



Regional District of Kootenay Boundary

202 - 843 Rossland Avenue
Trail, British Columbia, Canada V1R 4S8
Tel. (250) 368-9148 / Fax (250) 368-3990
Toll Free: 1-800-355-7352

HOW TO OBTAIN A BUILDING PERMIT

1. Complete building permit application form;
2. On the application form, draw to scale the proposed construction indicating all distances, property lines, lot dimensions, including other buildings or any water courses on the property.
3. Locate and stake out all property lines, if unable to locate, you may be required to have your property re-posted or surveyed;
4. Submit two sets of plans drawn to scale and indicate all measurements;
Plans to include:
 - Site plan;
 - Basement plan;
 - Floor plan;
 - 4-elevation views;
 - Cross section view;
 - Plumbing schematic showing:
 - drain, waste and vent piping – sizes and length;
 - water distribution system – including pipe sizes and valves.
5. Stamped engineered truss drawings and truss layout required prior to issuance of permit;
6. Obtain a Highway Access Permit – Access Centre, 1040 Eldorado Street, Trail, B.C. V1R 3V7, Telephone (250) 364-0742 and Fax (250) 442-5481 (if applicable);
7. Obtain a Sewage Disposal Permit – Kootenay Boundary Community Health Services Society, 1051 Farwell Street, Trail, B.C. V1R 4S9, Telephone (250) 364-0511 and Fax (250) 364-0580 (if applicable);
8. We require a copy of any Restrictive Covenants or similar documents such as Statutory Building Schemes;
9. Submit the required **Home Protection Office** forms – Telephone (604) 646-7050 or 1-800-407-7757 and Fax (604) 646-7051 (if applicable).



VILLAGE OF FRUITVALE

APPLICATION FOR BUILDING PERMIT

Village of Fruitvale
1930A Columbia Gardens Rd.
Fruitvale, B.C. VOG 1L0
Phone: (250) 367-7551/Fax: (250) 367-9267

Building Official:
Regional District of Kootenay Boundary
202 – 843 Rossland Avenue
Trail, B.C. VIR 4S8
Phone: (250) 368-9148/Fax: (250) 368-3990

DATE: _____

This form must be submitted for all new construction, alterations, additions, repairs, demolition, or moving a mobile home or building.

To be completed by applicant::

The undersigned hereby applies for a Building Permit under all applicable bylaws, according to the following specifications and accompanying plans: (Please note reminders on back page)

1. Name of owner _____ Mailing Address _____
Street address _____
Legal Address: Lot _____ Block _____ Plan _____ D.L. _____
2. Name of Contractor _____ Mailing Address _____
Residential Builders' License No. _____ Expiry Date _____
(required for new residential buildings)
Name of Architect _____ Mailing Address _____
3. Purpose of building _____ If dwelling, for how many families _____
4. Type of building: New Building Mobile Home Addition Repair Demolition
Moving a building Accessory building Renovation
5. Dimensions of building: Main floor area _____ sq. ft. Front _____ Depth _____
6. No. of storeys _____ Height from average grade to highest point of building _____
7. Estimated cost \$ _____ (total cost of material and labour, exclusive of land).

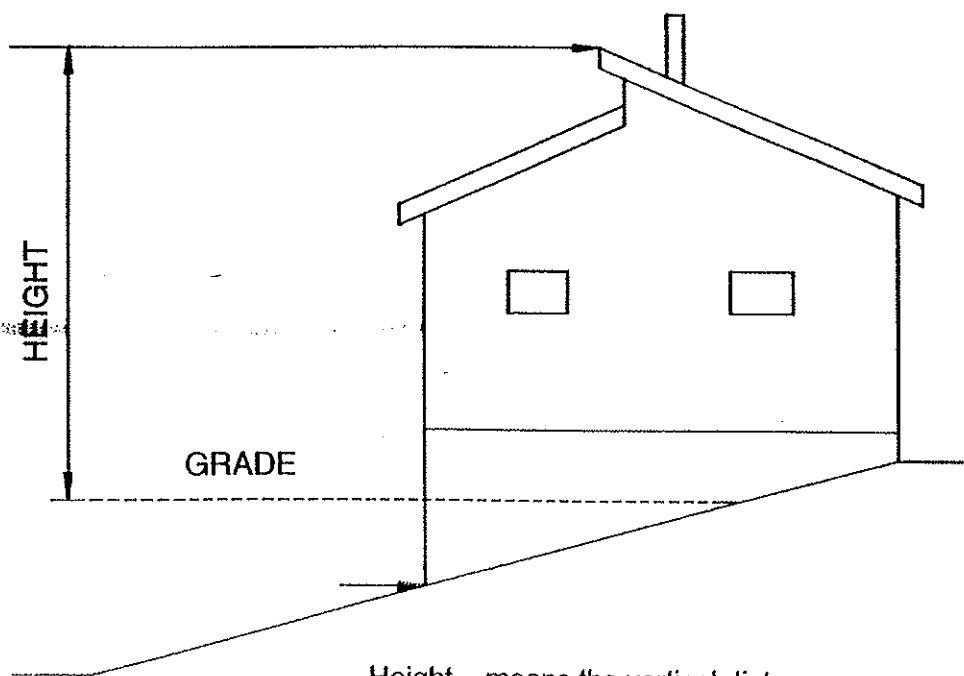
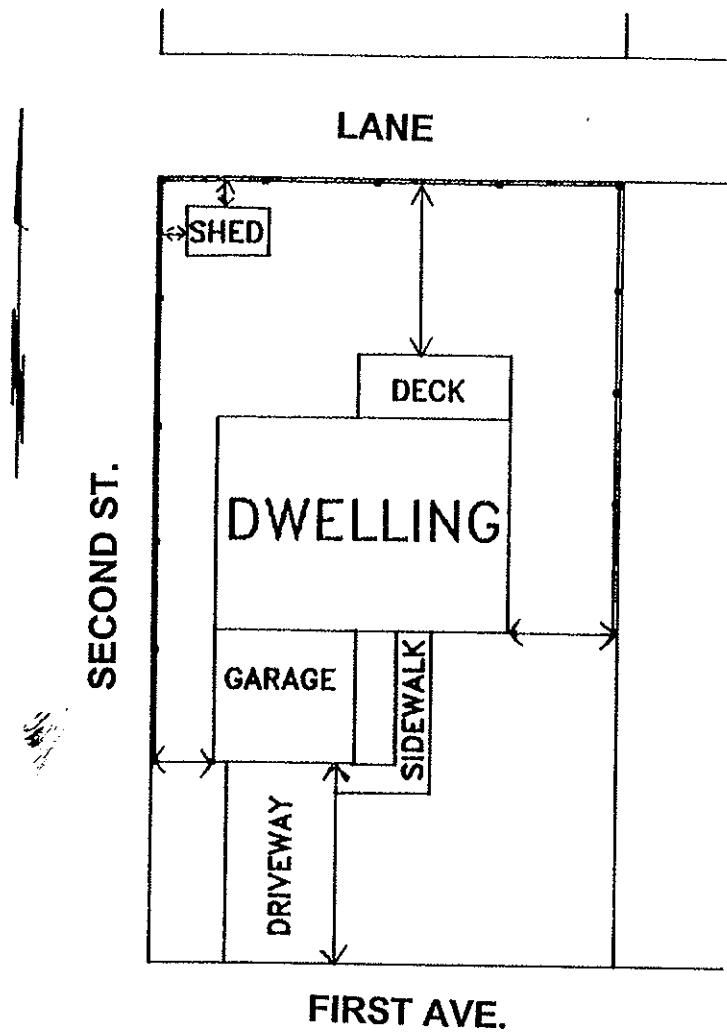
In consideration of the granting of this permit, the undersigned: (a) releases the Village of Fruitvale and those acting on behalf of the Village of Fruitvale from all claims and expenses which the undersigned may have or incur as a result of the issue of this permit or the enforcement or non-enforcement of the Village of Fruitvale Bylaws or of the British Columbia Building Code; (b) indemnifies the Village of Fruitvale from all such claims and expenses which may be made by any other person; and (c) acknowledges that the Village of Fruitvale owes no duty of care to the undersigned or any one else in respect of these matters. When requesting an inspection, the owner or contractor must give 48 hours notice upon completion of the work. I/We have read the above agreement, release and indemnity and understand it.

Signature of owner or authorized representative: _____

Address: _____ Phone No. _____

Fax No. _____

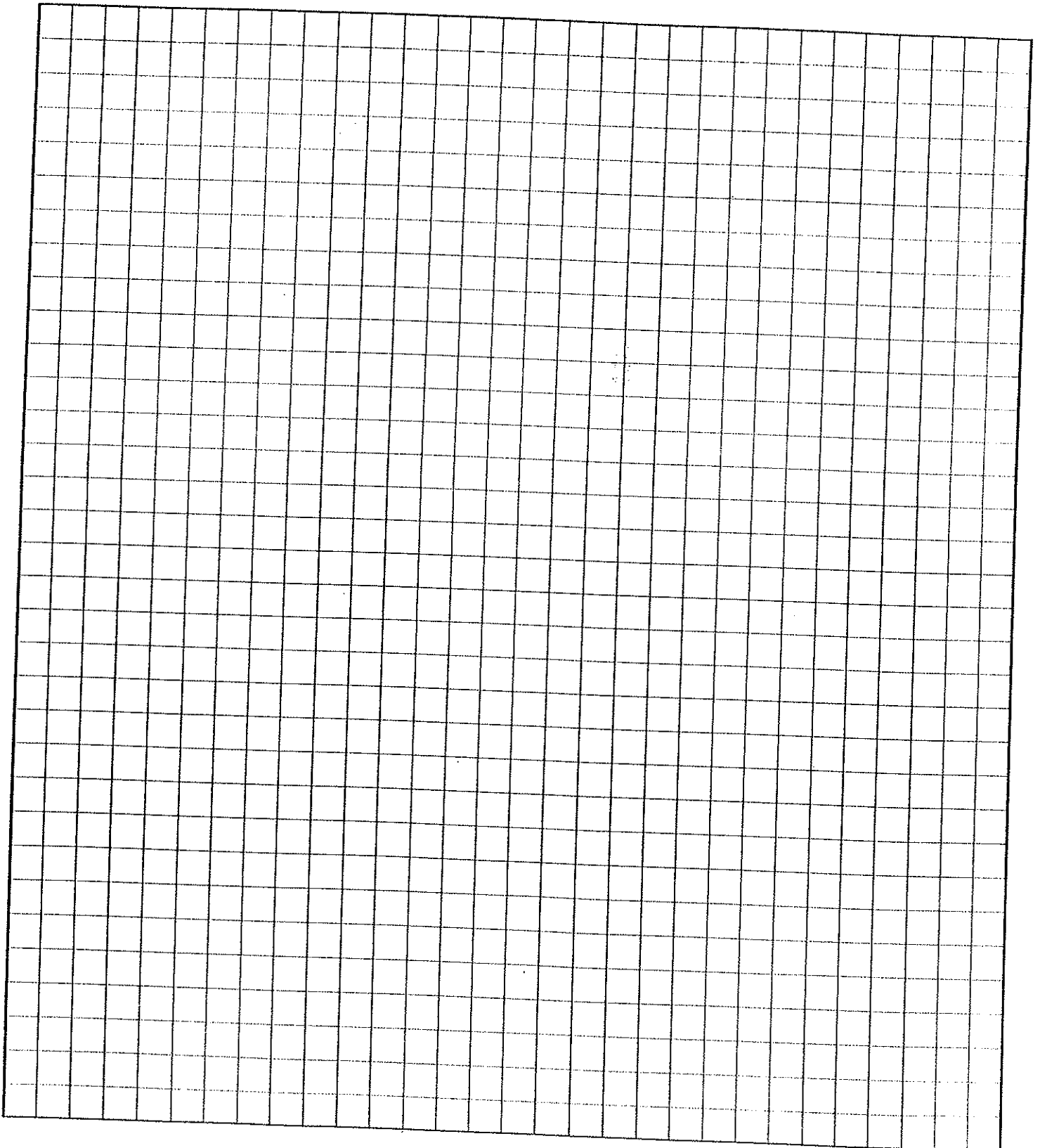
SAMPLE DRAWINGS



Height – means the vertical distance measured from the average finished ground level at the perimeter of the building or structure to the highest point.

BUILDING SITE PLAN

1. Draw proposed location of home or building and all existing buildings on space provided below, and show distances to all PROPERTY LINES. Also show north arrow.
2. Show location of street access, and names of streets.
3. Show location and distances of any water courses.



REMINDERS

1. It is an offense to commence construction without a Building Permit.
2. Submitting this application does not authorize the Owner to commence construction;
3. It is the Owner's responsibility to obtain the Building Permit and notify the Building Inspector when construction is to commence;
4. Before a Building Permit can be issued, it is necessary for the Owner to obtain the written approval of the Medical Health Officer for the system of sewage disposal where such is required and to obtain a Highway Access Permit where such is required.
5. An inspection request with minimum of 48 – 72 hours notice (as per relevant building bylaw) must be made:
 - Prior to placing concrete in the footings;
 - After installation of drain tiles/damproofing/before backfilling;
 - When framing is completed;
 - Insulation and vapour barrier completed;
 - Before any part of plumbing system covered;
 - Occupancy permit is required prior to occupancy of a building.
6. An Occupancy Permit is required prior to commencing occupancy of a building.

FOR OFFICE USE ONLY

Zoning: _____

Zoning Bylaw Compliance:

- | | | |
|---------------------|----|----------------|
| • Present Land use: | OK | NON-CONFORMING |
| • Intended land use | OK | NON-CONFORMING |
| • Siting/Setbacks | OK | NON-CONFORMING |
| • Floodplain | OK | NON-CONFORMING |
| • Height | OK | NON-CONFORMING |
| • Area | OK | NON-CONFORMING |

Building Bylaw Compliance:

- | | | | |
|-------------------------|-----|----|--------------|
| • Highway Access Permit | YES | NO | NOT REQUIRED |
| • Health Sewage Permit | YES | NO | NOT REQUIRED |

APPROVALS		RECOMMENDATIONS/COMMENTS	
	SIGNATURE	DATE	
DRIVEWAY			
WATER			
SEWER			
OFFICE			