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**VILLAGE OF PORT ALICE**  
*APPLICATION FOR BUILDING OR PLUMBING PERMIT*  
*TO ERECT, ALTER, ADD, MOVE*  
*DEMOLISH A BUILDING*  
*OR INSTALL A WOOD BURNING APPLIANCE*



Date of \_\_\_\_\_

**Application:** \_\_\_\_\_ **Roll/Folio No.** \_\_\_\_\_

1. Registered Owner(s) \_\_\_\_\_  
2. Legal Description Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_ Zoning \_\_\_\_\_  
3. Civic Address \_\_\_\_\_  
Mailing Address (Owners) \_\_\_\_\_  
Telephone numbers Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

4. Other Applicant: Contractor or Agent (Name) \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
Telephone numbers Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_  
Is Contractor a Certified Tradesman? \_\_\_ Yes \_\_\_ No If No Provide detailed schematic.

5. Designer/Architect \_\_\_\_\_ Telephone number \_\_\_\_\_  
6. Use of Building \_\_\_\_\_ Building Area \_\_\_\_\_ Number of Stories \_\_\_\_\_  
7. Class of Work \_\_\_ New \_\_\_ Addition \_\_\_ Alteration \_\_\_ Move \_\_\_ Demolish  
Number of Dwelling Units Created \_\_\_\_\_  
8. Describe Work \_\_\_\_\_

9. Actual Building Setbacks: Front \_\_\_\_\_ Left Side \_\_\_\_\_ Right Side \_\_\_\_\_ Rear \_\_\_\_\_  
Actual Coverage Ratio \_\_\_\_\_ % Parking spaces required \_\_\_\_\_

10. Mobile Home Certification No. CSA.Z240 \_\_\_\_\_

11. Is there a Building Scheme registered on the property? \_\_\_ Yes \_\_\_ No

12. Value of Construction \$ \_\_\_\_\_

13. Water Meter: New installation \_\_\_ Yes \_\_\_ No

14. **Water Connection:** Beyond 20 metres distance from property line \_\_\_ Yes \_\_\_ No  
Standard 18mm (3/4") and within 20 metres distance from property line \_\_\_ Yes \_\_\_ No  
Above Standard of 18mm (3/4") \_\_\_ Yes \_\_\_ No

15. **Sewer Connection:** \_\_\_ Yes \_\_\_ No  
Standard and within 20 metres distance from property line \_\_\_ Yes \_\_\_ No  
Above Standard of 100 mm (3/4") or more than 20 metres distance from property line \_\_\_ Yes \_\_\_ No

16. I/we, the undersigned, being the owner(s) of the property described, apply for a permit to do the work detailed in this application.

In consideration for this permit, I/we agree for myself/ourselves and my/our assigns to indemnify and keep harmless the Village of Port Alice and its officers against and from all claims, liabilities, judgements, costs

and expenses which may accrue from granting this permit, or which may be brought or made against the Village of Port Alice, or its officers, in respect of any matter arising out of the works contemplated herein. This permit and/or the approval of plans or specifications supporting the application does not:

- a) Relieve the applicant, owner or occupant from conforming to all acts, bylaws and regulations;
- b) Relieve the owner's responsibility to search the title and check for restrictions against the property; and
- c) Make the municipality responsible for providing roads, lanes, water or any service for the property concerned, or impose upon the municipality or its employees any obligation to inspect or approve any construction carried on under this permit.

17. I confirm that I have relied only on the authorized person who filed documents pursuant to Section 8 of the Sewerage System Regulation for assurances regarding the adequacy of the sewerage system.

***I understand, agree and will abide with the attached instructions regarding building permit applications and inspections.***

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
*Signature of Owner(s) or Agent*

\_\_\_\_\_  
*Date*

**18. All contractors and sub-contractors require business licenses to operate within the Town limits.**

**OFFICE USE ONLY:**

<b>Maximum Height:</b>	
<b>Minimum Requirement Setbacks</b>	
Front:	Rear:
Left Side:	Right Side:
<b>Maximum ratio permitted:</b>	<b>%</b>
<b>Class of Building (BCBC):</b>	

<b>WATER &amp; SEWER CONNECTIONS</b>			
Water Pipe Size			
Sewer Pipe Size			
	Yes	No	Cost
Installation of New Water Meter			
Standard Water Connection			
Non Standard Water Connection			
Sewer Connection			
Non Standard Sewer Connection			

<b>SPECIAL APPROVALS</b>	<b>REQD</b>	<b>NOT REQD</b>	<b>FILE #</b>
Development Permit			
Highways Dept			
Site Profile			
Variances			
Business License			
Damage Deposit			
HPO Registration No			
Application Approved by: _____ _____			
Title: _____			
Date: _____			