



Building and Land Use Declaration

To be completed by the Owner / Tenant

A Declaration of Use is required for all non-residential building permit applications in new and existing industrial, commercial, public and institutional buildings / units. This submission is to augment, not supersede, any other documentation required to support your building permit application.

A. Project Information			
Building number, street name			Unit number
Municipality	Postal code	Legal Description (Lot/Conc, M-Plan/ R-Plan Number):	
B. Owner / Tenant			
First name		Last name	
<input type="checkbox"/> Owner <input type="checkbox"/> Tenant	Email	Telephone number	
C. Business Information			
Type of Business Proposed (Retail Store, Restaurant, Manufacturing or Assembly of Goods, etc.):			
Name of Business:			
Detailed description of the proposed use / business activities at this location:			
What product(s) or service(s) do you provide at this location?			
Who are the product(s) / service(s) provided to (i.e. general public, members only, direct to other suppliers)?			

D. Questionnaire Answer all of the following questions

1. Are retail sales directly to the public proposed at this location?
 - Yes *(Describe items to be sold in the description above (Part C) and clearly delineate the retail area on the floor plans with dimensions)*

If you answered yes, confirm the percentage (%) of the floor area devoted to retail sales:
_____ %
 - No
2. Will the use include **wholesale** sales at this location?
 - Yes
 - No
3. Will there be any **outdoor storage** of vehicles, goods, or materials at this location?
 - Yes *(Describe items to be stored in the description above (Part C) and clearly delineate the outdoor storage area on the site plan with dimensions and setbacks to property lines)*
 - No
4. Will there be any **outdoor display** of vehicles, goods, or materials at this location?
 - Yes *(Describe items to be displayed in the description above (Part C) and clearly delineate the outdoor display area on the site plan with dimensions and setbacks to property lines)*
 - No
5. Will the use include the repair or servicing of equipment and / or appliances at this location?
 - Yes
 - No
6. Will the use include the repair or servicing of motor vehicles at this location?
 - Yes
 - No
7. Is an **outdoor patio** proposed at this location?
 - Yes *(Clearly delineate the outdoor patio on the site plan with dimensions, and setbacks to property lines)*
 - No
8. Will food be sold to the public for consumption on the property?
 - Yes
 - No
9. Will food be sold to the public to take-out?
 - Yes
 - No

Definitions (for use with the Questionnaire)

Retail means the sale of goods, wares, merchandise, substances, articles or things, to the public in relatively small quantities for direct use or consumption rather than for resale.

Wholesale means the selling of goods, wares, merchandise, substances, articles or things, in large quantities to be retailed by others.

Outdoor storage means an area of land that is accessory to the principal use on the same lot, for the storage of goods and materials in the open air or in portable objects such as shipping containers.

Outdoor Display (and Sales Area) means an outdoor open space area, used in conjunction with the main building on the same lot, for the accessory display and, or sale of produce, merchandise, or the supply of services in association with the principal use of the lot.

Outdoor patio means an outdoor patron area that is accessory to a non-residential use.

E. Storage

The information collected in Parts E and F of this form is to assist in determining the proposed use and occupancy and that the fire and life safety systems are suitable for the proposed hazards in accordance with the applicable Ontario Building Code and their associated referenced standards.

Further details of the commodities to be stored or processed (indoor / outdoor) are to be provided in the spaces below. Include a summary list of raw materials as well as finished products. If necessary, separate correspondence can be provided / attached to this form.

Detail the commodities to be stored and their composition.

Quantities:

Method of Storage (i.e., rack storage, solid piles, bin boxes, etc):

Storage Height:

F. Identification of Hazardous / Dangerous Materials and / or Processes:

Applications that include hazardous / dangerous materials and / or processes shall submit engineering plans / specifications to demonstrate compliance with the Building Code, applicable law and standards. Additional information may be submitted under separate cover.

Examples include but are not limited to:

- Commercial cooking operations
- Combustible dust producing operations
- Flammable / combustible liquid storage, handling, processing, use
- Flammable gas storage, handling, processing, uses and aerosols
- Indoor tire storage
- Spray application using flammable / combustible liquids or gases
- Dip tanks, roll, flow and dry powder coating operations
- High pile / rack storage (i.e. Non-hazardous commodities over 12 feet above finished floor or plastic storage)
- Storage of explosives and fireworks

Yes, the location will contain hazardous / dangerous materials and / or processes.

If yes, submit documentation identifying the product names, classification and quantity of all hazardous / dangerous materials to be stored and / or processed at this location

The location will **not** contain Hazardous / Dangerous materials and / or processes on the premises

G. Declaration to be completed by individual noted in Part B

I certify that,

1. The information contained in this application, attached schedules, attached plans and specifications and other attached documentation is true to the best of my knowledge.
2. I have authority to bind the corporation or partnership (if applicable).

_____ Date

_____ Signature of Owner / Tenant

This is a form prescribed by the Chief Building Official pursuant to the City of Markham Building By-law. Personal information contained in this form is collected under the authority of Subsection 8(1.1) of the *Building Code Act, 1992*, and will be used in the administration and enforcement of the *Building Code Act, 1992*.