

CITY OF YELLOWKNIFE  
 PLANNING & LANDS DIVISION  
**Addition of Insulation Checklist**



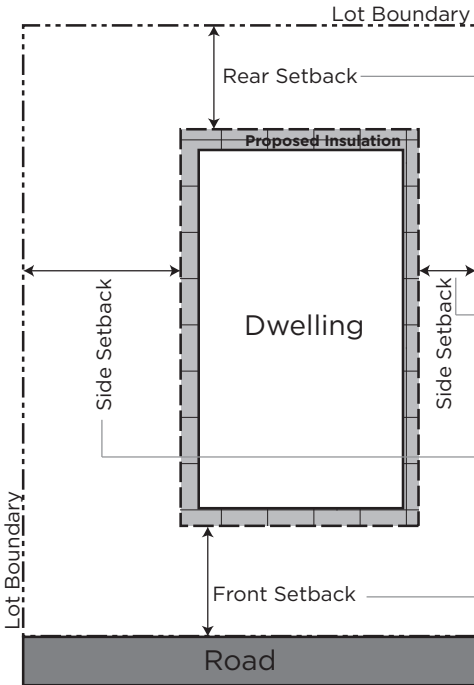
Property Information			
Owner Name			
Telephone(s)	Home:		Work or Cell:
Email			
Civic Address			
Legal Description	Lot:		Block:
Application Information (if different from owner)			
Applicant Name			
Applicant Telephone(s)	Home:		Work or Cell:
Applicant Email			
Development Information			
What building/structure are you adding insulation to?	House: <input type="radio"/> Other (please specify): _____		
Are you adding insulation to the entire building/structure or a portion of the building/structure?	Entire building/structure: <input type="radio"/> Portion of building/structure*: (*please attach a sketch for clarity) <input type="radio"/>		
<b>SEE REVERSE SIDE</b>			

**IMPORTANT INFORMATION:**

**This checklist may only be used for the addition of insulation to a building/structure that was previously approved and legally built.**

Residents requiring assistance with this form may come to City Hall from Monday to Friday between 8:30AM – 4:30 PM, OR call 920-5600 and ask to speak to a Planner/Development Officer, OR e-mail [checklist@yellowknife.ca](mailto:checklist@yellowknife.ca).



Checklist	Information from Applicant
What is the total area of the building/structure in question?	_____ square metres
Was the dwelling/structure you are altering approved by a previous Development Permit/ Checklist?	YES: <input type="radio"/> NO: <input type="radio"/>
What is the thickness of the insulation?	_____ centimetres OR _____ inches
<p>Setbacks from Property Line:</p> 	<p>Proposed Rear Yard Setback: _____ metres</p> <p>Proposed Side Yard Setback: _____ metres</p> <p>Proposed Side Yard Setback: _____ metres</p> <p>Proposed Front Yard Setback: _____ metres</p>
<p>Does the proposed addition of insulation infringe on any easements or caveats on the lot? (if applicable)</p> <p><i>* It is the applicant's responsibility to identify and examine any easements, caveats, or contracts which affect the site.</i></p>	YES: <input type="radio"/> NO: <input type="radio"/>

*I hereby certify that the information above is accurate and true. I hereby confirm that the proposed development, complies with any easements, caveats or contracts which affect development of the site. I acknowledge that if the subject building/structure was not previously approved and legally built, I will be required to obtain a development permit or checklist.*

Applicant Signature: \_\_\_\_\_ Owner Signature: \_\_\_\_\_  
 (if different from applicant)

Date: \_\_\_\_\_ Date: \_\_\_\_\_

**\*Checklists may be e-mailed to [checklist@yellowknife.ca](mailto:checklist@yellowknife.ca) for Planner/Development Officer review\***