

# Applicable Law Checklist for Industrial/Commercial/Institutional Buildings

Pursuant to Section G of an Application for a Permit to Construct or Demolish

For use by Principal Authority

Application No.	Address	Date
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The following approval process must be completed if they apply to this project, before a building permit can be issued. This listing is provided for convenience purposes only and does not necessarily describe every approval, which may be necessary. For more detailed information about the application of these laws to any project, please contact the listed agency, or refer to the actual text of the legislation. For assistance in completing this form, please contact the City of Windsor, Building Department at 519 - 255 - 6267.

**Completing this form accurately and providing necessary documents will expedite the issuance of your building permit.**

*Please check (✓) the items that apply, and attach approval documents where applicable.*

<b>CITY OF WINDSOR</b>	▼ FORM OF APPROVAL REQUIRED	DOCUMENTS RECEIVED ▼
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### Planning & Zoning

- |   |  |       |
|---|--|-------|
| <input type="checkbox"/> <b>DIVISION OF LAND</b> <i>Planning Act VI</i><br>Where land division required for zoning compliance             | Registration of Subdivision Plan or Registered Deed<br>Contact: Development Section of Planning Department<br>519 - 255 - 6267     | _____ |
| <input type="checkbox"/> <b>MINOR VARIANCE</b> <i>Planning Act s.45</i><br>Where application does not comply with all zoning provisions   | Final & binding decision by Committee of Adjustment<br>Contact: Paula Schulz 519 - 255 - 6267 Ext. 6436                            | _____ |
| <input type="checkbox"/> <b>MUNICIPAL SERVICES</b> <i>Planning Act s.34(5)</i><br>Availability of municipal services to service buildings | Approval of City Engineer<br>Contact: Mario Sonogo 519 - 255 - 6247 Ext. 6356  | _____ |
| <input type="checkbox"/> <i>Planning &amp; Development Act s.14</i><br>Conflict between development plan & official plan/zoning bylaw     | Approval of the Minister of Municipal Affairs & Housing<br>Contact: Municipal Services Office<br>Victor Doyle 1 - 416 - 585 - 6109 | _____ |
| <input type="checkbox"/> <b>SITE PLAN CONTROL</b> <i>Planning Act s.41</i><br>For development in site plan control areas                  | Approval of Site Plan<br>Contact: 519 - 255 - 6267   | _____ |
| <input type="checkbox"/> <b>ZONING BY-LAW AMENDMENT</b> <i>Planning Act s.34/38</i><br>Where development requires amended zoning bylaw    | Zoning By-Law final & binding<br>Contact: 519 - 255 - 6267   | _____ |

### Heritage

- |   |  |       |
|---|--|-------|
| <input type="checkbox"/> <i>Ontario Heritage Act s.27(3)</i><br>To demolish/remove a building listed on municipal registry as being of interest                                 | Expiration of 60 Day notice of intent to Council<br>Contact: Heritage Section of Planning Department<br>519 - 255 - 6543         | _____ |
| <input type="checkbox"/> <i>Ontario Heritage Act s.30(2)</i><br>To alter/demolish/remove a building where there is intention to designate                                       | Written consent of Council (or its designate)<br>Contact: Heritage Section of Planning Department<br>519 - 255 - 6543            | _____ |
| <input type="checkbox"/> <i>Ontario Heritage Act s.33</i><br>To alter a building designated under Section 29  | Written consent of Council (or its designate)<br>Contact: Heritage Section of Planning Department<br>519 - 255 - 6543            | _____ |
| <input type="checkbox"/> <i>Ontario Heritage Act s.34</i><br>To demolish/remove a building designated under Section 29  | Written consent of Council (or its designate)<br>Contact: Heritage Section of Planning Department<br>519 - 255 - 6543            | _____ |
| <input type="checkbox"/> <i>Ontario Heritage Act s.34.5 &amp; 34.7(2)</i><br>To alter/demolish/remove a building designated or intended to be designated by Minister of Culture | Consent of Minister to alter or demolish<br>Contact: Ministry of Tourism and Culture<br>Paul King 1 - 416 - 314 - 7134 (or 7133) | _____ |
| <input type="checkbox"/> <i>Ontario Heritage Act s.40.1</i><br>To construct/alter/demolish/remove a building in a heritage conservation study area                              | Compliance with heritage conservation study by-law<br>Contact: Heritage Section of Planning Department<br>519 - 255 - 6543       | _____ |
| <input type="checkbox"/> <i>Ontario Heritage Act s.42</i><br>To construct/alter/demolish/remove a building in a heritage conservation district                                  | Written consent of Council (or its designate)<br>Contact: Heritage Section of Planning Department<br>519 - 255 - 6543            | _____ |

### Fortifications

- |   |   |       |
|---|---|-------|
| <input type="checkbox"/> <b>BUILDING FORTIFICATIONS</b> <i>Municipal Act, s.133(4)</i><br>Where building is fortified against entry | Compliance with City of Windsor By-law 174-2003 | _____ |
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<b>ESSEX REGIONAL CONSERVATION AUTHORITY</b>	▼ FORM OF APPROVAL REQUIRED	DOCUMENT RECEIVED ▼
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|--|--|-------|
| <input type="checkbox"/> <i>Conservation Authorities Act s.28</i><br>Where construction is in a fill regulated area or floodplain, or may interfere with a watercourse | Construction & fill permit<br>Contact: Essex Regional Conservation Authority<br>Tim Byrne 519 - 776 - 5209 | _____ |
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<b>PROVINCIAL APPLICABLE LAWS</b>	▼ FORM OF APPROVAL REQUIRED	DOCUMENT RECEIVED ▼
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### Agriculture & Food

Ministry of Agriculture, Food & Rural Affairs (MAF)

- |   |  |       |
|---|--|-------|
| <input type="checkbox"/> <i>Nutrient Management Act 2002 O.Reg 267/03, s.11</i><br>Farm building housing animals or animal manure | Ministry approval of Nutrient Management Program<br>Contact: Maja Hurd 1 - 519 - 826 - 6366  | _____ |
| <input type="checkbox"/> <i>Milk Act s.14</i><br>Where building used as a milk processing plant                                   | Director's approval of construction<br>Dairy Food Safety Program (Food Inspections Branch)<br>Contact: Rick Bond 1 - 888 - 466 - 2372 Ext. 64089 | _____ |

**Charitable Institutions**

Ministry of Health & Long Term Care (MOH)

- Charitable Institutions Act* s. 5  
Where building is used for a charitable institution

Minister's approval of construction  
Contact : MOH - Health Capital Investments Branch  
1 - 416 - 314 - 0402

**Child Care Centres**

Ministry of Children and Youth Services

- Day Nurseries Act* O.Reg 262, s.5  
Where building is used for a daycare

Minister's or Director's approval  
Contact: Ed Derdaele 519 - 254 - 5355 Ext. 2243

**Education**

Ministry of Education

- DEMOLITION OF SCHOOLS**  
*Education Act* s. 194  
Where a school is proposed to be demolished

Minister's approval  
Contact: Steve Mitchell, Architect 1 - 416 - 325 - 2015

**Environment**

Ministry of the Environment (MOE)

- Environmental Assessment Act* s.5  
Major industrial or commercial enterprises & Government projects
- BROWNFIELD REDEVELOPMENT**  
*Environmental Protection Act* s. 168  
Where industrial or commercial property changed to residential or parkland use
- FORMER WASTE DISPOSAL SITES**  
*Environmental Protection Act* s. 46  
Where building on former waste disposal site
- Environmental Protection Act* s.47.3  
Issuance of renewable energy approval (REA)

Contact: Environmental Assessment & Approvals Branch  
Agatha Garcia-Wright, Director  
1 - 800 - 461 - 6290 or 1 - 416 - 314 - 8001

Record of Site Condition filed with MOE  
Compliance with Certificate of Property Use  
Contact: 1 - 519 - 873 - 5000 or 1 - 800 - 265 - 7672

Contact: Environmental Assessment & Approvals Branch  
Agatha Garcia-Wright, Director  
1 - 800 - 461 - 6290 or 1 - 416 - 314 - 8001

Contact: Ministry of Energy and Infrastructure  
Renewable Energy Facilitation Office (REFO):  
1 - 877 - 440 - REFO(7336) or 1 - 416 - 212 - 6582

**Funeral Homes**

Ministry of Consumer & Business Services (MCBS)

- Funeral Directors and Establishments Act*  
O.Reg 469, s.9  
Where building houses funeral establishments

Registrar's approval of construction, MCBS  
Contact: Board of Funeral Services  
1 - 800 - 387 - 4458 or 1 - 416 - 979 - 5450

**Highways**

Ministry of Transportation (MTO)

- MTO PERMIT**  
*Public Transportation and Highway Improvement Act*  
s.34/38  
Where construction or use of land is adjacent to or within 800 meters of a King's Highway (Highway # 3) or Controlled Access Highway (Highway 401)

Building & Land Use permit issued by MTO  
Contact: Sylvie Lauzon, London office  
1 - 519 - 873 - 4206

**Long-Term Care Homes**

Ministry of Health & Long Term Care (MOH)

- Nursing Homes Act* O.Reg. 832, s.4  
Construction, alteration or conversion of building to Nursing Home
- Homes for the Aged & Rest Homes Act* s. 14  
Construction or alteration of a building for use as a home or a joint home

Director's approval of construction  
Contact: MOH - Health Capital Investments Branch  
1 - 416 - 314 - 0402

Minister's approval of construction  
Contact: MOH - Health Capital Investments Branch  
1 - 416 - 314 - 0402

**Elderly Persons Centres**

Ministry of Health and Long Term Care (MOH)

- Elderly Persons Centres Act* O.Reg. 314, s.6  
Construction of a building project

Minister's approval of construction  
Contact: 1 - 416 - 314 - 9577

**DECLARATION BY APPLICANT**

PLEASE CHECK THE APPROPRIATE LINE

- 1. All applicable law approvals have been completed and approval documents are attached to this application.
- 2. The proposed construction or demolition requires one or more applicable law approvals, which have not yet been completed.
- 3. The above laws are not applicable to this application.

**I have authority to act on behalf of the Corporation or Partnership with respect to this application (if applicable)**

Name:

Signature:

Date: