



TOWN OF PLACENTIA
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DEVELOPMENT PERMIT APPLICATION

CONTACT INFORMATION (PLEASE PRINT - TO BE COMPLETED BY APPLICANT):

APPLICANT NAME: _____ PROPERTY OWNER: _____
 CONTACT PERSON: _____ CONTACT PERSON: _____
 MAILING ADDRESS: _____ MAILING ADDRESS: _____

POSTAL CODE: _____ POSTAL CODE: _____
 PHONE: _____ PHONE: _____
 CELL: _____ CELL: _____
 EMAIL: _____ EMAIL: _____

PROJECT DETAILS:

CIVIC ADDRESS: _____
 TYPE OF PROJECT: COMMERCIAL: _____ RESIDENTIAL: _____ OTHER: _____
 CONSTRUCTION: EXTENSION: _____ DEMOLITION: _____ RENOVATION: _____
 WIDTH: _____ LENGTH: _____ HEIGHT: _____ FLOOR AREA (FINISHED): _____
 COMMENCE DATE: _____ COMPLETION DATE: _____
 ESTIMATED COST OF CONSTRUCTION: _____
 DESCRIPTION OF WORK/USE (DETAILED): _____

PLEASE NOTE:

- * THIS APPLICATION IS **NOT** A PERMIT TO OCCUPY. IF OCCUPANCY IS REQUIRED PLEASE FILL OUT AN OCCUPANCY PERMIT APPLICATION.
- * APPLICATION WILL NOT BE PROCESSED UNTIL ALL REQUIRED INFORMATION AND FEES ARE RECEIVED.
- * PRIOR TO SUBMITTING AN APPLICATION, WE ADVISE THE APPLICANT TO MEET WITH THE MUNICIPAL ENFORCEMENT OFFICER TO ENSURE ALL REQUIRED INFORMATION HAS BEEN RECEIVED TO EXPEDITE THE APPLICATION PROCESS.
- * WHERE THE APPLICANT AND THE PROPERTY OWNER ARE NOT THE SAME, THE SIGNATURE OF THE PROPERTY OWNER IS REQUIRED BEFORE THE APPLICATION CAN BE ACCEPTED.
- * PLEASE ATTACH A DETAILED FLOOR PLAN AND A CURRENT SURVEY INDICATING THE PROPOSED DEVELOPMENT, PROVIDE ACCURATE MEASUREMENTS & INCLUDE DISTANCE FROM BOUNDARIES AND ALL OTHER STRUCTURES ON SITE.
- * BUSINESS OWNERS MUST SUBMIT WRITTEN NOTIFICATION TO THE TOWN OF PLACENTIA IMMEDIATELY UPON BUSINESS CLOSURE.

DECLARATION:

I HEREBY SUBMIT THIS APPLICATION AND CONFIRM THAT THE INFORMATION SUPPLIED IS CORRECT AND COMPLETED TO THE BEST OF MY KNOWLEDGE. I AGREE TO COMPLY WITH ALL MUNICIPAL REGULATIONS, NATIONAL BUILDING CODE 2015, ANCILLARY CODES, AGREE TO BUILD IN ACCORDANCE WITH THE PLANS APPROVED BY THE TOWN OF PLACENTIA AND NOT TO COMMENCE BUILDING WITHOUT APPLICABLE WRITTEN APPROVAL AND PERMITS FROM THE TOWN OF PLACENTIA.

APPLICANT SIGNATURE: _____
DATE: _____
OWNER SIGNATURE: _____
DATE: _____

STAFF USE ONLY	
DATE RECEIVED:	_____
RECEIVED BY:	_____
RECEIPT#:	_____

FOR APPROVAL (OFFICE USE ONLY)					
OCCUPANCY PERMIT REQUIRED:	YES	_____	NO	_____	DRAWINGS SUPPLIED: YES _____ NO _____
REFERRED TO COMMITTEE:	YES	_____	NO	_____	
TOTAL PAID:	APPROVED:		DATE:		