

Building Permit **Development Permit** **Demolition Permit** **Sign Permit**

Location of Work: _____

Description of Work: _____

Dimensions (if applicable): _____ Value of Construction: _____

Documents Required:

Site Plan Plans (___ sets) Surveyor's Certificate Heating & Ventilation Status of Title
 Lot Grading Engineered Stamped Drawings for Roof and Floor System complete with shop drawings

APPLICANT INFORMATION:

Company: _____ Contact Name: _____

Address: _____

City : _____ Province: _____ Postal Code: _____

Phone No.: (Home) _____ (Work): _____ (Cell): _____

Email Address: _____ Property Owner Contractor

OWNER INFORMATION (if different than above):

Name: _____

Address: _____

City : _____ Province: _____ Postal Code: _____

Phone No.: (Home) _____ (Work): _____ (Cell): _____

CONTRACTOR INFORMATION (if different than above):

Company: _____ Contact Name: _____

Address: _____

City : _____ Province: _____ Postal Code: _____

Email Address: _____ (Work): _____ (Cell): _____

Possess current City of Brandon Business License: Yes No Not required

Required Documents for Residential Projects

Document Description	Single Family Dwelling	Interior Reno	Detached Garage	Attached Garage	Deck	Shed	Pool	Mobile Home
Application	✓	✓	✓	✓	✓	✓	✓	✓
Construction Value	✓	✓	✓	✓	✓	✓	✓	✓
Site Plan (handout available)	✓	✓	✓	✓	✓	✓	✓	✓
Survey Posting	✓	✗	✗	✗	✗	✗	✗	✗
Grade Sheets	✓	✗	✗	✗	✗	✗	✗	✗
Plans	✓ x 2*	✓	✓	✓	✓	✓	?	✗
Certified Drawings	✓	✓	✓ if greater than 753 sq. ft.	?	?	✗	?	✗
Heating & Ventilation	✓	?	✗	✗	✗	✗	✗	✗
Product Specific Information	?	?	?	?	?	?	✓	✓
Owner Authorization	✓	✓	✓	✓	✓	✓	✓	✓
			Handout Available		Handout Available		Handout Available	Handout Available

*The second set of plans are not required to be Engineered stamped and need only to contain: site plan, elevations and the floor plan.

✓ Required

✗ Not Required

? May be Required, Project Specific

This chart is intended to be used as guide for required documents. Additional information may be requested on an individual basis as required by staff for permit approval.