

1775 Furney Place  
Box 728  
Port McNeill, B.C. V0N 2R0  
Phone: 250 956-3111  
Fax: 250 956-4300

**TOWN OF PORT McNEILL**  
**APPLICATION FOR BUILDING PERMIT**  
TO ERECT, ALTER, ADD, MOVE  
OR DEMOLISH A BUILDING

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. Applicant if other than Owner or Contractor \_\_\_\_\_

Mailing Address \_\_\_\_\_

\_\_\_\_\_

Telephone numbers Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

5. Contractor or Agent \_\_\_\_\_

Mailing Address \_\_\_\_\_

\_\_\_\_\_

Telephone numbers Work \_\_\_\_\_ Cell \_\_\_\_\_

6. Designer/Architect \_\_\_\_\_ Telephone number \_\_\_\_\_

7. Use of Building \_\_\_\_\_ Building Area \_\_\_\_\_ Number of Storeys \_\_\_\_\_

8. Class of Work  New  Addition  Alteration  Move  Demolish

Number of Dwelling Units Created \_\_\_\_\_

9. Describe Work \_\_\_\_\_

\_\_\_\_\_

10. Actual Building Setbacks: Front \_\_\_\_\_ Left Side \_\_\_\_\_ Right Side \_\_\_\_\_ Rear \_\_\_\_\_

Actual Coverage Ratio \_\_\_\_\_ % Parking spaces required \_\_\_\_\_

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

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

13. 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 Town of Port McNeill 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 Town of Port McNeill, or its officers, in respect of any matter arising out of the works contemplated therein.  
 This permit and/or the approval of plans or specifications supporting the application does not:
- Relieve the applicant, owner or occupant from conforming to all acts, bylaws and regulations;
  - Relieve the owner's responsibility to search the title and check for restrictions against the property; and
  - 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.

As the owner, I accept the responsibility of ensuring that the work will meet the required standards as outlined by the professionals who have provided the designs. I am aware that the Town and its personnel are not responsible for the detailed supervision that the work may require.

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

\_\_\_\_\_

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

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

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

<b>OFFICE USE ONLY:</b>			
Maximum Height	_____		
Minimum Requirement Setbacks			
Front	_____	Rear	_____
Left side	_____	Right side	_____
Maximum ratio permitted	_____		%
<b>Permit Fee Structure:</b>			
Application Fee	\$	_____	
Permit Fee	\$	_____	
Demolition or Moving Fee	\$	_____	
Plumbing Fixture Fee	\$	_____	
Storm Drain Connect Fee	\$	_____	
Sewer Connection Fee	\$	_____	
Water Connection Fee	\$	_____	
Damage Deposit	\$	_____	
<b>TOTAL</b>	<b>\$</b>	_____	
	<b>SPECIAL APPROVALS</b>	<b>REQ D</b>	<b>NOT REQ D</b>
			<b>FILE #</b>
	Development Permit		
	Highways Dept.		
	Site Profile		
	Variances		
	Business Licence		
	Damage Deposit		
	Permit number		
	Receipt number		
	<i>Approved by:</i>		
	_____		

## INDEMNIFICATION AND RELEASE

In consideration of granting this permit, I/we \_\_\_\_\_ agree to release and indemnify the Town of Port McNeill, its Council members, employees and agents from and against all liability, demands, claims, cause of action, suits, judgements, losses, damages, costs, expenses or whatever kind which I/we or any other person, partnership or corporation or my/our respective heirs, successors, administrators or assignees may have or incur in consequence of or incidental to the granting of this permit or any inspection, failure to inspect, certification, approval, enforcement or failure to enforce the Town of Port McNeill Building and Plumbing Bylaw No. 610, 2009 and any amendments thereto or the British Columbia Building Code and I/we agree that the Town of Port McNeill owes me/us no duty of care in respect of these matters.

I/we have read the above agreement, release and indemnity and understand it.

\_\_\_\_\_  
Property Owner

\_\_\_\_\_  
Property Owner

Civic Address of Property \_\_\_\_\_

Date \_\_\_\_\_

Witnessed \_\_\_\_\_