



2nd Floor Civic Centre  
103 Main Street South  
PO Box 1072  
Minnedosa, MB  
R0J 1E0  
204-867-2364

# Occupancy Permit Application

## Serving: Town of Minnedosa • RM of Minto-Odanah

To complete the fillable form, click on drop-down selectors or place cursor in the blue highlight areas to enter data.

<b>Town of Minnedosa</b> Assessment Roll #:	<b>RM of Minto-Odanah</b> Assessment Roll #:		
<b>Related Building Permit #:</b>			
Full Occupancy	Interim Occupancy	Interim Occupancy Expiry Date:	<small>(YYYY-MM-DD)</small>

<b>OWNER INFORMATION</b>	
Name(s):	
Mailing Address:	
Email Address:	Phone #:
<small>* An application may be filed by any person other than the owner, but only if that person also provides written authorization by the owner(s) to file an application for this property.</small>	

<b>APPLICANT INFORMATION</b>	<b>SAME AS OWNER</b>
Name(s):	
Mailing Address:	
Email Address:	Phone #:

<b>LEGAL DESCRIPTION OF PROPERTY AND LAND LOCATION</b>								
Section:	NW	NE	SW	SE	Section:	Township:	Range:	WPM
<b>— OR —</b>								
Lot(s):	Block:	Plan No.:	Lot Size:					
<b>BETWEEN:</b> Cross Street:				and Cross Street:				
Property Zoning:								
Street Address:								
<small>Street Address, Town, Province and Postal Code</small>								

<b>CHANGE OF OCCUPANCY:</b>	From:	To:
<b>PROPOSED DATE OF OCCUPANCY:</b>	(YYYY-MM-DD)	

<b>BUILDING DETAILS</b>		
Use of Building OR Premises:		
Major Occupancy:		
Other/Minor Occupancy:		
Number of Storeys:		
Building Area:		
	Square Feet	Square Metres
New?    Yes    No	Enlargement?    Yes    No	Alteration?    Yes    No
Proposed Maximum Occupant Load:		
Comments:		

<b>Does the occupancy/business involved storage, sales, or use of the following?</b> <i>(Please check all applicable)</i>	
Alcohol sales Bales of loose combustible fibers Compressed gas Dry cleaning (solvents) Dust-producing process Explosives or ammunition Fireworks Flammable or combustible liquids Food and/or beverage processing, storage or sales Liquid propane	Medical equipment Painting with flammables Poisonous/hazardous chemicals/acids Recycling waste Vehicle repair or garage Vehicles within structure Welding or cutting Woodworking X-ray, MRI, CTS
..... <b>NO</b> , does <b>NOT</b> involve storage, sales, or use of any of the above noted.	

**DECLARATION**

I authorize Tanner's Crossing Planning District to conduct any Inspections necessary. I understand and acknowledge that no Certificate of Occupancy will be issued if the property does not conform to the current or amended By-laws or if any dangerous or other unsafe condition is discovered. I furthermore understand and acknowledge that the issuance of the Certificate of Occupancy may require the corrections of any non-conforming or dangerous or other unsafe condition that is discovered after the issuance of the Certificate of Occupancy.

The undersigned hereby applies for an Occupancy Permit authorizing the occupancy of the aforementioned premises.

Owner/Applicant's Signature

Owner/Applicant's Signature

Date (YYYY-MM-DD)

Date (YYYY-MM-DD)

*To electronically sign this document, click on a signature field. A "digital signature identity" is required; you will be prompted to create one if you do not already have one set up in Adobe Acrobat.*

**WHEN PROPERLY VALIDATED BELOW, THIS IS YOUR DEVELOPMENT PERMIT**

**FOR OFFICE USE ONLY**

Occupancy Group:		
Type of Construction:		
Construction Article:		
<b>Approvals</b>	<b>Required</b>	<b>Date Received</b>
Sprinkler System	Yes    No	
Fire Safety Plan	Yes    No	
Fire Alarm	Yes    No	
Plumbing (Part 7 & MPC)	Yes    No	
Electrical	Yes    No	
Architectural (Parts 3 & 5)	Yes    No	
Structural (Part 4)	Yes    No	
Mechanical (Part 6)	Yes    No	
NECB (National Energy Code of Canada for Buildings)	Yes    No	
Other ( <i>specify</i> )		

<b>OTHER INFORMATION/NOTES</b> <i>(up to 600 characters)</i>

<b>FEES</b>	
Basic Application Fee: \$	
\$	Other — Explanation:
Payment Method:	
Permit Application No.:	Receipt No.:
Date Completed Application Received:	<i>(YYYY-MM-DD)</i>
Development Officer Signature:	
Date Completed Application Approved:	<i>(YYYY-MM-DD)</i>
Scan File	MMO
Permit-LV	Stats Can
	CMHC