



CITY OF KAMLOOPS
 BUILDING INSPECTION DIVISION
 Phone: 250-828-3554 Email: building@kamloops.ca
**MULTI-FAMILY - COMMERCIAL - INDUSTRIAL - INSTITUTIONAL
 BUILDING PERMIT APPLICATION**

FOR OFFICE USE ONLY
FOLDER NUMBER:

LOCATION OF WORK	CIVIC ADDRESS	
LEGAL DESCRIPTION	LOT	PLAN
REGISTERED OWNER	NAME	PHONE
	ADDRESS	EMAIL
	CITY	POSTAL CODE
GENERAL CONTRACTOR	NAME	PHONE
	ADDRESS	EMAIL
	CITY	POSTAL CODE
	BUSINESS LICENCE NO.	BC HOUSING (HPO) BUILDER LICENCE NO.
APPLICANT	NAME	PHONE
	ADDRESS	EMAIL
	CITY	POSTAL CODE
BLDG INSP EMAIL:		PLMBG INSP EMAIL:

NUMBER OF DWELLING UNITS CREATED		CONSTRUCTION VALUE	\$
<input type="checkbox"/> MULTI-FAMILY RESIDENTIAL	<input type="checkbox"/> COMMERCIAL	<input type="checkbox"/> INSTITUTIONAL	<input type="checkbox"/> INDUSTRIAL
<input type="checkbox"/> NEW	<input type="checkbox"/> ADDITION	<input type="checkbox"/> ALTERATION	<input type="checkbox"/> OTHER
<input type="checkbox"/> FOUNDATION	<input type="checkbox"/> DEMOLITION	<input type="checkbox"/> FIRE REPAIR	<input type="checkbox"/> SITE SERVICING
<input type="checkbox"/> EARTHWORK	<input type="checkbox"/> SWIMMING POOL	<input type="checkbox"/> SOLID FUEL APPL	<input type="checkbox"/> ACCESSORY
BRIEF DESCRIPTION OF WORK			
TYPE OF HEATING SYSTEM			
<input type="checkbox"/> GAS FORCED AIR	<input type="checkbox"/> ELECTRIC	<input type="checkbox"/> RADIANT HEAT	<input type="checkbox"/> GEOTHERMAL
If "OTHER" DESCRIBE:			

APPLICANT'S SIGNATURE: ***I agree to conform to all of the bylaws of the City of Kamloops and all of the statutes and regulations in force in the City of Kamloops and to save the City harmless from any action or cost whatsoever arising out of or incidental to the granting of this permit, if issued. I recognize that within the boundaries of the City of Kamloops there are areas of "problem soils" and that these are widely distributed as to location. I affirm that it is my responsibility as owner/agent to identify foundation conditions generally on which the intended construction is to be placed and take all action required to ensure the adequacy of the foundation.***

I HAVE READ AND UNDERSTAND ALL REQUIREMENTS OF THIS APPLICATION

APPLICANT'S SIGNATURE: _____ DATE: _____
 PRINT NAME: _____ PHONE: _____

SEE REVERSE FOR APPLICATION REQUIREMENT CHECKLIST

**MULTI-FAMILY - COMMERCIAL - INDUSTRIAL - INSTITUTIONAL
BUILDING PERMIT APPLICATION CHECKLIST**

Submission Item	Req'd	Prov'd	Notes
Application Form Complete			
Application Fee			
Current Land Title Search (<i>Land Title office at 455 Columbia Street</i>)			
BC Company Summary (<i>if property owner on title is a company</i>)			
Copies of All Encumbrances/Legal Notations			
Owners Authorization Form Representative/Applicant Noted; Signed by All Owners			
Appendix E			
Construction Value Provided			
Description of Work Provided			
BC Housing (HPO) Authorization Form Provided			
Detailed Site and Grading Plan, Including Access Parking Details			
Colour Renderings			
Landscape Plan and Estimate			
Garbage Bin Enclosure Details			
Rooftop Screening Details			
Building Code Analysis			
Geotechnical Report			
Off-site Works Design and Estimate			
Water Meter Sizing Calculations and Detail			
Fire Flow Calculations			
4 Sets of Sealed Plans From Each Registered Professional			
Floor and Roof Truss Drawings			
Interior Health Approval and ROWP Design (septic)			

Letters of Assurance - Current Versions							
	Sch A	Sch B	App D	Ins cert			
Architectural							
Structural							
Mechanical							
Plumbing							
Fire Suppression (sprinklers)							
Electrical							
Geotechnical - Temporary							
Geotechnical - Permanent							
Civil							

Development Permits/Other Site Conditions			
Development Permit Area - Development Permit Complete			
Silt Bluff			
Riparian Areas Regulation			
Flood Plain (by covenant elevation; save harmless covenant)			

*Please ensure that the Land Title is reviewed for any applicable legal notations and charges registered on title.
Also see Divisions 9 and 10 of City of Kamloops Building Regulations Bylaw No. 11-80
for Building Permit application requirements.*