



# Permit Extension Request

Building Services  
P.O. Box 400, 70 Collier Street  
Barrie, Ontario, L4M 4T5  
[BuildingAdmin@barrie.ca](mailto:BuildingAdmin@barrie.ca)

## **Building Code Act (BCA) Reference - Revocation of permits:**

- 8(10)** Subject to section 25, the Chief Building Official (CBO) may revoke a permit issued under this Act,
- (b) if, after six months after its issuance, the construction or demolition in respect of which it was issued has not, in the opinion of the chief building official, been seriously commenced;
  - (c) if the construction or demolition of the building is, in the opinion of the chief building official, substantially suspended or discontinued for a period of more than one year;

The objective of BCA subsection 8(10) is to ensure that construction has commenced within a reasonable period of time following the issuance of a permit. The CBO may revoke a permit if construction has not started within 6 months of permit issuance or if construction has been suspended for more than 1 year between inspections. Where a client would like an extension, or has received notice that their permit may be revoked, an extension request is required to be submitted to the CBO for consideration. The request must include a reasonable explanation as to why construction has not been commenced / has been suspended.

## **Procedure:**

- Discussion regarding an extension request will begin with Building Services staff.
- **Permit Extension Request Form** to be completed and submitted to Building Services.
- The CBO will either approve or deny the request and inform the client of the decision.
- If approved, staff will adjust the permit file due date and inform the client accordingly.
- If denied, the CBO will provide an explanation to the client.

Permit extension request to be submitted to [BuildingAdmin@barrie.ca](mailto:BuildingAdmin@barrie.ca) for processing.

## **Important Notes:**

- No more than one extension will be granted.
- A granted extension will not be greater than twelve months.
- The date for which construction was halted and/or the date for commencement of construction are recognized by an on-site inspection by Building Services staff.
- Where change of ownership occurs, approved extension dates will be transferred to the new owner. No further extensions will be permitted.
- If granted, a fee will apply to your permit extension as per Schedule K of the Fees By-law.



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## Permit Extension Request Form

Project Information		
Permit Application Number: PMT	Date:	
Project Address:		
Municipality:	Province:	Postal Code:

Applicant Information	
Applicant is:	<input type="checkbox"/> Owner <input type="checkbox"/> Authorized Agent
Last Name:	First Name:
Corporation or Partnership (if applicable):	
Telephone:	E-Mail Address:

Request Details
Reason for Request (provide specific details):

Office Use Only		
Request is:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Approved Extension Limit Date:
Comments:		
CBO Name: Paul Evans, MAATO, CBCO	CBO Signature:	

Personal information contained in this form and schedules 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. Questions about the collection of personal information may be addressed to: a) the Chief Building Official of the municipality or upper-tier municipality to which this application is being made, or, b) the inspector having the powers and duties of a chief building official in relation to sewage systems or plumbing for an upper-tier municipality, board of health or conservation authority to whom this application is made, or, c) Director, Building and Development Branch, Ministry of Municipal Affairs and Housing 777 Bay St., 2nd Floor. Toronto, M5G 2E5 (416) 585-6666.