

## Commercial – 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, email): \_\_\_\_\_ Signature: \_\_\_\_\_

### Information Below Can Be Completed By The Applicant

#### Contact Information:

**Registered Owner:** \_\_\_\_\_ Bus: \_\_\_\_\_

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

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 any directions that will assist the Building Official in finding the jobsite)

#### Project Details:

**Check one box on each line below that best describes the project:**

Commercial	Industrial	Institutional	Multi-unit Residential	
New Building	Addition	Renovation	Accessory Building	

**Insulated:**      Yes      No      |      **Size:** \_\_\_\_\_ m<sup>2</sup> (horizontal area / footprint)      |      **No. of Storeys:** \_\_\_\_\_

**Proposed Use:** \_\_\_\_\_

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

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

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

**Value of Construction:** \$ \_\_\_\_\_ (completed cost to the owner, excluding site & equipment)