



Permit Application Guide for a Demolition

The following items are required and form part of a complete application:

Approvals Required:

1. If you are demolishing or rebuilding an existing structure you may require **planning approval** first. Contact the Planning Department at 705-687-3412.
2. You may require approvals from other Utilities/Agencies. For example, Hydro One, Veridian, Town of Gravenhurst Public Works, and Union Gas.

Building Permit Process:

1. A building permit application fully completed including the property Roll Number;
2. You may be required to submit the following plans:
 - a. Site Plan showing all structures, existing and proposed structures, wells, and septic system, with dimensions and setbacks;
3. Permit fees;
4. Schedule 3 – Letter of Authorization to Demolish;
5. Completed Demolition Checklist

Environmental Impact – when demolishing your structure please adhere to the Town of Gravenhurst **Burning Control ByLaw**.

The Building Department can only accept and review a complete application with plans. The review is to ensure that Ontario Building Codes, Municipal by-laws and other applicable laws are met.

Town of Gravenhurst

Demolition Check List

CALL BEFORE YOU DIG

The following services must be contacted and acknowledgement of the disconnection of the applicable services noted by the applicant.

Utility	Phone Number	Confirmed
Traffic Gravenhurst Public Works	705-687-3412	
Hauler's License Number		
Electric Hydro One	1-888-238-2398	
Electric Veridian Connections	1-888-445-2881	
Municipal Water & Sewer	1-800-281-3483	
Bell Canada	1-800-400-2255	
Cogeco (Gravenhurst) Cable	1-800-267-9000	
Union Gas	1-800-400-2255	
Gravenhurst Fire Department	705-687-3412	
CN Rail	1-888-5909	

48 (Fourty-eight) HOURS NOTICE IS REQUIRED FOR ALL UTILITIES.

I _____, confirm that the applicable services, noted above, will be disconnected prior to the demolition of the structure.

Date: _____ Signature _____

Schedule 3 – Letter of Authorization

AUTHORIZATION FOR DEMOLITION PERMIT

BY A PERSON OTHER THAN THE LEGAL OWNER

I _____,

being the legal owner of the property described located at (civic address)

_____,

and having property roll # 4402- _____ - _____ - _____

authorize

_____, of
(name)

_____,

to make application to The Town of Gravenhurst for a building permit to authorize the demolition of the structures at the above noted property as listed below;

Signature of Legal Owner