



Checklist of questions to ask when you go to City Hall:

We have listed some of the most common questions that should be asked when you visit City Hall. However, this is not an exhaustive list and your architect/designer can suggest some others you may want to consider. Extra space has been provided for you.

- What are the steps should I take to apply for a permit?

- Can I hire an agent to apply on my behalf?

- What do I need to apply for a permit?

- Drawings? What type?

- Do I have to hire an engineer?

- Do I have to hire a contractor prior to applying for the permit?

- How long does the review process take? (Depends on the scope of work)

- When does the permit expire?

- What should I expect once the permit has been approved?

- Do I need to display the permit?

- What do I need to do while renovating?

- Who can call for the inspections?
