



Building Permit Application

Legal Description:							
House Number: (If assigned)		Road Name:					
OWNER INFORMATION Primary Contact							
Name(s):							
Mailing Address:		City/Prov:		Postal Code:			
email:		Tel:		Cell:			
AGENT INFORMATION Primary Contact							
Name(s):							
Mailing Address:		City/Prov:		Postal Code:			
email:		Tel:		Cell:			
CONTRACTOR INFORMATION Primary Contact							
Name(s):							Plumber T.Q. #:
Company Name:							
Mailing Address:		City/Prov:		Postal Code:			
email:		Tel:		Cell:			
DOCUMENTS SUPPLIED WITH APPLICATION (Click Building Permit Application Requirements for more information)							
Appointment of Agent form **Must be signed by all owners on title**				YES	<input type="radio"/>	N/A	<input type="radio"/>
Residential builder "BC Housing Registration Form" or Owner Builder "New Home Registration Form" (for new dwellings)				YES	<input type="radio"/>	N/A	<input type="radio"/>
Preliminary Planning Review (askplanning@rdn.bc.ca) or RDN Islands Trust Review Declaration for Gabriola (see RDN website)				YES	<input type="radio"/>	Required	
Property Declaration Form				YES	<input type="radio"/>	Required	
Improvement District Water Service Area Declaration				YES	<input type="radio"/>	N/A	<input type="radio"/>
Site Plan (Show location of proposed structure distanced to lot lines, existing buildings, setbacks, driveway, watercourses)				YES	<input type="radio"/>	Required	
Construction plans/drawings (including engineered drawings, if applicable)				YES	<input type="radio"/>	NO	<input type="radio"/>
BC Building Code Letters of Assurance from registered professionals (Schedules A and/or B)				YES	<input type="radio"/>	NO	<input type="radio"/>
Proof of liability insurance from Professional Engineer(s)				YES	<input type="radio"/>	NO	<input type="radio"/>
Hazardous Materials Declaration Form required for demolitions, additions, alterations, repairs, and moved-on buildings				YES	<input type="radio"/>	NO	<input type="radio"/>
Truss layout				YES	<input type="radio"/>	NO	<input type="radio"/>
Septic Filing or Registered Onsite Wastewater Practitioner's (ROWP) report				YES	<input type="radio"/>	NO	<input type="radio"/>
Pre-construction BC Energy Compliance report - Performance paths for Part 9 Buildings				YES	<input type="radio"/>	NO	<input type="radio"/>
Alternate Solution				YES	<input type="radio"/>	N/A	<input type="radio"/>
Manufacturer's specification sheet (for mobile or modular homes)				YES	<input type="radio"/>	N/A	<input type="radio"/>
Mobile or modular home certification standard and number:		CSA - Z240	<input type="radio"/>	CSA - A277	<input type="radio"/>	CSA No:	

PROPOSED CONSTRUCTION							
Detailed scope of work:							
Value of construction	\$	Building Area:		Number of stories:		Number of bedrooms:	
<input type="radio"/> New		<input type="radio"/> Dwelling		<input type="radio"/> Commercial		<input type="radio"/> Industrial	
<input type="radio"/> Addition		<input type="radio"/> Secondary Suite		<input type="radio"/> Institutional		<input type="radio"/> Multi-Residential	
<input type="radio"/> Renovation		<input type="radio"/> Accessory Dwelling		<input type="radio"/> Other			
<input type="radio"/> Demolition		<input type="radio"/> Manufactured Home					
<input type="radio"/> Moved on Building		<input type="radio"/> Accessory Building					
<input type="radio"/> Plumbing		<input type="radio"/> Fire Suppression System		<input type="radio"/> Other			

