

Applicant's Name	Address of Project	Date
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The following is a list of drawings/documents which are required in order to submit an application to obtain a building permit.

	Description	Req'd	Rcv'd	Comments
<b>Required Documentation</b>	Application for a Permit to Construct or Demolish	✓		
	Acknowledgement by Applicant of Incomplete Application	✓		
	Plot Plan (max size 11"x17" paper) or Survey – Scaled with setbacks	✓		
	*Detailed Construction Drawings	✓		
<b>Other</b>	Schedule 1 Designer Information (signed by Qualified Designer or homeowner)			
	Letter of Authorization (if applicant is not the owner of the property)			
	Health Unit Approval			
	Approval Documents as required (CCMC, BMEC or Minister's Ruling)			
	Engineered Slab (if > 55m <sup>2</sup> or 592ft <sup>2</sup> )			
	Written Cost Estimate signed by Homeowner			
<b>Requirements for Storage Lofts</b>	Detailed Construction Drawings – Standard drawings <b>CAN NOT</b> be used.	✓		
	Pre-Engineered Truss Layout	✓		
	Engineered Slab	✓		

**\*STANDARD DRAWINGS MAY BE AVAILABLE**

Please be advised that additional information may be required following a full review of your application.