



Barrier Reef Drive- 2nd Floor
 San Pedro Town Council
 San Pedro Town, Ambergris Caye, Belize
 Tel: (501) 226-2198 or 226-2396 or 673-2197
 Email: building@sanpedrotowncouncil.org
SAN PEDRO TOWN BUILDING UNIT



Project No.: (To be provided by SPTBU)

APPLICATION FOR REVIEW

(One Form must be filled out for each structure on each lot)

I / We hereby apply for permission to *erect / alter / add / change* the use of a *building / property* in accordance with the following information and as shown on the accompanying drawings.
(Cross out the works in italics that do not apply).

1. **Legal Description** (street address or similar description that will readily identify, and definitively locate the proposed building or work.)

Parcel No.: **Block No.:** **Lot No.:**

Land Registration Section

Address:

(Street & Area)

.....

2. **Name of Project Owner:**

Current address and contact information (telephone & email) of project owner:

Address:

Email: **Telephone:**.....

Legal Owner of Property:.....

3. **Parcel Measurement: Front:** **Right Side:**

Left Side: **Back:**

Total Parcel/Lot Area: Acres Sq. Ft. Sq. M. Sq. Yd.

4. **Number of EXISTING building(s) on lot:**

5. **Total Area (footprint) of existing building(s) on lot:**Sq. Ft. Sq. M. Sq. Yd.

Total percentage of lot covered by existing building(s): %





6. Zoning:

- i. **Building use:** Residential Commercial Industrial Institutional Amenities Gov't
- ii. **land use:** Residential Commercial Industrial Institutional Amenities Gov't

7. Occupancy:

- Number of separate buildings on lot:**
- Number of independent UNITS within each building:**
- Estimated Number of Occupants:** (This will be reflected on occupancy certificate)
 - a) **Residents:** b) **Staff:** c) **Patrons:**
 - d) **Visitors:** e) **Total Occupancy Loading**

8. Building description:

- I. **Dimensions of building(s): Length:** **Width:**
- II. **Number of floors:** **III. Max. height of building(s):**

IV. **Total percentage of property (lot) covered by existing & new construction:**

V. **The following number of parking spaces are provided within property boundaries (To Be Indicated on Drawings Also):**

- a) **Residents:** b) **Staff:** c) **Patrons:**
- d) **Visitors:** e) **Total Parking Provided:**

VI. **Setbacks:**

- a) **Front:** b) **Right Side:**
- c) **Left Side:** d) **Back:**
- e) **Public Access/waterfront** (distance from property boundary to high water mark):
Feet: **Inches:**
- f) **Road Easement** (distance from property boundary to carriageway):
Feet: **Inches:**





9. Building construction type (*Construction Materials*):

- I. **Foundation:** RC Piles RC Pads Timber Piles RC Strip Foundation
- ii. **Structural framework:** Metal Reinforced Concrete Steel Frame
 Timber Other (*specify*).....
- iii. **Exterior walls & openings:** Concrete Blocks Reinforced Concrete Timber
 Metal Other (*specify*).....
- iv. **Floors:** Reinforced Concrete Timber Other (*specify*).....
- v. **Stairways:** Reinforced Concrete Timber Other (*specify*).....
- vi. **Roofs:** Concrete Timber w/Corrugated Roofing Metal w/ Corrugated Roofing
 Thatch Other (*specify*).....

10. Proposed Use of Building:

- i. **Foundation or Below Grade Level :** Residential Commercial Industrial
 Institutional Amenities Gov't
- ii. **Ground floor:** Residential Commercial Industrial Institutional
 Amenities Gov't
- iii. **First floor:** Residential Commercial Industrial Institutional Amenities
 Gov't
- iv. **Second floor:** Residential Commercial Industrial Institutional Amenities
 Gov't
- v. **Additional floors:** Residential Commercial Industrial Institutional
 Amenities Gov't
- vi. **Number of Floors:**
- vii. **Roof:** Residential Commercial Industrial Institutional Amenities
 Gov't

12. Value (NOT COST) of works on any new building or structure or any addition, remodeling or alteration to an existing building (*include Materials, labour, plant, overhead, etc.*): **BZD**

.....





Complete this section ONLY where there is a proposed CHANGE of use other than new construction.

13. Change in the use of land and/or existing buildings.

- i. *Current use of Land:* Residential Commercial Industrial Institutional Amenities
Gov't
- ii. *Proposed use of Land:* Residential Commercial Industrial Institutional Amenities
Gov't
- iii. *Current use of Building:* Residential Commercial Industrial Institutional Amenities
Gov't
- iv. *Proposed use of building:* Residential Commercial Industrial Institutional
Amenities Gov't

14. The sanitary fittings will consist of the following number of:

- i. *Wash Hand Basins*
- ii. *Showers*
- iii. *Bathtubs*
- iv. *Water Closets (Toilet Bowls)*
- v. *Urinals*
- vi. *Bidets*
- vii. *Kitchen sinks:*
- viii. *Pools:*
- ix. *Hot tubs or spas:*
- x. *Sauna:*
- xi. *Utility Sinks*
- xii. *Other*.....

15. The water supply will be by: Belize Water Services Cistern Water Tank Well
Public Water Reservoir

16. The daily water consumption is estimated to be: Gals.

17. The sewage will be disposed by: Septic Sewer Waste Water Treatment
Type.....

18. Method of storm water discharge:

- Drain Run Off Leach field Water Reservoir

19. Method of waste water discharge:

- Leach field Sewer Soak away Waste Water Treatment: Type.....





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20. Method of solid waste (garbage) storage & disposal:

Municipal Village Private N/A

21. The Electrical Load Demand is Estimated To Be.....kVA

22. Electricity supply will be provided by: B.E.L. Generator Solar Panel

23. Back-up electricity supply will be provided by:

B.E.L. Generator Solar Panel N/A

24. The building *will/will not* be fitted with the following type and quantity of air conditioning fixtures.

- a. *Central air conditioning (insert quantity):*
- b. *Split units (insert quantity):*
- c. *Window units (insert quantity):*

25. The Air Conditioning Load Demand Is Estimated to be Tons





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26. Technicians, Architects and/or Engineers of Record:

I, the undersigned accept full responsibility for the correctness of the Technical Information submitted on this Application Form, I also accept full responsibility for the correctness and suitability of the information provided in the other documents submitted along with this Application Form.

1. Name of **Technician** (*Print Name*)

Address:

.....

Signature:

2. Name of **Architect** (*Print Name*)

Address:

.....

Signature:

3. Name of **Engineer** (*Print Name*)

Address:

.....

Signature:





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I accept responsibility for applying to the **San Pedro Building Unit (S.P.T.B.U)** for the following inspections/permits:

Permits/ Inspection	Building less than 1,000 sq. ft. and not more than 1 storey	Building 1,000- 3,000 sq. ft. and up to up 2 storeys	Building over 3,000 sq. ft. and over 2 storeys
1 Notice of intention to commence building works:	X	X	X
2 Inspection a: Setting out:	X	X	X
3 Inspection b: foundation, excavation and foundation placing:			X
4 Inspection C: floors Slabs(s):			X
5 Inspection D; Plumbing & electrical Rough-in:			X
6 Inspection E: Walls, Columns & Beams			X
7 Inspection F; Roof Structure:			X
8 Fire safety inspection			X
9 Public Health inspection	X	X	X
10 Application for permit to occupy and use building	X	X	X





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Contractor

Electrician

Name: _____

Name: _____

Address: _____

Address: _____

Phone: _____

Phone: _____

Signature: _____

Signature: _____

S.P Trade License Number: _____

S.P Trade License Number: _____

Trade License Updated: _____

Trade License Updated: _____

Confirmed by Trade License Clerk: _____

Confirmed by Trade License Clerk: _____

I certify that this application has the consent of the owners of the property:

Name of permittee or his authorized agent:

Address of permitted or his authorized agent:

Phone Number: _____

Fax Number: _____

Cellular Number: _____

Email: _____

Signature of permittee or his authorized agent: _____

Date: _____

