



DEMOLITION APPLICATION PROCESS

D1

Property Information:

Property Address: _____

Lot: _____ Plan: _____

Number of Buildings to be demolished: _____

Description of building _____

Description of building _____

Description of building _____

Description of building _____

*Provide current photographs of each building to be demolished, submit photographs with demolition Application

What is the current use of the property: _____

How many residential units does this property contain? _____ Not Applicable

If the current property contains a residential unit, is there a plan to replace it with a new residential unit? Yes No

REQUIRED SIGNOFFS – DEMOLITION PERMIT APPLICATIONS

	APPROVED SIGNATURE	DATE OF SIGNOFF
1. Tax* Access Richmond Hill Ground Floor ☎ 905-771-8800	_____	_____
	APPROVED SIGNATURE	DATE OF SIGNOFF
2. Water* Access Richmond Hill Ground Floor ☎ 905-771-8800	_____	_____

- *Note: it is the applicant's responsibility to contact:
- The Tax Branch - ☎ 905-771-8949, once the Demolition has been completed in order that the property taxes may be adjusted.
 - Powerstream - ☎ 905-417-6900 & Endbridge Consumer's Gas Company - ☎ 1-888-447-4911 for any disconnections (if applicable)
 - Works Department - ☎ 905-884-8013 one week prior to demolition to arrange for water meter removal.

*Owner's authorization may be required to access tax information

INTERNAL USE ONLY

<input type="checkbox"/> Structure is listed in inventory of historically significant buildings	<input type="checkbox"/> Structure is not listed in inventory of historically significant buildings
APPROVED SIGNATURE	DATE OF SIGNOFF
Heritage Richmond Hill 3 rd Floor ☎ 905-771-8910	_____

Structures which are listed in the inventory of historically significant buildings may be subject to additional approvals under the Ontario Heritage Act.

Under the Richmond Hill's Development Charges By-law, no credit against the payment of Development Charges will be given after four years following the demolition of the building (demolition being the date of issuance of the Demolition Permit). For further information, please contact the Finance Department at (905) 747-6313.

SIGNATURE: _____ Owner Applicant

DOCUMENTS / ITEMS REQUIRED AT APPLICATION

1. REFER TO 'REQUIRED DOCUMENTATION' - see below
2. PERMIT FEES *(cash, cheque or debit accepted)*
 - \$255.14 flat fee for Residential single or semi-detached dwellings & accessory structures
 - \$405.91 flat fee for all other residential buildings
 - \$405.91 flat fee for Non-Residential buildings

GENERAL INFORMATION

1. A Demolition Permit is required for the demolition of all buildings greater than 10 square meters (108 ft²)
2. Per OBC Div. B 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, where:
 - a. the building exceeds 3 storeys in building height or 600 m² 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 footing of any adjacent building and occur within the angle of repose of the soil, drawn from the bottom of such footings, or
 - d. explosives or a laser are to be used during the course of demolition.

CONTACT INFORMATION

Richmond Hill

- Building Division, 3rd floor - ☎ 905-771-8810 - ✉ building@richmondhill.ca *(General permit inquires)*
- Policy Planning, 3rd floor - ☎ 905-771-8910 - ✉ planning@richmondhill.ca *(Heritage Richmond Hill)*
- Finance Department, 6th floor - ☎ 905-747-6313 - ✉ revenue@richmondhill.ca *(development charges)*
- Works Department - ☎ 905-884-8013
- Policy Planning, 3rd floor - ☎ 905-771-8870 - ✉ planning@richmondhill.ca *(Permit to injure or destroy tree(s))*

Other Agencies

- Powerstream - ☎ 905-417-6900
- Endbridge Consumer's Gas Company - ☎ 1-888-447-4911
- Ministry of Labour - ☎ 1-877-202-0008

Required Documentation:	
<i>All drawings shall be to scale, dimensioned & provide sufficient information that describes the extent of proposed work</i>	
	PRE APPROVALS where applicable
	Required signoffs from the Tax & Water Department <i>(see other side)</i>
	REQUIRED DRAWINGS
	Current property Site plan or survey showing the location of all buildings on the property <i>(2 copies)</i>
	Photograph of each building to be demolished <i>(1 copy)</i>
	Commitment to General Review by Architect and Engineers form <i>(if required by item 2 above) (1 copy)</i>
	FEES - see above
<p>Note: The owner is responsible to consult with the Ministry of Labour regarding the removal and/or disposal of any hazardous materials. For further information, please see www.labour.gov.on.ca</p> <p>The Owner is responsible to consult with Policy Planning staff regarding demolition activities that may injure or destroy trees protected by the Trees on Richmond Hill Streets By-law #40-07 and/or the Private Property Tree requirements of either of these by-laws.</p>	

Legend: Not applicable Received Outstanding