



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 - Foundation and Structural to Grade Phase

1. This form identifies documents required to be submitted to fulfill UBC building permit application requirements for a Phased permit for Foundations, Structural work to grade and associated mechanical and electrical service work.
2. This document applies to permit applications that include any type of construction work, other than shoring.
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: _____

Was application for Excavation and Shoring Permit made previously?

YES: Excavation and Shoring Permit Number: _____

NO: Submit documents described in Building Permit Application Documents - Excavation and Shoring Phase

- UBC Building Permit Application form
- Building Code Information Sheet (signed and sealed)
- Current BC Building Code Schedule B:
 - Architectural
 - Structural Engineer
 - Electrical Engineer
 - Mechanical Engineer (Mechanical - HVAC)
 - Mechanical Engineer (Plumbing)
 - Mechanical Engineer (Fire Suppression)
- EGBC Checklist for Structural Concept Review form
- Building Envelope Professional Design and Enhanced Field Review – Model Schedule D (AIBC)
- Drawings: 3 Signed and Sealed **collated** sets for all disciplines to cover work proposed as part of Foundations/Structural to grade. Must include mechanical and electrical services under slabs on grade and service connections.
- Stormwater Management Plan
- Code Compliance Drawings: 2 sealed sets hard copies.
- DP Compliance Checklist, sealed by Architect.

NAME: _____

FIRM: _____

SIGNATURE: _____

DATE: _____