

**Supporting documents are required to be submitted along with this form.
For a complete list of requirements, refer to the [Guide and Submission Checklist](#) applicable to your project.**

INCOMPLETE SUBMISSIONS WILL NOT BE ACCEPTED

BUILDING TYPE <i>(select most appropriate category)</i>				
<input type="checkbox"/> Residential	<input type="checkbox"/> Agricultural	<input type="checkbox"/> Industrial	<input type="checkbox"/> Institutional	
<input type="checkbox"/> Commercial	<input type="checkbox"/> Mixed Use	<input type="checkbox"/> Apartment	<input type="checkbox"/> Townhouse	
<input type="checkbox"/> Retaining Wall	<input type="checkbox"/> Swimming Pool	<input type="checkbox"/> Supporting Structure <i>(i.e. detention tank, antenna, solar panel)</i>		
APPLICATION TYPE				
<input type="checkbox"/> New	<input type="checkbox"/> Addition	<input type="checkbox"/> Alteration	<input type="checkbox"/> Restoration	<input type="checkbox"/> Move
PROJECT DETAILS				
Estimated Value of Construction: \$ _____				
Brief Description of Project: _____				

Is the property connected to City Water? <input type="checkbox"/> Yes <input type="checkbox"/> No				

PROPERTY INFORMATION

Civic Address: _____

Legal Description *(if civic address not available)*: _____

APPLICANT INFORMATION

Owner **Owner's Authorized Agent** *(completed Letter of Authorization required)*

Name: _____

Business Name *(if applicable)*: _____

Mailing Address: _____

City: _____ Postal Code: _____

Phone: _____ Email: _____

CONTRACTOR INFORMATION

(City of Abbotsford requires that all businesses have a valid City of Abbotsford or Intermunicipal Business Licence.)

Name: _____

Business Name: _____

Mailing Address: _____

City: _____ Postal Code: _____

Phone: _____ Email: _____

City of Abbotsford or Intermunicipal Business Licence No.: _____

I hereby make an application for a Building Permit in accordance with the information stated above, I confirm that the information provided in support of this application is true and correct, I understand that acceptance of this application and payment of application fee(s) does not guarantee that a building permit will be issued, and I acknowledge that the building permit application fee is non-refundable.

Applicant's Signature: _____ **Date:** _____

ADDITIONAL INFORMATION

Any applicable development cost charges (DCCs) will be calculated during the plan review. Payment of any additional fees calculated during the plan review will be required prior to issuance. By signing this Agreement, you acknowledge that you understand that the Engineering department will generate any invoice and permits required for upgrades, reconnection, or upgrades to the utility services on this property. You will receive an invoice via email; payment is required prior to processing the request.

Initials of Applicant: _____

ACKNOWLEDGEMENT OF NOTICE OF COLLECTION OF PERSONAL INFORMATION

Personal information collected within this building permit and application file is collected for the purpose of processing this application and for administration and enforcement. The personal information is collected under the authority of the Local Government Act, the City’s bylaws and Section 26 of the Freedom of Information and Protection of Privacy Act (the “Act”). Under the Act, personal information cannot be used or disclosed other than for the purpose for which it was collected, except with the consent of the individual whom the information is about or otherwise in accordance with law.

By initialing this application, I hereby consent that all information, including my personal information, within this building permit and application file, may be made available to the public upon request.

Initials of Applicant: _____

CONSENT TO RELEASE PERSONAL INFORMATION

Pursuant to Section 22 of the Freedom of Information and Protection of Privacy Act, I understand that all information provided to the City of Abbotsford is subject to the provision of the Freedom of Information and Protection of Privacy Act. I consent to the City of Abbotsford releasing my personal information related to this application.

Initials of Applicant: _____

The owner/applicant is responsible for ensuring compliance with the BC Heritage Conservation Act, including steps to determine whether or not a site is an archaeological site. It is against the law to alter an archaeological site without first obtaining a permit to do so from the Archaeology Branch, Ministry of Tourism, Sport and the Arts.

WAIVER, RELEASE AND INDEMNIFICATION AGREEMENT

BY SUBMITTING THIS PERMIT APPLICATION, YOU, OR THE PARTY ON WHOSE BEHALF YOU ACT, ARE GIVING UP CERTAIN LEGAL RIGHTS, INCLUDING THE RIGHT TO SUE, AND ASSUMING CERTAIN OBLIGATIONS, SUCH AS THE OBLIGATION TO INDEMNIFY THE CITY OF ABBOTSFORD.

PLEASE READ THE FOLLOWING PROVISIONS CAREFULLY

In consideration and as a condition of the City of Abbotsford (the "City") granting the permit applied for, each of the Owner, the Owner's Authorized Agent (for himself and on behalf of and with instructions from the Owner and any other party on behalf of whom the Authorized Agent acts) and the Applicant (if not Owner of the Owner's Authorized Agent), jointly and severally agree as follows:

Waiver - I/we hereby waive any and all claims whatsoever that I/we may have, or may have in the future, against the City, its directors, officers, elected officials and employees (collectively, the "Releasees") as a result of the issuance of this permit or any work undertaken pursuant to this permit or for any inspection or other action undertaken as a result of this permit, due to any cause whatsoever, including but not limited to negligence or breach of any statutory or other duty of care.

Release - I/we hereby remise, release and forever discharge the Releasees from any and all claims, actions, demands, obligations, liabilities, costs and expenses whatsoever, whether direct or indirect, including without limitation with respect to any damage to person or property, that I/we may suffer or incur, due to any cause whatsoever including negligence or breach of any statutory or other duty of care, as a result of the issuance of this permit or any inspection or action undertaken by the City as a result of this permit.

Indemnity - I/we hereby agree to indemnify and hold harmless the Releasees from and against any and all claims, actions, demands, obligations, liabilities, costs or expenses whatsoever and howsoever arising, including arising out of or with respect to any damage to any person or property incurred by myself, the party for whom I act as agent, or any other party, which may in any way arise or accrue against the Releasees as a result of or incidental to the issuance of this permit.

No Representations, Warranties or Guarantees -The City has not made any representations, warranties or guarantees with respect to any matter relating to this permit or any work to be undertaken pursuant to this permit, including without limitation compliance with City bylaws or any other provincial or federal act or regulation in force in the City. I/we hereby agree that I/we will be solely responsible for ensuring that all work carried out pursuant to this permit is in compliance with all applicable City bylaws and any other provincial or federal act or regulation in force in the City. I/we further agree that I/we do not rely on the City to notify me/ us of any defects in this permit Application or supporting documentation and that any inspection or other actions undertaken by the City are not intended to ensure and will not ensure that any work complies with the applicable City bylaws or any other provincial or federal act or regulation in force in the City.

I agree to conform to all applicable requirements of City of Abbotsford bylaws and all other applicable provincial or federal statutes in force in the City of Abbotsford.

Initials of Applicant: _____