

**This form is being provided to assist when applying for a permit to install a mobile home as either a primary dwelling or a temporary residential unit. Compliance with zoning bylaw restrictions is required.**

Should additional information be required regarding the application and inspection process, please go to the Building Department's web pages by clicking on this link <http://www.mapleridge.ca/184/Building>, typing it into the search line or contact the Building Department - Permits & Inspection Services in person, via phone or email provided below. This document is to be used in conjunction with the [Mobile Home Guide](#).

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

- Residential Building Permit Application .....
- Zoning Compliance check sheet .....
- Owner's Acknowledgement of Responsibility (signed) .....
- Signed Agent Authorization letter (for non-owner applicants) .....
- Mobile Home Certificate .....
- Sealed Topographical Survey (**Survey to include trees located within 5 metre of any construction**) .....
- Architectural plans – 2 copies (see guide)  
**(Including any additions to home that must be freestanding i.e. decks, Stairs, etc.)**
- Structural Plans, – 2 copies (sealed by structural engineer original seal) ..... yes  N/A   
**(For anchorage system)**
- Schedule B - Structural, plus certificate of insurance ..... yes  N/A
- Schedule B - Fire Suppression, plus certificate of insurance .....
- Schedule B - Geotechnical, plus cert of insurance ..... yes  N/A
- Geo-tech acknowledgement Sec. 219 Covenant letter ..... yes  N/A   
*(only if there is a geotechnical covenant registered on title– otherwise not required)*
- Sealed Site Plan **if** Geotechnical Covenant registered on title ..... yes  N/A
- Seismic - Appendix D from Guidelines for Legislated Landslide Assessments for B.C.  
(Sloping Sites Bulletin 2012-2) ..... yes  N/A
- Flood Hazard Assessment Appendix I ..... yes  N/A
- (TRU only permitted where floor level is above FCL)**
- Septic Filing ..... yes  N/A  Well Quantity ..... yes  N/A
- Certificate of Water Quantity and Potability (Schedule G) ..... yes  N/A   
**(Potability portion of form not to be submitted until time of Final Inspection)**

**Covenants Required or Existing:**

**(In-fill lots will require infiltration covenants where other than a rock pit is being proposed for infiltration.)**

- Floodplain  N/A       Lower Hammond Floodplain  N/A      Infiltration   N/A  
 Sanitary Sump Pump       Fraser River Escarpment   N/A      TRU   N/A

**Additional information where Mobile Home is the Primary Residence:**

- Erosion & Sediment Control Schedule (Watercourse Bylaw) – (Requires Environmental Monitor & Builders Signature)  
**Schedule D       Schedule E**
- Erosion & Sediment Control Plan .....
  - Schedule B – Engineered Infiltration system + design ..... yes  N/A   
*(Buildings over 139m<sup>2</sup> [1500 sq. ft.] as per rock pit bulletin)*
  - Structural Plans, – 2 copies (sealed by structural engineer original seal) ..... yes  N/A   
**(Cast-in place foundation required)**

**"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."**