



Retaining Wall Permit Application

Town of Quispamsis
12 Landing Court
Quispamsis, NB E2E 4R2
Phone 506-849-5778
Fax 506-849-5799

Email: inspections@quispamsis.ca
Website: www.quispamsis.ca

Permit No. _____

| PROPERTY OWNER <input type="checkbox"/> APPLICANT | | | |
|---|-------------|-------------|-------------|
| NAME | | EMAIL | |
| ADDRESS | | | POSTAL CODE |
| HOME NUMBER | WORK NUMBER | CELL NUMBER | |
| CONTRACTOR <input type="checkbox"/> APPLICANT | | | |
| NAME | | EMAIL | |
| ADDRESS | | | POSTAL CODE |
| HOME NUMBER | WORK NUMBER | CELL NUMBER | |

| PROJECT LOCATION | | | |
|------------------|------------------|------------|--|
| Civic No. | Street Name | PID | Postal Code |
| Lot No. | Subdivision Name | Corner Lot | <input type="checkbox"/> Yes <input type="checkbox"/> No |

| PROJECT DETAILS | | |
|---|---|-----------------------------|
| Length of Wall | Height of Wall(Max) | |
| Wall Material | <input type="checkbox"/> Wood <input type="checkbox"/> Concrete Block <input type="checkbox"/> Other (describe) _____ | |
| * A professional design for the retaining wall must be submitted with your application. | | |
| Proposed Starting Date | Expected Completion Date | Estimated Construction Cost |
| Variance | <input type="checkbox"/> N/A <input type="checkbox"/> Pending <input type="checkbox"/> Granted (decision attached) | |
| PAC Stipulations | | |

| TERMS & CONDITIONS | |
|--|------|
| By signing, the owner/applicant hereby make application to 'Construct, alter, remodel, repair, place as described above and in accordance with attached plans and specifications. | |
| <ul style="list-style-type: none"> - I acknowledge my understanding that the foregoing is an application only, and until a building permit has been issued by the Building Inspector and received by me, no part of the intended work shall be undertaken. - I am aware of the requirements and I undertake to carry out the intended work in compliance of the Building By-law, the Zoning By-law and any other applicable by-laws of the Town. - I am also aware that this permit expires one year from the date of the issuance of the Building Permit and all work must be completed within one year of the date of the permit. - Once constructed, I agree to use the structure for the sole purposes indicated in the preceding application. - I understand that if my proposed work in any way does not meet the requirements of the aforementioned by-laws, I must request in writing a variance of the particular by-law from the Planning Advisory Committee. Until such variance has been granted by that body in writing, I will not commence any work. | |
| <input type="checkbox"/> I have read and agreed to the aforementioned terms and conditions | |
| Signature of Applicant | Date |
| Signature of Property Owner (if different from applicant) | |

This information is being collected in order for the Town of Quispamsis to accept plans and specifications, issue a permit, perform inspections, etc. for such work described in Building By-law No. 55. Information contained herein will be used to communicate with the relevant Project Contacts, i.e. contractors, engineers, electricians, plumbers, provincial departments. It may also be circulated to other Municipal Departments to be used for strategic planning purposes.

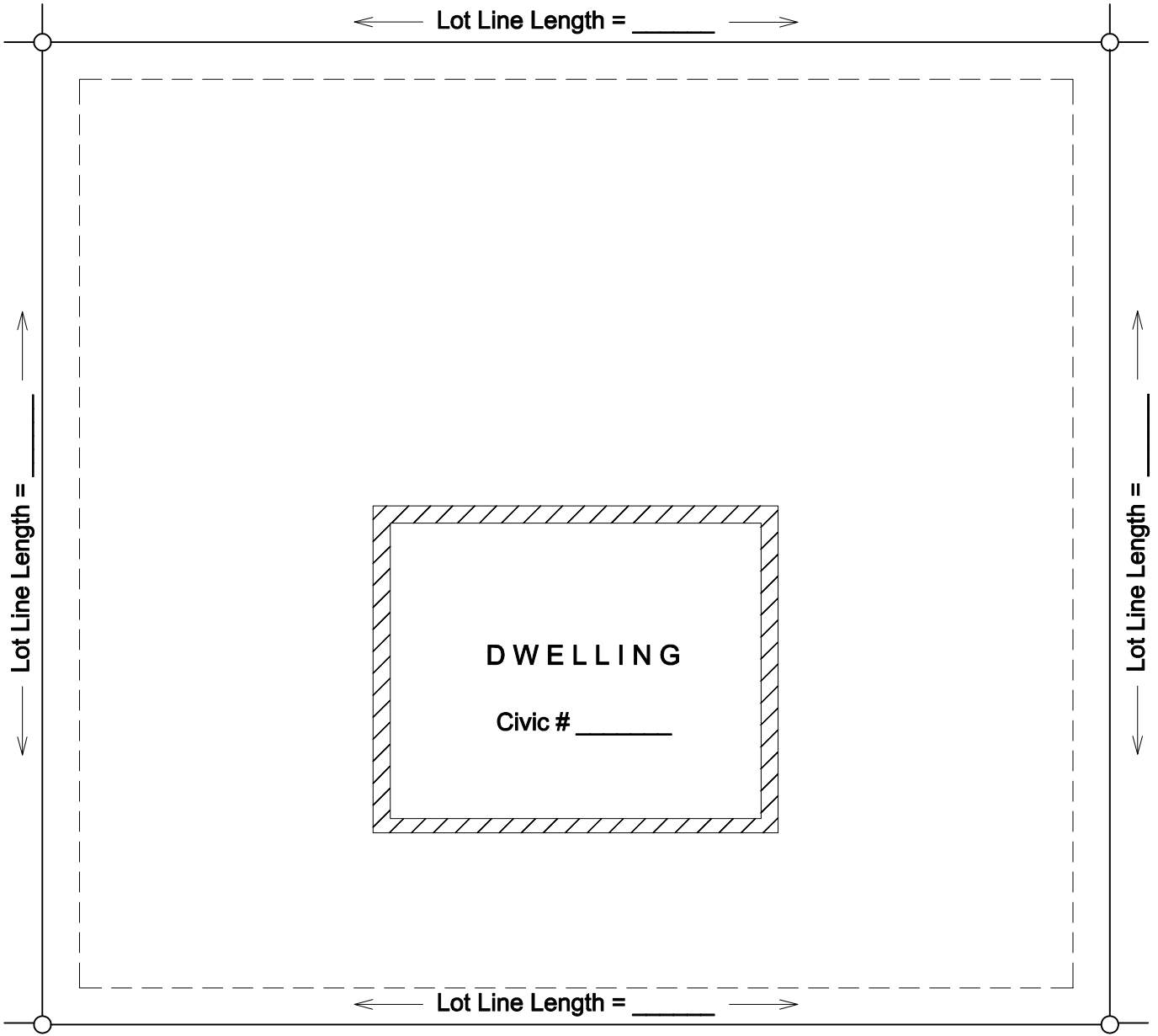
The legal authority for collecting this information is found in Section 59 of the Community Planning Act, Building Bylaw No. 55 and the Right to Information and Protection of Privacy Act.

For further information or questions regarding the collection of information, please contact the Building Inspector for the Town of Quispamsis at (506) 849-5741.

***For a timely review please complete the entire application**

Retaining Wall Site Plan

Please indicate if measurements are in feet or meters.



(Street Name)

Retaining Wall Setbacks

- Distance to Front Property Line _____
- Distance to Right Property Line _____
- Distance to Left Property Line _____
- Distance to Rear Property Line _____



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Residential locating a retaining wall taller than 1 metre (39") on their property are required to obtain a building permit from the Town of Quispamsis. To obtain a building permit, return this COMPLETE PACKAGE to the Building Inspection Department. For more information please call (506) 849-5741

IMPORTANT THINGS TO REMEMBER

1. Building permit must be issued prior to commencing work
2. Must comply to the most recent Zoning By-law (*see attached*)
3. If an easement is located within the boundary of construction, the application must be accompanied by written approval from the proper authority granting permission of the structure.

INFORMATION WE WILL NEED

- Completed application
- Professional design drawing of the retaining wall
- Site Plan showing the main building, all other accessory structures, the proposed location of your retaining wall on the property and the front, side and rear line setbacks, and include any easements
- Estimated construction cost of project
- Where a variance has been granted, attach a copy of the decision to the application

Frequently Asked Questions

1. How much will my permit cost?

Retaining wall fees are calculated at \$0.24 per linear foot. There is a minimum permit fee of \$25.00 for residential and \$100.00 for commercial.