PERMIT APPLICATIONS - INFORMATION REQUIRED

NEW HOUSE APPLICATIONS (including duplexes)
- Development Permit
- 2 sets of Building Plans
- Site plan/Survey Certificate – showing house, decks, attached garage, setbacks and lot dimensions.
- Proof of Ownership
- Proof of DCC (Development Cost Charges)
- Drainage Plans (excluding Country Residential)

MOBILE HOME PLACEMENT
- Site plan/Survey Certificate – showing mobile home, decks & additions.
- Proof of ownership / Authorization from Owner of Land (for Mobile Home Parks)
- Make, Model, Serial Number, Year, CAN/CSA-Z240, Size

WOOD STOVE and FIREPLACE
- Make and model of woodstove/location of placement
- Make of chimney and flue size, factory built or masonry
- Note: woodstove Needs EPA approval & CSA or ULC or Warnock Hersey

OIL FURNACE and OIL SPACE HEATER
- Make and model of unit/location of placement
- # of BTU’s (needed for furnaces only)
- Location and size of oil tank (if tank is new)

PELLET STOVES
- Make and model /location of placement
- Vented thru wall or Chimney

SHED & ACCESSORY BUILDINGS
- Site plan, showing location of accessory building & main building
- Construction Drawing

DECKS
- Construction Drawing
- Site Plan – showing house, decks, attached garage, additions, etc.

INSTALLATION OF FIRE ALARM SYSTEM
- 2 sets of plans

<table>
<thead>
<tr>
<th>Building Permits</th>
<th>$75.00 base permit fee, plus .66% of total construction dollar value (including labour costs)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Heating Appliances</td>
<td>(oil furnaces, woodstoves, oil tanks) - $75.00;</td>
</tr>
<tr>
<td>Plumbing Permits</td>
<td>$75.00 plus $5.50 per new fixture.</td>
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For more info., contact Planning and Development Services, Building Inspections, at 668-8340.