

Address: _____

Project name: _____

REQUIRED DOCUMENTATION (as per current Building Bylaw)	Received	Not required	Required	# Drawings
ARCHITECTURAL DRAWINGS (4 sets) Prepared by: _____ (name of Architectural firm)				
Cover Sheet (index sheet)				
Site Plan				
Code compliance Plans				
Elevation Plans				
Foundation Plans				
Floor Plans				
Cross Section Plans				
Detail Plans				
Window, Door, Wall Schedules				
Other (Please specify)				
Other (Please specify)				
Drawings signed & sealed by a Professional				
Sealed Letter of Assurance (Schedule B per current BCBC)				
Liability Coverage Summary (Expiry date: _____)				
STRUCTURAL DRAWINGS (3 sets) Prepared by: _____ (name of Consulting firm)				
Foundation Plans				
Framing Plans (Floor, Walls & Mezzanine)				
Detail Plans				
Shoring Plans				
Other (Please specify)				
Drawings signed & sealed by a Professional Engineer				
Sealed Letter of Assurance (Schedule B per current BCBC)				
Liability Coverage Summary (Expiry date: _____)				
LANDSCAPE PLAN (3 sets) Prepared by: _____ (name of Consulting firm)				
Drawings signed and sealed by a Landscape Architect				
Sealed Letter of Assurance (Schedules LB)				
Landscape Cost Analysis				
Landscape Securities paid				
CIVIL DRAWINGS (5 sets) Prepared by: _____ (name of Consulting firm)				
Site Servicing Plan showing Site Drainage (Lot Grading Plan)				
On-Site Civil Servicing (including fire hydrant locations, meter chambers, manholes, etc)				
Off-Site Civil Plan				
Excavation and Shoring Drawings				
All on site retaining including sections & details (Zoning Compliance: Height)				
Drawings signed & sealed by the Professional Engineer				
Sealed Letter of Assurance (Schedule B per current BCBC)				
Liability Coverage Summary (Expiry date: _____)				

City of Maple Ridge

11995 Haney Place, Maple Ridge, BC V2X 6A9 Tel: 604-467-7311 Fax: 604-467-7461

Inquires at: permits@mapleridge.ca **Web site:** www.mapleridge.ca **Inspection Requests:** inspectionrequests@mapleridge.ca

PLUMBING DRAWINGS (3 sets) Prepared by: _____ (name of Consulting firm)				
Plumbing Layout Plans (showing location of all pipe work and interior oil, grit and grease interceptors)				
Plans of all lift pumps and cross connection control devices				
Sprinkler Design Plans (to include standpipe loc.)				
Other (Please specify)				
Other (Please specify)				
Drawings signed and sealed by the Professional Engineer				
Sealed Letter of Assurance (Schedule B per current BCBC)				
Liability Coverage Summary (Expiry date: _____)				
REQUIRED DOCUMENTATION	Received	Not required	Required	# Drawings
MECHANICAL DRAWINGS (3 sets) Prepared by: _____ (name of Consulting firm)				
HVAC Plans				
Other				
Other				
Drawings signed & sealed by the Professional Engineer				
Sealed Letter of Assurance (Schedule B per current BCBC)				
Liability Coverage Summary (Expiry date: _____)				
REQUIRED DOCUMENTATION	Received	Not required	Required	# Drawings
ELECTRICAL DRAWINGS (3 sets) Prepared by: _____ (name of Consulting firm)				
Electrical Layout Plan for the entire project drawings showing the following: Design data load calculations for the service, Fault current calculations, Grounding etc				
Electrical Main Switch Size (Voltage - one or three phase)				
Site Service Plans				
Electrical Detail Plans				
Drawings signed & sealed by the Professional Engineer				
Sealed Letter of Assurance (Schedule B per current BCBC)				
Liability Coverage Summary (Expiry date: _____)				
ADDITIONAL DRAWINGS Prepared by: _____ (name of Consulting firm)				
Architectural (reduced to 11" x 17") for Fire Dept use on CD (PDF's)				
WATER COURSE PROTECTION BYLAW				
Erosion and sediment control plan (3 Sets)				
Schedule A				
Schedule D				
Schedule E				
Other (Please specify)				

ADDITIONAL ITEMS

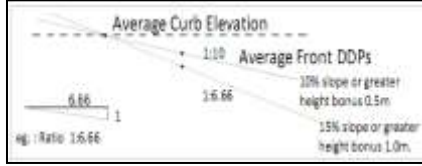
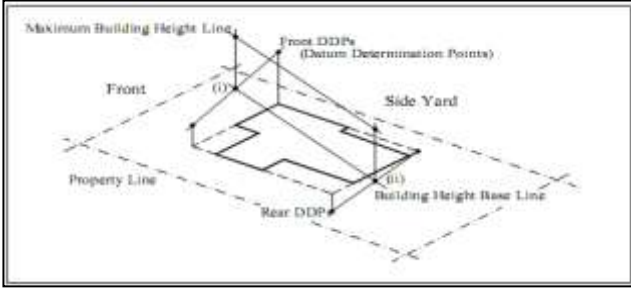
Current BC Building Code Analysis Review (sealed)				
Commitment by Owner Letter (Schedule A per current BCBC)				
Owner Acknowledgement Letter				
Sealed Soils (Geotechnical) Report				
Sealed Geotech Letter of Assurance (Schedule B per current BCBC)				
Liability Insurance coverage summary for the Geotech. P.Eng.				
APEGBC Appendix 'D' Landslide Assesment (sloping sites only)				
APEGBC Appendix 'J' Floodplain Assesment (prop. In floodplain only)				
Sealed Fire Suppression Systems Letter of Assurance (Schedule B per current BCBC)				
Liability Insurance coverage summary (Fire Suppression Systems)				
Project Specifications				
Address Plans for Multi-Tenant Buildings				
HPO Form				
Alternate Solution Proposal(s) (if accepted a sealed pdf version is required)				
Electrical Service Load Calculation & One Line Schematic Plan				
Plumbing Service Load Calculations & One Line Schematic Plan				
Other approvals (septic disposal, etc) _____				
Topographical Survey Plan				
Highway use permit				
Development Permit Securities				
Other Securities				
Hazardous Materials Report				
Site Profile (for contaminated sites)				
Health Dept "septic system filing" for new septic disposal fields				
Municipal Reliance upon Plan Certification by Reg. Professionals				
Construction Fire Safety Plan				

MISCELLANEOUS COMMENTS

Note: The Coordinating Professional and the Owner of the property must have their signatures on the Building Permit Application Form prior to the application being made.

BUILDING HEIGHT BASE LINE - means:

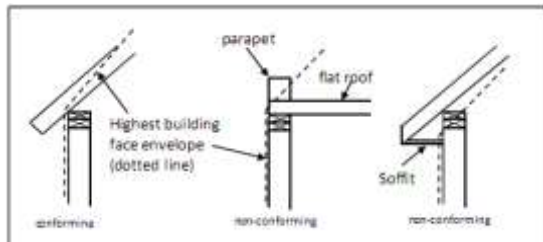
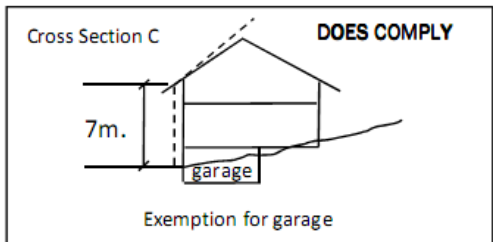
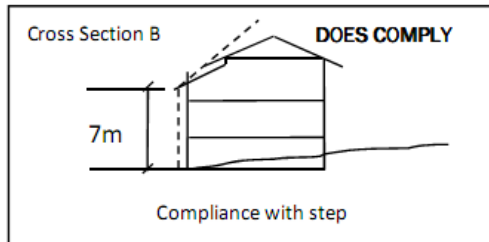
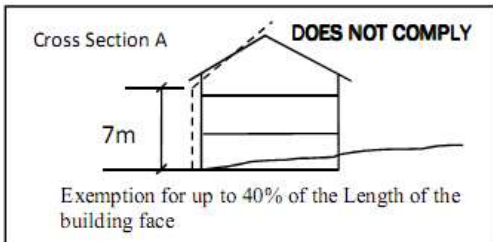
- I. averaging the two front Datum Determination Points on the lot; and
- II. averaging the two rear Datum Determination Points on the lot; and
- III. longitudinally extending a line joining (i) and (ii); illustrated by way of the following diagram;



DATUM DETERMINATION POINTS - means the two points on a lot created where the front most and rearmost wall face of the principal building, or projections thereof, intersect with the outermost sidewall faces, or projections thereof, measured as the lesser of Natural or Finished Grade.

LOCALIZED DEPRESSION - means:

- I. an existing depression in Natural Grade not exceeding 3 metres (9.8ft.) in width, or the lesser of 3 metres or 20% of the wall length along any building wall that it intersects;
- II. a depression below Finished Grade created for the purposes of providing vehicles or pedestrian entrance to a building subject to the following conditions:
 - A. only one vehicle entrance and one pedestrian entrance are permitted as Localized Depressions on a single family residential building.
 - B. on any side of the building in a single family residential zone, the Localized Depression width shall not exceed the lesser of 50% of the corresponding building width or:
 - * 6.0m (20 ft.) width for vehicle access.
 - * 2.44m (8 ft.) wide 3.0 m² in area for a pedestrian access.
 - * 7.3m (24 ft.) wide for a combined vehicle and pedestrian access
- III. any combination of vehicle or pedestrian entrances and existing depressions remaining after finish grading shall not exceed 50% of the corresponding building width or length along any side of a building.



Highest Building Face Exemptions:

- I. 40% of the length of the building face can be exempt from this regulation. Different parts of the building face can be exempted, provided that the sum of their lengths does not exceed 40% of the total length of the elevation.
- II. 100% of the length of the rear building face for those lots whose entire rear lot line abuts land dedicated for park purposes by subdivision plan, within which a watercourse shown on Schedule "E" exists, provided that the Highest Building Face is identified on the rear building elevation.
- III. 100% of the length of the interior side building face for those lots whose entire interior side lot line abuts land dedicated for park purposes by subdivision plan, within which a watercourse shown on Schedule "E" exists, provided that the Highest Building Face is identified on the interior side building elevation.
- IV. Roof eaves, decks, decorative features, and the pitched roof portion of either gable ends or dormers are exempt.
- V. Any portion of the roof structure above the top plate is exempt from this calculation.

