

Appendix “A”: Building Permit Application

VILLAGE OF AYLESBURY
Building Permit Application under *The Construction Codes Act.*

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

Applicant	
Primary Contact	
Address	
Phone and Email	

Permit Information

Project Location	
Project Description	
Project Type (Check One)	<input type="radio"/> New Construction <input type="radio"/> Addition, Alteration, Repair or Renovation to an Existing Building <input type="radio"/> Temporary Structure <input type="radio"/> Relocation of an Existing Building <input type="radio"/> Demolition of an Existing Building
Attached	Code Analysis: YES NO Construction Plans and Specifications: YES NO
Building Area and Height	
Value of Construction	\$

Owner Information (Include all owners listed on property title or attach)

Owner	
Project Contact	
Address	
Phone and Email	

Contractor Information (an owner can be identified as a self-contractor)

Company	
Project Contact	
Address	
Phone and Email	

Lead Designer (individual responsible for overall design – list all others on a separate sheet)

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 where required a Development Permit must be issued in order for the Building Permit to be valid. Neither document relieves the owner, the applicant or the owner's agent from: complying with all municipal bylaw and /or Provincial and Federal Acts and regulations including the National Building Code (NBC), 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, local authority or its authorized representatives. I agree that no construction shall commence without proper permits and approvals.

Name	
Signature	
Date	

FOR OFFICE PURPOSES ONLY

Roll Number	
Permit Fees	\$

Notes:

A Code Analysis provides detailed information on provisions 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 story.

Residential Permit Information Form (PIF)

Municipal Office Use Only			
Municipality: _____	Date: _____		
Development Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No	PBI Number: 23- _____		
Geotech Required: <input type="checkbox"/> Yes <input type="checkbox"/> No	Permit Expiry Date: _____		
Municipal Official: _____	Signature: _____		

Information Below To Be Completed By The Applicant

Contact & Email Consent

Building Owner: _____	Home Phone: _____
Mailing Address: _____	Cell Phone: _____
Email Address Owner: _____	
Contractor: _____	Business: _____
Contact Person: _____	Cell Phone: _____
Email Address Contractor: _____	
Signature: _____	Date: _____

* I declare that I am the owner of this property, and I will notify PBI of any email changes if applicable.
 * By signing above, I consent to email delivery to all named above of PBI reports and related documents pertaining to this building permit.
 * Please note that failure to receive an emailed report or related documents does not release the property owner (s) from their responsibility to comply in all regards with the building standards (Saskatchewan Construction Code Act, Municipal Building Bylaws, and National Building Code of Canada).
 * Note that owners should always include themselves on this form.

Jobsite Location

Civic Address: _____	
Legal Land Location: _____	
or:	
Description: _____	
Subdivision / Landmark: _____	

Project Details

*** Please fill in Sections 1a) plus 1b), or just Section 2)**

1a) Single Family Dwelling (Select One Permit Type That Best Describes the Dwelling) <input type="checkbox"/> New Home <input type="checkbox"/> RTM <input type="checkbox"/> Post-Move <input type="checkbox"/> Modular Home <input type="checkbox"/> Duplex Unit	
1b) Select Below ALL that Pertain to this Permit AND are included with the plans submitted to PBI for Review: <input type="checkbox"/> Basement Development <input type="checkbox"/> Deck <input type="checkbox"/> Attached Garage (Insulated) <input type="checkbox"/> Attached Garage (Not Insulated)	
2) Residential Building Project (Separate Permit is Required for Each Project type)	
<input type="checkbox"/> Addition	<input type="checkbox"/> Attached Garage
<input type="checkbox"/> Renovation	<input type="checkbox"/> Roof Extension
<input type="checkbox"/> Detached Garage	<input type="checkbox"/> Accessory Building
<input type="checkbox"/> Boat House	<input type="checkbox"/> New Foundation
<input type="checkbox"/> Deck	<input type="checkbox"/> Sunroom
<input type="checkbox"/> Attached Garage (Insulated)	<input type="checkbox"/> Accessory Building w/Living
<input type="checkbox"/> Basement Development	<input type="checkbox"/> Pole Building
<input type="checkbox"/> Secondary Suite	<input type="checkbox"/> Demolition

This document must be submitted to PBI by the municipal office