

REQUEST FOR CONDITIONAL PERMIT
THE CORPORATION OF THE TOWN OF CARLETON PLACE
175 Bridge Street, Carleton Place, ON K7C 2V8

Project Location Information:

Street Address: _____, Carleton Place, Ontario _____

Even though all requirements have not been met to obtain a permit under subsection 8.(2) of the Building Code Act. The owner of the property noted above hereby makes a request to the Chief Building Official of the Town of Carleton Place to issue a conditional permit for the commencement of the stages of construction specified herein as it pertains to the project described in more detail in the permit application filed with the Town under number: _____ .
(reference permit application number)

The stages of construction being requested for early commencement are as follows; **(please check (1) box)**

- Footings and foundations
- Underground water and sewer services (exterior)
- Underground water and drain services (interior)
- Shell (Loadbearing walls, columns, beams, and roof system)
- Interior floors, walls, ceilings
- Other: _____

The outstanding matters that, to the best of our knowledge, are preventing the issuance of a Building Permit are as follows: **(please check one or more boxes)**

- Processing time required to review the regular permit application
- Committee of Adjustment appeal period not expired
- Testing of, and approval of sewer and water main services not completed
- Other Agency approval (i.e. health unit) outstanding
- Other (please specify): _____

This request for a conditional permit is being made because the delays caused by awaiting the issuance of the Building Permit would result in unreasonable delays in the construction would occur for the following reasons: **(please check one box)**

- Business must open by certain date
- Inclement weather conditions expected
- Early closing date of building
- Other (please specify): _____

Declaration and Acknowledgement of the Owner:

I _____ declare that:
(print name)

1. I am the registered owner or the authorized agent for the owner of the property and that the information contained in this document is true to the best of my knowledge.
2. The owner agrees to sign the Towns standard agreement form for a Conditional Permit (if the Chief Building Official were to issue a Conditional Permit) and has assumed all risks for the early start of construction, if permitted.
3. The owner acknowledges that, the Chief Building Official shall not, by reason of the issuance of a permit or permits for a part or parts of the building issued under a Conditional Permit Agreement, be under any obligation to grant any further permit or permits thereof.
4. If the owner is a Corporation or Partnership, have authority to bind the Corporation or Partnership

(contact phone number)

(signature)

(date)