

FOLDER #: _____
DATE: _____

BUILDING PERMIT APPLICATION

SITE ADDRESS: _____

LEGAL DESCRIPTION: _____

VALUE OF CONSTRUCTION: _____ *(BUILDING ONLY)*

PERMIT TYPE

DESCRIPTION

- | | | |
|---|---|---|
| <input type="checkbox"/> SINGLE FAMILY DWELLING | <input type="checkbox"/> NEW CONSTRUCTION | <input type="checkbox"/> ACCESS ONLY |
| <input type="checkbox"/> MANUFACTURED / MOBILE HOME | <input type="checkbox"/> ADDITION | <input type="checkbox"/> SIGN |
| <input type="checkbox"/> TWO FAMILY DWELLING | <input type="checkbox"/> ALTERATION / RENO | <input type="checkbox"/> GARAGE/CARPORT |
| <input type="checkbox"/> MULTI-RESIDENTIAL | <input type="checkbox"/> LEASEHOLD IMPROVEMENTS | <input type="checkbox"/> WOODSTOVE |
| <input type="checkbox"/> COMMERCIAL | <input type="checkbox"/> DEMOLITION | <input type="checkbox"/> LOCATE |
| <input type="checkbox"/> INDUSTRIAL | <input type="checkbox"/> SPECIAL INSPECTION | <input type="checkbox"/> SERVICES |
| <input type="checkbox"/> PUBLIC | <input type="checkbox"/> OTHER: | |

BRIEF DESCRIPTION OF PROJECT: _____

BUSINESS NAME _____ **BUSINESS LICENCE # (IF APPLICABLE)** _____

APPLICANT NAME: _____

ADDRESS: _____
HOUSE/STREET CITY PROVINCE P/C

PHONE: _____ **FAX:** _____

PROPERTY OWNER NAME: _____

ADDRESS: _____
HOUSE/STREET CITY PROVINCE P/C

PHONE: _____ **FAX:** _____

BUILDER NAME: _____

ADDRESS: _____
HOUSE/STREET CITY PROVINCE P/C

PHONE: _____ **FAX:** _____

OFFICE USE ONLY
SITE INSPECTION

OTHER BUILDINGS ON SITE		SUSPECT SOIL BEARING	
CONDITION OF CITY PROPERTY		STEEP SLOPE	
DRAINAGE PROBLEMS		WATER COURSE ADJACENT	
EXCAVATION STARTED			

COMMENTS: _____

I HEREBY CONFIRM THAT THE INFORMATION SUPPLIED IN SUPPORT OF THIS APPLICATION IS TRUE AND CORRECT: _____
OWNER OR AGENT'S SIGNATURE



City of Nanaimo

SIGN PERMIT INFORMATION SHEET

PLEASE PRINT CLEARLY

THE PROPOSED SIGNAGE IS TO BE LOCATED AT:
CIVIC ADDRESS: _____

TYPE OF SIGNS

- FACIA
- AWNING
- FREESTANDING
- PAINTED WALL
- PROJECTING
- CANOPY

DESCRIPTION

- ILLUMINATED
- NON-ILLUMINATED
- FLASHING
- TEMPORARY
- PORTABLE
-

SIGN DESCRIPTION	SIGN #1	SIGN #2	SIGN #3
TYPE AND DESCRIPTION OF SIGN			
SIGN DIMENSIONS			
SIGN AREA			
MAXIMUM HEIGHT OF SIGN			
CLEARANCE BELOW SIGN (TO GROUND)			
DIMENSIONS OF WALL FACE TO WHICH SIGN IS ATTACHED			
MAXIMUM PROJECTION FROM BUILDING FACE			
NUMBER OF STREET FRONTAGES			
DIMENSIONS OF CONCRETE BASE			

NUMBER OF EXISTING SIGNS ON THE PROPERTY AND/OR BUILDING(S) – SIZE, TYPE AND LOCATION

COMMENTS:

I HEREBY CONFIRM THAT THE INFORMATION SUPPLIED IN SUPPORT OF THIS APPLICATION IS TRUE AND CORRECT: _____