

Building Permit Application

District of Lake Country
 Development Services — Building Department
 10150 Bottom Wood Lake Road
 Lake Country, B.C. V4V 2M1
 Phone: 250-766-5650



Building Permit Number (Internal)		BP #	
PROPERTY INFORMATION			
Building Site Address:	Building Site Address		
Zoning Designation:	Zoning		
WORK CLASS			
New	<input type="checkbox"/>	Tenant Improvement	<input type="checkbox"/>
		Alteration	<input type="checkbox"/>
			Addition <input type="checkbox"/>
APPLICATION TYPE			
Building – Residential	<input type="checkbox"/>	Retaining Wall	<input type="checkbox"/>
		Solar Ready	<input type="checkbox"/>
Building – Commercial/ Industrial / Institutional	<input type="checkbox"/>	Accessory Building	<input type="checkbox"/>
		Blasting	<input type="checkbox"/>
Demolition – Residential	<input type="checkbox"/>	Water Service Connection	<input type="checkbox"/>
		Sewer - Connection	<input type="checkbox"/>
Swimming Pool Fence	<input type="checkbox"/>	Demolition – Non-Residential	<input type="checkbox"/>
		AG. Building	<input type="checkbox"/>
Secondary Suite	<input type="checkbox"/>	Solid Fuel Burning Appliance	<input type="checkbox"/>
		Other Describe	<input type="checkbox"/>
Detailed scope of work and use of space:			
Description			
FEES			
Construction Value: \$	Construction Value	Sq m/ft:	Size
Building Permit Application Fee	Building Permit Fee – Construction value less than \$22,000	1.2% of actual construction value of project + \$100.00	
	Building Permit Fee – Construction value of \$22,000 to \$100,000	1.2% of actual construction value of project + \$200.00	
	Building Permit Fee – Construction value more than \$100,000	1.2% of actual construction value of project + \$500.00	
<p>The building permit application fee is due at the time of building permit submission. Additional permit fees will be due at the time of building permit issuance and are per the District of Lake Country Fees Bylaw No.987. Acceptance of fees does not imply or guarantee application approval.</p>			
APPLICANT			

Applicant Status:	<input type="checkbox"/> Owner	<input type="checkbox"/> Contractor	<input type="checkbox"/> Other: <u>Other</u>
Name:	Name		
Company Name (if applicable): (below)	Business Licence # and issuing Municipality: (below)		
Company Name	Business Licence # & Locale		
Mailing Address:	Mailing Address		
City:	City	Province:	Province
Postal Code:	Postal Code	PC	
Phone:	#	Email:	Email
<input type="checkbox"/> I acknowledge that if I am granted a building permit pursuant to this application that I am responsible for compliance with the BC Building Code section 1.2.1.2, all District of Lake Country Bylaw's 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.			
<input type="checkbox"/> I acknowledge that neither the issuance of a permit under this bylaw, nor the acceptance or review of plans, specifications, drawings or supporting documents, nor inspections made by or on behalf of the district constitute a representation, warranty, assurance or statement that the Code, the bylaws of the district or any other applicable enactment, code, regulation or standard has been complied with.			
<input type="checkbox"/> Where the District requires that Letters of Assurance be provided by a Registered Professional pursuant to Section 290 of the <i>Local Government Act</i> , I confirm that I have been advised in writing by the district that it relied exclusively on the Letter of Assurance of "Professional Design and Commitment for Field Review" submitted as part of this application. <i>Building permit fees for a project, or part thereof, certified by a registered professional shall be reduced as per Fee and Charges Bylaw 987.</i>			
<input type="checkbox"/> See attached Schedules. In reviewing the plans, drawings, specifications and supporting documents submitted with this application for a building permit.			
<input type="checkbox"/> 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.			
<input type="checkbox"/> 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 district pursuant to this application and in respect of the execution of this acknowledgement.			
Note: The personal information on this form is collected under the authority of the Local Government Act/Community Charter for the purposes of processing this application and is subject to the Freedom of Information and Protection of Privacy Act. Any questions regarding this collection are to be directed to Legislative Services at 250.766.5650.			
Applicant Signature:	Signature	Dated:	Date

***COMPLETE OWNER'S AUTHORIZATION ON PAGE 3 IF APPLICANT IS NOT OWNER ON TITLE.**

OWNER'S AUTHORIZATION – Complete if applicant is not the registered owner on title

Registered Owner Name(s): Register Owners Name

Mailing Address: Mailing Address

City: City Province: Province Postal Code: PC

Phone: # Email Address: Email

Please be advised the registered owner(s) of the above-mentioned property, authorize the applicant to (select applicable):

- apply for and obtain a building permit in respect to the above-mentioned property on my/our behalf.
- provide to the District of Lake Country as my agent, all information and documents required for such an application on my/our behalf.
- access property information related to the above-mentioned property on my/our behalf.

I/we agree to immediately notify the District of Lake Country, in writing, of any changes regarding this information.

Owner's Signature(s): Owner's Signature Dated: Date

Owner's Acknowledgement Form



LAKE COUNTRY
Life. The Okanagan Way.

District of Lake Country
Development Services – Building Department
10150 Bottom Wood Lake Road
Lake Country, B.C. V4V 2M1
Phone: 250-766-5650
building@lakecountry.bc.ca

Damage Confirmation Form

Civic Address:	
Lot:	
Plan:	

I acknowledge I am the _____ of the above noted property.
Owner/ Owner Agent

I acknowledge that I have read Section 8 and 9 of the District of Lake Country Building Bylaw No. 1070 (see the reverse side of this memo). I further acknowledge that I understand the definition of damage with respect to the depositing of dirt, debris, and other material on the road right of way.

I understand that as owner of the property noted above, I am responsible for the cost of repair and/or cleanup of any damage to District of Lake Country works or property that occurred because of the construction on my property.

I understand that if the damage is not corrected within the time limit set by the inspector, the District of Lake Country will repair and/or cleanup the damage. Further, if the invoice for the cleanup is not paid within 30 days the amount will be added to the property taxes. In the case of a building permit, final inspection will be withheld until any damage is corrected.

I have inspected the District of Lake Country works and property adjacent to my property and find it in good condition, and I observed no damage.

I have inspected the District of Lake Country works and property adjacent to my property and found the following damage:

(If there is any existing damage, report it to the Building Inspector, including photos, prior to commencing any work.)

Full Name:		Date:	
Signature:			

Building Bylaw, No. 1070

- 8.6 Every owner to whom a permit is issued is responsible for the cost of repairing any damage to municipal works or land that occurs during and arises directly or indirectly from the work authorized by the permit.
- 8.7 In addition to payment of a security deposit under the Building Permit Security Deposit Policy (if charged), every owner must pay to the District, within 30 days of receiving an invoice for same from the District, the cost to repair any damage to public property or works located on public property arising directly or indirectly for which a permit was issued.
- 8.8 Every owner must, at least 24 hours prior to commencing work at a building site, give written or online notice to a building official of the date on which the owner intends to begin such work.
- 9.2 Every constructor must ensure that no excavation or other work is undertaken on public property, and that no public or public property is disturbed, no building or structure erected, and no materials stored thereon, in whole or in part, without first having obtained approval in writing from the appropriate authority over such public property.
- 9.3 For the purposes of the administration and enforcement of this bylaw, every constructor is responsible jointly and severally with the owner for all work undertaken.