



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 - Full Building Permit

- 1. This form identifies documents required to be submitted to fulfill UBC building permit application requirements for a Full Building Permit.
2. This form is to be completed by the Applicant and submitted with the required documentation.
3. 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

Was application for Foundation/Structural Permit made previously?

- YES: Foundation/Structural Permit Number: \_\_\_\_\_
NO: Submit documents described in Building Permit Application Documents - Foundation and Structural to Grade Phase

- UBC Building Permit Application form
Building Code Information Sheet (signed and sealed)
Drawings: 3 Signed and Sealed collated sets for all disciplines to cover construction of complete building:
Architectural, Plumbing, Civil, Landscape, Structural, Fire Suppression, Electrical, Mechanical - HVAC
APEGBC Checklist for Professional Structural Concept Review
Lot Grading Plan: 3 signed and sealed sets
Code Compliance Drawings: 2 sealed sets hard copies and 1 electronic set (pdf)
Final Building Code Analysis Report including alternative solutions
DP Compliance Checklist, signed and sealed by Architect
Completed HPO form (for Residential Projects except student housing)

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

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

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

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