



Town of Aurora, Operational Services
229 Industrial Parkway North
Aurora, ON L4G 4C4
(365) 500-3148
roadpermits@aurora.ca

Pre-Screening Questionnaire for Construction or Demolition

Project Address	Date
Owner	Applicant
Current Address	Work Proposed
Estimated Start and Completion Date	Phone Number
E-mail	

- | | Yes | No |
|---|--------------------------|--------------------------|
| 1. Is your project subject to a Planning Application Process or an Encroachment Agreement? | ☐ | ☐ |
| 2. Have you obtained or will you be applying for a minor variance to widen your driveway? | ☐ | ☐ |
| 3. Will you require heavy equipment for your project (backhoe, forklift, etc.)? | ☐ | ☐ |
| 4. Are you planning to excavate for footings or services (water and/or sewer)? | ☐ | ☐ |
| 5. Is your property currently serviced by a septic system? | ☐ | ☐ |
| 6. Will you require a new service from the municipal water main and/or sanitary connection (do you anticipate increasing the size of your water service)? | ☐ | ☐ |
| 7. Are you constructing a swimming pool? | ☐ | ☐ |
| 8. Are you planning on removing any trees? | ☐ | ☐ |
| 9. Will you be creating a secondary suite? | ☐ | ☐ |

If you answered "Yes" to any of the above questions, a copy of this questionnaire will be sent to the Engineering Division and/or Operational Services; as you may need to obtain additional approvals from these departments. You are responsible to follow up with the respective departments to secure any necessary approvals. Depending on the scope of your project, the additional approvals could include the following:

- **Site Alteration Permit:** This permit may be required to change the grade on private property. For cost and further information regarding Site Alteration Permits, please contact the Engineering Division at engineering@aurora.ca or (905) -726-4704
- **Road Occupancy Permit:** A contractor intending to transport heavy equipment across Town of Aurora property (boulevards, etc.) in order to facilitate construction on private property and a contractor proposing to excavate within the Town's right-of-way is required to obtain a Road Occupancy Permit. Applications are available online or by contacting Operational Services at roadpermits@aurora.ca or (365)-500-3148. An approved Road Occupancy Permit must be obtained prior to starting any work.

Signature _____ Date _____