



# REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8  
 Telephone: 250-960-4400 / Fax: 250-562-8676  
 Toll Free: 1-800-667-1959 / <http://www.rdffg.ca>

## APPLICATION FOR A COMPLEX BUILDING PERMIT TO CONSTRUCT, ALTER, OR REPAIR A BUILDING OR STRUCTURE

**(BUILDING AREA OVER 600M<sup>2</sup> AND/OR OVER THREE STOREYS AND/OR ASSEMBLY, CARE OR HIGH HAZARD OCCUPANCY)**

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OWNER is primary contact - **OWNER INFORMATION IS MANDATORY**

Name: \_\_\_\_\_ Address: \_\_\_\_\_  
 City: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
 Phone: (Home) \_\_\_\_\_  (Business/Cell) \_\_\_\_\_   
 Email: \_\_\_\_\_

CONTRACTOR/ AGENT is primary contact  APPOINTMENT OF AGENT FORM SUBMITTED

Name: \_\_\_\_\_ Address: \_\_\_\_\_  
 City: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
 Phone: (Home) \_\_\_\_\_  (Business/Cell) \_\_\_\_\_   
 Email: \_\_\_\_\_

**Application fee of \$100 required for submission – Non-refundable** Paid: Yes

PROPERTY: Legal Description: \_\_\_\_\_ PID# \_\_\_\_\_

Civic Address: \_\_\_\_\_ Size: \_\_\_\_\_

COORDINATING NAME: \_\_\_\_\_  
 REGISTERED ADDRESS: \_\_\_\_\_  
 PROFESSIONAL CITY: \_\_\_\_\_ POSTAL CODE \_\_\_\_\_  
 PHONE: \_\_\_\_\_ CELL: \_\_\_\_\_  
 EMAIL: \_\_\_\_\_

PROPOSED USE OF NEW STRUCTURE:

OCCUPANCY CLASSIFICATION:

Commercial *Hazard Class:* \_\_\_\_\_  
 Industrial F - \_\_\_\_\_ (1=High, 2= Medium, 3 = Low)  
 Business: Explain: \_\_\_\_\_  
 Other: Explain: \_\_\_\_\_

Assembly  
 Residential  
 Mercantile  
 Treatment/Care  
 Business and Personal Services  
 Industrial F \_\_\_\_\_

NUMBER OF UNITS: # \_\_\_\_\_

TYPE OF CONSTRUCTION:  New  Addition  Interior Renovation  Exterior Renovation  Change of Occupancy

**VALUE OF PROJECT** WHEN COMPLETE (including all materials and labour but excluding land): \$ \_\_\_\_\_

RECORD OF SEWERAGE RECEIVED:  YES  N/A CERTIFIED PRACTITIONER:  YES  N/A

LAND USE ACKNOWLEDGEMENT FORM COMPLETED (Attached):  YES  N/A

ARE THERE ANY EXISTING BUILDINGS OCCUPYING ANY PORTION OF SAID LAND:

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_ 4. \_\_\_\_\_  
 5. \_\_\_\_\_ 6. \_\_\_\_\_ 7. \_\_\_\_\_ 8. \_\_\_\_\_

### FOR DEPARTMENT USE ONLY

Building No.:	Received By (SCR):	Date:
Plumbing No.:	Processed By (SCR):	Date:
Receipt No.:		



**OWNER'S ACKNOWLEDGEMENT OF RESPONSIBILITY AND UNDERTAKINGS**

**In consideration of the Regional District accepting and processing the application for a Building Permit, the Owner makes the following representations and warranties and indemnifies the Regional District.**

Project Address (Print): \_\_\_\_\_

1. I am  the owner of the above property; or  
I am  authorized by the owner of the property described above to make this application for the above building permit on my behalf (**attach completed Appointment of Agent Form**)

**Contractor/Agent Information:**

Name (Print): \_\_\_\_\_

Address (Print): \_\_\_\_\_

City: \_\_\_\_\_

Postal Code: \_\_\_\_\_

2. I will comply with or cause those whom I employ to comply with the *B.C. Building Code* and all bylaws of the Regional District and other statutes and regulations in force in the Regional District relating to the development, work, undertaking or permission in respect of which this application is made.
3. I understand and acknowledge that I am fully responsible for carrying out the work or having the work carried out, in accordance with the requirements of the *B.C. Building Code*, the Regional District Building Bylaw and all other bylaws of the Regional District.
4. I understand and acknowledge that neither the issuance of a building permit under Regional District Building Bylaw, the review of plans and supporting documents, nor inspections made by the Building official shall in any way constitute a representation, warranty or statement that the *B.C. Building Code*, Regional District Building Bylaw or any other bylaw of the Regional District has been complied with.
5. I hereby release and indemnify the Regional District, its officials, officers and employees, from any claim, cause of action, loss, damage or injury (including death) arising out of or in any way connected to the Regional District reviewing the building plans, issuing a Building Permit or Occupancy Permit, or inspecting construction in respect of the project described herein.
6. I understand that the words "work" or "work undertaking" in respect of which this application is made means and includes all structural, plumbing, mechanical, and other works necessary to complete the contemplated construction per the building permit application.
7. I acknowledge and understand that when a building permit includes a Registered Professional Plan Certification, the Regional District and its Building Officials have relied and is relying exclusively on the Letters of Assurance of "Professional Design" in accepting and approving the building plans and supporting documents submitted with this application for a Building Permit.
8. I am authorized to give these representations, warranties, assurance and indemnities to the Regional District.
9. I confirm that I have been advised by the Regional District that I should seek independent legal advice with respect to the responsibilities I am assuming upon the granting of a Building Permit by the Regional District pursuant to this building permit application and in respect of the execution of this acknowledgment.
10. "In consideration of the granting of this permit, I/we agree to release and indemnify the Regional District of Fraser- Fort George from and against all liability and expenses of whatever kind which I/we incur with respect to the granting or carrying out the requirements of this permit and, further, that I/we accept that the Regional District of Fraser-Fort George owes me/us no duty of care with respect to the implementation of the Regional District of Fraser-Fort George Building Bylaw or the British Columbia Building Code."
11. I hereby agree to terms and conditions of collected fees: Application fees collected are non-refundable and cover the costs associated with reviewing and processing the application. Permit Fees are non-refundable once construction has started.
12. **Security deposit must be paid by the owner** when the permit is issued and will be refunded after the FINAL approved inspection. **The deposit refund will only be paid to the original payor of the deposit within 30 days once an application for security deposit refund is received.**
13. I confirm by signing this application that that the attached information is true and correct to the best of my knowledge as of the date this application is submitted.

<b>SECURITY DEPOSIT will be held and refunded within 30 days of Final inspection</b>	
<input type="checkbox"/> For a single-family dwelling parking structure, combination parking structure/accessory building or an accessory building	\$250.00
<input type="checkbox"/> For the installation of a mobile or manufactured home designated to CAN/CSA standard	\$500.00
<input type="checkbox"/> For a single-family dwelling addition, alteration or renovation	\$500.00
<input type="checkbox"/> For a demolition or moving of <i>building</i> or <i>structure</i>	\$2,000.00
<input type="checkbox"/> For a new single-family dwelling or simple building	\$1,000.00
<input type="checkbox"/> For a temporary building	\$1,000.00
<input type="checkbox"/> For a complex building	\$2,000.00

**Owners Information:**

Name (Print): \_\_\_\_\_

Address (Print): \_\_\_\_\_

City: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Signature of Owner, Signing Officer (if the owner is a corporation) or Agent (if Appointment of Agent is submitted) \_\_\_\_\_

I have read, understood, and agree to the above statements. Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.



## LAND USE ACKNOWLEDGEMENT

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PROPERTY ADDRESS/LEGAL DESCRIPTION:
<b>ENVIRONMENTAL MANAGEMENT ACT AND CONTAMINATED SITES REGULATION</b>
<i>Completion of a Site Disclosure Statement is required for building permit applications on properties with a history of specified Schedule 2 uses and no applicable exemptions. For details and Schedule 2, use the search term 'site identification' at <a href="http://www.gov.bc.ca">www.gov.bc.ca</a></i>
I have read the list of regulated industrial and commercial uses contained in Schedule 2 of the Contaminated Sites Regulation and based on my personal knowledge of the subject land: <input type="checkbox"/> No, the land is not used or has not been used for any of the uses specified in Schedule 2. Accordingly, I elect not to complete and submit a Site Disclosure Statement as outlined in Section 40 (1) of the Act. <input type="checkbox"/> Yes, one or more of uses specified in Schedule 2 is or has occurred on the land. Completion of a Site Disclosure Statement is required as outlined in Section 40 (1) of the Act.

<b>AGRICULTURAL LAND RESERVE USE REGULATION – SOIL OR FILL USES</b>
<b><i>A Notice of Intent (NOI) must be filed with the Agricultural Land Commission at least 60 days before placing fill or removing soil on land within the Agricultural Land Reserve (ALR) for any reason other than an Exempted Activity. Fill means any material brought onto agricultural land. Examples of fill includes drain rock, soil gas rock, soil, gravel/aggregate, or other material used for structural fill, construction footprints, driveways, parking areas, etc.</i></b> <i>For more information visit <a href="http://www.alc.gov.bc.ca">www.alc.gov.bc.ca</a> or call 1-800-663-7867 (BC toll-free)</i>
Is the subject land within the Agricultural Land Reserve (ALR)? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES: Will soil or other fill material be brought onto the property for this project? <input type="checkbox"/> YES <input type="checkbox"/> NO How much area will be covered by fill? ___ft <sup>2</sup> / _____m <sup>2</sup> <b>Maximum 1000m<sup>2</sup> of fill (continuous) is allowed for the primary residence.</b> <b>Secondary residences and some accessory buildings automatically require a NOI (Notice of Intent).</b> Has a Notice of Intent already been filed and approved for this project? <input type="checkbox"/> YES (provide copy) <input type="checkbox"/> NO <i>Building Permit applications cannot be processed until NOI requirements are met.</i>

Name (Print): \_\_\_\_\_

Address (Print): \_\_\_\_\_

City: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Signature of Owner \_\_\_\_\_

By signing this, I confirm that the above information is true and correct to the best of my knowledge as of the date this form was completed. I also acknowledge that it is an offense under a Provincial Act to make a false statement or mislead or attempts to mislead.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.