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: Ed 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 and one PDF copy
    - ❑ 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:** _____

Revised: June 2024