



THE CORPORATION OF THE
CITY OF WHITE ROCK
15322 BUENA VISTA AVENUE, WHITE ROCK, B.C. V4B 1Y6

DEVELOPMENT SERVICES DEPARTMENT TEL: (604)541-2136 FAX: (604)541-2153

BUILDING PERMIT APPLICATION REQUIREMENTS FOR SINGLE FAMILY DWELLINGS

- Home Owner's Protection Form – For new homes only** (Contact Homeowners Protection Office (HPO) at 604.646.7050)
- Copy of Builder's and /or Homeowner Builder's Certificate of Insurance**
- Authorization Form** (if applicant is not owner)
- Title Search – dated within the last thirty (30) days** (see reverse for more information on how to obtain)
- Topographical Survey** (Original drawing signed and sealed by a BC Land Surveyor)
- Underpinning/Shotcrete Legal Agreement** (from adjacent property owners – Notarized by Notary Public or Lawyer)
- Form A – "Owner's Acknowledgement of Responsibility & Undertakings"** (Original Form A signed by owner)
- Form B – "Proof of Professional Liability Insurance** (Original Form B signed and sealed required from all engineers)
- Building Permit Information Sheet** (completed by designer)
- Two (2) Sets of Drawings** (To Scale: 1/4"=1'-0") (Drawing requirements can be found on-line in our Building By-laws #1782 – City website www.city.whiterock.bc.ca)
- Driveway Section Detail** (Site plan to show proposed driveway slope percentage (%) – Max. permitted slope is 15%)
- Structural & Geotechnical Engineered Drawings and Schedules B1 & B2** (Originals signed and sealed required)
- "Schedule A" completed by the coordinating professional**
- Building Envelope Engineer- Details & Schedules B1 & B2** (2 sets of Original details signed and sealed required)
- Two (2) sets of Engineered Sprinkler Drawings and Hydraulic calculations c/w original Schedules B1 & B2*** (By sprinkler engineer) * As of January, 2003
- EPCOR White Rock Water Serviceability Form – Original signed document required** (form completed by homeowner and signed by EPCOR White Rock Water – See back for contact info.)
- Owner is required to confirm depth of sewer services and confirm if pumping of services is required prior to building permit application.** Contact Engineering Dept. at (604) 541-2181 to find out location of sewer services.
- Geotechnical Report Required c/w Appendix "D" – As per Legislated Geotechnical Assessment Areas for Proposed Residential Developments – Original signed documents required by Geotechnical Engineer. This report is required to be registered on Title.**
- Acknowledgement Form** (applicable only for Legislated Geotechnical Assessment Areas)

To Obtain a Title Search for your property:

- **Go to Land Title Office located at #300 – 88 6th Street, New Westminster, BC, V3L 5B3 (Tel: 604.660.8141) and bring with you the Legal Description of the property in question or the PID number.**

Additional Contact Information:

EPCOR White Rock Water:

Unit 102 – 1440 George Street
White Rock, B.C., V4B 4A3
604.536.6112

BC Assessment Authority:

#208 – 5460 152nd Street
Surrey, BC, V3S 5J9
604.576.4700

Homeowner Protection Office:

PO Box 11132 Royal Avenue
Suite 2270 – 1055 W. Georgia St.
Vancouver, BC, V6E 3P3
604.646.7050

Enquiry BC:

Vancouver
604.660.7867