

What construction projects require a permit?

- new buildings such as homes, detached garages, sheds and workshops
- additions to an existing house such as a room, garage or carport, porch and a second level, finish a basement or an attic
- decks greater than 2 feet above grade, decks with a roof and decks attached to a home
- renovations such as a new bathroom, enclose an existing porch, and removal/alteration of interior walls
- repairs to foundations, basements and crawlspaces
- replacement of windows if opening is made larger
- installation of a wood burning stove or fireplace
- pre-fabricated structures, mobile homes and temporary buildings
- plumbing systems including water, sanitary and storm sewers
- demolitions and moving existing buildings

Note: It is the responsibility of the property owner to obtain a permit.

Agencies involved with Rural Construction

Northern Health Authority (for on-site sewage)
4th Floor, 1600 Third Avenue
Prince George, BC V2L 3G6
Phone: 250-565-2150 Fax: 250-565-2144

Homeowners Protection Office
PO Box 11132 Royal Centre
Suite 2270-1055 W. Georgia Street
Vancouver, BC V6E 3P3
www.hpo.bc.ca
Toll Free: 1-800-407-7757
Phone: 1-604-646-7050
Fax: 1-604-646-7051

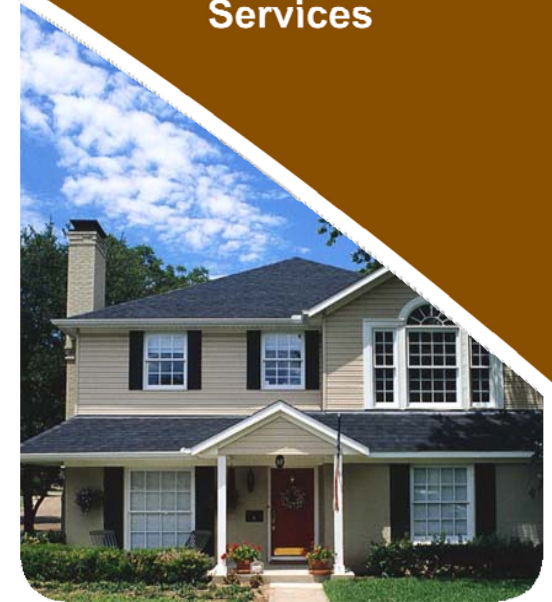
Gas & Electrical Inspectors
3235 Westwood Drive
Prince George, BC V2N 1S4
Phone: 250-614-9972
Fax: 250-614-9949

Ministry of Transportation and Infrastructure
(for culvert and driveway information)
214-1011 Fourth Avenue
Prince George, BC V2L 3H9
Phone: 250-565-4410
Fax: 250-565-6065



REGIONAL DISTRICT
of Fraser-Fort George

**Community
& Development
Services**



REGIONAL DISTRICT
of Fraser-Fort George

155 George Street, Prince George, BC V2L 1P8
Telephone 250-960-4400
Toll Free 1-800-667-1959
Fax 250-562-8676 / www.rdffg.bc.ca

**BUILDING
PERMIT**

(Accessory Building)

Information Pamphlet

Building permits are required for the following:

- Residential:
 - dwellings
 - manufactured home foundations
 - additions and/or alterations
- Accessory buildings 100 sq. ft. or more
- Moving a building from one property to another
- Demolition of buildings
- Commercial buildings
- Industrial buildings
- Institutional buildings
- Wood burning appliances

Requirements for a Building Permit:

- Development Permit required for lake properties
- Confirmation of setback and zoning requirements from Planning Services
- Record of Sewage System and/or Letter of Certification
- New Home Registration Form from the Homeowner Protection Office (for single-family dwellings only)
- Building Permit Application Form, completed by owner or applicant
- Site plan showing location of:
 - a) house
 - b) driveway and/or access road
 - c) property lines
 - d) accessory buildings
 - e) measurements from two sides of new building to property lines
- Two sets of building plans, in metric or imperial measure, that are to include:
 - a) foundation plan showing footings and foundation walls
 - b) floor plan showing detailed layout and measurements
 - c) cross section showing details of:
 - i) footings, foundation, all framing
 - ii) posts and beams
 - iii) floor & roof structures
 - iv) interior & exterior finishing.

- Two sets of engineer's stamped truss details showing snow load and other engineer's design components in the structure.

Building permit fees are paid for once plans have been checked. The fee is based on the completed value of the project (excluding value of land).

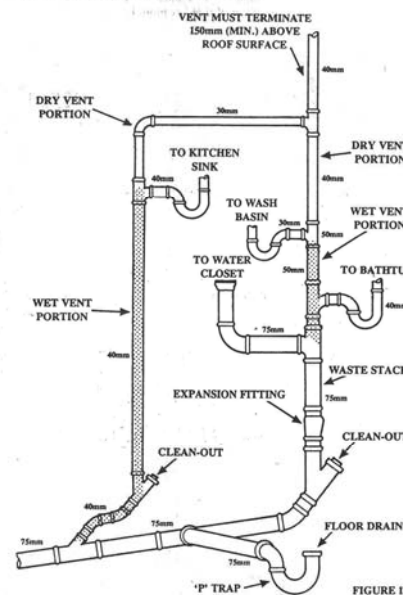
Plumbing Permits

May be required and can be obtained by either the owner or the plumbing contractor before any plumbing is ready to be inspected. The Plumbing permit fee is based on the number of fixtures to be installed.

The Regional District must be advised of the following circumstances:

- **If work will not proceed as applied for, or if the project has been cancelled.**
- **Any alterations to building plans as submitted to the Regional District.**

TYPICAL DRAINAGE FOR A SINGLE BATHROOM
Minimum pipe and fitting sizes are shown.



*The Floor Drain should be filled with water at all times to prevent a back-up of sewer gases, it is good practise to pour some water down this drain monthly.

INSPECTION SCHEDULE

The owner or agent/contractor is responsible to call for inspections at the following stages, giving the inspector 48 hours notice:

(These inspections are mandatory, regardless of engineering.)

1. **Footings:** When footing forms are complete, **prior** to pouring concrete.
2. **Foundation:** When foundation wall forms are complete, **prior** to pouring. (If required, submit Engineer's Assurance on foundation prior to framing.)
3. **Backfill:** When the perimeters drain rock, drain tile and dampproofing is complete, **prior** to backfilling.
4. **Rough-in Plumbing:** When rough-in plumbing is complete with water or air test.
5. **Pre-slab:** After the soil and gas vapour barrier is installed, **prior** to pouring concrete floor slab.
6. **Framing:** When framing, exterior sheathing, fire stopping and bracing, are all complete and **prior** to any interior and exterior finish being applied. **The plan-checked drawings & truss details must be on site.**
7. **Heating Unit:** When masonry fireplace is constructed up to the smoke chamber, and again when chimney completed.
8. **Insulation:** When insulation and vapour barrier are completed, **prior** to installing drywall or other finish.
9. **Occupancy/Final:** When building is complete, **prior** to occupancy. Letter of Certification for sewage is required prior to occupancy/final inspection. (If Engineer's Assurance is required, no occupancy will be granted until the Assurance has been received.)