



www.richmond.ca

Please print (to be filled out completely by applicant).

Date: _____

Project Address: _____

Owner: _____

Tel. No. _____

Contractor: _____

Tel. No. _____

Submitted (2 sets required)	Rec'd	Req'd	N/A	Submitted	Rec'd	Req'd	N/A
Site Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Authorization Letter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Floor Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Letters of Assurance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Details	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Elevation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

Type of Space/Water Heating: Electric Gas Geothermal Solar

If increasing the liveable floor area, 'Floor Area' calculations will be required.

Proposed Work: Alteration/Finishing Repair Child Care Other

Describe the work to be done: _____

Construction Value: _____

Option for Water Service Design (If Required)

- By Consultant
- By City (+ additional fees) – information required on Site Plan

Where a professional engineer or architect, registered as such under provincial legislation, has certified that the plans comply with the current BC Building Code and any other applicable enactment, it should be expressly understood that the City has relied on such certification in issuing this permit and is not liable, directly or vicariously, for any damage, loss or expense caused or contributed to by an error, omission or other neglect in relation to its approval of the plans submitted. The issuance of a permit, the review of plans and supporting documents, or inspections by the building inspector or a registered professional are not a guarantee that the development complies with the BC Building Code or other applicable enactments and do not in any way relieve the owner, or his or her agent, from the responsibility of carrying out construction in substantial compliance with the requirements of the BC Building Code, this bylaw and other applicable bylaws of the City.

Applicant: _____

Signature: _____

By signing I am acknowledging the above waiver

Mailing Address: _____

Postal Code _____

E-mail Address: _____

Tel No. (Res. or Bus.): _____ Cell: _____

For Office Use	Comments
Application Fee:	
Permit No.:	