance
5	Information concerning any special maintenance or operation requirements, including commissioning, necessary for the integrity of the alternative solution after construction is complete
Optional Items That Would be Helpful in the Review	
6	<div>A list of submitted documents:</div> <div>These could include a concept report, calculations, fire modeling, test reports, precedents, fire scenario evaluation, alternate Codes and standards, drawings, etc...</div>
7	A reason for the proposed alternative solution
8	A list of applicable sections of referenced documents (standards)
9	Résumé of designer with details of qualifications
10	Other: (specify)

OBC813A: Example - Objective Based Code Review For Alternate Solutions

Confirm Applicable Objectives and Functional Statements and state the “areas of performance” in words.

Note that the same objectives and functional statements are attributed to both 9.23.14.5.(1) and 9.23.14.2.1.(d)

Objectives / Functional Statements / “Areas of Performance”					
Sentence	F.S.	Obj.	Summary of Areas of Performance		Approval Agent Response
9.23.14.5(1)	F22	OH4	To limit movement under expected loads and forces so that	People will not be ill from high levels of vibration or deflection of building elements	
				The building is not damaged by vibration and deflection of building elements	
	F22	OP2.4		People are not injured by tripping, slipping or falling	
	F22	OS3.1	To support loads and forces so that	People are not hurt by structural failure of the subfloor material	
	F20	OS2.1		People will not be ill from high levels of vibration or deflection of building elements	
9.23.14.2.1.(c)	F22	OH4		The building is not damaged by vibration and deflection of building elements	
			To limit movement under expected loads and forces so that	People are not injured by tripping, slipping or falling	
	F22	OP2.4		People are not hurt by structural failure of the subfloor material	
	F22	OS3.1			
	F20	OS2.1	To support loads and forces so that		

Take note that the “areas of performance” cannot be completed because the applicant has not identified all of the applicable Division B provisions.

Confirm Level of Performance of Division B Provisions

Confirm Level of Performance of Proposed Alternative Solution

The evaluation of level of performance for this technical issue will require analyses and tests by an engineer and recognized testing agencies.

OBC813B: Form - Request for Object Based Code Review For Alternate Solutions

Confirm Applicable Objectives and Functional Statements and state the “areas of performance” in words.

Take note that the “areas of performance” must be completed. Applicant must identify all of the applicable Division B provisions.

Objectives / Functional Statements / “Areas of Performance”				
Sentence	F.S.	Obj.	Summary of Areas of Performance	Applicable

- **Confirm Level of Performance of Division B Provisions**
- **Confirm Level of Performance of Proposed Alternative Solution**
- The evaluation of level of performance for this technical issue will require analyses and tests by an engineer and recognized testing agencies.