

Applicable Law Checklist

Building Permit Requirements

This form is used to confirm approvals from other agencies that are required *before* a building permit can be issued. If the answer is YES to any question, the relevant approval documents must be submitted with the permit application. For a complete list of all applicable law please refer to Section 1.4.1.3 "Definition of Applicable Law" in the [Ontario Building Code](#)

Check Applicable Option		
Zoning By-laws: Town Planning Services		
Is/was relief required to permit a minor zoning variance in your proposal?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is/was rezoning required to permit the proposed building or land use?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is a land division or subdivision required and not yet fully completed?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Are municipal services required but not yet completed or available?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Planning Approvals: Town Planning Services		
Does this development require site plan approval from Planning Services?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Heritage Properties: Town Planning Services		
Is this property designated or undergoing designation under the Ontario Heritage Act?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is this property within the Collingwood Downtown Heritage Conservation District?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Are you planning to alter, add or modify a building listed on the Town's heritage inventory?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Are you planning on demolishing a building listed on the Town's heritage inventory?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Conservation Authorities		
Does the property abut a ravine, watercourse, wetland or shoreline?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is the property within a regulated area of the Grey Sauble Conservation Authority?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is the property within a regulated area of the Nottawasaga Valley Conservation Authority?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Ministry of Transportation Building and Land Use Permits (Not Within Connecting Link)		
Is the property within 45m of a highway or 180m from any highway intersection?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is the property within 395m of an intersection of Highway 26?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Ministry of Environment Approvals		
Is a Record of Site Condition (RSC) required to be filed - change to more sensitive land use?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is the property a former waste disposal site?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is this project a major industrial, commercial or government project?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is this a renewable energy project?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Electrical Safety Authority		
Are any overhead electrical conductor wires within 3.7m of the proposed building?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Declaration Check Applicable Option		
<input type="checkbox"/> None of these applicable law approvals apply to this project.		
<input type="checkbox"/> Applicable laws checked YES apply to this project, documents provided.		
<input type="checkbox"/> Applicable laws checked YES apply to this project, documents not yet been obtained.		

Owner
Signature(s):

Date (yyyy/mm/dd)

Applicable Law and Building Permits

Applicable Laws & Building Permits Approvals from other agencies are required in many instances before a building permit can be processed and issued. These approvals are not administered by Building Services. The fastest way to obtain a building permit is to ensure all of these other approvals are completed (or do not apply) before applying for a building permit. Building Services is required by law to prioritize applications that are fully complete in terms of applicable law approvals and document submissions. Building permit documents must be consistent with applicable law approvals.

1. Planning Approvals

Please visit the [Planning Services website](#) for more information or contact Planning Services at 705-445-1030 extension 3269 or email planning@collingwood.ca

Under the Planning Act s.34, 34(5), 45 and Part 6, if your project does not comply with any part of the zoning by-law, a minor variance or rezoning must be obtained before any building permit can be issued. Zoning by-laws also restrict the issuance of permits until any associated land division, subdivision or municipal servicing is complete.

Under s.41, Site Plan Approval is required for most new buildings and additions other than houses and accessory structures. The site plan agreement must be registered before site plans will be approved.

2. Heritage Properties

Please visit the [Heritage Collingwood website](#) or contact Planning Services at 705-445-1030 extension 3269 or email planning@collingwood.ca

Ontario Heritage Act, s. 27, 30, 33, 34 40.1 & 42 The Town of Collingwood has designated certain heritage buildings and maintains a listing of buildings of heritage interest. Specific areas have also been established as Heritage Conservation Districts. Planning and/or Town Council approval for demolition, alteration and construction is required if your property is affected

Also, for more information, visit the [Ministry of Tourism, Culture and Sport website](#)

3. Conservation Authorities

Contacts

- Grey Sauble Conservation Authority at 519-376-3076 or visit the [GSCA website](#)
- Nottawasaga Valley Conservation Authority at 705-424-1479 or visit the [NVCA website](#)

Development within certain conservation regulated areas requires a construction and fill permit from the conservation authority before any building permit can be issued.

4. Ministry of Transportation Building and Land Use Permits

Contact Ministry of Transportation at the [MTO website](#)

Ministry authorization is required for construction of buildings within certain distances of a highway or intersection. The MTO website has an application wizard for all applications, and for confirmation if a permit is required.

5. Ministry of Environment Approvals

Contact Ministry of the Environment at 1-800-461-6290 or visit the [MOE website](#)

Ministry of Environment approvals under the Environmental Protection Act and the Environmental Assessment Act are required where a property of industrial or commercial use is changed to a more sensitive residential or parkland use, for major government, industrial and commercial projects where defined by regulation, properties formerly used for landfill or waste disposal, or renewable energy projects.

6. Electrical Safety Authority

Contact Electrical Safety Authority at 1-877-372-7233 or visit the [ESA website](#)

Certain minimum distances must be maintained from overhead electrical conductors, depending on their voltage.