

REQUIREMENTS

BUILDING PERMIT APPLICATION

The undersigned hereby applies for a Permit to build in accordance with this application; all by-laws and regulations applicable thereto, and all conditions stated on the reverse. The accuracy of the information which follows and the accompanying plans and specifications with the representation therein are the responsibility of the owners and are hereby made a part of the application.

Instructions: PRINT CLEARLY: 1) Appropriate fee must accompany application; 2) Make Cheque or Money Order payable to the Minister of Finance (Do NOT send cash in mail)

LOCATION OF BUILDING:																											
REQUIRED																											
(No. or Section)	(Street or Township)	(City or Town or Range)	(Municipality)																								
BUILDING NAME: _____		Building Size: *REQUIRED*																									
ZONING DISTRICT	LOT NUMBER *REQUIRED*	PLAN NUMBER *REQUIRED*	LOT SIZE																								
DESCRIPTION OF WORK: *REQUIRED*		MUNICIPAL AUTHORIZATION																									
CLASS OF WORK *REQUIRED* 1) NEW <input type="checkbox"/> 6) TEMPORARY <input type="checkbox"/> 2) ADDITION <input type="checkbox"/> 7) DEMOLITION <input type="checkbox"/> 3) ALTERATION <input type="checkbox"/> 8) CHANGE IN OCCUPANCY <input type="checkbox"/> 4) RECONSTRUCTION <input type="checkbox"/> 9) FACTORY BUILT RELOCATABLES <input type="checkbox"/> 5) RELOCATION <input type="checkbox"/> Other <input type="checkbox"/>		I, _____ on behalf of the (Title)																									
		(City, Town, R.M., L.G.D., Crown Agency)																									
CONFIRM THAT THE APPLICANT HAS MET OR AGREED TO MEET ALL REQUIREMENTS OF OUR JURISDICTION PERTAINING TO THIS PROJECT.		(Print Name) _____ (Signature) _____																									
VALUATION OF WORK: \$ Optional		BUILDING PERMIT FEE: \$																									
<table border="1"> <tr> <td>APPLICANT: *REQUIRED*</td> <td>Address/Postal Code: *REQUIRED*</td> <td>Email: *REQUIRED*</td> </tr> <tr> <td></td> <td></td> <td>Phone: *REQUIRED*</td> </tr> <tr> <td>OWNER: *REQUIRED* if different from applicant</td> <td>Address/Postal Code:</td> <td>Email:</td> </tr> <tr> <td></td> <td></td> <td>Phone:</td> </tr> <tr> <td>ARCHITECT/ENGINEER/DESIGNER: Optional</td> <td>Address/Postal Code:</td> <td>Email:</td> </tr> <tr> <td></td> <td></td> <td>Phone:</td> </tr> <tr> <td>CONTRACTOR: Optional</td> <td>Address/Postal Code:</td> <td>Email:</td> </tr> <tr> <td></td> <td></td> <td>Phone:</td> </tr> </table>				APPLICANT: *REQUIRED*	Address/Postal Code: *REQUIRED*	Email: *REQUIRED*			Phone: *REQUIRED*	OWNER: *REQUIRED* if different from applicant	Address/Postal Code:	Email:			Phone:	ARCHITECT/ENGINEER/DESIGNER: Optional	Address/Postal Code:	Email:			Phone:	CONTRACTOR: Optional	Address/Postal Code:	Email:			Phone:
APPLICANT: *REQUIRED*	Address/Postal Code: *REQUIRED*	Email: *REQUIRED*																									
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OWNER: *REQUIRED* if different from applicant	Address/Postal Code:	Email:																									
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		Phone:																									
CONTRACTOR: Optional	Address/Postal Code:	Email:																									
		Phone:																									
DECLARATION																											
I, the undersigned, *REQUIRED* (please print), am the authorized agent/owner named in this application for a Building Permit. I acknowledge that:																											
1) All statements and representations contained in the application for permit and the plans and specifications are correct, accurate, and adhere to all applicable legislation, by-laws, Codes and Standards; 2) The issuance of a Building Permit by the Inspection and Technical Services does not waive any provisions contained in <u>The Buildings and Mobile Homes Act</u> , its regulations and any applicable Codes and Standards contained therein; 3) The issuance of the Building Permit by the Inspection and Technical Services does not waive, amend or change any application by-laws or requirements contained in any other applicable legislation; 4) Any changes from the plans and specifications or building location as specified in the application for permit shall void the permit.																											
Signature of Authorized Agent *REQUIRED* Date *REQUIRED*																											
"The Inspection and Technical Services does not accept any responsibility for errors or omissions contained in the submitted plans and specifications and the issuance of this Building Permit does not warrant that the plans and specifications are in accordance with any applicable Act, Codes or Standards."																											
WHEN PROPERLY VALIDATED (in this space) THIS IS YOUR PERMIT																											
Assignments:	Validated:	Date:	Permit No:																								
Comments:																											
FOR OFFICE USE ONLY																											
Type of Construction: C / N.C. / COMBINATION	No. of Storeys:	Building Area:	Const. Article:																								
Occupancy Group:	Major Occupancy:	Plumbing Permit Req'd? (yes, no)	Fee Paid:																								

SAMPLE

BUILDING PERMIT APPLICATION

The undersigned hereby applies for a Permit to build in accordance with this application; all by-laws and regulations applicable thereto, and all conditions stated on the reverse. The accuracy of the information which follows and the accompanying plans and specifications with the representation therein are the responsibility of the owners and are hereby made a part of the application.

Instructions: PRINT CLEARLY: 1) Appropriate fee must accompany application; 2) Make Cheque or Money Order payable to the Minister of Finance (Do NOT send cash in mail)

LOCATION OF BUILDING: Lot 35 Block 06 Whispering Winds Lake			
(No. or Section)		(Street or Township)	
(City or Town or Range)		(Municipality)	
BUILDING NAME: _____		Building Size: 480 sq. ft.	
ZONING DISTRICT	LOT NUMBER 35	PLAN NUMBER 1234567	LOT SIZE
DESCRIPTION OF WORK: Construct a new single storey guest house		MUNICIPAL AUTHORIZATION	
CLASS OF WORK		I, _____ on behalf of the	
		(Title)	
1) NEW <input checked="" type="checkbox"/> 6) TEMPORARY <input type="checkbox"/>		(City, Town, R.M., L.G.D., Crown Agency)	
2) ADDITION <input type="checkbox"/> 7) DEMOLITION <input type="checkbox"/>		CONFIRM THAT THE APPLICANT HAS MET OR AGREED TO MEET ALL REQUIREMENTS OF OUR JURISDICTION PERTAINING TO THIS PROJECT.	
3) ALTERATION <input type="checkbox"/> 8) CHANGE IN OCCUPANCY <input type="checkbox"/>			
4) RECONSTRUCTION <input type="checkbox"/> 9) FACTORY BUILT RELOCATABLES <input type="checkbox"/>			
5) RELOCATION <input type="checkbox"/> Other <input type="checkbox"/>			
VALUATION OF WORK: \$ \$75,000		BUILDING PERMIT FEE: \$	
APPLICANT: John Smith		Address/Postal Code: 1234 Rocky Road, Wpg X1X 1X1	
OWNER: Jane Doe		Address/Postal Code: Box 58754 Northdale, MB Y2Y 2Y2	
ARCHITECT/ENGINEER/DESIGNER:		Address/Postal Code:	
CONTRACTOR:		Address/Postal Code:	
		Email: john.smith@email.com	
		Phone: 1-204-555-5555	
		Email: j.doe@emailme.ca	
		Phone: 1-204-111-1111	
		Email:	
		Phone:	
		Email:	
		Phone:	
DECLARATION			
I, the undersigned, John Smith (please print), am the authorized agent/owner named in this application for a Building Permit. I acknowledge that:			
1) All statements and representations contained in the application for permit and the plans and specifications are correct, accurate, and adhere to all applicable legislation, by-laws, Codes and Standards;			
2) The issuance of a Building Permit by the Inspection and Technical Services does not waive any provisions contained in The Buildings and Mobile Homes Act , its regulations and any applicable Codes and Standards contained therein;			
3) The issuance of the Building Permit by the Inspection and Technical Services does not waive, amend or change any application by-laws or requirements contained in any other applicable legislation;			
4) Any changes from the plans and specifications or building location as specified in the application for permit shall void the permit.			
Signature of Authorized Agent John Smith		Date January 31, 2025	
"The Inspection and Technical Services does not accept any responsibility for errors or omissions contained in the submitted plans and specifications and the issuance of this Building Permit does not warrant that the plans and specifications are in accordance with any applicable Act, Codes or Standards."			
WHEN PROPERLY VALIDATED (in this space) THIS IS YOUR PERMIT			
Assignments:	Validated:	Date:	Permit No:
Comments:			
FOR OFFICE USE ONLY			
Type of Construction: C / N.C. / COMBINATION	No. of Storeys:	Building Area:	Const. Article:
Occupancy Group:	Major Occupancy:	Plumbing Permit Req'd? (yes, no)	Fee Paid: