

Building Permit Application Checklist Retaining Wall

Building Department: 604-990-2480, building@dnv.org

Complete this form and attach it to the permit submission documents

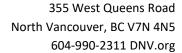
Documents **must** be named in accordance with the DNV standards found <u>HERE</u>

DRAWINGS REQUIRED AT APPLICATION INTAKE

Ц	ropograpnica	al Survey (scale 1/8 = 1) Preparea by a Registerea B.C. Lana Surveyor signea ana sealea,
	issued within	the last 6 months and include:
		Lot area, dimensions and setbacks of existing buildings and structures, including
		structures, fences and retaining walls within a distance of 5ft outside the property line
		Legal description, street names, north arrow
		Contours required at 3 ft. intervals
		Curb & property corner elevations
		Existing ridge elevation
		Existing maximum eave height
		Main floor elevation
		Perimeter spot elevations where proposed structure will be sited
		Datum determination points
		•
	Ц	Offsite details – Curb locations, above ground infrastructure, manholes complete with
		inverts, ditches, road elevations, driveway locations, ground elevation, existing retaining
	П	walls and any other details that may be required for review
		Outline of the original building(s), creeks, adjacent roads/lane allowances, waterfront boundaries, accretions, trees, hedges, all other structures including 5' onto neighbouring
		properties, on adjoining boulevards, rights of way and all building(s) and structures on the foreshore
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		caping Plan (scale 1/8" = 1')
		Outline of any proposed building and accessory building(s) showing the outermost
		walls including basement walls and upper floor overhangs
		Location of proposed retaining wall(s)
		Top and bottom elevations of the wall(s), including natural and finished grade
		Existing and proposed impermeable surfaces
		Outline of all proposed on-site and off-site landscaping up to the curb/gutter line,
		including regrading, retaining walls, proposed tree removals, and planting areas. If
		replanting is required for a tree permit, the species and location of replacement trees
	Cuasa Castiau	needs to be plotted. Specify whether landscaping is existing/proposed
		γ (scale $\frac{1}{2}$ " = 1')
	Ц	Height of wall(s) and top and bottom elevations of the wall(s), including natural and
		finished grade
	Ц	Any stepped series of walls must show compliance with maximum wall height and 35-
		degree line (see zoning bylaw for retaining wall regulations)
		Any fences proposed on top of a retaining wall(s) must include height of the fence and
		maximum elevation of the fence and retaining wall(s) (see zoning bylaw for regulation of
		fences)
		Construction materials being used
		Location and size of drainage pipe(s)
Drawin	igs Required	Prior to Permit Issuance (May be submitted at application intake)
	Engineering I	Drawings (scale ¼" = 1')
		Sealed and signed by a Structural or Geotechnical engineer

...Documents Required on next page

Document Number: 5890084





DOCUMENTS REQUIRED AT APPLICATION INTAKE

Building permit application – Signed by the owner and witnessed
Master Requirements Questionnaire
Title search (pulled within the past 30 days, or it will be charged with the partial building permit fees)
Arborist report

- Summary of how the proposed construction, utility work, landscaping, and/or regrading will
 affect surrounding trees, including those on adjacent lots and trees owned by the District
- Tree assessment for all surrounding trees, both on-site and off-site, including details on species, condition, trunk diameter, and the anticipated impact of the project on each tree
- Tree management plan showing:
 - All trees on and off the lot that will be affected
 - Location of existing structures
 - Location of any proposed structures, landscaping, and/or regrading
 - Delineated protection areas
 - How retained trees will be protected during construction
 - Any proposals for phased tree management

Letters of Assurance and documents from the following professional's schedules must be correctly addressed identifying the discipline and items

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	Structural Schedule B with confirmation of liability insurance and a copy of their insurance, with CRP
	initials
	Geotechnical Schedule B with <u>confirmation of liability insurance</u> and a copy of their insurance, with CRP
	initials
	Schedule A – done by the co-ordinating registered professional with owner signature (Required when
	multiple engineers required)
	Geotechnical Report (may be required)
	Storm Water Management Plan (may be required)

Note: The items on this list are minimum submission requirements. Additional documents and drawings may be required at any point during the building permit process.

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