

Appendix “B” – Building Permit Application

VILLAGE OF ELBOW

Building Permit Application under *The Construction Codes Act*

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

Company	company name if applicable	
Primary Contact	primary contact for project	
Mailing Address	for correspondence purposes	
E-Mail Address		
Phone	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"/> Any New Construction, Erection or Placement of a Building <input type="checkbox"/> Addition, Alteration, Repair or Renovation to Existing Building <input type="checkbox"/> Temporary Structure <input type="checkbox"/> Removal or Relocation of an Existing Building <input type="checkbox"/> Demolition of an Existing Building <input type="checkbox"/> Use, occupancy or change of occupancy of a Building	
Attached	Code analysis <input type="checkbox"/> Yes <input type="checkbox"/> No Construction Plans and Specifications <input type="checkbox"/> Yes <input type="checkbox"/> No	
Building Area and Height	area in square meters	height in storeys
Value of Construction	\$	

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		

Engineer (individual responsible for the overall design...all others should be included on a separate sheet attached to this application)

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 a valid Development Permit must accompany this 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 or local authority. I agree that no construction shall commence without proper permits and approvals.

Name		
Signature		
Date		

Notes:

A Code Analysis provides detailed information on provision of the NBC, NECB or NPC that apply to the specific project demonstrating design and construction is intended to meet minimum requirements.

Value of Construction is the total cost to the owner for the building construction in its completed form and includes the cost of all building work, materials of construction, building systems, labour and overhead and profit of the contractor and subcontractors.

Building area means the greatest horizontal area of a building above grade within the outside surface of exterior walls or within the outside surface of exterior walls and the centre line of firewalls.

Building height (in storeys) means the number of storeys contained between the roof and the floor of the first storey.