Westbank First Nation

301-515 Hwy 97 South,
Kelowna BC, V1Z 3J2
Phone 250-769-2431 Fax 250-769-2441
buildingservices@wfn.ca

APPLICATION FOR BUILDING PERMIT

Folio#: _____

Applicant is: Owner ☐ Contractor ☐ Authorized Agent ☐ Area: IR9 ☐ IR10 ☐ Other _____

Owner Name (s): _____ Email: _____

Mailing Address: _____ City: _____

Province: _____ Postal Code: _____ Phone: _____ Band Member YES ☐ NO ☐

Building Site Address: _____

Legal Description Lot # _____ Plan # _____ Building Type: _____

Contractor: _____ Construction Value: $ _____

Mailing Address: _____ Email: _____

City: _____ Province: _____ Postal Code: _____ Phone: _____

1) I acknowledge that if I am granted a building permit pursuant to this application that I am responsible for compliance with the current edition of the BC Building Code, Westbank First Nation Building law and any other applicable enactment, code, regulation or standard relating to the work in respect of which the permit is issued, whether or not the said work is undertaken by me or by those whom I may retain or employ to provide design and/or construction service.
2) I acknowledge that neither the issuance of a permit under the WFN Building Law 2005-14, nor the acceptance or review of plans, specifications, drawings or supporting documents, nor inspections made by or on behalf of the WFN constitute a representation, warranty, assurance or statement that the current edition of the BC Building Code, the Building regulations of Westbank First Nation or any other applicable enactment, code, regulation or standard has been complied with.
3) Where WFN requires Letters of Assurance be provided by a registered professional. I confirm that I have been advised by WFN that it relied exclusively on the Letter of Assurance of "Professional Design and Commitment for Field Review" prepared by (insert name of registered professional or attach list)
4) I confirm that I have relied only on the said registered professional for the adequacy of plans, drawings, specifications and supporting documents submitted with this application.
5) I understand that I should seek independent legal advice in respect of the responsibilities I am assuming upon the granting of a permit by Westbank First Nation to this application and in respect of the execution of this acknowledgement.
6) I hereby apply for a building permit in accordance with the submitted documents and this application.

Owner/Authorized Agent Signature _____ Date _____

Project/Development description: _____

For Office Use

Actual floor area _____ Proposed floor area for DPSA _____ Difference _____

Zone _____ Water Meter size: _____ Water Service Size _____ Sewer Service Size _____ Fire Protection _____

Basic Fee for first $1000.00 project value	Fee $100.00	Dev. Cost Charges	Fee $_____
Project Value over $1000.00 x .012	Fee $ _____	Latecomer Cost	Fee $_____
Plbg. Fixtures: _____@ $10.00	Fee $ _____	Other Charges	Fee $_____
Sewer Service (yes _____ no_____)	Fee $ _____		
Water Service (yes _____ no_____)	Fee $ _____	TOTAL FEE $	_____

WESTBANK FIRST NATION

Engineering, Planning and Public Works

Suite 301-515 Highway 97 South, Kelowna, B.C. V1Z 3J2 Direct:
(250) 769-2431 – Fax: (250) 769-2441

Owner Authorization

This form to be signed by the owner of the property

Project: (What are you building?) _____

Site Address: _____

Lot: _____ Plan: _____

As owner of the above mentioned property, I make application for the works described in the Permit Application;

OR.
As owner I authorize _____To apply on my behalf.

Owner's Information

Name: _____

Signature: _____

Address: _____

_____

Phone _____

Email:

Owner's Agent Information

Name: _____

Signature: _____

Address: _____

_____

Phone: _____

Email:

REQUIRED INFORMATION FOR NEW BUILDINGS AND ADDITIONS

RECEIVED	N/A	
☐	☐	WFN Utility Permit Water service application
☐	☐	RDCO Water service application
☐	☐	Public Health sewage disposal permit
☐	☐	WFN Utility Permit Sewage Service application
☐	☐	Driveway Access details including grade, culverts and required retaining walls
☐	☐	State of title certificate and all referenced covenant/easement documents effecting WFN
☐	☐	New Home Warranty Enrollment Forms
☐	☐	Owner Authorization

TWO SETS OF DRAWINGS MUST BE PROVIDED - INCLUDING SITE PLAN, FOUNDATION AND FLOOR PLANS, CROSS SECTIONS, DETAIL DRAWINGS, BUILDING ELEVATION DRAWINGS AND MANUFACTURED ROOF TRUSS, FLOOR JOIST AND BEAM DETAILS.

RECEIVED	N/A	
☐	☐	Site Plan
☐	☐	Foundation and floor plans
☐	☐	Cross sections and details
☐	☐	Building elevation drawings
☐	☐	Manufactured roof truss, floor joist and beam details

REGISTERED PROFESSIONAL DESIGN AND SUPERVISION:

RECEIVED	N/A	
☐	☐	Schedule A
☐	☐	Geotechnical details and Schedule B
☐	☐	Architectural details and Schedule B
☐	☐	Structural details and Schedule B
☐	☐	Mechanical details and Schedule B
☐	☐	Plumbing details and Schedule B
☐	☐	Fire suppression details and Schedule B
☐	☐	Site servicing details and Schedule B

THE FOLLOWING MAY BE REQUIRED DUE TO THE SIZE AND COMPLEXITY OF THE PROJECT:

RECEIVED	N/A	
☐	☐	Development permit and/or development variance permit
☐	☐	Development cost charges
☐	☐	Subdivision servicing and development requirements
☐	☐	Referral to the local fire department
☐	☐	Referral to the public health department

These Items Will Be Reviewed By The Building Inspector When Doing Inspections

WFN-Inspection Checklists to be used as a Guide for Inspections

Footing Inspection review only the following items:
- The general aspects of the site for a safe building area (i.e. rock fall hazard, slope stability, terrain)
- Soil conditions as they appear at the footing level
- Where Registered Professionals are involved, their inspection reports
- Air temperature vis-à-vis the ability to cure concrete
- Footing depths for frost protection
- Footing sizes and locations in relation to the plans

Damproofing/draintile Inspection review only the following items:
- The survey certificate (where required)
- Dampproofing completeness
- Tie hole sealing
- Type and size of drain pipe and rock
- Dry well or other termination location
- Where Registered Professionals are involved, their inspection report
- Height of foundation wall above grade

Water Service Inspection review only the following items:
- Depth of pipe for frost protection
- Piping material
- Service termination inside of building
- Check valve requirements
- Working pressure test
- Size of pipe as specified on permit documents

Sewer service inspection review only the following items
- Piping slope and pipe size as specified on permit documents
- Pipe material and pipe bedding
- Test
- Cleanout placement
- Depth of pipe for frost protection
- Inspection chamber plug retrieval

Rough-in plumbing, drain, waste and vent inspection review only the following items:
- Piping, slope, materials and sizing
- Piping layout and arrangement
- Support of piping
- View test for leaks
- Backwater valve requirements, sumps

Water distribution system inspection review only the following items:
- Pressure test for leaks
- Piping material
- Support for piping
- Location of piping (protection from freezing)

Polyethylene and granular fill prior to pouring of concrete slab
- Installation and sealing of polyethylene sheet

Framing inspection review only the following items:
- Where Registered Professionals are involved, their inspection reports
- Equivalency to plans in appearance and size
- Roof truss/rafter/joist installation
- Roof beam construction
- Type and thickness of roof sheathing
- Roof loads carried down to foundation
- Roof ventilation
- Exhaust fan ducts installed, insulated and terminated and ventilation checklist
- Attic accesses
- Wall framing materials, type and quality/size and spacing
- Continuity of air/vapour barriers
- Floor joist materials; spans, end bearings, bridging and nailing
- Floor sheathing: size and type
- Posts, beams and columns; sized and attached
- Openings through floors; sized and supported

Framing inspection continued

- Loads carried down to foundations
- Crawl spaces; accesses and ground cover
- Sill plates; separated from concrete and anchored
- Cut, notched and drilled framing members
- Door and window rough in sizes
- Stair construction.; rise/run/uniformity/headroom
- Smoke alarm locations, rough in locations marked
- Fireplace and chimneys; framing clearances/height/combustion air
- Masonry chimneys for solid fuel; liners and cleanouts
- Roofing materials vis-à-vis the slope of the roof
- Fire stopping
- Fire separation systems
- Solid fuel appliances; clearances, combustion air, connection to chimney, and installation instructions
- Confirm that fire dampers are located in duct at fire separations
- Ramp slopes
- Safety glass
- Height of foundation walls above grade

Insulation inspection review only the following items:

- RSI value, type and installation of insulation from the top of the crawl space floor or lowest floor, up through the exterior walls including joist spaces to the top plates of the highest storey and the RSI value, type and installation of friction fit or rigid insulation in floors and ceilings
- Where flexible sheet air barrier/vapour barrier is used, the type and installation of the air/vapour barrier from the top of the lowest floor up through all insulated spaces, including joist spaces and across ceilings and where applicable, floors

Occupancy inspection review only the following items:

- Where Registered professionals are involved with the project, their Schedule C's
- Completeness of the exterior finish including height above the finished grade
- Installation of the required wall flashings and masonry supports
- Driveway; designed to keep runoff out of the garage/carport
- Down spout termination
- Deadbolt latches, security screws, door viewers and NRP hinges
- Interior and exterior handrails
- Size and location of interior and exterior guardrails
- Completeness of interior floor, wall and ceiling finishes
- Smoke alarms; in place and functioning
- Doors and closers; in place and functioning
- Fire exit windows; in place and accessible
- Stops and traps on plumbing; materials and placement
- Required waterproof wall finishes; in place and functioning
- Plumbing fixtures, approved materials and connected
- Heating system; in place and operational
- Hot water supply system; in place and operational
- Mechanical ventilation of building interior
- Contractors certificate for loose fill and spray applied thermal insulation
- Weather-stripping
- Required egresses; as per plan
- Required fire alarm systems, tested and verified
- Required emergency lighting and exit sign systems; in place and operating
- Closures in fire separations; in place, type and ratings
- Exhaust systems for commercial kitchens, spray booths, etc; installed, tested and signed off by a Registered Professional
- Required fire sprinkler systems; installed, tested and signed off by a Registered Professional
- Fire hydrant placement; as per plan
- Fire department access; as per plan
- Fire extinguisher placement; as per plan
- Ramp slopes
- Disabled requirements; lever handles, handrail terminations, highlighted risers, clear and level areas, tactile warning systems, directional signage, door lettering, path of travel, automatic doors, washroom requirements, areas of refuge, floor level changes, exit door colours, handrail colours

It is the responsibility of the General Contractor or Owner to:

a) Obtain a surveyor's certificate by registered BC land surveyor, showing the exact location of the structure on the lot. This certificate is required after the pouring of concrete foundation walls, or at a stage approved in writing by the field inspector. The surveyor's certificate is required for all commercial, industrial, institutional, multi-family residential, two-family residential and single family residential buildings unless otherwise approved by the building inspector.

b) Clearly identify, by a sign visible from the road, every construction site, indicating the legal description of the site and the civic address.

c) Give twenty-four (24) hours' notice for all inspection calls. When requesting an inspection, please state: type of inspection, permit number, civic address, your name and phone number and when the work will be ready.

d) Contact Telephone, Electrical, and Cable to determine installation requirements - i.e.: underground or overhead.

Westbank First Nation
Utility Permit Application

Building Permit No._____

Applicant is: Owner ☐ Contractor ☐ Authorized Agent ☐ (Letter Required)

Band Member: Yes ☐ **No** ☐

Owner's Name		Phone No.
Business Name		
Mailing Address	City	Postal Code
Building Site Address		
Name of Contractor		Phone No.
Mailing Address	City	Postal Code

LEGAL DESCRIPTION

Lot Number
Plan Number RSBC ☐ CLSR ☐
Tsinstikeptum Ind. Reserve No.9 ☐ No.10 ☐
Folio/Roll Number:

Water: For services less than 50mm diameter

Source: WFN ☐ Well ☐ Other: _____ In Easement: Yes ☐ No ☐

Size of Line: _____mm Back flow device required: Yes ___ No ☐ Size: _____

Meter Number:_____ Make & Model: Neptune E-coder R900i

Meters Inspected By: _____

Temporary _____ Permanent _____ Connection Date: _____

Approved by: _____ Date: _____

Sewer: For services 100mm in diameter

Septic: Yes ☐ No ☐ If yes Federal permit required In Easement: Yes ☐ No ☐

Type: Commercial ☐ Residential ☐ Size: _____

IC Installed: _____ Connection Date: _____

Inspected by: _____ Date: _____

Building Inspector:

Plans reviewed by: _____ Date: _____

Recommendations Attached: Yes ___ No ___ OP:_____

Business License:

Required: Yes ___ No___ Application filled out: Yes ___ No ___

Application Approved By: _____ Date: _____

Note: Occupancy permit cannot be issued until the meters are inspected and approved.

_____ _____

Applicant Signature Date

White: Taxation Pink: Utilities Green: Development Services