

**THE CORPORATION OF THE CITY OF PORT COQUITLAM**  
APPLICATION FORM FOR A BUILDING PERMIT

APPLICATION DATE: \_\_\_\_\_

I/We hereby make application and provide drawings under the provisions of the pertinent Bylaws for permission to construct, repair or alter the following building or structure and agree to comply with all the requirements of the Bylaws and to indemnify and keep harmless the City against all claims, liabilities, judgements, costs and expenses of whatever kind, which may in any way accrue against the said City in consequence of, and incidental to, the granting of this Permit, if issued.

BUILDING SITE ADDRESS: \_\_\_\_\_

PARTIAL LEGAL DESCRIPTION: LOT # \_\_\_\_\_ PLAN # \_\_\_\_\_

**PROPERTY OWNER**

\_\_\_\_\_  
Name  
\_\_\_\_\_  
Address  
\_\_\_\_\_  
City Postal  
Code  
\_\_\_\_\_  
Telephone Cell Fax  
\_\_\_\_\_  
E-mail

**APPLICANT**

\_\_\_\_\_  
Signature  
\_\_\_\_\_  
Name  
\_\_\_\_\_  
Address  
\_\_\_\_\_  
City Postal Code  
\_\_\_\_\_  
Telephone Cell Fax  
\_\_\_\_\_  
E-mail

**OFFICE USE ONLY**

Permit #'s.: BP01 \_\_\_\_\_ PF00 \_\_\_\_\_ FP00 \_\_\_\_\_  
Fee Paid: \_\_\_\_\_ Receipt: B# \_\_\_\_\_  
Cheque  Cash  Visa  MC  AMX  Interac

**CONTRACTOR**

\_\_\_\_\_  
Name  
\_\_\_\_\_  
Address  
\_\_\_\_\_  
City Postal Code  
\_\_\_\_\_  
Telephone Cell Fax  
\_\_\_\_\_  
E-mail

**USE OF PROPOSED BUILDING**

Residential  Commercial  Industrial  Institutional

**PROPOSED WORK** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

New  Addition  Alteration  Repair   
Has construction commenced? Yes  No   
Are there Existing Buildings on Lot? (Please specify)

Current Zoning \_\_\_\_\_

Is a Development Permit Required? Yes  No   
Will you be removing any tree(s)? Yes  No   
Estimated Construction Value:  
\$ \_\_\_\_\_

**NOTE:** Engineering Department charges may be applicable.

**OFFICE USE ONLY - Items to be resolved prior to submitting application:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**City of Port Coquitlam Building and Plumbing Bylaw, 2009 No. 3710**  
**Form A**

Acknowledgements of Owner

**RE:** \_\_\_\_\_ [civic address of project]

\_\_\_\_\_ [legal description of project]

I acknowledge that the owner of the land in respect of which this permit is issued is solely responsible for carrying out the work authorized by this permit in accordance with the Building Code and other applicable laws respecting safety, including the requirements of the Building Code in relation to soil conditions for building foundations.

I acknowledge that the owner of the land is also solely responsible for determining whether the work authorized by this permit contravenes any covenant, easement, right of way, building scheme or other restriction affecting the building site, and whether the work requires the involvement of an architect under the **Architect's Act** or an engineer or geoscientist under the **Engineers and Geoscientists Act**.

I acknowledge that the City of Port Coquitlam provides a limited monitoring service in relation to building construction and does not, by accepting or reviewing plans, inspecting construction, monitoring the inspection of construction by others, or issuing building or occupancy permits, warrant that the construction authorized by this permit complies in every or any respect with the Building Code or any other applicable laws respecting safety.

If the City of Port Coquitlam has so indicated on this permit, I acknowledge that the City has issued the permit in reliance on the certification of a registered professional, engaged by me to provide such a certification, that the plans for the work authorized by the permit comply with the Building Code and other applicable enactments, and that the fee for the permit has been accordingly reduced. I acknowledge that the City of Port Coquitlam, by issuing this permit or any occupancy permit, makes no representations to me or any other person as to any such compliance.

\_\_\_\_\_  
Name of Registered Owner (Please Print)

\_\_\_\_\_  
Signature of Registered Owner or  
Authorized Signatory of Corporate Owner

\_\_\_\_\_  
Date of Acknowledgement