

THIS FORM IS BEING PROVIDED TO ASSIST WHEN APPLYING FOR A PERMIT TO INSTALL A SWIMMING POOL.

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 the phone or email provided below.

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

- Swimming Pool Permit Application..... Required
- Zoning check sheet **(Required)**..... Required
- Owner's Acknowledgement of Responsibility (signed)..... Required
- Signed Agent Authorization letter (for non-owner applicants)..... Required
- Site plan – 2 copies..... Required
(Showing all fencing, access points, right of ways, water courses, existing and proposed retaining walls)
- Pool Plans – 2 copies (sealed by structural engineer)..... yes N/A
(Circle Pool type to be used on plans)
- Schedule B - Structural, plus certificate of insurance..... yes N/A
- Retaining Walls shown including drainage..... yes N/A
- Schedule B plus wall design for retaining walls over 1.0 metre in height..... yes N/A
- 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
- Septic Letter yes N/A
- Fraser River Escarpment area yes No
- Storm Connection yes No paid for
- Floodplain yes No Covenant Req'd yes No Appendix I yes No
- Does Contractor have current business licence? Yes No

Additional information required for in-door pools:

- Mechanical design – 2 copies (sealed by Mech. Engineer)..... yes N/A
- Building Envelope details – 2 copies (sealed by envelope professional)..... yes N/A
- Schedule B - Mechanical, plus certificate of insurance..... yes N/A
- Schedule B – Building Envelope, plus certificate of insurance..... yes N/A

Note: Ensure fencing requirements have been reviewed prior to purchasing fencing for enclosing the pool area.