



Box 600
 Crowsnest Pass, Alberta T0K 0E0
 Phone: 403-562-8833
 Fax: 403-563-5474

Office Use Only
 (Paid or Received)

Cheque Cash Debit

Building Permit Application Form

I/We hereby make application for a Building Permit under the provisions of the Safety Code Permits Bylaw, and relevant Provincial Legislation, in accordance with the plans and supporting information submitted herewith which form part of this application. A Building Permit is not a Development Permit. In most instances a Development Permit is required before a Building Permit Application is accepted. A Building Permit application requires two sets of drawings. Contact the Municipality for more information. **WORK MUST COMMENCE WITHIN 90 DAYS OF ISSUE DATE AND THE PERMIT WILL EXPIRE WITHIN ONE YEAR OF ISSUE DATE UNLESS OTHERWISE NOTED.**

Applicant		Owner of Land	
Interest of applicant if not owner:		Same as applicant <input type="checkbox"/>	
Name:		Name:	
Civic Address Of applicant:		Civic Address Of owner:	
City:		City:	
Postal Box & Code:		Postal Box & Code:	
Phone:		Phone:	
Alt. Phone:		Alt. Phone:	
Email:		Email:	
Property Description			
Lot(s):		Block:	
		Plan:	
Civic Address Of project:		Existing Use of Land:	
New Home Warranty Registration # (if applicable)			
Details of Proposed Project: (attach separate page if necessary)			

The personal information provided as part of this application is collected under the Safety Codes Act and the Municipal Government Act and in accordance with the Freedom of Information and Protection of Privacy Act as per section 33 (c). The information is required and will be used for issuing permits, safety codes compliance verification and monitoring and property assessment purposes. The name of the permit holder and the nature of the permit is available to the public upon request. If you have any questions about the collection or use of the personal information provided, please contact the FOIP Coordinator Municipality of the Crowsnest Pass at 403-562-8833.

Architect or Designer Contact Information	Name: _____ Address: _____ Contact Phone No: _____ Email: _____
Engineer Contact Information (attach separate page if necessary)	Name: _____ Address: _____ Contact Phone No: _____ Email: _____
Contractor Contact Information (attach separate page if necessary)	Name: _____ Address: _____ Contact Phone No: _____ Email: _____
Project Value (The value you declare may be changed to conform to the minimums required by the Fees, Rates and Charges Bylaw)	Project Value (Dollar amount): _____ Building Area (square meters): _____
OWNER SIGNATURE/PERMISSION LETTER The information I have provided herein and herewith is true, and to the best of my knowledge and abilities, accurate and complete. I have read, understood and agreed to abide by the Safety Code Permits Bylaw. <div style="text-align: right;"><input type="checkbox"/> Permission Letter attached</div> Signature of Applicant _____ Print Name _____ Signature of Property Owner _____ Print Name _____	
<p style="text-align: center;"><i>Office Use Only (Building Safety Codes Officer)</i></p> Building Permit Number _____ Project Value _____ Building Permit Fee _____ SCC Levy _____ Total Permit Fee _____ Approved _____ Refused _____ Date of Issue _____ Signature of Building Safety Codes Officer _____ Designation Number _____ Permit Expiry _____	