

## The following must be submitted with your completed building permit application form:

All buildings exceeding 400 m<sup>2</sup> in “building area” or more than 3 storeys in “building height” are considered “complex buildings”.

- Completed Schedule 2 - Owner’s Undertaking
- Completed Schedule 3 – Owner’s Authorization (if applicant is not the owner of the property)
- Completed Form H - Soil Contamination Review
- Complete *Building Code Analysis*
- Letters of Assurance (signed & sealed)
  - Schedule A
  - Schedule B for:
    - Architectural
    - Structural
    - Mechanical\*
    - Geotechnical
    - Plumbing\*
    - Fire Suppression Systems\*
    - Electrical\*\*
- Proof of professional liability insurance for each registered professional
- 2 sets construction drawings (dated, signed & sealed)
  - Architectural
  - Structural
  - Plumbing\*
  - Mechanical\*
  - Electrical\*
  - Site Services\*
- Geotechnical Investigation Report, signed & sealed
- South Fraser Health Region approval, if required for sewage disposal
- Engineering Requirements Sheet and Graph, signed and sealed, and an additional four sets of drawings for services\*
- Plumbing fee calculations\*
- Non-refundable deposit, based on construction value

\* if applicable

\*\* if an electrical engineer is required

For further application requirements and information, please click on the hyperlinks:

[Building Permit Application](#)

[Building Code Analysis](#)

[Form H - Soil Contamination Review](#)

[Schedule 2 - Owner's Undertaking](#)

[Schedule 3 - Owner's Authorization](#)

