

BUILDING PERMIT APPLICATION

Building Section - Development, Engineering, and Sustainability Department
 105 Seymour Street, Kamloops, BC, V2C 2C6
 P: 250-828-3554 | E: building@kamloops.ca

Project Address:				
Construction Value: \$		Est. Start Date:		
Permit Type:		Description: (choose all that apply to this project)		
☐ Single-Family Dwelling ☐ Manufactured Home ☐ Duplex ☐ Multi-Family Residential (3+ units) ☐ Accessory Building ☐ Commercial ☐ Industrial ☐ Institutional		☐ New Construction ☐ Addition* ☐ Alteration/Reno* ☐ Tenant Improvement* ☐ Demolition* ☐ Garage/Carport (detached) ☐ Secondary Suite ☐ Garden Suite ☐ Earthworks ☐ Site Servicing ☐ Swimming Pool/Hot Tub ☐ Retaining Wall Other: _____ Manufactured Home(s): Registration Number: _____ Serial Number: _____		
*All alteration/reno and most demo applications must be accompanied by a City of Kamloops hazardous materials form.				
Description of Project: (please be as specific as possible)				
For Residential New Construction: Are you applying for plumbing at this time? ☐ Yes ☐ No				
ALL builders/contractors to have a current City of Kamloops business licence or an ICBL.				
Applicant/ Agent: Company Name: _____				
(if the applicant is other than the owner, a signed Agency Agreement Form is required) Contact Name: _____				
Address: _____ Unit/House/Street City Province Postal Code				
Email: _____ Phone: _____				
Company Name: _____				
Property Owner: Contact Name: _____				
Address: _____ Unit/House/Street City Province Postal Code				
Email: _____ Phone: _____				
Company Name: _____				
Builder: Contact Name: _____				
Address: _____ Unit/House/Street City Province Postal Code				
Email: _____ Phone: _____				

Please read and sign the back page



Owner/Applicant/Agent acknowledges:

1. I hereby apply for a building permit for the construction as described herein and I hereby certify that the above information is correct and I agree to comply with all pertinent bylaws whether the detailed information is contained herein or not, and that, if I am not the owner of the property upon which the above construction is to be carried out on, I have been authorized by way of an agency agreement, by the owner as his/her owner's agent to act on his/her behalf.
2. If I am an owner of a partial interest in the property upon which the above construction is to be carried out, I hereby represent and warrant to the City of Kamloops that I have been duly authorized by each owner who holds an interest in the property to make this application on their behalf.
3. In consideration of the granting of the permission applied for, I/we hereby agree to indemnify and save harmless the City from any and all liabilities, damages, costs, claims, suits, or actions in connection with:
 - a) any breach, violation, or non-performance of any covenant, regulation, condition, or obligation in this permit agreement, set forth and contained on the part of the permittee, to be fulfilled, kept, observed or performed
 - b) any act or omission of the permittee, its agents, servants, or employees
 - c) any injury to any persons or damage to any property
4. I am aware that City of Kamloops records, including, but not limited to, permit applications and required supporting documents submitted by the owner/agent, may be requested and released in accordance with the British Columbia *Freedom of Information and Protection of Privacy Act*.
5. I recognize that within the boundaries of the City of Kamloops, there are areas of "problem soils" and that these are widely distributed as to location. I affirm that it is my responsibility as owner/agent to identify foundation conditions generally on which the intended construction is to be placed and take all action required to ensure the adequacy of the foundation

Please Print Name (owner/agent): 	Signature (owner/agent): 	
Information collected on this form is done so under the authority of the <i>Freedom of Information and Protection of Privacy Act</i> . Personal information will only be used by authorized staff to fulfill the purpose for which it was originally collected, or for a use consistent with that purpose. For further information regarding the collection, use, or disclosure of personal information, please contact the Privacy Officer at foi@kamloops.ca .		
For Office Use Only: Building Official:	Folder(s): BP #:	Date/Entered By: