

BUILDING PERMIT APPLICATION

Date: _____

Please print

Site Address (if assigned): _____
 Legal Description: _____
 Construction Value: _____

Permit Information

Permit Type	Description
<input type="checkbox"/> Single Family Dwelling	<input type="checkbox"/> New Construction
<input type="checkbox"/> Two Family Dwelling	<input type="checkbox"/> Addition
<input type="checkbox"/> Manufactured/Mobile Home	<input type="checkbox"/> Alteration/Renovation*
<input type="checkbox"/> Accessory Building	<input type="checkbox"/> Leasehold Improvements
<input type="checkbox"/> Multi-Family Residential	<input type="checkbox"/> Demolition
<input type="checkbox"/> Commercial	<input type="checkbox"/> Garage/Carport
<input type="checkbox"/> Industrial	<input type="checkbox"/> Occupant Load
<input type="checkbox"/> Public	<input type="checkbox"/> Other: _____

- Secondary Suite
- Locate
- Services
- Sign
- Special Inspection
- Building Envelope Repair

**all Alteration/Renovation applications must be accompanied by a "Hazardous Materials Report"*

Description of Project: _____
Please be as specific as possible

Description of Business: _____
Applies to non-residential applications (i.e. restaurant, accounting offices etc.)

Contact Information

Applicant Name: _____
If the applicant is other than the property owner, attach a completed Agent Authorization form
 Address: _____
house number/street city province postal code
 e-mail: _____ Phone: _____ Cell: _____

Property Owner Name: _____
name or business name (if applicable, including contact person)
 Address: _____
house number/street city province postal code
 e-mail: _____ Phone: _____ Cell: _____

Builder Name: _____
The builder must hold a valid North Cowichan Business Licence
 Address: _____
house number/street city province postal code
 e-mail: _____ Phone: _____ Cell: _____

I hereby confirm that the information supplied in support of this application is true and correct:

Owner or Agent's Signature

Personal information is collected by the Municipality of North Cowichan under the authority of section 26(c) of the *Freedom of Information and Protection of Privacy Act* and North Cowichan's Building Bylaw for the purpose of administering a building permit. Should you have any questions about the collection of this personal information, please contact the Deputy Director of Corporate Services, 250-746-3100, 7030 Trans-Canada Highway, Duncan, BC, V9L 6A1 or foi@northcowichan.ca

Internal use
 Folder #: _____

Please print form