

Application for Residential Building Permit - Deck

District of Saanich – Inspection Services
 SINGLE FAMILY DWELLING, DUPLEX OR ACCESSORY BUILDING



**BUILDING BYLAW LICENSING
 & LEGAL SERVICES**

NOTE: All data fields must be completed. Please put N/A in any field that does not apply to this permit.

Civic Address: _____

Lot: _____ **Block:** _____ **Plan:** _____ **Value of Construction:** _____

Project Description: _____ **Zone:** _____

Owner

Name (s)		
Address	City	Postal Code
Email	Phone	Cell

Agent for Owner

Name (s)	Company Name	
Address	City	Postal Code
Email	Phone	Cell

Owner (s) Signature Required – As the registered owner (s), I appoint the above person (s) as agent to apply for and obtain the permit for the above address.

Architect/Designer

Name (s)	Company Name	
Address	City	Postal Code
Email	Phone	Cell

Contractor

Name (s)	Company Name	
Address	City	Postal Code
Email	Phone	Cell

Owner or Owner's Agent Signature Print Name Date

This collection of personal information is authorized under the Local Government Act, Community Charter and section 26(c) of the Freedom of Information and Protection of Privacy Act. The information will be used for administering this permit, which may include sharing your contact information with WorkSafeBC. Questions can be directed to the District's Privacy Officer at 770 Vernon Avenue, Victoria BC V8X 2W7 t. 250-475-1775, e. foi@saanich.ca

Inspections Department Only	Date/Time Received:		Received By:		Application Fee	<input type="checkbox"/> Cash
	ISD File:	Folder No.:			<input type="checkbox"/> \$30 ≤ \$6,000	<input type="checkbox"/> Cheque
	Comments checked in Tempest Land <input type="checkbox"/> Yes <input type="checkbox"/> No		Outstanding/incomplete BLD/BOV/Calls for Service		<input type="checkbox"/> \$100 ≥ \$6,001	<input type="checkbox"/> Debit
	Applicant Advised of Comments <input type="checkbox"/> Yes (Circle Applicable) (FIDP, EDPA, SDPA, ARCH, HERITAGE)		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A		PC Notes	
Comments:						

See Over →

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Information Required for Submission:

- Title Search** (current within 30 days, including copies of all encumbrances to which Saanich is party to) i.e. restrictive covenants, rights-of-way, building schemes
- Five Complete sets of drawings.** Plans to be drawn to an acceptable drafting scale. i.e. 1/4" = 1 ft.
- Agents Letter** (Required if the owner (s) have not signed the application)

Property Information:

- Streamside Development Permit Area**
- Fire Interface Development Permit Area**
- Environmental Development Permit Area**

Plan Submission Details – Required for all applications:

Site Plan	Yes	No	N/A
Full Dimensions of lot, north arrow and scale			
All existing and proposed buildings with dimensions from all property lines			
Easements, Covenants and Rights-of-Way identified and dimensioned			
Trees on the property or boulevard, including species and diameter			
Location of driveway			
Floor Plans	Yes	No	N/A
Where deck is accessed from the building			
Elevations	Yes	No	N/A
Elevation Drawings of all sides of new work – Labeled North, South, East, West or Front, Rear, Left Side and Right Side			
Cross-Section	Yes	No	N/A
Complete cross-section drawing(s) with reference on floor plans as to the location			
Foundation, drainage, columns, framing, sheathing, rainscreen, interior & exterior finishes, insulation, ventilation and roof materials as applicable			
Engineer designed elements – LOA's, Schedule B & sealed drawings			
Project Data Sheet	Yes	No	N/A
Project Data provided on first/main page showing proposed calculations (including height, setbacks & lot coverage and pertinent project data)			