



REGIONAL DISTRICT OF CENTRAL OKANAGAN

1450 KLO Rd., Kelowna, B.C. V1W 3Z4  
Phone: 250-469-6211 Fax: 250-763-6443

Building Permit Application # \_\_\_\_\_

Owner Name: \_\_\_\_\_

Lot \_\_\_\_\_ Plan \_\_\_\_\_

Mailing Address: \_\_\_\_\_

District Lot \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Phone: \_\_\_\_\_

Building Site Address: \_\_\_\_\_ Building Type: \_\_\_\_\_

Contractor: \_\_\_\_\_ Construction Value: \$ \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Square Feet: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Phone: \_\_\_\_\_

- 1) I acknowledge that if I am granted a building permit pursuant to this application that I am responsible for compliance with the current edition of the Code, Regional District of Central Okanagan Building Bylaw and any other applicable enactment, code, regulation or standard relating to the work in respect of which the permit is issued, whether or not the said work is undertaken by me or by those whom I may retain or employ to provide design and/or construction services.
- 2) I acknowledge that neither the issuance of a permit under the Regional District of Central Okanagan Building Bylaw, nor the acceptance or review of plans, specifications, drawings or supporting documents, nor inspections made by or on behalf of the Region constitute a representation, warranty, assurance or statement that the current edition of the British Columbia Code, the Building Bylaws of the Regional District of Central Okanagan or any other applicable enactment, code, regulation or standard has been complied with.
- 3) Where the Region requires that Letter of Assurance be provided by a registered professional pursuant to Section 9.8 of the Regional District of Central Okanagan Building Bylaw and Section 290 of the Municipal Act, I confirm that I have been advised in writing by the Region that it relied exclusively on the Letter of Assurance of "Professional Design and Commitment for Field Review" prepared by (insert name of registered professional or attach list) \_\_\_\_\_ in reviewing the plans, drawings, specifications and supporting documents submitted with this application for a building permit.
- 4) I confirm that I have relied only on the said registered professional for the adequacy of plans, drawings, specifications and supporting documents submitted with this application.
- 5) I understand that I should seek independent legal advise in respect of the responsibilities I am assuming upon the granting of a permit by the Region pursuant to this application and in respect of the execution of this acknowledgement.
- 6) I hereby apply for a building permit in accordance with the submitted documents and this application.

Owner/Authorized Agent Signature: \_\_\_\_\_ Date \_\_\_\_\_

Purpose of Project: \_\_\_\_\_

Conditions of Permit: See plan check list/documents for additional requirements.

Dist./Area \_\_\_\_\_ Type \_\_\_\_\_ Zone \_\_\_\_\_ Map \_\_\_\_\_ ALR \_\_\_\_\_ F/P \_\_\_\_\_ Fire Pro. \_\_\_\_\_

Project Value \$ \_\_\_\_\_ x .012 Fee \$ \_\_\_\_\_ Dev. Cost Fee \$ \_\_\_\_\_

P/bg. Fixt. Count: \_\_\_\_\_ @ \$10.00 Fee \$ \_\_\_\_\_ Latecomer Cost Fee \$ \_\_\_\_\_

Sewer Service (yes \_\_\_\_\_ no \_\_\_\_\_) Fee \$ \_\_\_\_\_ Surcharge Fee \$ \_\_\_\_\_

Water Service (yes \_\_\_\_\_ no \_\_\_\_\_) Fee \$ \_\_\_\_\_ Less App. Fee \$ \_\_\_\_\_

Garbage (yes \_\_\_\_\_ no \_\_\_\_\_) TOTAL FEE \$ \_\_\_\_\_

## REQUIRED INFORMATION FOR NEW BUILDINGS AND ADDITIONS

### REQ'D

### REC'D

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Domestic water availability documentation  |
| <input type="checkbox"/> | <input type="checkbox"/> | Public sewer connection or public health sewage disposal permit  |
| <input type="checkbox"/> | <input type="checkbox"/> | Driveway access from the Ministry of Highways  |
| <input type="checkbox"/> | <input type="checkbox"/> | State of title certificate/title search print and all covenant documents & easements which involve the Regional District of Central Okanagan |
| <input type="checkbox"/> | <input type="checkbox"/> | Homeowner Protection Act documentation   |

### TWO SETS OF DRAWINGS MUST BE PROVIDED INCLUDING SITE PLAN, FOUNDATION AND FLOOR PLANS, CROSS SECTIONS, DETAIL DRAWINGS, BUILDING ELEVATION DRAWINGS AND MANUFACTURED ROOF TRUSS, FLOOR JOIST AND BEAM DESIGN DETAILS.

### REQ'D

### REC'D

- |                          |                          |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Site Plan, include all existing & proposed buildings & their uses on property |
| <input type="checkbox"/> | <input type="checkbox"/> | Foundation and floor plans  |
| <input type="checkbox"/> | <input type="checkbox"/> | Cross sections and details  |
| <input type="checkbox"/> | <input type="checkbox"/> | Building elevation drawings   |
| <input type="checkbox"/> | <input type="checkbox"/> | Manufactured roof truss, floor joist and beam details                         |

### REGISTERED PROFESSIONAL DESIGN AND SUPERVISION:

### REQ'D

### REC'D

- |                          |                          |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Schedule A                                  |
| <input type="checkbox"/> | <input type="checkbox"/> | Geotechnical details and Schedules B1&2     |
| <input type="checkbox"/> | <input type="checkbox"/> | Architectural details and Schedules B1&2    |
| <input type="checkbox"/> | <input type="checkbox"/> | Structural details and Schedules B1&2       |
| <input type="checkbox"/> | <input type="checkbox"/> | Mechanical details and Schedules B1&2       |
| <input type="checkbox"/> | <input type="checkbox"/> | Plumbing details and Schedules B1&2         |
| <input type="checkbox"/> | <input type="checkbox"/> | Fire suppression details and Schedules B1&2 |
| <input type="checkbox"/> | <input type="checkbox"/> | Site servicing details and Schedules B1&2   |
| <input type="checkbox"/> | <input type="checkbox"/> | Electrical details and Schedules B1&2       |

### THE FOLLOWING MAY BE REQUIRED DUE TO THE SIZE AND COMPLEXITY OF THE PROJECT:

### REQ'D

### REC'D

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Development permit, development variance permit, environmentally sensitive area development permit (ESADP) |
| <input type="checkbox"/> | <input type="checkbox"/> | Development cost charges   |
| <input type="checkbox"/> | <input type="checkbox"/> | Subdivision servicing and development bylaw requirements   |
| <input type="checkbox"/> | <input type="checkbox"/> | Agricultural land commission approval  |
| <input type="checkbox"/> | <input type="checkbox"/> | Referral to the local fire department  |
| <input type="checkbox"/> | <input type="checkbox"/> | Referral to the public health department   |