

**Phone number: 766-6675**

**How much does a building permit cost?**

- Building Permit costs are based on the value of construction. The minimum fee is \$100.00. Fees are 1.2% of the value of construction. In addition, plumbing permit fees are \$10.00 per plumbing fixture.

**Why do I need a building permit?**

- Building Regulations Bylaw 1070, 2018 requires permits for all work regulated under this bylaw.

**What do I get for my building permit fee?**

- Confirmation through the plan checking process and inspections that the construction meets the minimum requirements of the Zoning Bylaws, the Official Community Plan, the Building Regulations Bylaw, Subdivision and Development Servicing Bylaw and the current edition of the B.C. Building Code.

**How long does it take to get a building permit?**

- Approximately 4-6 weeks after receipt of a properly completed application, provided all the necessary plans and documentation have been submitted by the applicant. Submitting incomplete applications will cause delays. During peak construction periods it may take longer depending on the workload.

**When does a building permit expire?**

- Permits will expire if construction does not commence within 180 days from the date the permit was issued or where construction has been discontinued or suspended for a period of more than 180 days.

**What is the surcharge on building permits for?**

- The surcharge is to ensure that the applicant calls for final inspection and occupancy approval. The surcharge is refunded back to the applicant when the permit is finalised and the file is closed within 24 months of the date of issuance of the permit. Should construction not meet the BC Building Code requirements the surcharge is used to place a note against Land Title pursuant to Section 57 of the Community Charter.

**When do I need a building permit?**

- For any construction, addition, alteration, change of use or demolition of buildings or structures. An accessory building that is less than ten square meters (approximately 107 square feet), which does not create a hazard is exempt. Please check the appropriate zoning requirements as they apply whether or not a building permit is required.

**What happens if I do not get a building permit?**

- Fines in the amount of \$100.00 per day can be issued pursuant to the District's Municipal Ticketing System for not having a building permit and \$150.00 a day for disobeying a Stop Work Order. Injunctions can be obtained from the Supreme Court if necessary and demolition orders may be pursued.

**What do I need to provide in order to obtain a building permit?**

- See a copy of the building permit application form for the required information. Page two of the application contains a checklist that should be reviewed with the Building Department staff in order to determine all the necessary information required. Building permits often need to be accompanied by Access Permits, Water and Sewer connection applications and Development permits.

**What building codes, regulations and bylaws apply to my construction?**

- Building Regulations Bylaw 1070, 2018 as amended, the appropriate zoning bylaws, the Official Community Plan, the Subdivision and Development Servicing Bylaw and the current B.C. Building Code.

**How do I arrange for an inspection of my wood stove for insurance purposes?**

- The District does not inspect previously installed wood stoves. The installation of a new wood stove requires a permit and will be inspected for the correct installation.

**Can I get my civic address for my lot?**

- The location of the house on the lot determines the civic address that will be assigned. The civic address is issued with the building permit in conjunction with the Access Permit.