

**THIS FORM IS BEING PROVIDED TO ASSIST WHEN APPLYING FOR A PERMIT TO BUILD AN ACCESSORY BUILDING (shed, garage, workshop, greenhouse, barn etc.)**

Should additional information be required regarding the application and inspection process, please go to the building department's web site <http://www.mapleridge.ca/184/Building>, or contact the Building Department via email or phone, provided below.

**The following is required in order to apply for a building permit:**

Residential Building Permit Application Form .....		<input type="checkbox"/>	Required	
Zoning check sheet.....		<input type="checkbox"/>	Required	
Owner's Acknowledgement of Responsibility (signed).....		<input type="checkbox"/>	Required	
Signed Agent Authorization letter (for non-owner applicants) .....		<input type="checkbox"/>	Required	
Architectural plans – 2 copies.....		<input type="checkbox"/>	Required	
Site Plan to include all buildings, structures and trees .....		<input type="checkbox"/>	Required	
Yards Document .....		<input type="checkbox"/>	Required	
Wildfire Development Permit Area ( <b>including details</b> ) .....	yes	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Structural Plans, if applicable – 2 copies (sealed by structural engineer).....	yes	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Schedule B - Structural, plus certificate of insurance.....	yes	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Retaining Walls shown including drainage.....	yes	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Schedule B plus wall design for retaining walls over 1.0 metre in height.....	yes	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Schedule B - Geotechnical, plus cert of insurance.....	yes	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Additional Information for Pre-manufactured steel buildings:				
• Steel Building Drawings reference the BCBC 2018 edition,.....	yes	<input type="checkbox"/>	N/A	<input type="checkbox"/>
• Design loading will need to reflect that for maple ridge.....	yes	<input type="checkbox"/>	N/A	<input type="checkbox"/>
• Schedule B from the design engineer for design only,.....	yes	<input type="checkbox"/>	N/A	<input type="checkbox"/>
• Schedule B – Structural, for installation of structure and,..... the foundation system.	yes	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Geo-tech acknowledgement Sec. 219 Covenant letter.....	yes	<input type="checkbox"/>	N/A	<input type="checkbox"/>
<i>(only if there is a geotechnical covenant registered on title– otherwise not required)</i>				
Sealed Site Plan if Geotechnical Covenant registered on title.....	yes	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Seismic - Appendix D from Guidelines for Legislated Landslide Assessments for B.C. Sloping Sites Bulletin 2012-2 .....	yes	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Schedule B – Engineered Infiltration system + design (2 Copies) .....	yes	<input type="checkbox"/>	N/A	<input type="checkbox"/>
<i>(bldgs. over 139m<sup>2</sup> - 1500 sq. ft.) as per rock pit bulletin. If bldg. less than 139m<sup>2</sup> show on site plan</i>				
Septic Letter <input type="checkbox"/> yes <input type="checkbox"/> N/A				
<b>(Required to verify the proposed construction will not impact the septic field)</b>				
Fraser River Escarpment area	yes	<input type="checkbox"/>	no	<input type="checkbox"/>
Storm Connection    yes <input type="checkbox"/> No <input type="checkbox"/> paid for <input type="checkbox"/>	Rock Pit	yes	<input type="checkbox"/>	no <input type="checkbox"/>
Floodplain    yes <input type="checkbox"/> No <input type="checkbox"/> Covenant Req'd    yes <input type="checkbox"/> No <input type="checkbox"/>	Appendix I	yes	<input type="checkbox"/>	no <input type="checkbox"/>
Does Contractor have current business licence?	yes	<input type="checkbox"/>	no	<input type="checkbox"/>

**"This information is provided for convenience only and is not a substitution of applicable City Bylaws, Provincial or Federal Codes or Laws. You must satisfy yourself that any existing or proposed construction or other works complies with such Bylaws, Codes or other laws."**