

TOWN OF HAWKESBURY

Applicable Law Checklist

Application No.	Address	Date
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The following approvals must be obtained prior to the issuance of a building permit where they apply to this project. 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 text of the legislation. For assistance in completing this form, please contact the Town of Hawkesbury Building Department.

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



Please check the items that apply, and attach approval documents where applicable.

TOWN OF HAWKESBURY	▼ FORM OF APPROVAL REQUIRED	APPROVAL ▼ SUBMITTED
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Planning & Zoning

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| <input type="checkbox"/> SITE PLAN APPROVAL Planning Act s.41
For development in site plan control areas | Plans approved by Planner
Contact: Hawkesbury Planning Department _____ |
| <input type="checkbox"/> MINOR VARIANCE Planning Act s. 45
Where application does not comply with all zoning provisions | Final decision of Committee of Adjustment
Contact: Hawkesbury Committee of Adjustment _____ |
| <input type="checkbox"/> MUNICIPAL SERVICES Planning Act s. 34(5)
Availability of municipal services to service buildings | Approval of Engineer
Contact: Hawkesbury Technical Services _____ |
| <input type="checkbox"/> ZONING BY-LAW AMENDMENT Planning Act s. 34
Where development requires amended zoning by-law | Final zoning by-law
Contact: Hawkesbury Planning Department _____ |
| <input type="checkbox"/> DIVISION OF LAND Planning Act Part VI
Where land division required for zoning compliance | Registration of subdivision or stamped deed
Contact: United Counties of Prescott-Russell _____ |
| <input type="checkbox"/> PLANNING & DEVELOPMENT ACT
Conflict - development plan & official plan/zoning by-law | Approval of the Approval Authority
Contact: United Counties of Prescott-Russell _____ |
| <input type="checkbox"/> DEVELOPMENT CHARGES ACT s. 28 & 53 | Approval of the municipality
Contact: Hawkesbury Planning Department _____ |

Heritage

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| <input type="checkbox"/> Ontario Heritage Act s. 27(3)
To demolish a building listed on Hawkesbury's inventory | Written consent of Council
Contact: Hawkesbury Planning Department _____ |
| <input type="checkbox"/> Ontario Heritage Act s. 30(2)
To alter/demolish a building where intention to designate | Written consent of Council
Contact: Hawkesbury Planning Department _____ |
| <input type="checkbox"/> Ontario Heritage Act s. 33
To alter a building designated under Part IV of the Act | Written consent of Council
Contact: Hawkesbury Planning Department _____ |
| <input type="checkbox"/> Ontario Heritage Act s. 34
To demolish a building designated under Part IV of the Act | Written consent of Council
Contact: Hawkesbury Planning Department _____ |
| <input type="checkbox"/> Ontario Heritage Act s. 34.5 & 34.7(2)
To alter/demolish a building designated by Minister of Culture | Written consent of Council
Contact: Hawkesbury Planning Department _____ |
| <input type="checkbox"/> Ontario Heritage Act s. 40.1
To construct/alter/demolish a building in study area | Written consent of Council
Contact: Hawkesbury Planning Department _____ |
| <input type="checkbox"/> Ontario Heritage Act s. 42
To construct/alter/demolish a building in a conservation district | Written consent of Council
Contact: Hawkesbury Planning Department _____ |

CONSERVATION AUTHORITY	▼ FORM OF APPROVAL REQUIRED	APPROVAL ▼ SUBMITTED
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Wetlands, Shorelines & Watercourses

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| <input type="checkbox"/> Conservation Authorities Act s. 28, reg. 166/06
Where construction affects the control of flooding, erosion, dynamic beaches, pollution or conservation of land | Copy of construction and Fill Permit
Contact: South Nation Conservation Authority at 1-877-984-2948 |
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PROVINCIAL AGENCIES	▼ FORM OF APPROVAL REQUIRED	APPROVAL ▼ SUBMITTED
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Child Care Centres

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| <input type="checkbox"/> Day Nurseries Act, s. 5 of reg 262
Where building is used for a daycare | <u>Ministry of Children & Youth Services</u>
Ministry plan approval (approval letter)
Contact: Eastern Regional Office 613-234-1188 |
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Education

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| <input type="checkbox"/> DEMOLITION OF SCHOOLS Education Act s. 194
Where a school is proposed to be demolished | <u>Ministry of Education</u>
Minister's approval of demolition
Contact: Steven Mitchell 416-325-2015 |
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Environment

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| <input type="checkbox"/> Environmental Assessment Act s. 5
Major industrial or commercial enterprises & Government projects | <u>Ministry of the Environment (MOE)</u>
Minister's approval of Terms of Reference & EA
Contact: MOE Assessment & Approvals at 1-800-461-6290 |
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| <input type="checkbox"/> BROWNFIELD REDEVELOPMENT
Environmental Protection Act s. 168
Where industrial or commercial property changed to residential or parkland use | Record of Site Condition filed with MOE
Conformance with Certificate of Property Use
Contact: MOE Eastern Region 613-549-4000 |
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| <input type="checkbox"/> FORMER WASTE DISPOSAL SITES
Environmental Protection Act s. 46
Where building on former landfill or waste disposal site | Minister of Environment approval to use the land
Contact: MOE Assessment & Approvals at 1-800-461-6290 |
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Funeral Homes

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| <input type="checkbox"/> Funeral Directors and Establishments Act reg 469
Where building houses funeral establishment | <u>Ministry of Consumer & Business Services</u>
Letter notifying Registrar, MCBS
Contact: Board of Funeral Serv. 1-800-387-4458 |
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Hospitals

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| <input type="checkbox"/> Private Hospitals Act s. 22(1)
Construction of building used as a hospital | <u>Ministry of Health and Long Term Care</u>
Contact: Capital Planning Branch 416-327-8725 |
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Highways

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| <input type="checkbox"/> MTO PERMIT Public Transportation Act s. 34/38
For the placement, erection or alteration of any building or other structure or the use of land. | <u>Ministry of Transportation</u>
Building & Land Use permit issued by MTO
Contact: MTO Eastern Region 613-745-6841 |
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Long-Term Care Homes

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| <input type="checkbox"/> Nursing Homes Act s. 4, 5, reg 832
Homes for the Aged & Rest Homes Act s. 14
Elderly Persons Centres Act, s. 6 of reg 314
Charitable Institutions Act, s. 5
Construction, alteration or conversion of building used for a long-term care home | <u>Ministry of Health & Long-Term Care</u>
Director's approval letter for construction
Contact: MOH Planning & Renewal Branch at 416-326-6882 |
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TO BE COMPLETED BY APPLICANT (PLEASE CHECK THE APPROPRIATE LINE)		
<input type="checkbox"/>	1. None of the applicable law approvals listed above apply to this project.	
<input type="checkbox"/>	2. All applicable law approvals have been completed, and approval documents are attached to this application.	
<input type="checkbox"/>	3. The proposed construction or demolition requires one or more applicable law approvals which have not yet been obtained.	
I have authority to act on behalf of the corporation or partnership with respect to this application (if applicable).		
Name:	Signature:	Date: