

The following must be submitted with your completed building permit application form:

Commercial – Industrial – Multi-Family – Institutional

- Completed Schedule 2, Owner's Undertaking
- Completed Schedule 3 (if applicant is not the owner of the property)
- Interior Tenant Improvement Information Sheet
- Completed Building Code Analysis (required only for change of occupancy)
- Letters of Assurance (signed and sealed)
 - Schedule B for:
 - Structural *
 - Mechanical *
- Proof of professional liability insurance for each registered professional
- Construction drawings (dated, signed and sealed)
 - 2 sets - Architectural
 - 2 sets – Structural *
 - 2 sets – Plumbing/Mechanical *
- Provide size and load (fixture units) on existing water service and provide size and load (fixture units) on existing internal piping if the number of plumbing fixtures are increased
- South Fraser Health Region approval if required
- For commercial kitchen, see Food Sector Grease Interceptor Bylaw 268, 2012
- Plumbing fee calculations
- Highway Use Permit, if required
- Non-refundable deposit, based on construction value

For further application requirements and information, please click on the hyperlinks:

[Building Permit Application Form](#)

[Interior Tenant Improvement Information Sheet](#)

[Schedule 2](#)

[Schedule 3](#)

[Building Code Analysis](#)

[Community Planning & Development Engineering Requirements](#)

[Food Sector Grease Interceptor Bylaw 268, 2012](#)

[Fraser Health Authority](#)

[Plumbing Fee Calculations](#)

*if any work under this discipline is proposed

