

Application for a Conditional Permit

Pursuant to subsection 8(3) of the Building Code Act.

For use by Principal Authority			
Application number:	Permit number (if different):		
Date received:	Roll number:		
Application submitted to: <u style="text-decoration: underline;">CITY OF KINGSTON</u> <small>(Name of municipality, upper-tier municipality, board of health or conservation authority)</small>			
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. Application Information			
Type of Construction: <input type="checkbox"/> New Building <input type="checkbox"/> Addition <input type="checkbox"/> Alteration <input type="checkbox"/> Other: _____			
Is Application for Permit already submitted? <input type="checkbox"/> yes <input type="checkbox"/> no		If yes, when was Application for Permit submitted? _____	
Why is a Full Permit unable to be obtained: <input type="checkbox"/> Site Plan <input type="checkbox"/> Zoning <input type="checkbox"/> Permit Drawings Incomplete <input type="checkbox"/> Other: _____			
What parts of the building are you requesting to construct under a conditional permit? <input type="checkbox"/> Footings <input type="checkbox"/> Foundation <input type="checkbox"/> Structural Steel <input type="checkbox"/> Other: _____			
C. Owner Information			
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 Acknowledgement			
The Owner acknowledges that a Conditional Building Permit requires a formal Agreement to be executed in which the Owner accepts all risks associated with construction prior to full approval, including agreeing to remove the construction authorized by the Conditional Permit if full approval is not subsequently received			<input type="checkbox"/> yes <input type="checkbox"/> no
The Owner will be solely responsible for any changes to the foundation that may result from Full Permit issuance and Final Site Plan Control Approval.			<input type="checkbox"/> yes <input type="checkbox"/> no
The Owner acknowledges that the City will not be liable for any costs or claims that may arise from the Owner proceeding in advance of Full Permit issuance and Final Site Plan Control Approval.			<input type="checkbox"/> yes <input type="checkbox"/> no
The Owner acknowledges that a Conditional Building Permit may only be granted Conditional on Site Plan approval if a Site Plan Application has been submitted, the Site Plan drawings circulated to all responding agencies, and no significant issues have been identified by the Agencies			<input type="checkbox"/> yes <input type="checkbox"/> no

The Owner shall obtain all necessary approvals at their own expense, and secured by Site Plan securities when under site plan control; the Owner shall remove the building footings and foundations and restore the site to its original condition prior to commencement of construction if plans are not submitted within timelines specified; or if approvals cannot be granted based on the review of detailed plans or any applicable law.	<input type="checkbox"/> yes <input type="checkbox"/> no
The Owner acknowledges that if a Conditional Permit is granted conditional on Site Plan approval, no site works, (including water and sewer services) may be constructed until Site Plan is approved and further Permits have been issued	<input type="checkbox"/> yes <input type="checkbox"/> no
The Owner has submitted an "Incomplete Application" form	<input type="checkbox"/> yes <input type="checkbox"/> no
The Owner agrees to provide a building permit application complete with full plans prior to full permit issuance, including a statement by each designer confirming that their designs are in conformance with the Ontario Building Code	<input type="checkbox"/> yes <input type="checkbox"/> no
E. Explanation	
Reason why Owner believes unreasonable delays in construction would occur if a Conditional Building Permit is not granted:	
The Owner shall obtain all Necessary Approvals as detailed below and when expected to be obtained:	
The Owner shall submit plans and specifications of the complete building to the Chief Building Official as below:	
F. Declaration of Owner	
I _____ declare that: (print name)	
<ol style="list-style-type: none"> 1. I agree to the terms set out by this agreement for a conditional building permit 2. The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge. 3. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership. 4. I agree that, if this conditional permit is granted, I will complete all applicable law requirements and obtain a building permit no later than 6 months after issuance of the conditional permit, or immediately cease all construction on or before that date, if a building permit has not been issued. 5. This agreement may be registered on title and all applicable fees shall be paid by the applicant 6. These conditions are in addition to the conditional permit provisions of the site plan agreement 	
_____ Date	_____ Signature of Owner

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.

Submission of false or incomplete information may result in denial of issuance of Conditional Building Permit or may also result in the revocation of any issued Conditional Building Permit.