

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

All buildings exceeding 400 m² 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)
- 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](#)

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

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

