

Building Permit Requirements

Water and/or Sanitary Lateral Connection Permit (Residential properties connecting to Town Services)

The following information is required at submission. Complete submissions can be processed within 10 business days. Please note this only permits work on private property; for work between the property line and the main, please contact InnServices.

Building Permit Application Package

1. **Completed building permit application** consisting of:
 - "Owner's Authorization for Agent to Make an Application", if applicable
2. **One (1) copy** (.pdf format) of plans and specifications drawn to scale which must include:
 - Site Plan or Legal Property Survey** - showing the location and dimensions of the property and house as well as the proposed service lines, and the existing service lines if applicable.

Applications are submitted through [Cloudpermit](#) - an online system to apply and track building permits, make payments, request inspections, and receive email updates on the building permit process.

Fees & Issuance

1. A non-refundable application fee is due at the time of application submission. The application fee will be credited to your total amount due prior to permit issuance.
2. The balance of fees are due before the permit can be issued. You will receive a notification with your total and payment instructions. Once all fees are paid, the permit will be issued in [Cloudpermit](#).

Note: Development fees, lateral fees, and water meter fees may be applicable.

Fees are charged in accordance with the Town's Fees and Charges By-law, and are subject to change.

General Building Inquiries:
buildingpermit@innisfil.ca
705-436-3710

**Owner's Authorization for
Agent to Make an Application**



**Town of Innisfil
Building Department**
2101 Innisfil Beach Road,
INNISFIL, ON L9S 1A1
Tel : 705-436-3710
1-888-436-3710
Fax: 705-436-7120

Date: _____ Permit No.: _____

Proposed Work: _____

Location: _____

The undersigned, being the owner(s) of the above referenced property, authorizes

Applicant Name Address

to apply for a permit for the above referenced project on my behalf. I understand that I shall be responsible for the terms of the conditions contained in the permit.

(If owner is an INDIVIDUAL)

_____	_____
Owner's Name	Address
_____	_____
Owner's Signature	Phone No. / E-Mail

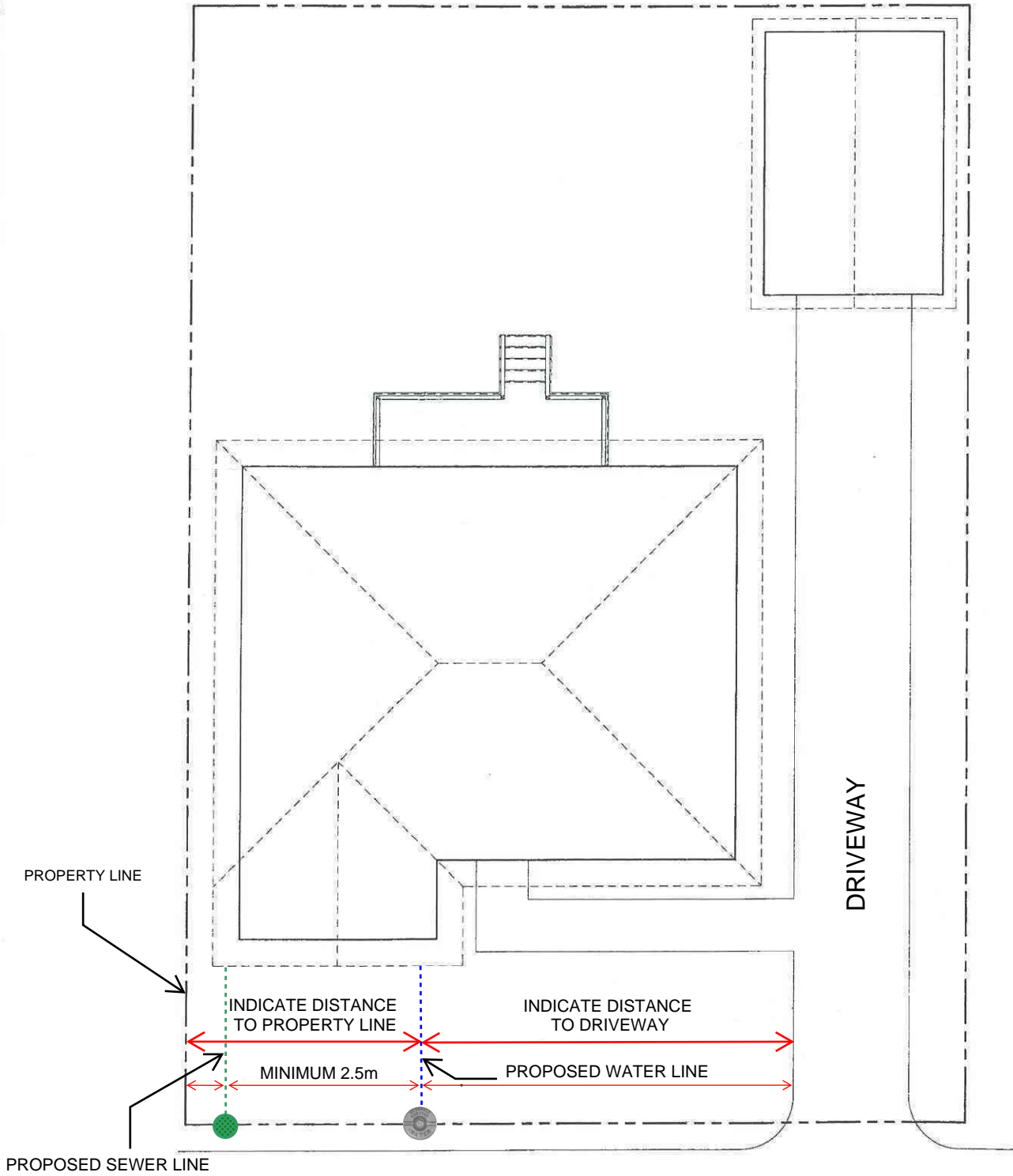
(If owner is a CORPORATION)

_____	_____
Owner's Name	Address
_____	_____
Name of Authorizing Officer	Phone No. / E-Mail

Signature of Authorizing Officer (I have authority to bind the Corporation)	



= CURB STOP (CS)



1 SITE PLAN
 A1.0 SCALE 3/32" = 1'-0"

SAMPLE SITE PLAN
 WATER CONNECTION FROM PROPERTY LINE TO DWELLING
 This sample is intended to assist the applicant in preparing their plan of proposed construction



A1.0
 PAGE NUMBER