



Please print (to be filled out **completely** by applicant).

Date: \_\_\_\_\_

Project Address: \_\_\_\_\_

Unit No.: \_\_\_\_\_

Owner: \_\_\_\_\_

Tel. No. \_\_\_\_\_

Contractor: \_\_\_\_\_

Tel. No. \_\_\_\_\_

Fax \_\_\_\_\_

Occupier: \_\_\_\_\_

Use: \_\_\_\_\_

*Note: Zoning Bylaw 8500 – Off-Street Parking & Loading – Section 7 requires that sufficient parking is available for all Commercial/Industrial businesses.*

Type of Space/Water Heating:  Electric  Gas  Geothermal  Solar

Do you have sufficient parking?  Yes  No

	Yes	No		Yes	Not Req'd
Is the building sprinklered?	<input type="checkbox"/>	<input type="checkbox"/>			
Will there be alterations or additions to the sprinkler system?	<input type="checkbox"/>	<input type="checkbox"/>	If Yes, are drawings included?	<input type="checkbox"/>	<input type="checkbox"/>
Any alterations to the plumbing system?	<input type="checkbox"/>	<input type="checkbox"/>	If Yes, are drawings included?	<input type="checkbox"/>	<input type="checkbox"/>
Will structural work be required, including alterations to structural slab?	<input type="checkbox"/>	<input type="checkbox"/>	If Yes, are drawings included?	<input type="checkbox"/>	<input type="checkbox"/>
Any changes to the mechanical system?	<input type="checkbox"/>	<input type="checkbox"/>	If Yes, are drawings included?	<input type="checkbox"/>	<input type="checkbox"/>
Does the mechanical/sprinkler/structural work require a registered professional?	<input type="checkbox"/>	<input type="checkbox"/>	If Yes, have Letters of Assurance been submitted?	<input type="checkbox"/>	<input type="checkbox"/>
Is food handling involved in use?	<input type="checkbox"/>	<input type="checkbox"/>			
Any demolition work or removal of walls or plumbing?	<input type="checkbox"/>	<input type="checkbox"/>			
Do you have a business licence for this building/unit?	<input type="checkbox"/>	<input type="checkbox"/>			

Describe the work to be done: \_\_\_\_\_

Construction Value: \_\_\_\_\_

Proposed Construction Start: \_\_\_\_\_

Where a professional engineer or architect, registered as such under provincial legislation, has certified that the plans comply with the current BC Building Code and any other applicable enactment, it should be expressly understood that the City has relied on such certification in issuing this permit and is not liable, directly or vicariously, for any damage, loss or expense caused or contributed to by an error, omission or other neglect in relation to its approval of the plans submitted. The issuance of a permit, the review of plans and supporting documents, or inspections by the building inspector or a registered professional are not a guarantee that the development complies with the BC Building Code or other applicable enactments and do not in any way relieve the owner, or his or her agent, from the responsibility of carrying out construction in substantial compliance with the requirements of the BC Building Code, this bylaw and other applicable bylaws of the City.

Applicant: \_\_\_\_\_

Signature: \_\_\_\_\_

By signing I am acknowledging the above waiver

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

Postal Code \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Tel. No. Residential or Business \_\_\_\_\_

Cell \_\_\_\_\_

Fax \_\_\_\_\_

For Office Use	Comments
Application Fee:	
Permit No.:	
Application Received By:	