



Schedule K Town of Essex Building Department

Applicable Law Checklist for Industrial/Commercial/Institutional Buildings

Pursuant to Section G of an application to Construct or Demolish

For use by Principal Authority

Application No.	Address	Date
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The following approval processes 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 list agency, or refer to the actual text of the legislation. For assistance in completing this form, please contact the Town of Essex, Building Department at (519) 776-6476.

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.

TOWN OF ESSEX	▼ FORM OF APPROVAL REQUIRED	DOCUMENTS RECEIVED ▼
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Planning & Zoning

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|--|--|-------|
| <input type="checkbox"/> MINOR VARIANCE <i>Planning Act s. 45</i>
Where application doesn't comply all zoning provisions | Final & Binding decision by Committee of Adjustment
Contact: Chad Jeffery (519) 776-7336 Ext 14 | _____ |
| <input type="checkbox"/> ZONING BYLAW AMENDMENT <i>Planning Act s. 34 or 38</i> Where development required amended zoning | Zoning Bylaw final & Binding
Contact: Chad Jeffery (519) 776-7336 Ext 14 | _____ |
| <input type="checkbox"/> HOLDING PROVISION BYLAW <i>Planning Act s. 34</i>
Where development has H designation | Registration of Plan or Deed
Contact: Chad Jeffery (519) 776-7336 Ext 14 | _____ |
| <input type="checkbox"/> DIVISION OF LAND <i>Ref. Planning Act VI</i> Where land division required for zoning compliance | Registration of Plan or Deed
Contact: Chad Jeffery (519) 776-7336 Ext 14 | _____ |
| <input type="checkbox"/> SITE PLAN CONTROL <i>Planning Act s. 41</i> For development in site plan control areas | Approval of Site Plan
Contact: Chad Jeffery (519) 776-7336 Ext 14 | _____ |
| <input type="checkbox"/> HERITAGE APPROVAL <i>Ontario Heritage Act s. 33, 34 or 42</i> Where property is designated under the Heritage Act or is in a heritage conservation area | Consent of Council to add, alter or demolish
Contact: Jerry Marion (519) 776-7336 Ext 12 | _____ |
| <input type="checkbox"/> BUILDING FORTIFICATIONS
Where building is fortified against entry | Compliance with Town of Essex Property Standards Bylaws | _____ |

ESSEX REGION CONSERVATION AUTHORITY	▼ FORM OF APPROVAL REQUIRED	DOCUMENTS RECEIVED ▼
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|---|---|-------|
| <input type="checkbox"/> ERCA PERMIT <i>Conservation Authorities Act s. 28</i>
Where construction is in a fill regulated area or floodplain, or may interfere with a watercourse | Construction & fill permit
Contact: Essex Region Conservation Authority (519) 776-5209 | _____ |
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PROVINCIAL APPLICABLE LAWS	▼ FORM OF APPROVAL REQUIRED	DOCUMENTS RECEIVED ▼
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Agriculture & Food

Ministry of Agriculture & Food

- | | | |
|---|---|-------|
| <input type="checkbox"/> <i>Nutrient Management Act 2002 s. 11</i>
Farm buildings housing animals or animal manure | Ministry approval of nutrient management
Contact: John Johnson, P. Eng. (519) 873-4096 | _____ |
| <input type="checkbox"/> <i>Milk Act s. 14</i>
Where building is used for a charitable institution | Permit issued by the Director, MAF
Contact: Food Inspection Branch 1-888-466-2372 | _____ |

Cemeteries

Ministry of Government Services

- | | | |
|---|---|-------|
| <input type="checkbox"/> <i>Cemeteries Act s. 2</i> | Consent from the Ministry of Government Services
Contact: Don Fleming, Cemeteries Regulation Unit 1-416-326-8399 | _____ |
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Charitable Institutions

Ministry of Health & Long Term Care

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|---|--|-------|
| <input type="checkbox"/> <i>Charitable Institutions Act s. 5</i>
Where building is used for a charitable institution | Minister's approval of construction
Contact: Long-Term Care Planning 1-877-767-8889 | _____ |
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Child Care Centres

Ministry of Children & Youth Services

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| <input type="checkbox"/> <i>Day Nurseries Act s. 5</i>
Where building is used for daycare | Ministry plan approval
Contact: Regional Office | _____ |
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Education

Ministry of Education

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|---|--|-------|
| <input type="checkbox"/> <i>Education Act s. 194, 195 or 197</i>
Where there is an erection, addition, alteration, demolition to a school or a building on a school site | Minister's approval
Contact: Steve Mitchell, Architect 1-416-325-2015 | _____ |
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Environment

Ministry of Environment

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| <input type="checkbox"/> <i>Environmental Assessment Act s. 5</i>
Major industrial or commercial enterprises & Government projects | Minister's approval of Terms of Reference & EA
Contact: MOE Assessment & Approvals 1-800-461-6290 | _____ |
| <input type="checkbox"/> <i>MOE CERTIFICATE OF APPROVAL Environmental Protection Act s. 9</i>
Where building may discharge contaminants | Certificate of Approval issued by MOE
Contact: MOE Investigations & Enforcement 1-416-326-4840 | _____ |

<input type="checkbox"/> BROWNFIELD REDEVELOPMENT Where industrial, commercial or community property changed to residential, institutional or parkland use	Record of Site Condition filed with MOE Contact: Tim Krsul, MOE Central Region 1-416-326-4840	_____
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<input type="checkbox"/> FORMER LANDFILLS <i>Environmental Protection Act s. 46</i> When building on former waste disposal site	Minister's approval to use the land Contact: MOE Investigations & Enforcement 1-416-326-6700	_____
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Funeral Homes

Ministry of Consumer & Business Services

<input type="checkbox"/> <i>Funeral Directors & Establishments Act s. 9</i> Where building houses funeral establishments	Notify Registrar, MCBS Contact: Board of Funeral Services 1-800-387-4458	_____
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Highways

Ministry of Transportation

<input type="checkbox"/> MTO PERMIT <i>Public Transportation Act s.34/38</i> Where construction is adjacent to a highway, or is within 800m of highway & will generate major traffic	Building & Land Use permit issued by MTO Contact: Jack Hitchcock, Chatham Office	_____
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Hospitals

Ministry of Health & Long Term Care

<input type="checkbox"/> <i>Public Hospitals Act s. 4</i> Hospital buildings	Minister's approval of construction Contact: Ministry of Health Capital Planning 1-416-327-8725	_____
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<input type="checkbox"/> <i>Private Hospitals Act s. 22</i> Where house used as a private hospital	Minister's approval of construction Contact: Ministry of Health Capital Planning 1-416-327-8725	_____
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Senior Citizens

Ministry of Health & Long Term Care

<input type="checkbox"/> NURSING HOME LICENSING <i>Nursing Homes Act s. 4, 5</i> Construction, alteration or conversion of building to Nursing Home	License issued by Director, MOH Contact: MOH & Long Term Care Regional Office	_____
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<input type="checkbox"/> RETIREMENT HOMES <i>Homes for the Aged & Rest Homes Act s. 14</i> <i>Elderly Persons Centres Act s. 14</i> Where building used as a home for the aged	Minister's approval of construction Contact: Planning & Renewal Branch 1-877-767-8889	_____
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DECLARATION BY APPLICANT		Please check either Line 1 or Line 2
<input type="checkbox"/>	1. All applicable law approvals have been completed and approval documents are attached to this application.	
<input type="checkbox"/>	2. The proposed construction or demolition requires one or more applicable law approvals which have not yet been completed.	
I have authority to act on behalf of the Corporation or Partnership with respect to this application .		
<u>Name:</u> _____	<u>Signature:</u> _____	<u>Date:</u> _____