

CONSTRUCTION SCENARIO



NEW HOUSE ON A VACANT LOT

The property owner, builder and CSR D have important and distinct roles in the building inspection service. This scenario describes the role of each player in the construction of a new house on a vacant lot.

Property Owner

- ▶ hire a builder; discuss plans, materials, cost
- ▶ get certificate of title and copies of covenants
- ▶ obtain plans from builder, including
 - 2 sets of building plans showing elevations
 - site plan with dimensions
 - foundation plan
 - floor plan
 - cross sections
- ▶ estimate value of improvements
- ▶ obtain record of sewerage system (Interior Health)
- ▶ submit building application, along with fee, to CSR D
- ▶ sign and submit agent authorization form (www.csr.d.bc.ca) if builder or contractor is making submissions and decisions on behalf of property owner
- ▶ pay remainder of building permit fee, once permit ready to be issued
- ▶ provide letter of certification for septic system (prior to final approval and occupancy)
- ▶ ensure that any other permits (e.g., electrical, gas) are obtained from BC Safety Authority



Home Builder

- ▶ become a Licensed Registered Builder through BC Housing
- ▶ prepare and discuss plans with owner
- ▶ submit plans as part of the building permit process
- ▶ coordinate and obtain any other relevant permits (e.g., electrical, gas) on behalf of owner
- ▶ begin work on house after permit(s) received
- ▶ contact CSR D building inspectors to inspect during each of 6 stages in the process (2 business days' notice required for each inspection)



CSR D

- ▶ review application and accompanying plans
- ▶ inform applicant of any additional requirements (e.g., other studies, development permits)
- ▶ confirm total fee and collect fee from applicant upon issuance of building permit
- ▶ conduct inspections at each of 6 stages of construction, when contacted by owner/builder