



# THE UNIVERSITY OF BRITISH COLUMBIA

## Campus and Community Planning

2210 West Mall • Vancouver, B.C. • V6T 1Z4

☎ 604.822.2633 • 📠 604.822.6119

BP # \_\_\_\_\_

### BUILDING PERMIT APPLICATION CHECKLIST

Major Projects - Excavation and Shoring Phase

1. This form identifies documents required to be submitted to fulfill UBC building permit application requirements for an Excavation and Shoring Phased permit.
2. If any construction is proposed as part of the permit application, other than shoring, the Applicant must use the "Foundations/Structural to Grade Permit" application.
3. This form is to be completed by the Applicant and submitted with the required documentation.
4. Submit this form and the required documentation to:

UBC Campus & Community Planning  
 2210 West Mall, Vancouver, BC, V6T 1Z4  
 ATTN: Edmond Lin, Chief Building Official

Date: \_\_\_\_\_

DP: \_\_\_\_\_

Civic Address: \_\_\_\_\_

Legal Description: \_\_\_\_\_

- UBC Building Permit Application form
- Building Code Information Sheet (signed and sealed)
- Project Directory (include Owner, Coordinating Registered Professional, Registered Professionals, Designers)
- Current BC Building Code Schedule A, Coordinating Registered Professional. Must cover entire project.
- Current BC Building Code Schedule B:
  - Geotechnical Engineer. Temporary and Permanent. Must cover entire project.
  - Civil engineer. Site Drainage where applicable
- Drawings: 3 Signed and Sealed **collated** sets:
  - Geotechnical (existing infrastructure to be shown)
  - Erosion and Sediment Control
  - Proposed Relocation of Existing Infrastructure locations and utility service connections where applicable
- Up to date survey: 2 signed and sealed copies
- Code Compliance Drawings: 2 sealed sets hard copies.
- Reports:
  - Building Code Report/Analysis
  - Soils Investigation Report (signed and sealed by Geotechnical Engineer)
- Construction Safety Plan: 2 copies
- Construction Traffic Management Plan.

NAME: \_\_\_\_\_

FIRM: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_