



Town of Norquay Application for Building Permit

Applicant Information (permit applicant can be an agent of the owner)

Company	company name if applicable	
Primary Contact	primary contact for project	
Address	for correspondence purposes	
Phone and Email	primary contact	primary contact

Permit Information

Project Location	civic address or legal description		
Project Description	written description of project		
Project type (check one)	<input type="checkbox"/> New Construction <input type="checkbox"/> Addition, Alteration, Repair or Renovation to Existing Building <input type="checkbox"/> Temporary Structure <input type="checkbox"/> Relocation of an Existing Building <input type="checkbox"/> Demolition of an Existing Building		
Attached	Construction Plans and Specifications <input type="checkbox"/> Yes <input type="checkbox"/> No		
Building Area and Height	area in square meters	height in storeys	
Estimated cost of Construction	\$		
Construction Details	Footings_____Materials_____Size_____ Foundations_____Materials_____Size_____ Exterior Walls_____Materials_____Size_____ Roof_____Materials_____Size_____ Studding_____Materials_____Spacing_____ Floor Joists_____Materials_____Spacing_____ Girders_____Materials_____Spacing_____ Rafters_____Materials_____Spacing_____ Chimneys_____NO_____Size_____ Heating_____Lighting_____Plumbing_____ Foundation Soil Classification and Type_____		

For Office Use Only

Tax Roll Number	
Permit Fees	

Owner Information (include all owners listed on the property title or attach in a separate sheet)

Company		
Project Contact		
Address		
Phone and Email		

General Contactor Information (a building owner can be identified as a self-contractor)

Company		
Project Contact		
Address		
Phone and Email		

Declaration by Applicant

I hereby declare that the above statements contained within this application and attached drawings are true and correct. I agree that where required, a Development Permit must be issued in order for the Building Permit to be valid. Neither document relieves the owner, the applicant, or the owner's agent from complying with all municipal bylaws and/or Provincial and Federal acts and regulations including the National Building Code (NBC) and the National Energy Code for Buildings (NECB) and the National Plumbing Code (NPC), and that it is my responsibility to ensure compliance with such legislation, regulations, bylaws and codes regardless of any plan review or inspections that may or may not be carried out by the building official, local authority or its authorized representatives. I agree that no construction shall commence without proper permits and approvals.	
Name	
Signature	
Date	

Notes:

Submit our permit to the Town of Norquay Office. Questions in relation to the application and the permit can be directed to:

B&B Enforcement Services
Chris Letendre- Building & Bylaw Enforcement
(p) 306-768-8449
(f) 306-768-2591
Email: bbenforcementservices@gmail.com

Fees are to be paid to the Town of Norquay.