



Single / Two Family Dwelling Permit Application Form

APPLICANT INFORMATION:

CONSTRUCTION ADDRESS:	No.	Street Name	Unit No.
LEGAL DESCRIPTION:	Lot	Block	Plan or DASSF/DASZ etc.
Applicant Name		Applicant Address	Daytime Phone No.
Email Address:		Fax No.	
COMBINED HOUSING APPLICATION?	<input type="checkbox"/> YES <input type="checkbox"/> NO	If YES Choose Type (One Only)	<input type="checkbox"/> Bldg/Plbg/Elec <input type="checkbox"/> Bldg/Plbg only <input type="checkbox"/> Bldg/Elec only
ELECTRICAL CONTRACTOR:		Name	License No.
PLUMBING CONTRACTOR:		Name	License No.

GENERAL INFORMATION:

TYPE OF HOUSE PLANS:	<input type="checkbox"/> Standard <input type="checkbox"/> Master <input type="checkbox"/> Engineered	<input type="checkbox"/> Imperial <input type="checkbox"/> Metric	Foundation Only Required:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Number of Storeys:
Finished Space Main Floor:	Unfinished Space Main Floor:	Unfinished Space Porch & Deck:			
Finished Space Second Floor:	Unfinished Space Second Floor:	Unfinished Floor Area Garage:			
Finished Space Lower Level:	Unfinished Space Lower Level:	Construction Start Date:			
Finished Space Total Area:	Unfinished Space Total Area:	Value of Construction			

STANDARD DOCUMENTATION REQUIREMENTS:

Plans Required	submitted	to be submitted
<input type="checkbox"/> 2 copies of site plan @ 8 1/2" x 11 or 8 1/2" x 14"		
<input type="checkbox"/> 2 sets of construction drawings (foundation, cross section, elevations, architectural)		
Site Plan		
<input type="checkbox"/> Street names and lot dimensions		
<input type="checkbox"/> Dimensions from building to property line (building to building if applicable)		
<input type="checkbox"/> Projections (eaves, alcoves, canopies, wingwalls, steps, landings, decks)		
<input type="checkbox"/> Dimensions and locations of all approaches/driveways		
<input type="checkbox"/> Vehicle parking area (if no attached garage or detached garage)		
<input type="checkbox"/> Location of accessory structures (garden sheds, detached garages, etc.)		
<input type="checkbox"/> Location of downspouts and sump-pump discharge		
<input type="checkbox"/> Construction access other than lane (list construction equipment) - infill houses only		
Construction Plans		
<input type="checkbox"/> Building elevation to include floor-to-grade, etc.		
<input type="checkbox"/> Floor plans for each building level (framing, dimensions and room designations)		
<input type="checkbox"/> Foundation plan (fully dimensioned)		
<input type="checkbox"/> Cross section plan with construction details		

ADDITIONAL INFORMATION REQUIREMENTS (if applicable)

Un-serviced Land		
<input type="checkbox"/> Location of water well		
<input type="checkbox"/> Size and location of septic tank/field		
Non-standard construction requirements		
<input type="checkbox"/> Engineered beam(s) shall be submitted under the seal of a Professional Engineer		
<input type="checkbox"/> Engineered floor system shall be submitted under the seal of a Professional Engineer		
<input type="checkbox"/> Engineered foundation design shall be submitted under the seal of a Professional Engineer		