

ANMORE BUILDING BYLAW NO. 583-2018

Do I Need a Plumbing Permit?



When Do I Require a Permit?

An owner shall obtain a building or plumbing permit:

- Prior to conducting any alterations or new construction. Examples:
 - Constructing a new dwelling, accessory building, or structure.
 - Adding to an existing building or structure.
 - Altering, renovating, or repairing existing buildings or structures.
 - Repairing fire damaged buildings or structures.
 - Completing an unfinished area in an existing building (i.e., basement, recreation room).
- Prior to moving a building (Moving a building from one location to another).
- Prior to demolishing or relocating buildings on the same lot.
- Prior to installing or altering mechanical equipment (heating, ventilation, air conditioning).
- Prior to excavation and placement and/or removal of soil.
- Prior to construction or alteration of retaining structures where the vertical height is greater than 1.22 m (4'0"), as measured from grade to top of the wall; or tiered retaining structures spaced less than twice the vertical height of the immediate lower retaining structure.
- Prior to constructing or alterations of swimming pools.
- For an Occupancy Use Change.

An owner shall obtain a trade permit where:

- Prior to conducting plumbing work undertaken as regulated by the BC Plumbing Code
 - including installation of cross-connection control devices.
 - installation or alteration of fixtures and water piping.
 - Installing or altering of sanitary sewer, storm sewer and drainage piping outside of the building.
- Prior to altering or installing fire sprinkler undertaken as regulated by the Building Code.
- Prior to installing a lawn irrigation system.
- Prior to altering or installing a wood-burning appliance.

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When Do I Not Require a Permit?

Permits not required for minor modifications and repairs. Examples:

- Interior or exterior painting.
- Roofing repair or replacement.
- Cabinet replacement or installation.
- Landscaping & Fencing construction.
- Exterior building repairs or replacement (siding, trim, stucco, etc.), unless structural modifications are made, such as moving or increasing window or door sizing.
- Installation of patios or decks less than 600 mm (2'0") above grade supported on its own independent foundations (cannot be attached to an existing structure).

Plumbing Permit Checklist - digital copies required for permit submissions.

1. **Business License:** As per Anmore Licensing and Regulating of Businesses Bylaw No. 263-1999 all contractors and businesses operating within the Village of Anmore shall hold a valid business license. Please submit copies with all permit applications.
2. **Building Permit Application(s):** must be submitted with the required \$75.00 application fee. Incomplete permit applications may be refused and returned.
3. **Construction Value:** not applicable for plumbing only permit applications.
4. **Title:** submit current title search, within 30 days of application. If ownership is not a person(s), then submission of corporation Notice of Articles showing all directors required.
5. **Owner Authorization Form:** submit with signatures by all person(s) or director(s) of a company (attached).
6. **Strata or HOA:** submit dated and signed approval letter for proposed project and provide current copy of minutes confirming signatories for person(s) permitted to approve changes on the strata or HOA's behalf.
7. **Sewage (RSS):** provide Record of Sewage System (RSS) filing and design details & drawings. Adding bathroom groups, kitchens and/or increasing building gross floor area does require submission of new RSS from the Fraser Health Authority or a sealed memo from a registered on-site wastewater professional (ROWP) or sewage engineer registered in good standing within BC confirming the existing sewage system can support the added demand at peak flow.

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8. **Hydronic (Water) Heating Systems:**

- Provide CSA F280, "Determining the Required Capacity of Residential Space Heating and Cooling Appliances," load calculations for all hydronic heating systems.
- Include Primary and Secondary Heating Sources on the drawings for all occupied dwellings (primary, secondary, coach, etc.).

9. **Plumbing Drawings:** required for alterations or installations of hydronic heating systems, lawn irrigation systems or site services (water, storm sewer, or sanitary sewer) where installation is not completed by a qualified plumber (tradesperson). Submit digital pdf drawings compliant to BC Building Code and BC Plumbing Code (BCBC).

10. **Fire Sprinkler Drawings:** submit digitally sealed drawings compliant to current BCBC.

11. **Fire Sprinkler Schedule B:** submit digitally sealed Schedules.

12. **Fire Sprinkler POI (proof of insurance):** submit digital copy of insurance.

13. **Fire Sprinkler Flow Verification Test:** required.

This guide has been prepared for convenience only and is not a bylaw or legal document. If there are any discrepancies between this guide and the Village of Anmore bylaws, the bylaws shall be the legal authority.

Homeowners are responsible to ensure compliance to Village of Anmore Building Bylaw No. 583-2018, current BC Building Code and BC Plumbing Code, and all other applicable Village of Anmore Bylaws and Statutory requirements and understand it is the responsibility of the owner to make enquiries as to such matters before commencing work.