



BUILDING PERMIT APPLICATION INFORMATION

Many home renovations require a Building Permit. Failure to acquire a permit **BEFORE** starting will result in a double fee.

BUILDING PERMITS ARE REQUIRED BEFORE YOU:

- Renovate, repair or add on to an existing building
- Construct a new home
- Construct a new accessory building or structure greater than 10 m² (107 ft²)
- Remove, relocate, alter or construct interior walls
- Complete a previously unfinished area in an existing building
- Construct, reconstruct, cover or enclose a porch or sun deck
- Demolish, relocate or move a building
- Construct a swimming pool, hot tub or spa pool deeper than 1 metre (3.28 ft.)
- Construct retaining walls over 1 metre (3.3 ft.) or more in height (professional engineering required)
- Construct a fence over 2 metres (6.56 ft.) or higher in height
- Make plumbing additions or alterations
- Any inspections listed in Section 12.1 of Bylaw No. 1150 requires a permit
- All seawalls, even if they are less than the 1m height.

BUILDING PERMITS ARE NOT REQUIRED FOR MINOR NON-STRUCTURAL MODIFICATIONS SUCH AS:

- Cabinet replacement
- Painting
- Flooring
- Roofing repairs or re-roofing (third party inspection recommended)
- Decorative finish repair
- Retaining walls under 1 metre in height
- Fences under 2 metres in height; in residential zones 1.2 meters front yard, 1.9 metres other areas
- Landscaping (with the exception of irrigation systems). A construction permit may be required in some instances. *Please contact the Planning Department to confirm requirements and review applicable policies within the Official Community Plan (OCP).*
- Accessory building under 10 m², not more than 1 storey, with no services

APPLYING FOR A BUILDING PERMIT:

All applications for a Building Permit can be made at the Planning and Community Services Department. Application forms can be picked up at the Municipal Hall during regular working hours or found at the end of this document.

At the time of application the applicant must provide:

- Completed building permit application form
- One set of the site plan
- One set of the construction drawings
- Homeowner Protection Office approval (single family dwelling) *
- Vancouver Island Health Authority septic approval (single family dwelling) if applicable

- Engineering Schedule B from BC Building Code and Schedule D from DNS Bylaw 1150 for any manufactured products, i.e. trusses, joists, manufactured beams, etc.
- Schedule "A" from BC Building Code, if multiple professionals (architects, engineers) are required
- Proof of Liability Insurance if Schedule D from DNS Bylaw 1150 is required
- Schedule "C", *Owners Acknowledgement*, from DNS Bylaw 1150
- Certificate of title including copies of all covenants, easements and rights of ways
- A fee for processing the plans, as stated in Section 5.9 of Building and Plumbing Bylaw 1150

** Residential Builder licensing or owner builder applications can be made by contacting the Homeowner Protection Office.*

Details on the information to be shown on the site plan and construction drawings can be seen on the Building Permit Application Form.

Applications for building permits will not be accepted until all the information is provided. This measure has been put in place to ensure that valuable documents are not misplaced. It also prevents any expectation that incomplete applications will be processed despite missing documentation.

Once an application is received, staff will undertake a complete review of plans for compliance with the District's bylaws and the BC Building Code. Applications are processed in the order that they are received. Typically, it will take approximately 3 weeks to review the application depending on:

- Volume of applications
- The complexity of the project
- The accuracy of the application
- If a development variance permit, covenant, or rezoning is required
- The compliance of the plans with the applicable zoning and other bylaws including the BC Building Code
- During peak periods of construction activity, the estimated times for processing a permit may be exceeded

Following a review of the Building Permit Application, the Building Inspector will prepare the permit for issuance and notify the applicant. The permit will be issued once all the required fees and deposits are submitted, and may include:

- Balance of Building Permit fees
- Any Engineering Fees & Deposits
- Off Site Costs *
- Contractors Liability Insurance Certificate
- Development Cost Charges - CRD Water or Sewer

* A Letter of Credit may be submitted in lieu of cash for amounts.

BUILDING PERMIT APPLICATION

The following items can be required* as part of your building permit application:

- The Building Permit Application form (pg. 4) must be completed prior to submission. It includes a checklist detailing what type of drawings are required and what should be shown on each drawing. If you are unsure of what information you need to provide, please feel free to contact a building inspector to discuss it.
- One set of the site plan.

- One set of the construction drawings.
- Recent Certificate of Title (not more than 30 days old) including copies of all charges. Charges include covenants, easements and statutory right of ways. For further information on how to obtain a Certificate of Title, please contact the Land Title Office.
- Schedule “C” , , *Owners Acknowledgement*, from DNS Bylaw 1150 - This is the owner’s undertaking and is required for all building permit applications.
- Schedule “D”, from DNS Bylaw 1150 - Registered professional's proof of insurance coverage.
- Homeowner Protection Office Approval – Proof of third party home warranty insurance is required for all new residential construction. Building permits for this type of construction **cannot be issued prior** to receipt of an approved Homeowner Protection Office (HPO) warranty or owner builder approval. Building permit applications will be accepted in advance of the proof of home warranty insurance providing the owner or licensed builder signs an undertaking acknowledging that a building permit will not be issued until proof of warranty or owner builder approval is provided. Please visit the [Homeowner Protection Office](#) website for further information.
- Professional Letters of Assurance – If any manufactured products such as trusses or “I” joists are being used in the construction project then Engineering Schedule B of the BC Building Code is required.
- Schedule “A” from BC Building Code – If you are using more than one engineer on the construction project, then a completed Schedule A is required.
- Vancouver Island Health Authority Approval – For properties not connected to sewer, approval of the septic system is required for all new residences and renovations that increase the number of plumbing fixtures. For further information on approval of septic systems, please visit the [Vancouver Island Health Authority](#) website.
- A fee for checking the plans. The final building permit fee will be determined after the review of the plans and must be paid prior to the issuance of the building permit.

* The actual requirements depend on the type of construction. Not all of this information and applications may be needed for smaller renovation projects or repairs to existing structures. Please feel free to contact a Building Inspector to discuss the requirements for your project.

BUILDING PERMIT SUBMISSION REQUIREMENTS - MUNICIPAL SERVICING FOR NEW AND EXISTING DWELLINGS

The Engineering Group within the Infrastructure Services Department reviews all building permits for connection to municipal services. The information required for municipal servicing submission is provided in the Building Permit Application form and repeated below for clarity. **A singular site plan** with the information below is required in order to be accepted for review.

Site Plan Information	Required	Submitted (Y/N)
North arrow and scale, date, property address, current zoning	Yes	
Lot area and dimensions, right-of-ways, easements	Yes	
Dimensions & setbacks of proposed & existing buildings & structures and proposed & existing driveways (including driveway grade)	Yes	
Natural and finished grades of site (5 m contours), at buildings, retaining walls. If proposed storm water connection is to municipal ditch then provide ditch profile	Yes	
Locate all existing & proposed water lines, wells, septic fields, sanitary & storm drain facilities, including sizes and minimum slope	Yes	
Locate high water mark, top of bank, natural boundaries, watercourses & riparian area on or within 30 m of property	Yes	
Storm water management system and surface permeability	(if applicable)	

*Identical requirements listed on Building Permit Application Form

Incomplete submissions will not be reviewed and the applicant will be notified by District Administrative staff to resubmit. The applicant is required to revise and resubmit the site plan with all required information.

Applicants are required to locate all existing services. Applicants are reminded that all existing municipal services will be required to be brought up to current standards prior to issuance of a permit.

Reference Bylaws: Bylaw No. 1150 Building and Plumbing Bylaw
 Bylaw No. 544 Engineering Works and Services Bylaw
 Bylaw No. 246 Subdivision and Development Control Bylaw
 Bylaw No. 1164 Sewer Extensions and Connections



1620 Mills Road, North Saanich BC V8L 5S9

250-655-5470 Fax 250-656-0782 www.northsaanich.ca

Building Inspection Services
Building Permit Application

Submit to bppapplication@northsaanich.ca

Description of Property

Civic Address _____ PID _____

Legal Lot _____ Block _____ Section _____ Range _____ Plan _____

Contacts

Please print clearly

Applicant

Inspection Report
Manual Copy []
E-mail Copy []

Form with fields: Name, Company, Address, City, E-mail, Postal Code, Phone, Cell, Fax

The undersigned owner/authorized agent of the owner makes an application as specified herein, and declares that the information submitted in support of the application is true and correct in all respects.

Form with fields: Applicant's Signature (required), Date

Owner A completed Schedule "C" is also required

Inspection Report
Manual Copy []
E-mail Copy []

Form with fields: Name, Company, Address, City, E-mail, Postal Code, Phone, Cell, Fax

Contractor

Inspection Report
Manual Copy []
E-mail Copy []

Form with fields: Name, Company, E-mail, Phone, Fax, Business Licence #

Any personal information provided in this application is collected for the purpose of administering the Local Government Act, and the bylaws of the municipality under the Local Government Act, and under the authority of those enactments. Questions about the collection of the information may be directed to the Freedom of Information Officer.

Building Permit Application Fees

Application for New SFD - \$250.00

Application for Other Than New SFD (0.625% of declared value- minimum \$100, maximum \$2000)

Application for Sign Permit - no charge

Demolition Application - no charge

Application fees are credited toward building permit fees

Forms of payment accepted:

CASH

CHEQUE

INTERAC

Development Details

Construction

Type New Addition Renovation Demolition Sign _____

Building Use SFD Acc. Bldg. Multi-Res Commercial Industrial Secondary Suite Guest Cottage

Describe Proposal _____

Current Zoning _____ (If proposed construction not permitted by current Zoning, other approvals may be required.)

Services Septic or Municipal Sewer Storm Drain Connection or Alternative acceptable to the Municipality

Value of Construction \$ _____

Information Required for Submission

Consult with staff to determine non-applicable (N/A) items. Additional information may be requested during application review.

Req'd	Rec'd	Documents	Req'd	Rec'd	Plans	Details
✓		Copy of Certificate of Title Obtained from Land Titles Office	✓		1 (ONE) SET of PLANS REQUIRED	
✓		Covenants, Easements, and Rights-of-way Obtained from Land Titles Office	✓		Site Plan metric only at scale of 1:100	North arrow and scale, date, property address, current zoning
		Development Permit Area Obtain DP from Planning if identified in OCP.				Lot area and dimensions, rights-of-way, easements
		Secondary Suite Permit				Dimensions & setbacks of proposed & existing buildings & structures and proposed & existing driveways
		Home Protection Office Documents (HPO) For all new house construction				Location & dimensions of all vehicle parking.
		Health Authority Approval For on-site septic disposal permits				For Commercial/Industrial Parking include numbering, disabled persons' parking, vehicle stops & loading
		Pre-Construction Energy Compliance Report For all new construction under 9.36.5 or 9.36.6 BCBC				Natural & finished grades of site, at buildings & retaining walls
		Driveway Access Permit For new or widened driveway over boulevard			Locate all existing & proposed water lines, wells, septic fields, sanitary sewer & storm drain facilities, including sizes	
✓		Schedule C (Building Bylaw)	✓		Floor Plans min. scale 1:100 or 1/4" = 1 foot	Locate high water mark, top of bank, natural boundaries, watercourses & riparian area on or within 30 m of property
		Schedule B (Building Code) Letters of assurance for manufactured products such as trusses and I joints				Above ground services. Show location of any heat pumps.
		Schedule A (Building Code) Required if multiple Engineers	✓		Elevations min. scale 1:100, 1:50 or 1/4" = 1 foot	Storm water management and surface permeability
		Schedule D (Building Bylaw) Must accompany any required Letters of Assurance				Development Summary data box for calculations & setbacks including Floor Area Ratio (FAR) and Lot Coverage (%)
		Hazardous Materials Assessment & Abatement Report For buildings prior to 1990				Detailed foundation plan with dimensions
✓		Owner's Authorization If applicant is not the owner	✓		Building Section min. scale 1:100 1:50 or 1/4" = 1 foot	Uses & dimensions of all floor areas, floor joists, beams & roof
			✓		Zoning Data	Window and door sizes & locations, bedroom window egress
						Smoke alarms, plumbing fixtures, fireplaces, heating
						Building finishes and materials
						For Commercial/Industrial include exterior colours
						Natural and finished grade & floor(s)
						Roof Height Calculation as per Zoning Bylaw #1255
						Roof slopes, finish, chimneys and roof top equipment
						Exterior finishes and details, windows and doors
						Spatial separation calculations
						Wall section with details of footing, foundation, slab, exterior wall, rain screen details, insulation, floor assemblies and roof construction
						Building section with dimensions and geodetic elevations
						Floor Area Ratio – Site Coverage



TREE PERMIT APPLICATION FORM

IMPORTANT: Do not schedule a tree contractor before obtaining your permit. Your permit will be required to be displayed in a visible location at least 48 hours prior to commencing work.

Property Information

Property Address:

Owner Name:

Address:

Email: Phone:

The owner(s) of the above property, hereby authorize and appoint as our agent for the purposes of the submitted application. All communication and correspondence regarding this application shall be directed to the applicant/agent.

Owner's Signature: _____

Applicant/Agent

Name:

Address:

Company Name:

Email: Phone:

Site Information

1) Do the tree(s) have shared ownership? Yes No Possibly
If yes and you are applying for a removal permit, please complete and submit an [owner's authorization form](#)

2) Property access: Are there any special circumstances that would prevent or limit access to the tree (e.g., locked gate or dog)? Yes No
 If yes, please describe

3) How are the tree(s) identified on site (e.g., flagging tape or ribbon)?

Note: District staff will come to review your request during business hours. You do not need to be home.

Note: If applying to remove multiple trees, write tree # on ribbon corresponding with the table on page 2.

Unless exempted or providing an arborist report applicants must provide:

A **site plan** indicating where the tree(s) is/are located on the property. Please attach an aerial image of your property or a sketch with the location of the trees indicated with tree #(s) corresponding with the table on page 2. You can get an aerial image of your property from North Saanich's GIS tool at northsaanich.ca/GIS or from the municipal hall.



Application related to development

Is your property subject to a District permit or application related to development?			
<input type="checkbox"/> Yes	Please state the permit type		and number
<input type="checkbox"/> No			
Additional information included			
<input type="checkbox"/> Arborist report	<input type="checkbox"/> Tree survey		
<input type="checkbox"/> Tree management plan	<input type="checkbox"/> Preliminary lot grading and servicing		
<input type="checkbox"/> Tree replacement plan	<input type="checkbox"/> Arborist letter of undertaking		
<input type="checkbox"/> Arborist confirmation of the installation of tree protection fencing			

Work Requested

NOTE: this section is not required if submitting an arborist report with your application

Tree # (see site plan)	Species (if known)	Diameter (cm)	Reason for removal*

Attach a separate list if you require more space.

Reason for tree removal request

<input type="checkbox"/> Annual removal allowance (12 trees/hectare or 5 trees/acre) Protected trees are not eligible.	<input type="checkbox"/> Construction of principal building*
<input type="checkbox"/> Construction of a building, structure, or other improvement*	<input type="checkbox"/> High or extreme risk tree*
<input type="checkbox"/> Dead or >50% crown dead	<input type="checkbox"/> Invasive species (declared by the Province of BC or the Invasive Species Council of BC)
<input type="checkbox"/> Within 2 metres of a foundation wall	<input type="checkbox"/> Causing infrastructure damage*
<input type="checkbox"/> Wildfire hazard*	<input type="checkbox"/> Emergency removal for imminent danger*
Other/comments:	

***The District may require additional information or reports from qualified professionals during the application review.**

Fees

Permit fees will be determined during the review of your application. Depending on whether the application is for residential or development, there may be different fees involved. Please see the [Fees & Charges Bylaw](#)

Owner Signature _____ Date

Name (please print)

Any personal information provided in this application is collected for the purpose of administering the Local Government Act, and bylaws of the municipality under the Local Government Act, and under the authority of those enactments. Questions about the collection of the information may be directed to the Freedom of Information Officer foi@northsaanich.ca

DISTRICT OF NORTH SAANICH
BUILDING AND PLUMBING BYLAW 1150
SCHEDULE C

OWNER'S ACKNOWLEDGEMENTS

I acknowledge that the owner of the land in respect of which this permit is issued is solely responsible for carrying out the work authorized by this permit in accordance with the Building Code and other applicable laws respecting safety, including the requirements of the Building Code in relation to soil conditions for building foundations.

I acknowledge that the owner of the land is also solely responsible for determining whether the work authorized by this permit contravenes any covenant, easement, right of way, building scheme or other restriction affecting the building site, and whether the work requires the involvement of an architect under the *Architect's Act* or an engineer or geoscientist under the *Engineers and Geoscientists Act*.

I acknowledge that the District of North Saanich provides a limited monitoring service in relation to building construction and does not, by accepting or reviewing plans, inspecting construction, monitoring the inspection of construction by others, or issuing building or occupancy permits, make any representation or give any assurance that the construction authorized by this permit complies in any respect with the Building Code or any other applicable laws respecting safety.

If the District of North Saanich has so indicated on this permit application, I acknowledge that the District will issue the permit in reliance on the certification of a registered professional, engaged by me to provide such a certification, that the plans for the work, authorized by the permit comply with the Building Code and other applicable enactments, and that the fee for the permit has been accordingly reduced. I acknowledge that the District, by issuing this permit or any occupancy permit, makes no representations to me or any other person as to any such compliance.

Name of Registered Owner (please print)

Signature of Registered Owner or
Authorized Signatory of Corporate Owner

Date of Acknowledgement

Name of Authorized Signatory

Project Address

Building Permit Number

FOR OFFICE USE ONLY	
DATE:	

DISTRICT OF NORTH SAANICH
BUILDING AND PLUMBING BYLAW 1150
SCHEDULE D

REGISTERED PROFESSIONAL'S PROOF OF INSURANCE COVERAGE

**(This document requires the attachment of a current certificate of insurance coverage
and may not be altered in any way.)**

District of North Saanich

Attention: Senior Building Official

Address of Project: _____

Legal Description of Project: _____

The undersigned hereby gives assurance that:

1. I have fulfilled my obligation to obtain a policy of professional liability or errors and omissions insurance as required by section of Building and Plumbing Bylaw No. 1150, 2007;
2. I have enclosed a copy of my certificate of insurance indicating the particulars of such coverage;
3. I am a registered professional as defined by section 1.1.3.2 of the British Columbia Building Code; and
4. I will notify the Senior Building Inspector immediately if this insurance coverage is reduced or terminated at any time during construction.

Signature

Print Name

Name of Firm

Date

Attachment: Certificate of Insurance

Owner's Authorization



District of North Saanich
 Planning & Development Services
 1620 Mills Road, North Saanich BC V8L 5S9
 tel 250-655-5470 fax 250-656-0782
www.northsaanich.ca

This form may be used in conjunction with Development Applications where the owner is authorizing an agent to submit an application and liaison with the municipality on his/her behalf.

Description of Property

Civic Address _____

Legal Lot _____ Block _____ Section _____ Range _____ Plan _____

Authorization

Authorization *The owner(s) of the above property, hereby authorize and appoint* _____ *Print Name*
as our agent for the purposes of the submitted application. Permit No. _____
All communication and correspondence regarding this application shall be directed to the applicant.

Owner(s)

Please print clearly.

Owner Name (or Company Representative with Signing Authority)		Company	
Address		City	
Phone	Fax	Postal Code	
Registered Owner Signature (or Company Representative with Signing Authority)		Date	

Owner Name (or Company Representative with Signing Authority)		Company	
Address		City	
Phone	Fax	Postal Code	
Registered Owner Signature (or Company Representative with Signing Authority)		Date	

Owner Name (or Company Representative with Signing Authority)		Company	
Address		City	
Phone	Fax	Postal Code	
Registered Owner Signature (or Company Representative with Signing Authority)		Date	

Any personal information provided above is collected for the purpose of administering the Local Government Act, the bylaws of the municipality under the Local Government Act, and under the authority of those enactments. Questions about the collection of the information may be directed to the Freedom of Information Officer.

BC ENERGY COMPLIANCE REPORT - PERFORMANCE PATHS FOR PART 9 BUILDINGS

For Buildings Complying with Subsection 9.36.5. or 9.36.6. of the 2018 BC Building Code (see BCBC Article 2.2.8.3. of Division C)

A: PROJECT INFORMATION

Building Permit #: _____ **Building Type:** _____
Builder: _____ **If Other, Please Specify:** _____
Project Address: _____ **Number of Dwelling Units:** _____
Municipality / District: _____ **Climate Zone:** _____
Postal Code: _____ **Floor Area of Conditioned Space (m²):** _____
PID or Legal Description: _____

BC Building Code Performance Compliance Path (select one):

9.36.5. ➔ Complete Sections A, B, C, & E
 9.36.6. ➔ Complete Sections A, B, D, & E

Software Name: _____ **Version:** _____ **Climatic Data (Location):** _____

B: BUILDING CHARACTERISTICS SUMMARY (see BCBC Clause 2.2.8.3.(2)(b) of Division C)

	DETAILS (ASSEMBLY / SYSTEM TYPE / FUEL TYPE / ETC.)	EFFECTIVE RSI-VALUE / EFFICIENCY
EXTERIOR WALLS & FLOOR HEADERS		
ROOF / CEILINGS		
FOUNDATION WALLS, HEADERS, & SLABS	Slab Is: <input type="checkbox"/> Below OR <input type="checkbox"/> Above Frost Line AND <input type="checkbox"/> Heated OR <input type="checkbox"/> Unheated	
FLOORS OVER UNHEATED SPACES		
FENESTRATION & DOORS	FDWR: _____ %	
AIR BARRIER SYSTEM & LOCATION		
SPACE CONDITIONING (HEATING & COOLING)		
SERVICE WATER HEATING		
VENTILATION		
OTHER ENERGY IMPACTING FEATURES		

Based on information provided by the builder and drawings prepared by _____, dated _____.

C: 9.36.5. ENERGY PERFORMANCE COMPLIANCE (see BCBC Clause 2.2.8.3.(2)(c) of Division C)

Complete this section only if using the Energy Performance Compliance Path in Subsection 9.36.5.

PROPOSED HOUSE RATED ENERGY CONSUMPTION (GJ/YEAR)	
HVAC	
Hot Water Heating	
SUM	

REFERENCE HOUSE RATED ENERGY TARGET (GJ/YEAR)	
HVAC	
Hot Water Heating	
SUM	

The airtightness value used in the energy model calculations for the Proposed House is:

4.5 ACH @ 50Pa 3.5 ACH @ 50Pa **OR** Tested At _____ ACH @ 50Pa

The above calculation was performed in compliance with Subsection 9.36.5. of Division B: Yes No

D: 9.36.6. ENERGY STEP CODE COMPLIANCE (see BCBC Sentence 2.2.8.3(3) of Division C)

Complete this section only if using the Energy Step Code Compliance Path in Subsection 9.36.6.

Proposed House Rated Energy Consumption (GJ/year): _____ Reference House Rated Energy Target (GJ/year): _____

METRIC	UNITS	REQUIRED	PROPOSED
Step Code Level	Step 1, 2, 3, 4, or 5		
Mechanical Energy Use Intensity (MEUI)	kWh/(m ² -year)	(max)	
ERS Rating % Lower Than EnerGuide Reference House, <i>where applicable</i>	%	(min)	
Thermal Energy Demand Intensity (TEDI)	kWh/(m ² -year)	(max)	
Airtightness in Air Changes per Hour at 50 Pa differential	ACH @ 50 Pa	(max)	
Step Code Design Requirements Met: <input type="checkbox"/> Yes <input type="checkbox"/> No			

The above calculation was performed in compliance with (see BCBC Clause 2.2.8.3.(2)(e) of Division C)

Select One:

- Subsection 9.36.5.,
- The Passive House Planning Package (PHPP), version 9 or newer, and the energy model was prepared by a Certified Passive House Designer or Certified Passive House Consultant,
- The EnerGuide Rating System (ERS), version 15 or newer, or
- The applicable requirements of NECB Part 8 and the City of Vancouver Energy Modelling Guidelines.

E: COMPLETED BY

Full Name (Print): _____
 Company Name: _____
 Phone: _____
 Address: _____
 Email: _____
 Date (dd/mm/yyyy): _____

If applicable, enter ERS information:
 Advisor ID Number: _____
 Service Organization: _____
 EnerGuide P #: _____

SUPPLEMENTARY INFORMATION

Supplementary information is not required for Code Compliance but may be requested by the local municipality/district.

Where applicable, all metrics within Section F are calculated with baseloads included. If required, complete the applicable sections below.

F: OTHER ENERGY MODELLING METRICS

#	METRIC	UNITS	REFERENCE HOUSE	PROPOSED HOUSE
1	Airtightness NLA@10Pa	cm ² /m ²		
2	Rated Greenhouse Gas Emissions	kg/year		
3	Rated Greenhouse Gas Intensity	kg/m ² /year		
4	Rated Energy Use Intensity	GJ/m ² /year		
5	Peak Thermal Load (PTL)	W/m ²		
6	% of the Building's Conditioned Space Served by Space-Cooling Equipment	%		
7	% Lower Than Reference House With Baseloads Included	%		

#	ENERGY SOURCE	REFERENCE HOUSE ENERGY CONSUMPTION (GJ/YEAR)	PROPOSED HOUSE ENERGY CONSUMPTION (GJ/YEAR)
8	Electricity		
	Natural Gas		
	Propane		
	District Energy		
	On-Site Renewables		
	Other:		
	TOTAL		

G: OPTIONAL CERTIFICATIONS

PENDING:

BUILTGREEN®, Level: _____

Certified Passive House

CHBA Net Zero House

ENERGY STAR® for New Homes

LEED® for Homes

R2000

Other: _____



PLUMBING PERMIT CHECKLIST

PROJECT ADDRESS: _____

TYPE OF BUILDING New Single Family Dwelling **BP #** _____
 Addition/Renovation to Single Family Dwelling
 Accessory Building
 Other _____

COMPANY: _____ **T.Q#** _____

CONTACT NAME: _____ **PHONE#:** _____

EMAIL: _____

NUMBER	FIXTURE	CODE	UNIT PRICE
	Floor Drain	PLBG1	\$15.00
	Lavatory	PLBG2	\$15.00
	Tub (with or without shower)	PLBG3	\$15.00
	Shower	PLBG4	\$15.00
	Water Closet	PLBG5	\$15.00
	Sink – Kitchen	PLBG6	\$15.00
	Clothes Washer	PLBG7	\$15.00
	Hot water Tank	PLBG8	\$15.00
	Sink – Laundry	PLBG10	\$15.00
	Sink – Bar	PLBG11	\$15.00
	Bidet	PLBG12	\$15.00
	Sink – Utility	PLBG13	\$15.00
	Dishwasher (if separate trap)	PLBG14	\$15.00
	Hose Bibb	PLBG15	\$15.00
	Drinking fountain	PLBG16	\$15.00
	Urinal	PLBG17	\$15.00
	Dental Cuspidor	PLBG18	\$15.00
	Icebox	PLBG19	\$15.00
	Other fixture:	PLBG9	\$15.00
	Irrigation system on private property	IRRI-1	\$50.00
	Irrigation system on private/public property	IRRI-2	\$100.00
	Interior Roof Leader	ROOF-1	\$15.00
	On-site sewage disposal	SEPTIC	\$15.00
	Sanitary sewer	SEWER1	\$40.00
	Storm sewer	STORM	\$30.00
	Waterline	WTRL-1	\$25.00
	Sprinkler systems (1 to 8 heads)	SPRIN1	\$25.00
	Add'l 10 sprinkler heads	SPRIN2	\$20.00
	Backflow prevention device	SPRBF	\$50.00
	Standpipe hose outlet	SPHOSE	\$5.00
	Site Servicing on Strata Developments – 1¼ % of the cost of actual construction	PLBG20	Building Inspector to verify cost

*For online submissions, please send this completed checklist to
bpapplication@northsaanich.ca*