

HOW DOES IT WORK?



BUILDING PERMITS

In the spring of 2019, building inspection in the CSR D will be expanded to include Electoral Area C. Property owners in Area C will be required to obtain a building permit before beginning construction of any type of building — single family, multi-family, commercial, industrial and public. There are some exemptions to this requirement; however, in most cases, owners will need to get a permit.*

Building Permits Required

- ▶ construction of a house, townhouse, commercial, industrial or public building
- ▶ construction of accessory buildings, including most structures (e.g., garage) larger than 10 m² (110 ft²)
- ▶ demolition of a building
- ▶ significant alternation to, or repair of, an existing building
- ▶ changes to the use or occupancy of a building
- ▶ relocation of a building
- ▶ alterations that affect venting or sewerage
- ▶ installation of a factory-built or manufactured building

Building Permits NOT Required

- ▶ one-storey accessory buildings that are under 10 m² (110 ft²), and that do not create a hazard
- ▶ farm buildings with "low human occupancy", situated on properties assessed as Farm
- ▶ various non-structural repairs
- ▶ patios, decks or balconies that are less than 0.61 m (2 ft) off the ground
- ▶ repairs or minor alterations to plumbing that do not affect the venting or sewerage
- ▶ landscaping retaining walls less than 1.22 m (4 ft) high that do not support buildings or parking

BUILDING PERMIT PROCESS

- ▶ **Application** — To start the process, the property owner will submit an application that details the type of construction, alteration or repair, and the value of the proposed work. Drawings and a site plan will need to be provided, and the permit fee will need to be paid. Other documents may also be required, depending on the type and location of the project.
- ▶ **Plan Checking** — The application and plans will be reviewed by CSR D staff for compliance with the *BC Building Code*, the *CSR D Building Regulation Bylaw*, regulations in the *South Shuswap Zoning Bylaw* and (where applicable) the *Lakes Zoning Bylaw*, and development permit guidelines in the *Electoral Area C (South Shuswap) Official Community Plan*. Compliance with other agency approval processes will also be reviewed. After all checks have been done and concerns addressed, a building permit will be issued.
- ▶ **Building Inspections** — CSR D inspectors will conduct six (6) on-site building inspections at key points of construction.

Once a building permit is issued, construction will need to begin within six (6) months, and completed within three (3) years.

Six (6) Building Inspections

On-site building inspections will be conducted at key points of the construction process, including at the:

1. Footing construction stage (before concrete)
2. Installation of perimeter drainage pipe and drain rock (prior to backfilling)
3. Installation of building drain, sanitary or storm sewer, and plumbing system (prior to backfilling)
4. Framing construction stage (before drywall)
5. Insulation, vapour barrier and air barrier stage
6. Final inspection

* To find out if a specific project will require a permit, contact the CSR D building staff at 1.888.248.2773.