



BUILDING PERMIT APPLICATION

INSPECTION SERVICES
 1450 KLO Rd., Kelowna, B.C.V1W 3Z4
 Phone: 250-469-6211 Fax: 250-762-7011
 email: inspection@cord.bc.ca

Permit Application #	Building Permit #	Building Project Type:	
A. Project Information			
Lot:	Plan:	District Lot:	Other Legal: PID:
Site Address:		Project Square Area (Ft ² or M ²)	Project Construction Value \$
B. Purpose of Application:			
<input type="checkbox"/> New Build <input type="checkbox"/> Addition/Renovation/Repair <input type="checkbox"/> Plumbing/Water Service <input type="checkbox"/> Demolition <input type="checkbox"/> Other _____			
Additional Information:			
C. Owner Information			
Last name		First name	
Mailing Address:			
E-mail:		Telephone:	
Fax:		Mobile Phone:	
D. Agent/Contractor Information			
Company Name:		Contact Person	
Business Mailing Address:			Business License Number
E-mail:		Telephone:	
Fax:		Mobile Phone:	
E. Declaration of Applicant			
<p>1) I acknowledge that if I am granted a building permit pursuant to this application that I am responsible for compliance with the current edition of the Code, Regional District of Central Okanagan Building Bylaw and any other applicable enactment, code, regulation or standard relating to the work in respect of which the permit is issued, whether or not the said work is undertaken by me or by those whom I may retain or employ to provide design and/or construction services.</p> <p>2) I acknowledge that neither the issuance of a permit under the Regional District of Central Okanagan Building Bylaw, nor the acceptance or review of plans, specifications, drawings or supporting documents, nor inspections made by or on behalf of the Region constitute a representation, warranty, assurance or statement that the current edition of the British Columbia Code, the Building Bylaws of the Regional District of Central Okanagan or any other applicable enactment, code, regulation or standard has been complied with.</p> <p>3) Where the Region requires that Letter of Assurance be provided by a registered professional pursuant to Section 9.8 of the Regional District of Central Okanagan Building Bylaw and Section 290 of the Municipal Act, I confirm that I have been advised in writing by the Region that it relied exclusively on the Letter of Assurance of "Professional Design and Commitment for Field Review" prepared by (insert name of registered professional or attach list) _____ in reviewing the plans, drawings, specifications and supporting documents submitted with this application for a building permit.</p> <p>4) I confirm that I have relied only on the said registered professional for the adequacy of plans, drawings, specifications and supporting documents submitted with this application.</p> <p>5) I understand that I should seek independent legal advice in respect of the responsibilities I am assuming upon the granting of a permit by the Region pursuant to this application and in respect of the execution of this acknowledgement.</p> <p>6) I hereby apply for a building permit in accordance with the submitted documents and this application.</p> <p>7) As Owner of the above noted property, I authorize Agent/Contractor as identified in Section 'D' to make application on my behalf: Owner Signature _____</p>			
Owner/Authorized Agent Signature:			
X _____		Date _____	

REQUIRED INFORMATION FOR NEW BUILDINGS / ADDITIONS / ACCESSORY BUILDINGS/GARAGES/CARPORTS

REQ'D

REC'D

Completed application form
Energy Efficiency Data (to be completed by Consultant or Insulation Contractor)
Domestic water availability documentation (if applicable)
Public sewer connection or public health sewage disposal permit (if applicable)
Geotechnical details and Schedules B1 & B2 (if applicable)
Structural details and Schedules B1 & B2 (if applicable)
Driveway access from the Ministry of Highways (if on HWY, Westside Rd, or Commercial)
State of title certificate/title (within 6mths) search print and all covenant documents, right-of-Ways & easements which involve the Regional District of Central Okanagan
Wildfire Covenant registered on Title (if applicable)
HPO - Homeowner Protection Act documentation (if applicable and must be submitted prior to issuance of Building Permit)

TWO SETS OF DRAWINGS MUST BE PROVIDED INCLUDING:

REQ'D

REC'D

Site Plan, drawn to a scale of 1:200 (1/16" = 1.0') showing: legal description, North arrow, all existing & proposed buildings & their uses on property, building setbacks (front, sides, and rear), lot dimensions, driveway location, driveway grade, easements, right-of-ways, water, sanitary sewer and storm sewer connection locations, septic tank location (if applicable), surface drainage, retaining walls (including material & height), property corners geometric elevation (grade), proposed basement elevation (grade), proposed basement elevation

Foundation Plan: include building dimensions, min. footing size, chimney footings, point loads, expanded footings, foundation wall thickness, max wall height, drain tile, connection and or drywell, if retaining wall is >1.5m in height, apply for Development Variance Permit and Building Permit

Basement Plan: include radon gas controls, columns, beams, bearing walls, partition walls, doors, windows, stairs, rough-in plumbing, water/sewer service lines (including size of service line), floor drains, and clean-outs, location of water heater (floor drain pan location), location and type of heating system (indicate whether an HRV unit is being installed or not), air conditioning and ventilating equipment

Floor Plans (of each level): engineered floor systems layout, location of all smoke alarms and Carbon Monoxide detectors, exhaust fans, size and swing of doors, size and opening of windows, location and description of all plumbing works and number of plumbing fixtures, all appliances, location and dimensions of all stairs (handrail locations and details, guardrail locations and details), label the function of all rooms, room sizes, total finished floor area, total unfinished floor area, attic and crawl space access (complete with dimensions), wood stoves and wood fireplaces to CSA standards, and **Manufactured roof truss, floor joist and beam details** inclusive of floor joist spans. Where necessary, schematic drawings that show the size and location of every pipe and trap in the drainage system of the project

Cross sections and details: existing and finished grades, wall, roof, floor, ceiling, and deck assembly (insulation, sheathing, interior finish, exterior finish, roofing material, roof slope), height of each floor, height of the entire building, stair detail, roof venting), slab details, radon gas controls, foundation perimeter drain, backfill heights – basement walls, foundation walls and footing, deck construction details and slope

Building elevations for each side showing: spatial separation, building height, finished grade roof slopes, exterior finishes, doors, windows, type of roofing

THE FOLLOWING MAY BE REQUIRED DUE TO THE SIZE AND COMPLEXITY OF THE PROJECT (to be advised at plan check stage):

REQ'D

REC'D

Development permit, development variance permit, environmentally sensitive area development permit (ESADP), (IE. Auqatic, Terrestrial, Wildfire, Slope)
Development cost charges
Subdivision servicing and development bylaw requirements
Agricultural land commission approval
Referral to the local fire department
Referral to the public health department

REQUIRED INFORMATION FOR ADDITIONS (ie. Decks, Pools, Retaining Walls)

DECKS:

TWO SETS OF DRAWINGS(TO SCALE) MUST BE PROVIDED INCLUDING:

REQ'D

REC'D

Site Plan: include all existing & proposed buildings & their uses on property, lot dimensions, driveway location, driveway grade, building setbacks (front, sides, and rear), easements, right-of-ways, septic tank location (if applicable), surface drainage, retaining walls (including material & height), property corners geometric elevation (grade)

Deck Plans

State of title certificate/title (within 6mths) search print and all covenant documents, right-of-Ways & easements which involve the Regional District of Central Okanagan
Homeowner Authorization, Agency Agreement (if applicable)

POOLS:

TWO SETS OF DRAWINGS(TO SCALE) MUST BE PROVIDED INCLUDING:

REQ'D

REC'D

Site Plan: include all existing & proposed buildings & their uses on property, lot dimensions, driveway location, driveway grade, building setbacks (front, sides, and rear), easements, right-of-ways, septic tank location (if applicable), surface drainage, retaining walls (including material & height), property corners geometric elevation (grade)

Pool Plans (pool information)

Geotechnical Report (if applicable)

State of title certificate/title (within 6mths) search print and all covenant documents, right-of-Ways & easements which involve the Regional District of Central Okanagan
Homeowner Authorization, Agency Agreement (if applicable)

RETAINING WALLS:

TWO SETS OF DRAWINGS(TO SCALE) MUST BE PROVIDED INCLUDING:

REQ'D

REC'D

Site Plan: include all existing & proposed buildings & their uses on property, lot dimensions, driveway location, driveway grade, building setbacks (front, sides, and rear), easements, right-of-ways, septic tank location (if applicable), surface drainage, retaining walls (including material & height), property corners geometric elevation (grade)

Retaining Wall Plans (including material & height)

Engineering drawings if wall greater than 5'

Geotechnical Report (if applicable)

State of title certificate/title (within 6mths) search print and all covenant documents, right-of-Ways & easements which involve the Regional District of Central Okanagan
Homeowner Authorization, Agency Agreement (if applicable)

WOOD STOVE:

REQ'D **REC'D**

Wood Stove manufacturer specifications, wood stove to be CSA approved
Building/Inspections requires combustion air and Carbon Monoxide detector
in same room (Inspection after installation)
WETT Certification (after installation)

DEMOLITION:

REQ'D **REC'D**

State of title certificate/title (within 6mths) search print and all covenant documents, right-of-
Ways & easements which involve the Regional District of Central Okanagan
Homeowner Authorization, Agency Agreement (if applicable)

RENOVATION:

REQ'D **REC'D**

Two sets of drawings (TO SCALE) (include any changes, i.e. grades, additions, deletions)
State of title certificate/title (within 6mths) search print and all covenant documents, right-of-
Ways & easements which involve the Regional District of Central Okanagan
Homeowner Authorization, Agency Agreement (if applicable)

Internal Notes: Conditions of Permit:

COW___ COE___ Zoning _____ ALR___ Fire Protection _____

Project Value \$ _____ x .012 Fee \$ _____

Plumbing Fixture Count: _____ @ \$10.00 Fee \$ _____

Paid Application Fee _____ Surcharge Fee \$ _____

Planning:

Environmental:

DP: Fire / Slope / Aquatic / Terrestrial / Form Character/Concept Dev

Engineering: Sewer Service (yes ___ no ___) Fee \$ _____

Water Service (yes ___ no ___) Fee \$ _____

Total Permit Fees:

Initial:

Date:

BULLETIN 14-01

BCBC Energy Efficiency Requirements for SFD

Dec 11, 2014

This bulletin is for informational purposes only. Please be sure to consult the relevant RDCO bylaw.

PURPOSE

To inform, staff, building contractors and the general public of changes to the British Columbia Building Code (BCBC) regarding the Energy Efficiency of homes.

BACKGROUND

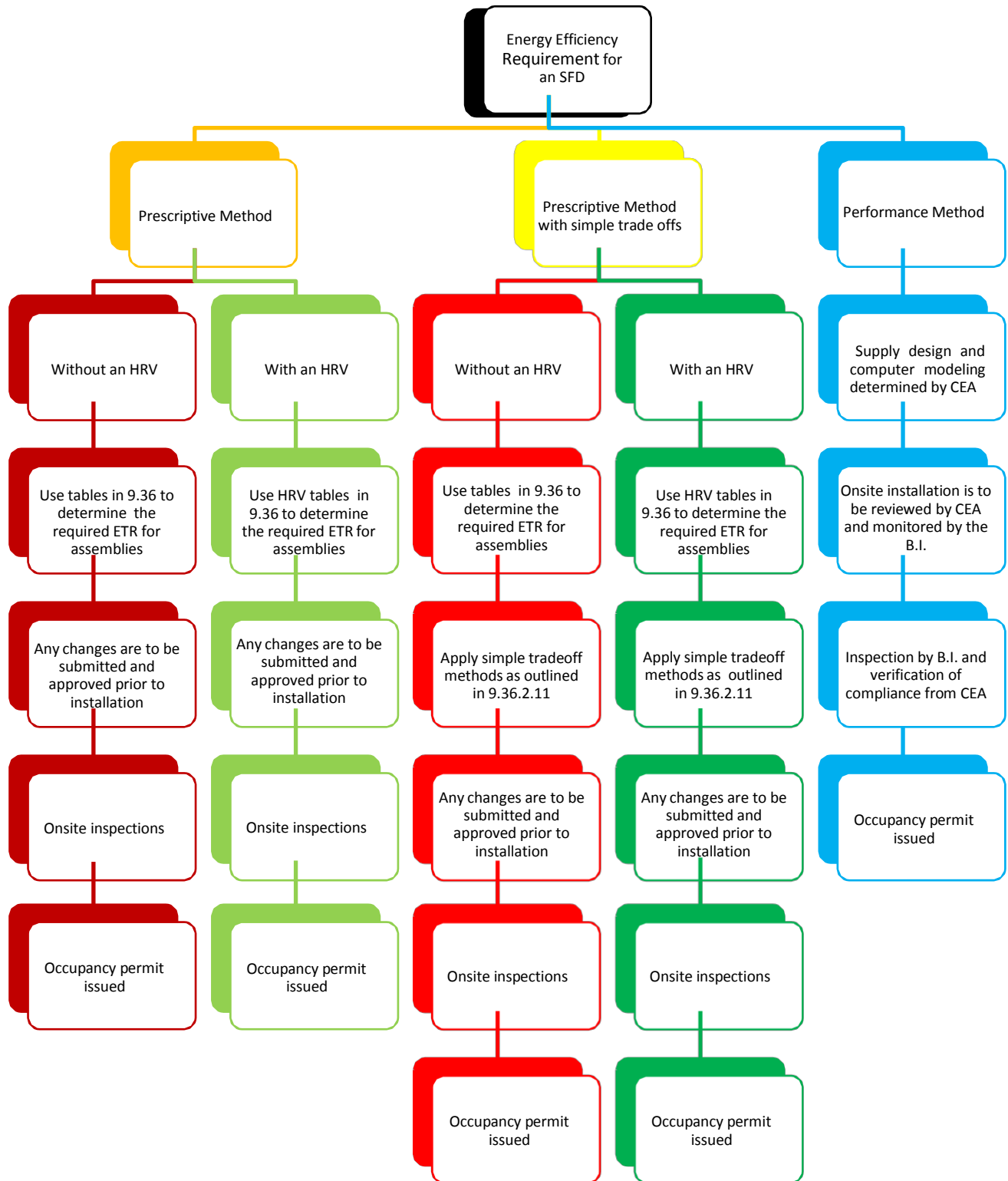
Effective December 19, 2014 all building permit applications must address the requirements of Section 9.36 Energy Efficiency of the BCBC. These changes will require additional information at time of permit application. Upon submission it will be necessary to outline:

- proposed heating/cooling systems
- building ventilation as per 9.32
(is a heat recovery ventilator being used HRV)
- location and type of air barrier and vapour barrier
- detailed wall/ceiling/floor assemblies including Effective Insulation Values of all components
- "U" ratings of proposed windows and doors

Previously, the BCBC has relied on nominal insulation values when considering building insulation. Section 9.36 will change this requirement to Effective Thermal Resistance (ETR). To achieve the required rating the entire cross-section of the wall/floor/ceiling will be used to calculate the RSI or R value. Each component of an assembly carries a rating (see attached table "Thermal Resistance Values of Common Building Materials"). There are now three available options that can be used to attain the necessary compliance. Applicants can follow the prescriptive requirements of Section 9.36, and use simple tradeoffs as outlined in Article 9.36.2.11 or supply performance modeling completed by a Certified Energy Advisor (CEA). A list of CEA are available on the Canadian Home Builders Association website or by [clicking here](#).

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BCBC Energy Efficiency Requirements for SFD



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BCBC Energy Efficiency Requirements for SFD

CONCLUSION

The Regional District of Central Okanagan provides the following tables to aid designers, builders, owners and other parties with achieving compliance with the new Energy Efficiency requirements. These tables are not intended to address all possible construction assemblies. It is intended to act as a guideline and it is the owner's responsibility to ensure full compliance with all BCBC requirements. Additional information can be obtained from the Canadian Wood Council or by [clicking here](#).

The required ETR ratings from the BCBC for Zone 5 which includes the Regional District of Central Okanagan and surrounding areas are as follows:

Buildings <u>without</u> a Heat-recovery Ventilator			Buildings <u>with</u> a Heat-recovery Ventilator		
Assembly	RSI	R	Assembly	RSI	R
Ceilings below attics	8.67	49.23	Ceilings below attics	6.91	39.23
Cathedral ceilings and flat roofs	4.67	26.52	Cathedral ceilings and flat roofs	4.67	26.52
Walls	3.08	17.49	Walls	2.97	16.86
Floors over unheated spaces	4.67	26.52	Floors over unheated spaces	4.67	26.52
Foundation walls	2.98	16.92	Foundation walls	2.98	16.92
Unheated floors*			Unheated floors		
below frost line	Uninsulated	Uninsulated	below frost line	Uninsulated	Uninsulated
above frost line	1.96	11.13	above frost line	1.96	11.13
Heated floors	2.32	13.17	Heated floors	2.32	13.17
Slabs-on-grade with an integral footing	1.96	11.13	Slabs-on-grade with an integral footing	1.96	11.13

* Where an unheated floor assembly falls into both categories the entire floor shall be insulated as required for above frost line.



BULLETIN 14-01 BCBC Energy Efficiency Requirements for SFD

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The following tables are to be completed by the Architect or Insulation Contractor and submitted with all SFD permit applications

Is an HRV unit to be used? YES NO

(APP# _____)

Typical Ceiling Assembly			
	Material	RSI	R
Outside air film			
Roofing			
Strapping			
Sheathing membrane			
Sheathing			
Insulation above trusses			
Truss spacing			
Bottom cord height			
Vapour barrier			
Gypsum (mm)			
Interior air film			
Other			
Other			
Other			
Other			
Total Effective RSI/R value of entire assembly			
Typical Wall Assembly			
	Material	RSI	R
Outside air film			
Cladding			
Strapping			
Sheathing membrane			
Sheathing			
Stud wall			
Insulation			
Vapour barrier			
Gypsum (mm)			
Interior air film			
Other			
Other			
Other			
Other			
Other			



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	Total Effective RSI/R value of entire assembly		
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Typical Floor Assembly			
	Material	RSI	R
Interior air film			
Flooring material			
Underlay			
Sheathing			
Air barrier			
Vapour barrier			
Joist spacing			
Insulation			
Gypsum (mm)			
Outside air film			
Other			
Other			
Other			
Other			
Other			
Total Effective RSI/R value of entire assembly			
Typical Foundation Wall Assembly			
	Material	RSI	R
Outside air film			
Insulation			
Damp proofing			
Concrete			
Interior air film			
Other			
Other			
Other			
Other			
Other			
Other			
Other			
Other			
Other			
Total Effective RSI/R value of entire assembly			



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Typical Additional Assembly			
	Material	RSI	R
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
	Total Effective RSI/R value of entire assembly		
Typical Additional Assembly			
		RSI	R
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
	Total Effective RSI/R value of entire assembly		