

## Utility Notification Form

Building Development Services  
315 King Street West, P.O. Box 640 Chatham,  
Ontario N7M5K8  
Tel. (519) 360-1998 Fax: (519) 436-3215

**APPLICANT is:** ☐ Owner **OR** ☐ Authorized Agent of Owner \_\_\_\_\_  
(Please print)

**OWNER (if different from above):** \_\_\_\_\_  
(Please print)

\_\_\_\_\_  
(Signature) (Date)

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

**LOCATION: (ADDRESS & CITY)** \_\_\_\_\_

**PROPOSED DATE OF DEMOLITION:** \_\_\_\_\_

**TYPE OF BUILDING TO BE DEMOLISHED:** \_\_\_\_\_

1. The demolition contractor is responsible for ensuring that the building is vacated and all services have been disconnected prior to the commencement of work (gas, water, hydro, etc.)
2. All sewers are to be adequately capped to ensure that deleterious material does not enter the Municipal sewage system when the building being demolished contains a plumbing system. **THE CONTRACTOR IS TO CALL FOR AN INSPECTION** when capping is complete and prior to continuing work.
3. Decommissioning of the septic tank is required, tank shall be pumped and holes put in the bottom to provide drainage, filled with sand or approved material, and the lid shall be crushed. Failure to abandon sewage disposal systems will create a hazard to the health and safety of the homeowner and the public.
4. **CONTRACTOR IS ALSO TO CALL FOR AN INSPECTION** when work is complete to ensure adequate clean-up of the property. The site is to be leveled and clear of all demolition materials.
5. Demolition is to be in accordance with the Occupational Health & Safety Act and Regulations for Construction Projects.
6. The **MINISTRY OF LABOUR** requires property owners to provide an environmental survey if there is a belief of a designated substance on the premise i.e. Asbestos. If a survey is required an environmental firm can do the assessment. The Ministry of Labour will require a Notice of Project. Call 519-256-8277 or 1-800-265-5140 for more information, or refer to the Notice of Project form.

AGENCY	PHONE	EMAIL OR FAX	CONTACT	SIGNATURE	DATE
Bell Canada	519-352-9047	<a href="mailto:michael.crow@bell.ca">michael.crow@bell.ca</a> 519-352-0879	Mike Crow		
Entegrus Hydro	519-352-6300	<a href="mailto:alina.crisan@entegrus.com">alina.crisan@entegrus.com</a> 519-352-9860	Alina Crisan		
Entegrus Water	519-352-6300	<a href="mailto:erin.edwards@entegrus.com">erin.edwards@entegrus.com</a>	Erin Edwards		
Hydro One	1-800-957-7756	<a href="mailto:fbc.woodstock@hydroone.com">fbc.woodstock@hydroone.com</a>	Paula		
Enbridge Gas Ltd.	1-877-362-7434	<a href="mailto:wmschedulingchat@enbridge.com">wmschedulingchat@enbridge.com</a>	N/A		
Cogeco Cable TV	519-397-2959	<a href="mailto:neal.bannister@cogeco.com">neal.bannister@cogeco.com</a>	Neal Bannister		
Union Energy/Reliance	1-866-735-4262	<a href="mailto:crs@reliancecomfort.com">crs@reliancecomfort.com</a>	N/A		

In addition to the above notifications, please ensure proper utility locates are obtained.

Also note utility locates obtained by the Ontario One Call # 1(800) 400-2255 **DO NOT** constitute notification for the purpose of this form, please use the numbers listed above. Please note that some utilities do not participate in the Ontario One Call Service.

If no Fax # is supplied - FAX back to the **Building Department @ 519-436-3215**