

# Application for Building Permit

COMMERCIAL AND MULTI-RESIDENTIAL PROPERTIES

## The Corporation of the District of Saanich

Inspection Services Division, 770 Vernon Avenue, Victoria, B.C. V8X 2W7, 250-475-5457, Fax 250-475-5418

NOTE: All data fields must be completed for the application to be processed. Please put N/A in any field that does not apply to this permit. Complete and attach a copy of Building Code Information Sheet.

SITE ADDRESS : \_\_\_\_\_ ISD FILE: \_\_\_\_\_

LOT: \_\_\_\_\_ BLOCK: \_\_\_\_\_ PLAN: \_\_\_\_\_ APP NO: \_\_\_\_\_

ISD use only

ISD use only

PROJECT DESCRIPTION: \_\_\_\_\_

(Including Business Name and Unit # - if applicable)

# OF RESIDENTIAL UNITS (If Applicable): \_\_\_\_\_

# PLAN SETS SUBMITTED (5 Required): \_\_\_\_\_

CONSTRUCTION VALUE: \_\_\_\_\_

(Plans are to be submitted in the following Set order – Architectural, Structural, Mechanical, Plumbing, Fire Suppression, Electrical, other)

Plans Submitted:  Architectural  Structural  Mechanical  Plumbing  
 Fire Suppression  Electrical  Other

Agents Letter:  Yes  No  N/A

Building Code Info Sheet:  Yes  No  N/A

**ALL AREAS TO BE COMPLETED**

OWNER		AGENT FOR OWNER (letter required from owner)	
ADDRESS		ADDRESS	
CITY P.C.		CITY P.C.	
PHONE	FAX	PHONE	FAX
E-MAIL		E-MAIL	
* SIGNATURE		* SIGNATURE	
* - Agent's letter is required if owner's signature does not appear above.		* - As registered owner I appoint the following person as agent to apply for and obtain the above permit(s) for the address above.	
ARCHITECT/DESIGNER		CONTRACTOR BUS. LIC. NO.	
ADDRESS		ADDRESS	
CITY P.C.		CITY P.C.	
PHONE	FAX	PHONE	FAX
E-MAIL		E-MAIL	

The owner agrees to save harmless the Municipality and its employees from any claims, or action arising out of the construction of the building, development of the site, inspection of the building plans, site or building, including one based on negligence of the Municipality or its employees. I have read, understood and agreed to the above conditions.

Owner or Owner's Agent Signature

Print Name

Date

Personal Information Declaration: The information on this form is collected under the authority of the Municipal Act. The information provided will be used to apply for a permit to build. If you have any questions about the collection and use of this information, please contact the Municipal Clerk, 770 Vernon Avenue, Victoria, B.C. V8X 2W7, Telephone 250-475-1775.

Inspection Services Use Only		DATE APPLICATION RECEIVED: _____	
APPLICATION FEE RECEIVED:	RCPT NO:	RECEIVED BY:	
Outstanding Items to be submitted:			