

Residential – 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, e-mail): _____	Signature: _____

Information Below Can Be Completed By The Applicant

Contact Information:

Registered Owner: _____	Home: _____
Mailing Address: _____	Bus: _____
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 directions that will assist the Building Official in finding the jobsite)

Project Details:

Single Family Dwelling (Select one permit type that best describes the dwelling):

New Home Duplex Unit Cottage RTM Post-Move Mobile (Manufactured) Home

Select on line below ALL that pertain to this permit and are included with the plans submitted to PBI for review:

Basement Development Deck Attached Garage (Insulated) Attached Garage (Not Insulated)

Residential Building Project (Separate permit is required for each project type):

Addition Renovation Deck Basement Development Secondary Suite
 Sunroom New Foundation Retaining Wall Roof Extension
 Attached Garage Detached Garage Accessory Building Pole Building Boat House

Insulated: Yes No **Comments:** _____

Dimensions: Length: _____ ft. x Width: _____ ft. x Height: _____ ft. | **Size:** _____ ft²

Finished Areas: Main: _____ ft² | 2nd Storey: _____ ft² | Bsmt: _____ ft²

Start Date: _____ **Estimated Completion Date:** _____