

TYPE OF APPLICATION:

<p>✓ <i>Please check off the type of application.</i></p>	<p>Information Required for Submission with the Application</p>
<p>No HPO required for the following:</p> <p><input type="checkbox"/> Renovation/Addition</p> <p><input type="checkbox"/> Structural changes</p> <p><input type="checkbox"/> Change of Use:</p> <p><input type="checkbox"/> Conversion of Carport to Garage</p> <p><input type="checkbox"/> Garage to Living Space</p> <p><input type="checkbox"/> SFD to SFD with Suite</p> <p><input type="checkbox"/> Ancillary Building:</p> <p><input type="checkbox"/> Relocation of a Building</p>	<ul style="list-style-type: none"> • Owner’s Acknowledgement of Responsibility. • City Repair Agreement. • Current State of Title within 14 days of date of application. <p>PLEASE CHECK OFF ONE OPTION:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Title Included with application <input type="checkbox"/> City to pull title for \$15.75 <p><u>While not required for all applications you may also require the following:</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> -Driveway Access Permit (<i>On City WEB</i>). <input type="checkbox"/> -Plumbing Permit Application (<i>On City WEB</i>). <input type="checkbox"/> -Proposed Site Survey, prepared by a BC Land Surveyor Graded, pre and post build elevations. <input type="checkbox"/> PDF Drawings- 1 Hard Copy and 1 Digital copy with digitally authenticated signature. (<i>include copy of Engineer’s Insurance and Truss Layout if required</i>). <input type="checkbox"/> -Schedule B (to include a structural and geo-technical report suitable for foundation support.) <input type="checkbox"/> -Geo-Technical Report– a separate report for all steep slope or other hazard properties. <i>See the Community Charter, Section 56 (2)</i> <input type="checkbox"/> -Copies of approved Development Variance Permits, Board of Variance decisions (<i>if applicable</i>). <input type="checkbox"/> -Pre-1990 build – Hazardous Material Assessment/abatement (<i>if applicable</i>). <input type="checkbox"/> -Heating and Ventilation, Water heater product information. <p>In addition, for Relocation of a Building:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Road Closure Permit <input type="checkbox"/> Route Approval

All permit applications can be submitted in PDF format to Building@campbellriver.ca, please request a OneDrive link for larger files.

TO BE COMPLETED BY APPLICANT: ** This information must be completely legible.

VALUE OF CONSTRUCTION:

AMOUNT:

Please Note: The value of construction is the actual value of the proposed construction less the value of the land. The City of Campbell River Building Officials uses the "Marshall & Swift Capital Residential Estimator" program to determine the value of construction.

SUBJECT PROPERTY INFORMATION:

CIVIC ADDRESS:

If applying for a Two-Family Dwelling (Duplex) Permit, is the property going to be strata titled?

Yes
 No

BRIEF DESCRIPTION OF WORK:

OWNER:

First Name:

Last Name:

Company Name:

Address:

City:

Province:

Postal Code:

Telephone:

Fax:

Email:

GENERAL CONTRACTOR/BUILDER:

First Name:

Last Name:

Company Name:

Address:

City:

Province:

Postal Code:

Telephone:

Fax:

Email:

APPLICANT/AGENT: Person, business name or agent submitting application

First Name:

Last Name:

Company Name:

Address:

City:

Province:

Postal Code:

Telephone:

Fax:

Email:

A. Total Number of Fixtures (new and alterations):							
Fixture Type	1 st fl	2 nd fl	3 rd fl	Total Fixture	Hydraulic Load P/F/U – 2018 BCPC	Total Hydraulic Load	Reviewed
BATHROOMS:							
Bathroom group (1 Group = 3 fixtures)					3.6		
Tub/Shower					1.4		
Water Closet (toilet)					2.2		
Lavatory (bathroom sink)					0.7		
KITCHEN:							
Kitchen Sink					1.4		
Dishwasher (domestic)					1.4		
Bar Sink					1.0		
LAUNDRY:							
Clotheswasher					1.4		
Laundry Sink (1 or 2 compartments)					1.4		
MISCELLANOUS:							
Hose Bibb – ½" (outside)					2.5		
Hose Bibb – ¾"					3		
Floor Drains							
HWT							
Other:							
TOTALS:							
B. Service Sizing (new and alterations including replacement of services)							
WATER PIPE SERVICE	Size of Water Pipe (inch)	1/2"	3/4"	1"	1 ¼"		
	Max Hydraulic Load	7	16	31	57		
Total Hydraulic Load Calc.	Size of Pipe required:			Pipe Material:			
Irrigation System:							
PLUMBING CONTRACTOR:							
Company Name:				Name:			
Address:							
Province				Postal Code:			
Telephone:				Email:			
TQ #				Business License#			

Has the design of this build been modeled? If YES it is not necessary to complete "Building Information" section below.

BUILDING INFORMATION: (See BC Building Code 9.36)			
Campbell River -Climate Zone: 5			
HRV: Yes <input type="checkbox"/> No <input type="checkbox"/>	Make:		Model:
Assemblies:	Required Effective RSI		Actual Effective RSI RSI calculations came be made from The Canadian Wood Council website, please include assembly component sheet.
<input type="checkbox"/> Included on Drawings	W/O HRV	With HRV	
Wall 1: Typical Exterior	3.08	2.97	
Wall 2: Garage/House	2.93	2.82	
Wall 3	3.08	2.97	
Ceiling: Below Attic	8.67	6.91	
Cathedral Ceiling	4.67	4.67	
Crawl/Basement	2.98	2.98	
Heated Slab	2.32	2.32	
Un-Headed Slab	1.96	1.96	
Other			

HEATING/VENTILATION: (See BC Building Code 9.32)-Provide Product Information			
Heat Pump: Required EER=11.5	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Make: Model:
Furnace: Required Seer rating =14.5	Gas <input type="checkbox"/>	Elec <input type="checkbox"/>	Make: Model:
Base Board:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Supply Air: Passive <input type="checkbox"/> Mechanical <input type="checkbox"/>
Radiant:	Boiler:	Gas:	Electrical:
Principal Ventilation Fan:	Make:	Model:	Size:
Water Heater:	Make:	Model:	

LIST OF PROFESSIONALS:

	<i>Company</i>	<i>Contact Person</i>	<i>Address</i>	<i>Tel/Cell</i>
Engineer				
Surveyor				
Coordinating Registered Professional				
Design Architect				
Qualified Environmental Professional				
Other				

Signature of Applicant

Date

Print Name

***The City of Campbell River reserves the right to modify this document at anytime*

NOTE: The personal information collected on this form is collected for the purpose of an operating program or activity of the City of Campbell River as authorized by Section 26 (c) of the ***Freedom of Information and Protection of Privacy Act***. All information collected with this form shall be disclosed to the public upon request. Copies of drawings submitted with this application become part of the local government's records and therefore subject to the ***Freedom of Information and Protection of Privacy Act***. If you have any questions about the collection and use of this information, please contact the Deputy City Clerk at (250) 286-5700



Home-owners and Builders are responsible for ensuring that the City of Campbell River infrastructure is not damaged during construction. This includes but is not limited to damage to curbs, sidewalk, water valve risers, water meters, and cleanouts. It also includes actively protecting the storm drain system from deleterious materials.

It would be advisable to inspect your property, the adjacent public boulevard and the downstream catch basins for damage prior to taking control of the property or prior to taking out a building permit. In the event you find a problem, you should document it and inform the City of Campbell River Development Services Department immediately. Any damage found by City staff after commencement will be deemed to be your responsibility. You will be responsible for actively protecting the City of Campbell River Infrastructure, including but not limited to placing protective materials and barriers around the City of Campbell River Infrastructure and using sediment control.

Should damage occur, contact Development Services Department immediately at 286-5725.

Note: Any construction or maintenance on City of Campbell River property requires that a "Permit to Work on City Lands" be issued by Development Services Department. Damage to individual utilities such as BC Hydro, Telus, Shaw or Fortis BC should be reported immediately to the respective utility company as well as Development Services.

After reviewing the above notes please indicate one of the following by marking the check box:

No damages to said City property was found prior to start of construction.

Damage has been found (Please describe and include photos if possible. Use back if required)

I _____, the duly authorized signatory for the person, company or strata corporation applying for a building permit have inspected all visible city works and services (curb, sidewalk, street lighting, water service caps etc.) in front of or on the property at:

(Address) : _____

and do acknowledge and understand that I am responsible for all costs associated with repairing all damage not noted above to the standards established by the City of Campbell River.

Owner/Agent Signature: _____

Daytime Phone Number: _____

Mailing Address: _____

Date Signed: _____

As the owner or duly authorized agent I acknowledge that City of Campbell River Building Bylaw 3060, 2010 (the 'Building Bylaw'), notwithstanding any other provision therein, has been enacted for the purpose of regulating construction within the City in the general public interest. **The activities undertaken by or on behalf of the City of Campbell River pursuant to the *Building Bylaw* are for the sole purpose of providing a limited and interim spot-checking function for reason of health, safety and the protection of persons and property.**

It is not contemplated nor intended, nor does the purpose of this Bylaw extend:

- to the protection or indemnification of owners, owner/builders, constructors or future owners from economic loss;
- to the assumption by the City or a Building Official of any responsibility for ensuring the compliance by any owner, his or her representatives or any employees, constructors or designers retained by him or her, with the Building Code, the requirements of the *Building Bylaw* or other applicable enactments respecting safety;
- to providing any person a warranty of design or workmanship with respect to any building or structure for which a building permit or occupancy permit is issued under the *Building Bylaw*;
- to providing a warranty or assurance that construction undertaken pursuant to building permits issued by the City is free from latent, or any defects.
- to providing to any person a warranty that construction is in compliance with the Building Code, the *Building Bylaw* or any other enactment with respect to a building or structure for which a building permit or occupancy permit is issued under the *Building Bylaw*.

I acknowledge that:

- neither the issuance of a permit under the *Building Bylaw*, the review and acceptance of the design, drawings, plans or specifications, nor inspections made by a Building Official, shall constitute a representation or warranty that the Building Code or the *Building Bylaw* have been complied with or that the building or structure meets any standard of materials or workmanship.
- neither the issuance of a permit under the *Building Bylaw*, the review or acceptance of the design, drawings, plans or specifications nor any inspection made by a Building Official is not an assurance, representation, warranty or statement of establishing compliance with the Building Code or this Bylaw or any standard of construction, materials or workmanship.

- I will not rely on the issuance of a permit under the *Building Bylaw*, the review or acceptance of the design, drawings, plans or specifications, or any inspection made by a Building Official as establishing compliance with the Building Code or this Bylaw or any standard of construction, materials or workmanship.
- Where the City requires that a professional architect or engineer certify that the plans submitted in respect of this application comply with the British Columbia Building Code or other enactment, the City will rely on that certification in issuing a building permit and occupancy permit.

I commit that I will:

- ensure that all construction complies with the Building Code, the *Building Bylaw* and other applicable enactments respecting safety;
- post and maintain the permit in a conspicuous place on the property in respect of which the permit was issued;
- keep a copy of the accepted designs, plans and specifications on the property during the course of construction;
- post the civic address on the property in a location visible from any adjoining streets;
- ensure any building is located properly in regard to all setbacks; and
- ensure that any geotechnical site issues are adequately addressed to ensure a proper foundation and that appropriate reports are obtained from a qualified registered professional and that copies of such reports are provided to the City of Campbell River.

Signature of Owner:

Mailing Address:

Phone/Cell No.:

Date Signed:

Signature of Agent:

Mailing Address:

Phone/Cell No.:

Date Signed: