Building DivisionApplication for Revision after Permit Issuance - Application Guide



Description

A request for revision or amendment to the scope of work after permit issuance has already been granted

General Information

A revision to the building permit is required for any deviations for the existing permit issued for the scope of work.

Required Drawings (as applicable)

Survey or Site Plan

Survey or site plan with area of revision clearly marked/bubbled to indicate changes. If proposed changes affect Zoning related information such as setback, coverage, pervious etc the Site Plan must be updated to include the revised calculations for review.

Floor Plans, Elevations, Sections & Details - Architectural & Structural

All floor plans, elevations, sections and details with proposed revisions are to be clearly marked/bubbled to indicate changes. All affected pages shall be included in submission.

Note: Drawings prepared by a qualified Designer as defined by the Ontario Building Code, must include designer's name, Building Code Identification Number (BCIN), signature, and statement that the designer has reviewed and takes responsibility for the design and meets the qualifications set out in the Ontario Building Code as a Designer or other/independent Designer.

Required Forms

- Application for Revision after Permit Issuance
- Zoning Review Declaration * if required
- Schedule 1 Designer Information or Commitment to General Review * if required
- Letter of Authorization / Owner's Authorization Form * if required

Required Fees – Residential

Revisions are charged at an hourly rate as per the Townships Fees and Charges By-Law. A minimum of 1hour will be charged at onset of application. Any additional fees as a result of time incurred for reviews will be due prior to the issuance of the revision permit.

Revision Fee (min 1 hour charged at time of application) \$ per By-Law
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Should you have any questions or require clarification please contact the Building Division, King Township, 2585 King Road, King City, L7B 1A1 (905) 833-5321 or bldsubmissions@king.ca

Page: 1 Residential Accessory Structure Application Guide

Building Division Application for Revision after Permit Issuance



A. Project Information					
Building number, street name	Unit number	Lot/Con			
Municipality	Postal Code	Plan number			
B. Applicant Information Owner Author	ized agent				
Last Name	First Name				
Building number, street name	Unit number	Lot/Con			
Municipality	Postal Code	Plan number			
Phone Number	Email				
D. Owner Information (if different than Applicant)	1				
Last Name	First Name				
Building number, street name	Unit number	Lot/Con			
Municipality	Postal Code	Plan number			
Phone number	Email				
Description of changes:					
Declaration of Applicant					
I certify and acknowledge that:					
1. The information contained in this application, attached schedules, attached plans and specifications, and other					
attached documentation is true to the best of my knowledge.					
2. The existing permit to which this revision applies to may be put on hold and no further inspections booked until					
the revision has been approved or withdrawn.					
3. The minimum fee is due at time of revision application and additional fees if required as a result of the review					
· · ·	will be paid prior to issuance of the revision permit.				
legal owner.					
Date:	Signature:				

For the purpose of this form, "individual" means the "person" referred to in Clause 3.2.4.7(1) d) of Division C, Article 3.2.5.1 of Division C of the Ontario Building Code.

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.

Building DivisionLetter of Authorization



Information	
Property Address:	
Legal Description:	
Roll Number:	
Personal Information	
Name:	
Phone No.:	
Address:	
Email:	
Authorizing Letter	
To Whom it May Concern:	
I/We, the above, do give permission to act a our agent in applying to the Township of King for a building permit for the following projects:	ıS
(check all that apply)	
 Demolition of Accessory Structure Demolition of Residential Building Demolition of Commercial/Industrial Building Construction of Dwelling Addition to Dwelling Construction of Accessory Structure Construction of a Deck Construction of Commercial/Industrial Building Renovation to Existing Building Other: (please specify) 	
Property Owner Signature: Date:	
Property Owner Signature: Date:	
Authorized Agent Signature: Date:	

Building Division Zoning Review Declaration



General Information

Zoning review is a detailed review of proposed construction, demolition and/or development intended to support a building permit application. This review determines zoning compliance and confirms compliance with other applicable law and by-laws. Zoning review is completed by the Planning Department.

Project Information:	☐ AGENT/ APPLICANT	OWNER	1		
OWNER NAME:					
OWNER HAME.	First		Last		
APPLICANT NAME:					
(IF DIFFERENT THAN ABOVE)	First		Last		
PROPERTY ADDRESS:					
	Street No. and Name	City	Postal Code		
LEGAL DESCRIPTION:					
	Lot No.	Plan No.	Concession		
MAILING ADDRESS					
(IF DIFFERENT THAN ABOVE)	Street No. and Name	City	Postal Code		
TELEPHONE NUMBER:	EMAIL ADDRESS:				
Declaration and Ackno	wledgement of Appl	icant			
I haraby dealars and asknowle	adae the following:				
I hereby declare and acknowle	_	d above			
'	I am, ☐ the owner as stated above ☐ the owner's authorized agent				
	☐ an officer/employee ofwhich is an authorized agent of the owner				
The time period for building pe applicable law approvals, includi	rmit application review according zoning review, are comp	ording to OBC 1.3.1.3. lete and the approved d	Part 1, Division C, cannot be established until all required ocuments are returned to the Building Division.		
The Building Code Act prohibit defined in the Building Code.	s the issuance of a buildin	g permit if proposed co	onstruction or demolition will contravene applicable law as		
This review does not relieve the	owner from complying with	the Ontario Building Cod	de, the Act, all applicable by-laws and regulations.		
I hereby certify that I have read	d and agree to the informa	tion presented on this	page.		
Name (please print)		Signature	Date		

Personal information collected on this form is under the authority of the Municipal Act, s. 11. The purpose of this collection is to administer the Service Connection Permit Application Process. Personal information provided on this form is protected in accordance with Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) Part II. Should you have any questions or concerns regarding the collection of personal information, please contact the Building Division, King Township, 2585 King Road, King City, ON L7B 1A1 (905) 833-4078.