



Commercial, Industrial, Multi-Family, Assembly Projects

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

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

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

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

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

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

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

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

Fax \_\_\_\_\_

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

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

Work Description:  New  Addition

Multi-Tenant Projects: No. Units: \_\_\_\_\_

Building Sprinklered?:  Yes  No

Construction Value/Building: \$ \_\_\_\_\_

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

Is a new service connection required?:  Yes  No If yes, P.Eng. Design Drawings must be submitted

Table with 10 columns: Drawings/Information Submitted, Rec'd, To be Sub'd, Not Req'd, No. of Copies, and the same 5 columns repeated for a second set of drawings.

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.

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

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

By signing I am acknowledging the above waiver

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

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

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

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

Cell \_\_\_\_\_

Fax \_\_\_\_\_

Contact Person or Coordinating Professional: \_\_\_\_\_

Note: If applicant is not the registered owner of the property, please request the "Owner Authorization" letter and have it completed and signed by the owner and return the letter to this Division for review.

Table with 2 columns: For Office Use and Comments. Rows include Application Fee, Permit No., and Application Received By.