

## Residential – Permit Information Form

### Municipal Office Use Only

Municipality: \_\_\_\_\_ PBI Permit #: \_\_\_\_\_

Development Approved:    No      Yes    (Proposed construction meets all zoning bylaws and/or is approved in principle.)

Geotech Report Required:    No      Yes    (If required by zoning bylaws or engineer recommendation.)

Permit Application Date: \_\_\_\_\_ Permit Expiry Date: \_\_\_\_\_

Date Sent to PBI: \_\_\_\_\_ Administrator Name: \_\_\_\_\_

Method Sent (mail, fax, e-mail): \_\_\_\_\_ Signature: \_\_\_\_\_

### Information Below Can Be Completed By The Applicant

#### Contact Information:

**Registered Owner:** \_\_\_\_\_ Home: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Bus: \_\_\_\_\_

E-mail: \_\_\_\_\_ Cell: \_\_\_\_\_

**Contractor:** \_\_\_\_\_ Bus: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_ Cell: \_\_\_\_\_

Same as Registered Owner

Applicant's Name: \_\_\_\_\_ Ph: \_\_\_\_\_

Same as Registered Owner      Same as Contractor

#### Jobsite Location:

Civic Address: \_\_\_\_\_

Legal Land Description: Lots(s) \_\_\_\_\_ Block \_\_\_\_\_ Plan No. \_\_\_\_\_

\_\_\_\_\_ ¼, Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_ W \_\_\_\_\_

Subdivision: \_\_\_\_\_

Landmark or Reference: \_\_\_\_\_

(Note directions that will assist the Building Official in finding the jobsite)

#### Project Details:

**Single Family Dwelling** (Select one permit type that best describes the dwelling):

New Home    Duplex Unit    Cottage    RTM    Post-Move    Mobile (Manufactured) Home

**Select on line below ALL that pertain to this permit and are included with the plans submitted to PBI for review:**

Basement Development    Deck    Attached Garage (Insulated)    Attached Garage (Not Insulated)

**Residential Building Project** (Separate permit is required for each project type):

Addition    Renovation    Deck    Basement Development    Secondary Suite

Sunroom    New Foundation    Retaining Wall    Roof Extension

Attached Garage    Detached Garage    Accessory Building    Pole Building    Boat House

**Insulated:**    Yes    No    **Comments:** \_\_\_\_\_

**Dimensions:** Length: \_\_\_\_\_ ft. x Width: \_\_\_\_\_ ft. x Height: \_\_\_\_\_ ft. | **Size:** \_\_\_\_\_ ft<sup>2</sup>

**Finished Areas:** Main: \_\_\_\_\_ ft<sup>2</sup> | 2<sup>nd</sup> Storey: \_\_\_\_\_ ft<sup>2</sup> | Bsmt: \_\_\_\_\_ ft<sup>2</sup>

**Start Date:** \_\_\_\_\_ **Estimated Completion Date:** \_\_\_\_\_