

**BUILDING DIVISION**

8850 McLaughlin Road, Un1
Brampton, ON L6Y 5T1

905.874.2401

inspection.services@brampton.ca

APPLICATION TO RE-ACTIVATE AN INCOMPLETE PERMIT

DATE STAMP	Application Number	
	Accepted By	Building File #

Note: A separate application must be completed for each permit to be re-activated

LOCATION	<div># _____ Street _____ Unit/suite _____</div>
DESCRIPTION OF WORK (from permit)	
APPLICANT	<p>Name _____ Last First</p> <p>Mailing Address _____</p> <p>Email Address _____</p> <p>Telephone # _____</p> <p>I, hereby, declare that I am the:</p> <p><input type="checkbox"/> property owner <input type="checkbox"/> authorized agent of the owner</p> <p><input type="checkbox"/> an officer/employee of _____ which is an authorized agent of the owner Company</p> <p>_____ Applicants Signature Date _____ Print Name</p>

FOR OFFICE USE ONLY	Fee:	\$316.71 Residential, - New, Alteration or Demolition (Detached, Semi-detached, Townhouse, Row-house, Duplex, Live-work unit)
		\$431.89 All-Non-Residential and Residential > 3 Storeys

IMPORTANT INFORMATION FOR APPLICANTS

1. Forward the completed form to inspection.services@brampton.ca.
2. You will be contacted to make payment online.
3. Obtain approval to reactivate the permit currently in incomplete status.
4. Permit drawings must be on site at the time of inspection. Drawings can be requested online at <https://www.brampton.ca/EN/residents/Building-Permits/homeowners/Pages/Request-a-Document.aspx>
5. An inspection will be booked. During the inspection the following will occur:
 - a. Determine the outstanding inspections and general review reports required.
 - b. Determine outstanding deficiencies.
 - c. The Inspector(s) will communicate the outstanding inspections, general review reports and required actions.
6. Upon completion of all required inspections, an occupancy permit will be issued (if required by Code) and the permit will be closed.