



**MULTI FAMILY/LARGE BUILDINGS/PART 3/PART 9  
BUILDING PERMIT Application Form**  
**This is NOT a Building Permit**

**\*Date of Application**

**New**     **Alteration**     **Relocation**   
**Repair**     **Addition**

<b>PROJECT INFORMATION</b>	*Building Address (include Unit #)	Legal Description Lot          Block          Plan	Value of Construction \$
	*Description of work	Existing Use	Proposed Use
	Phased Permit:    YES <input type="checkbox"/> NO <input type="checkbox"/> if Yes, please circle    FOUNDATION/SHELL/FINAL/OTHER _____		# of Units
	<b>Tenant Improvements</b> – Provide contact name, company name & address for tenant if tenant is not the applicant:		Phone Number:

<b>PROPERTY OWNER</b>	*Contact Name/Company Name		*Email:		
	Address		City	Province	Postal Code
	*Phone Number	Fax Number	Cell		
	<b>*SIGNATURE OF REGISTERED OWNER:</b>		<b>X</b>		

<b>APPLICANT</b>	*Contact Name/Company Name		*Email:		
	Address		City	Province	Postal Code
	*Phone Number	Fax Number	Cell		
	-	-	-	-	-

<b>CONTRACTOR</b>	Contact Name/Company Name		Email:		
	Address		City	Province	Postal Code
	Phone Number	Fax Number	Cell		
	-	-	-	-	-

**SUBMISSION REQUIREMENTS**

<b>3 COMPLETE SETS ROLL PLANS REQUIRED FOR ALL PERMIT APPLICATIONS</b>		Submitted	Received (office use only)
	2 copies – Building Dept    1 copy – Public Health		
Development Plan	Copy of approval for development from City Planner	<input type="checkbox"/>	<input type="checkbox"/>
Site Plan/Key Plan	Required for ALL PERMIT APPLICATIONS	<input type="checkbox"/>	<input type="checkbox"/>
Architectural/Floor Plans	Required for ALL PERMIT APPLICATIONS	<input type="checkbox"/>	<input type="checkbox"/>
Building Code Analysis	Required for new buildings, additions, change in occupancy	<input type="checkbox"/>	<input type="checkbox"/>
Structural	Required for new buildings, additions, structural alterations	<input type="checkbox"/>	<input type="checkbox"/>
Mechanical/Ventilation	Required for new buildings, additions, mechanical alterations	<input type="checkbox"/>	<input type="checkbox"/>
Electrical	Required for new buildings, additions, electrical alterations	<input type="checkbox"/>	<input type="checkbox"/>
Pre-Eng Bldg Drawings	Required for all pre-engineered building systems	<input type="checkbox"/>	<input type="checkbox"/>
Fire Protection Drawings	Required for new fire protection systems or additions to existing systems	<input type="checkbox"/>	<input type="checkbox"/>



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**PROFESSIONAL DESIGN**

<b>ARCHITECTURAL</b>	Contact Name/Company Name		Email:		
	Address		City	Province	Postal Code
	Phone Number	Fax Number	Cell		
	-	-	-	-	-

<b>STRUCTURAL</b>	Contact Name/Company Name		Email:		
	Address		City	Province	Postal Code
	Phone Number	Fax Number	Cell		
	-	-	-	-	-

<b>MECHANICAL</b>	Contact Name/Company Name		Email:		
	Address		City	Province	Postal Code
	Phone Number	Fax Number	Cell		
	-	-	-	-	-

<b>SUBTRADE</b> (attach separate sheet if required)	Contact Name/Company Name		Email:		
	Address		City	Province	Postal Code
	Phone Number	Fax Number	Cell		
	-	-	-	-	-

PROFESSIONAL DESIGN REQUIREMENTS		Submitted	Received (office use only)
Sealed Drawings	Required for all systems outside scope of Part 9 of the NBC	<input type="checkbox"/>	<input type="checkbox"/>
Commitment for field review	Required for projects involving work under Part 3 of the NBC	<input type="checkbox"/>	<input type="checkbox"/>

**DECLARATION AND SIGNATURES: to be completed for ALL BUILDING PERMIT APPLICATIONS**

I hereby acknowledge that I have read this application and state that the information contained herein is correct and agree to comply with all City of Yorkton Bylaws and/or Provincial laws regulating Building, Occupancy and all Building Code Requirements. The issuance of a building permit does not relieve the owner and authorized agents from complying with the requirements of the National Building Code of Canada, as amended and within the scope of *The Construction Codes Act and Building Code Regulations*. I further declare that the submission of this application does not give permission to begin work on this project.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

The personal information being collected on this form is for the purpose of processing and acting upon this application in accordance with City of Yorkton Building Bylaw 16/2012, and is protected by the privacy provisions of *The Local Authority Freedom of Information and Protection of Privacy Act*. If you have any questions about the collection, use and disclosure of your personal information in this process, please contact the City Clerk for the City of Yorkton at 306-786-1717.