

Revision to an Issued Building Permit

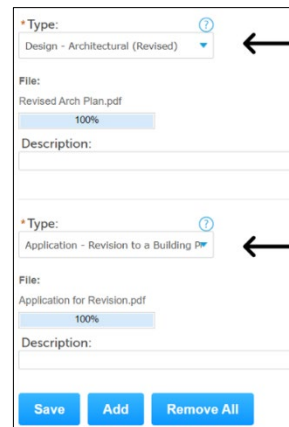
Application Requirements:

- **Application – Revision to a building permit** (page 2 of this document).
- **Drawings (digital PDF)**. **All revisions MUST be clouded** clearly indicating the proposed changes. Title block must contain the revision date.
- **Schedule 1: Designer Information form** is required if the designer changes for the entire set of permit drawings. If required, attach a Schedule 1 for each individual who reviews and takes responsibility for design activities **or** provide drawings stamped by a Professional Engineer or Architect.
- **Your building permit must be issued**. Change requests that occur prior to permit issuance are considered resubmissions and can be addressed during plan review. A revision to a building permit is only permitted prior to the final inspection of the building (or shell). A new building permit application shall be submitted if the building has received final inspection, and the file has been closed by the City.
- **Revision fee** (a revision fee will be invoiced upon receipt of your application and must be paid prior to issuance of your revision).

How to submit your application:

Step #1 - Log into [APLI](#) and navigate to 'Access My Records', 'Record Info' tab, 'Documents'. Upload your revision application and drawings as follows:

Step #2: Email Building.Official@barrie.ca to let us know you are submitting a revision application. In the subject line, please add 'Application for Revision' and provide the permit number.



Type: Design - Architectural (Revised)	←
File: Revised Arch Plan.pdf	
100%	
Description:	
Type: Application - Revision to a Building Permit	←
File: Application for Revision.pdf	
100%	
Description:	
Save Add Remove All	

Select the appropriate **Design (Revised)** document type when uploading drawings.

Select **Application – Revision to a Building Permit** when uploading the application.

Application Processing:

- Building Services staff will be notified of your submission by APLI. You can track the status of your revision through APLI and pay fees when required.



Application - Revision to a Building Permit

Permit Number:

Project Address					
Street Address, City, Province, Postal Code					
Applicant	Applicant is:	Owner or	Authorized Agent (Provide Property Owner Consent Letter)		
Last Name	First Name		Corporation or Partnership		
Street address			Unit No.		
Municipality		Postal Code	Province		
Telephone Number		Cell Phone Number	Email		
Purpose of Revision					
Work:	Revision Date:	Page #:	Work:	Revision Date:	Page #:
Architectural			Plumbing		
Structural			Mechanical		
Septic			Other		
Details of Proposed Work					
Additional Construction Value: \$					
Description:					
Applicant Name					Date
I confirm that I am the applicant as noted above / I have the authority to bind the corporation (where applicable)					

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.