

INCOMPLETE SUBMISSIONS WILL NOT BE ACCEPTED

Civic Address: _____

Permit Submission Requirements:

- Completed Application Form and Fees. **Applications will not proceed into permit queue until application fees have been paid in full.**
- Completed Letter of Authorization (**Each** owner of the property must sign this Authorization Form)
- Drawing Checklist
- Zoning Compliance – For new builds and additions
- Title search (retrieved within the last 30 days)** for each property involved must be submitted with this application. A **\$25 fee** for document retrieval will be required if the application does not include this document at time of submission.
- Site Disclosure Statement and \$100 processing fee (if applicable)
- 2 complete sets of drawings to an appropriate scale: **The maximum drawing size accepted is A1 or 24"x36"**
 - Site plan showing all existing and proposed structure(s)
 - Floor plans
 - Elevations
 - Cross section
- 2 complete sets of signed and sealed structural drawings (if applicable; must be originals)
- Letters of Assurance (if applicable; must be originals)—Schedule B:
 - Structural
 - Geotechnical and Geotechnical Report
- Geotechnical Report – if you are submitting a Schedule B Geotechnical you require a Geotechnical Report at the time of application (must be an original)
- Proof of Licencing and Consumer Services Registration which specifies Owner Builder or Licenced Residential Builder for the address of the dwelling being applied for – For all new dwellings and major renovations (Contact BC Housing Licensing and Consumer Services for more information)
- Septic approval from Fraser Valley Health for all new builds, additions or added plumbing fixtures (must be submitted if you have selected Septic on page 2 of application form)
- PDF of architectural drawings emailed to: building-info@abbotsford.ca prior to or at time of application (re: address in subject line). File naming convention: unit number (if applicable), civic number and street – all CAPS (Example: 12 2345 EASY ST). **Failure to provide will result in your application being incomplete.**
Note: emails exceeding 10MB must be sent through eft.abbotsford.ca/dropoff
- Application has been made to Transport Canada and NAV Canada. This is needed if the property is located within the Airport Flight Zoning. Please visit the City's [Web Map](#) to confirm and the City's [Development Guidelines](#) for additional information.

(Continued)

APPLICATIONS WILL BE ACCEPTED
BETWEEN 8:30 AM – 4:00 PM

RESIDENTIAL APPLICATION CHECKLIST

Page 2 of 2

- Completed Pre-Construction BC Energy Compliance Report (Step Code submissions only)
- EnerGuide Homeowner Information Sheet (Step Code submissions only)

The items below are to be submitted at time of application if your property is located in an **A** or **RR** zone, or if you are **replacing an existing house**, or for an **infill lot** for all new buildings and additions:

- Geodetic elevations shown on all drawings (finished and existing grades)
- Topographical Survey required including all watercourses within 30m of proposed construction
- Hard copy of all covenants, easements and rights-of-way** registered on the subject property(ies) as a charge or listed as a legal notation and modification to those. A **\$25 fee for document retrieval** will be required per document if the application does not include these at time of submission.

PROPERTY INFORMATION

Number of Dwellings Currently on Property: _____

Civic Address: _____

Legal Description: _____

Value of Construction: \$ _____ # of sheets per drawing set: _____

Refund Information For Performance Security Deposit (Please refund deposit to)

Applicant Registered Property Owner Primary Contact Contractor

APPLICANT INFORMATION

The APPLICANT information will be attached to all invoices, payments and refunds. If fees for this permit are to be paid by another party, please inform staff before proceeding and (complete Refund Performance Section above where applicable)

Name: _____

Business Name (if applicable): _____

Mailing Address: _____

City: _____ Postal Code: _____

Phone: _____ Email: _____

REGISTERED OWNER(S) of the property

Name: _____

Mailing Address: _____

City: _____ Postal Code: _____

Phone: _____ Email: _____

PRIMARY CONTACT INFORMATION *if not the same as applicant

Name: _____

Mailing Address: _____

City: _____ Postal Code: _____

Phone: _____ Email: _____

CONTRACTOR INFORMATION City of Abbotsford requires that all businesses have a valid City of Abbotsford or Intermunicipal Business Licence.

Name: _____

Business Name: _____

Mailing Address: _____

City: _____ Postal Code: _____

Phone: _____ Email: _____

City of Abbotsford Business Licence #: _____ Intermunicipal Licence: _____

Licensed Building HPO Registration #: _____

APPLICATION TYPE	<input type="checkbox"/> New	<input type="checkbox"/> Addition	<input type="checkbox"/> Alteration	<input type="checkbox"/> Restoration
<input type="checkbox"/> Dwelling		<input type="checkbox"/> Modular Home CSA A277		
<input type="checkbox"/> Dwelling with suite		<input type="checkbox"/> Mobile Home CSA Z240	<input type="checkbox"/> New <input type="checkbox"/> Used CSA #: _____	
<input type="checkbox"/> Replacement Dwelling		<input type="checkbox"/> Seasonal Farm Worker's Accommodations		
<input type="checkbox"/> Replacement Dwelling with Suite		<input type="checkbox"/> Duplex/Triplex/Quad		
<input type="checkbox"/> Secondary Dwelling		<input type="checkbox"/> Accessory Building		
<input type="checkbox"/> Coach House		<input type="checkbox"/> Finished Basement (Without Suite)		
<input type="checkbox"/> Garden Suite				

SERVICE INFORMATION				
Water Source	<input type="checkbox"/> City New	<input type="checkbox"/> City Existing	<input type="checkbox"/> Well (Show location on drawing)	
Sewer	<input type="checkbox"/> City New	<input type="checkbox"/> City Existing	<input type="checkbox"/> Lift Pump (Covenant required)	<input type="checkbox"/> Septic (Fraser Health Approval Req'd)
Drainage	<input type="checkbox"/> City New	<input type="checkbox"/> City Existing	<input type="checkbox"/> Infiltration System (Sealed Design Required)	
Number of Washrooms (including powder rooms): _____				

UTILITY RECONNECT/UPGRADE (Engineering Dept.)	
Your property may require reconnection or upgrading of the utility services. Below is a table with the fees required under the City of Abbotsford, Waterworks Regulation Bylaw, 2017 and the City of Abbotsford, Sewer Regulations Bylaw, 2017.	
Sanitary Service Reconnect	\$50.00 + \$2.50 (GST) = \$52.50
Storm Service Reconnect	\$50.00 + \$2.50 (GST) = \$52.50
Plumbing Inspection	\$75.00 (\$100.00 for both)
Water Service Reconnect	\$63.00 + \$250.00 (Sec. Dep.) = \$313.00
Water Service Upgrade - 18mm (Three (3) bathrooms -)	\$4,225.00 + \$250.00 (Sec. Dep.) = \$4,475.00
Water Service Upgrade - 25mm (Four (4) bathrooms +)	\$4,570.00 + \$250.00 (Sec. Dep.) = \$4,820.00
If your property includes Water, Sanitary and (or) Storm connection(s), you will be required to have an inspection completed during demolition, this may result in repairs or replacements being required. If required, replacement would be completed under a recoverable work order (SM02#). You will receive a phone call and permits authorizing this work	

HEATING:	<input type="checkbox"/> Forced Air	<input type="checkbox"/> Baseboard	<input type="checkbox"/> Radiant	<input type="checkbox"/> HRV/CRV	<input type="checkbox"/> Other: _____
-----------------	-------------------------------------	------------------------------------	----------------------------------	----------------------------------	---------------------------------------

Are there any watercourses or ditches on the property?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
---	------------------------------	-----------------------------

NOTE: Any applicable development cost charges (DCCs) will be calculated during the plan review. Payment of any additional fees calculated during the plan review will be required prior to issuance. By signing this Agreement, you acknowledge that you understand that the Engineering department will generate any invoices and permits required for upgrades, reconnection, or upgrades to the utility services on this property. You will receive an invoice via email, payment is required prior to processing the request.

Signature: _____ Date: _____

IDENTIFICATION OF CONTAMINATED SITES

Provincial provisions in the [Environmental Management Act and Contaminated Sites Regulation](#) require contaminated sites to be identified for all Building Permit applications where there will be soil disturbance.

A [Site Disclosure Statement](#) is required for properties that have a history of specified '[Schedule 2](#)' industrial and commercial uses. Visit the Ministry of Environment's [Site Identification Page](#) to determine if the subject site(s) will require the completion of a Site Disclosure Statement.

1. Will this building permit application result in soil disturbance in any way or extent? (i.e. excavating, grading, stripping, etc.)	
<input type="checkbox"/> NO	The form is now complete; no further action is required.
<input type="checkbox"/> YES	Continue to Question 2.
2. Has the subject property been used for any industrial or commercial purposes or activities described in Schedule 2 of the Contaminated Sites Regulation?	
<input type="checkbox"/> NO	The form is now complete; no further action is required.
<input type="checkbox"/> YES	Provide a completed Site Disclosure Statement together with your application submission and continue to Question 3. (Note: only the site owner or operator can sign the Site Disclosure Statement)
3. Have you declared an Exemption on the Site Disclosure Statement? (complete only if you answered "YES" to questions 1 and 2)	
<input type="checkbox"/> NO	Provide the \$100 processing fee. The Site Disclosure Statement will be forwarded to the Ministry of Environment for review. The building permit cannot be issued until approval has been given by the Ministry.
<input type="checkbox"/> YES	Provide documentation confirming the exemption.

The person completing this application states that the above information is true, based on their current knowledge as of the date completed.

Signature: _____ Date: _____

Name of Signee: _____

For further information or clarification contact the Ministry of Environment:

Phone: 1-604-582-5200 Email: siteID@gov.bc.ca

Website: www2.gov.bc.ca/gov/content/environment/air-land-water/site-remediation/identifying-sites-that-may-be-contaminated

ACKNOWLEDGEMENT OF NOTICE OF COLLECTION OF PERSONAL INFORMATION

Personal information collected within this building permit and application file is collected for the purpose of processing this application and for administration and enforcement. The personal information is collected under the authority of the Local Government Act, the City's bylaws and Section 26 of the Freedom of Information and Protection of Privacy Act (the "Act"). Under the Act, personal information cannot be used or disclosed other than for the purpose for which it was collected, except with the consent of the individual whom the information is about or otherwise in accordance with law.

By initialing this application I hereby consent that all information, including my personal information, within this building permit and application file, may be made available to the public upon request.

Initials of Applicant: _____

If you have any questions about this collection and use of your personal information, contact the Information and Privacy Coordinator at FOI@abbotsford.ca or mail to: City of Abbotsford, 32315 South Fraser Way, Abbotsford BC V2T 1W7

CONSENT TO RELEASE PERSONAL INFORMATION

Pursuant to Section 22 of the Freedom of Information and Protection of Privacy Act, I understand that all information provided to the City of Abbotsford is subject to the provision of the Freedom of Information and Protection of Privacy Act. I consent to the City of Abbotsford releasing my personal information related to this application.

Initials of Applicant: _____

The owner/applicant is responsible for ensuring compliance with the BC Heritage Conservation Act, including steps to determine whether or not a site is an archaeological site. It is against the law to alter an archaeological site without first obtaining a permit to do so from the Archaeology Branch, Ministry of Tourism, Sport and the Arts.

WAIVER, RELEASE AND INDEMNIFICATION AGREEMENT

BY SUBMITTING THIS PERMIT APPLICATION, YOU, OR THE PARTY ON WHOSE BEHALF YOU ACT, ARE GIVING UP CERTAIN LEGAL RIGHTS, INCLUDING THE RIGHT TO SUE, AND ASSUMING CERTAIN OBLIGATIONS, SUCH AS THE OBLIGATION TO INDEMNIFY THE CITY OF ABBOTSFORD

PLEASE READ THE FOLLOWING PROVISIONS CAREFULLY

In consideration and as a condition of the City of Abbotsford (the "City") granting the permit applied for, each of the Owner, the Owner's Authorized Agent (for himself and on behalf of and with instructions from the Owner and any other party on behalf of whom the Authorized Agent acts) and the Applicant (if not Owner of the Owner's Authorized Agent), jointly and severally agree as follows:

Waiver - I/we hereby waive any and all claims whatsoever that I/we may have, or may have in the future, against the City, its directors, officers, elected officials and employees (collectively, the "Releasees") as a result of the issuance of this permit or any work undertaken pursuant to this permit or for any inspection or other action undertaken as a result of this permit, due to any cause whatsoever, including but not limited to negligence or breach of any statutory or other duty of care.

Release - I/we hereby remise, release and forever discharge the Releasees from any and all claims, actions, demands, obligations, liabilities, costs and expenses whatsoever, whether direct or indirect, including without limitation with respect to any damage to person or property, that I/we may suffer or incur, due to any cause whatsoever including negligence or breach of any statutory or other duty of care, as a result of the issuance of this permit or any inspection or action undertaken by the City as a result of this permit.

Indemnity - I/we hereby agree to indemnify and hold harmless the Releasees from and against any and all claims, actions, demands, obligations, liabilities, costs or expenses whatsoever and howsoever arising, including arising out of or with respect to any damage to any person or property incurred by myself, the party for whom I act as agent, or any other party, which may in any way arise or accrue against the Releasees as a result of or incidental to the issuance of this permit.

No Representations, Warranties or Guarantees -The City has not made any representations, warranties or guarantees with respect to any matter relating to this permit or any work to be undertaken pursuant to this permit, including without limitation compliance with City bylaws or any other provincial or federal act or regulation in force in the City. I/we hereby agree that I/we will be solely responsible for ensuring that all work carried out pursuant to this permit is in compliance with all applicable City bylaws and any other provincial or federal act or regulation in force in the City. I/we further agree that I/we do not rely on the City to notify me/ us of any defects in this permit Application or supporting documentation and that any inspection or other actions undertaken by the City are not intended to ensure and will not ensure that any work complies with the applicable City bylaws or any other provincial or federal act or regulation in force in the City.

I agree to conform to all applicable requirements of City of Abbotsford bylaws and all other applicable provincial or federal statutes in force in the City of Abbotsford.

Initials of Applicant: _____

APPLICATIONS WILL BE ACCEPTED
BETWEEN 8:30 AM – 4:00 PM
Incomplete applications will not be accepted

LETTER OF AUTHORIZATION (BUILDING PERMITS)

Civic Address: _____

Legal Description: _____

Brief Description of Work: _____

This document shall serve to notify the City of Abbotsford that I am/we are the legal owners(s) of the property described above and do authorize the person indicated below (Authorized Agent) to act on my/our behalf on all matters pertaining to the referenced Permit Application(s) for the above referenced property, including the authority to endorse application documents on my/our behalf.

It is understood that until the City is advised in writing that the Authorized Agent no longer acts on behalf of the Owner, the City will deal with the Authorized Agent with respect to all matters pertaining to the Permits referred to in this Authorization Form. This authorization supersedes any previous agent authorization

REGISTERED OWNER(S)

Name(s): _____

*(List **all owners** as they appear on title. All Owners must sign this section)*

Signature of owner	Owner's name (print)	Date
Signature of 2 nd owner (if applicable)	Owner's name (print)	Date
Signature of 3 rd owner (if applicable)	Owner's name (print)	Date
Signature of 4 th owner (if applicable)	Owner's name (print)	Date

AUTHORIZED AGENT (person acting on behalf of another person or group)

Name: _____

Business Name (if applicable): _____

Mailing Address: _____

City: _____ Postal Code: _____

Phone: _____ Email: _____

Signature of Authorized Agent	Agent's name (print)	Date
-------------------------------	----------------------	------

The following items to be filled out by Designer
(where applicable by scope of work)

RESIDENTIAL DRAWING CHECKLIST

Page 1 of 3

PROPERTY INFORMATION

Project Address: _____

Company: _____ Phone: _____

Designer: _____ Email: _____

Date: _____ Signature: _____

- New Home Accessory Building Addition Infill

Seismic Design (New and/or Additions)

- Part 9 Prescriptive or
 Part 4 Structural (Engineered Design)

Site Plan (New and/or Additions)

- Zoning compliance summary
 North arrow
 Correct lot size with dimensions
 Proposed building location and dimensions
 Location of all existing buildings
 Zoning setbacks
 SROW / Easements shown
 Watercourses and required setbacks
 Objects in adjacent boulevard to be shown and identified (i.e. hydrants, trees, street lights, etc.)
 Excavation is not permitted within the critical root zone of any trees (including trees on adjacent properties), and tree removal is not permitted without first obtaining a "Tree Cutting permit" issued by the City of Abbotsford (Parks, Recreation & Culture)
 All existing trees that are proposed to be retained (not removed) shall have their location and trunk diameter indicated
 Location and dimension of driveway (per approved servicing plans and zoning requirements)
 Existing and finished grade elevations at corners of building and lot
 Retaining wall locations and proposed heights (Top of Wall & Bottom of Wall)
 Deck, stairs and sidewalk locations
 Projections / cantilevered areas indicated
 Location of rock-pit , well and/or septic field (where applicable)

The following items to be filled out by Designer
(where applicable by scope of work)

RESIDENTIAL DRAWING CHECKLIST

Page 2 of 3

Foundation Plan (specify unless noted and confirmed existing)

- Footing sizes / location
- Slab / Wall thickness specified
- Window Wells
- Insulation
- Radon Ready

Floor Plans (Specify unless noted and confirmed existing)

- Truss layout (location and reactions of point loads)
- Joist spans / sizes / spacing
- Beam / lintel sizes
- Bearing for point loads to foundation
- Landings (where required) and dimensions
- Stairs (rise / run / tread / headroom)
- Door sizes
- Hallways (minimum width)
- Handrails (locations)
- Guards (location / heights)
- Ceiling heights (difference in ceiling heights to be noted)
- Windows (size / egress and safety glass) Smoke / CO's (locations))
- Window wells (sizing / protection)
- Attic / crawl access (indicated / sizing) Fire separations (rating / assembly details/ compliant listing)
- Exterior wall rating / construction
- Protected soffit locations / alternate roof venting (where required)
- Exits
- Plumbing fixture locations
- Rooms labeled
- HWT and furnace locations
- Fully dimensioned

Elevations (All new or any alterations to the following)

- Spatial calculations shown
- Window and door locations/sizing consistent with floor plans
- Wall and roof finish specified
- Stairs identified
- Building height and floor elevations (MBE / GPE / Flood)
- Guards (location / heights)
- Lot grading and design consistent with approved lot grading plan (new lots) or Topographic survey (infill lots)

The following items to be filled out by Designer
(where applicable by scope of work)

RESIDENTIAL DRAWING CHECKLIST

Page 3 of 3

Cross Sections (All new or Any Alterations to the following)

- Wall ceiling heights
- Protected soffit detail
- Consistent with floor and foundation plans
- Perimeter drainage shown and specified
- Crawlspace / attic venting specified
- Damp proofing indicated
- Insulation values (RSI)
- Geodetic Elevations

Construction Assemblies

- All required assemblies listed
- Verified Code Compliant materials
- RSI Calculations (9.36 Requirements) or Step Code

Step Code Compliance

- Energy model from certified, energy advisor
- All required details shown confirming design is in compliance with energy model provided

Geotechnical

- 2 original sealed shoring and excavation plans by the geotechnical engineer of record. Required if the excavation exceeds 4' (1.2m) in-depth and is within the mapped Steep Slopes Development Permit (SSDP) Area. To determine if your project is with the SSDP please review on the City's [Web Map](#).

The following items must be filled out by Designer

For new builds or additions only

ZONING INFORMATION

Staff Reviewed (Initial) _____

Zone (specify) _____ Lot Area (m²) _____

Land Use Contract (Y/N): _____ Specify LUC number: _____ **Completed? Y/N:**

DVP or DP required? (Y/N): _____ Specify DP or DVP number: _____

Please direct any inquiries regarding watercourses to env-info@abbotsford.ca

The following must be completed for all new construction or additions

LOT GRADING		INITIAL
	m	
4 extreme corner elevations of the house (m), as shown on the site plan	+	m
	+	m
	+	m
Add up, divide by 4	Total / 4 =	m
Average Finished Grade (AFG) Required for calculation of height and determining if basement is exempt from FSR	AFG =	m
All other R zones:		
Top of Main Floor elevation		m
Top of Basement slab	+	m
	Total / 2 =	m
Midpoint elevation of Basement (MoB)	MoB =	m
Calculate Basement Below Grade Positive value means basement is exempt in FSR Negative value means basement is included in	AFG - MoB + 0.35 =	m
RS3-i, RS3-ig & RS4-i (Max. 1.4m above AFG) Top of main floor shall not exceed 1.4m above AFG. (main floor > 1.4m above AFG = basement included in FSR)		m
Basement Exempt from FSR? (Y/N)		

The following items must be filled out by Designer

For new builds or additions only

FLOOR AREA CALCULATION			INITIAL
Basement Floor Area (If not exempt)		m ²	
Main Floor Area	+	m ²	
Upper Floor Area	+	m ²	
Garage Floor Area	+	m ²	
Gross Floor Area (GFA)	=	m ²	

ZONING COMPLIANCE	PERMITTED	PROPOSED	INITIAL
Floor Space Ratio (FSR) Gross Floor Area / Lot Area (Express as %)			
Secondary Suite / Coach House Area of Dwelling Unit			
Lot Coverage Horizontal coverage of all buildings and structures divided by the lot size			
Setbacks Identify projections, Easements and Statutory Right-of-Ways on Site Plan			
Principal Building			
Front	m	m	
Rear	m	m	
Interior Side	m	m	
Exterior Side	m	m	
Accessory Building / Coach House			
Front	m	m	
Rear	m	m	
Interior Side	m	m	
Exterior Side	m	m	
Between Principal / Accessory	m	m	
Between Principal / Coach	m	m	
Between Accessory / Coach	m	m	
Watercourse Horizontal Setback (ZB S.140.7.7) If using fill to achieve an elevation, the landfill slope shall not encroach upon horizontal setback	m	m	

The following items must be filled out by Designer

For new builds or additions only

ZONING COMPLIANCE	PERMITTED	PROPOSED	INITIAL
Building Height Measured from AFG to midpoint between roof peak and eaves			
Principal Building	m	m	
Coach House	m	m	
Floodplain Area (ZB Sec. 140.7)			
Full flood proofing (where applicable)	m	m	
Reduced flood proofing (where applicable)	m	m	
Underside of main floor elevation or top of slab on grade	m	m	
Ground level elevation (for reduced)	m	m	
Crown of nearest road (for reduced)	m	m	

OTHER	REQUIRED (CHECK ONE)			INITIAL
Steep Slope DP Area DP Boundary to be shown on Site Plan	<input type="checkbox"/> YES	<input type="checkbox"/> NO		
Natural Environment DP Area DP Boundary to be shown on Site Plan	<input type="checkbox"/> YES	<input type="checkbox"/> NO		
Development Permits Copy of Approval in Principle (AIP) or DP Issuance Letter	<input type="checkbox"/> YES	<input type="checkbox"/> NO		
Watercourse, ditches or unidentified drainage channels on site	<input type="checkbox"/> YES	<input type="checkbox"/> NO		
Top of Bank Survey	<input type="checkbox"/> YES	<input type="checkbox"/> NO		
Streamside Protection Bylaw (SPB) Setback shown on Site Plan	<input type="checkbox"/> YES	<input type="checkbox"/> NO		
Rock pit for rainwater leaders	<input type="checkbox"/> YES	<input type="checkbox"/> NO		
Rock pit for perimeter drain tile	<input type="checkbox"/> YES	<input type="checkbox"/> NO		
	REVIEWED (CHECK ONE)			Staff Reviewed (Initial)
Topographical Survey with proposed building location / elevations	<input type="checkbox"/> N/A	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
Design Complies with Charges on Title	<input type="checkbox"/> N/A	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
Fraser Health Approval	<input type="checkbox"/> N/A	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
Subdivision Complete	<input type="checkbox"/> N/A	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
New Driveway Access Required?	Culvert Required?		<input type="checkbox"/> YES	<input type="checkbox"/> NO
	Location per Civil Plan?		<input type="checkbox"/> YES	<input type="checkbox"/> NO

Note: All proposed buildings, additions, and driveways in the ALR requiring fill or soil deposits in excess of 1000 sq.m. must apply to the Agricultural Land Commission (ALC) for a "Notice of Intent" (NOI). Building Permits are not permitted to be issued prior to the ALC granting an exemption to these Provincial regulations (Bill 52). Sand and gravel required for the underslab aggregate material also counts as "fill" for these regulations.

BC ENERGY COMPLIANCE REPORT - PERFORMANCE PATHS FOR PART 9 BUILDINGS

For Buildings Complying with Subsection 9.36.5. or 9.36.6. of the 2018 BC Building Code (see BCBC Article 2.2.8.3. of Division C)

A: PROJECT INFORMATION

Building Permit #: _____ **Building Type:** _____
Builder: _____ **If Other, Please Specify:** _____
Project Address: _____ **Number of Dwelling Units:** _____
Municipality / District: _____ **Climate Zone:** _____
Postal Code: _____ **Floor Area of Conditioned Space (m²):** _____
PID or Legal Description: _____

BC Building Code Performance Compliance Path (select one):

9.36.5. ➔ Complete Sections A, B, C, & E
 9.36.6. ➔ Complete Sections A, B, D, & E

Software Name: _____ **Version:** _____ **Climatic Data (Location):** _____

B: BUILDING CHARACTERISTICS SUMMARY (see BCBC Clause 2.2.8.3.(2)(b) of Division C)

	DETAILS (ASSEMBLY / SYSTEM TYPE / FUEL TYPE / ETC.)	EFFECTIVE RSI-VALUE / EFFICIENCY
EXTERIOR WALLS & FLOOR HEADERS		
ROOF / CEILINGS		
FOUNDATION WALLS, HEADERS, & SLABS	Slab Is: <input type="checkbox"/> Below OR <input type="checkbox"/> Above Frost Line AND <input type="checkbox"/> Heated OR <input type="checkbox"/> Unheated	
FLOORS OVER UNHEATED SPACES		
FENESTRATION & DOORS	FDWR: _____ %	
AIR BARRIER SYSTEM & LOCATION		
SPACE CONDITIONING (HEATING & COOLING)		
SERVICE WATER HEATING		
VENTILATION		
OTHER ENERGY IMPACTING FEATURES		

Based on information provided by the builder and drawings prepared by _____, dated _____.

C: 9.36.5. ENERGY PERFORMANCE COMPLIANCE (see BCBC Clause 2.2.8.3.(2)(c) of Division C)

Complete this section only if using the Energy Performance Compliance Path in Subsection 9.36.5.

PROPOSED HOUSE RATED ENERGY CONSUMPTION (GJ/YEAR)	
HVAC	
Hot Water Heating	
SUM	

REFERENCE HOUSE RATED ENERGY TARGET (GJ/YEAR)	
HVAC	
Hot Water Heating	
SUM	

The airtightness value used in the energy model calculations for the Proposed House is:

4.5 ACH @ 50Pa 3.5 ACH @ 50Pa **OR** Tested At _____ ACH @ 50Pa

The above calculation was performed in compliance with Subsection 9.36.5. of Division B: Yes No

D: 9.36.6. ENERGY STEP CODE COMPLIANCE (see BCBC Sentence 2.2.8.3(3) of Division C)

Complete this section only if using the Energy Step Code Compliance Path in Subsection 9.36.6.

Proposed House Rated Energy Consumption (GJ/year): _____ Reference House Rated Energy Target (GJ/year): _____

METRIC	UNITS	REQUIRED	PROPOSED
Step Code Level	Step 1, 2, 3, 4, or 5		
Mechanical Energy Use Intensity (MEUI)	kWh/(m ² -year)	(max)	
ERS Rating % Lower Than EnerGuide Reference House, <i>where applicable</i>	%	(min)	
Thermal Energy Demand Intensity (TEDI)	kWh/(m ² -year)	(max)	
Airtightness in Air Changes per Hour at 50 Pa differential	ACH @ 50 Pa	(max)	
Step Code Design Requirements Met: <input type="checkbox"/> Yes <input type="checkbox"/> No			

The above calculation was performed in compliance with (see BCBC Clause 2.2.8.3.(2)(e) of Division C)

Select One:

- Subsection 9.36.5.,
- The Passive House Planning Package (PHPP), version 9 or newer, and the energy model was prepared by a Certified Passive House Designer or Certified Passive House Consultant,
- The EnerGuide Rating System (ERS), version 15 or newer, or
- The applicable requirements of NECB Part 8 and the City of Vancouver Energy Modelling Guidelines.

E: COMPLETED BY

Full Name (Print): _____
 Company Name: _____
 Phone: _____
 Address: _____
 Email: _____
 Date (dd/mm/yyyy): _____

If applicable, enter ERS information:
 Advisor ID Number: _____
 Service Organization: _____
 EnerGuide P #: _____

SUPPLEMENTARY INFORMATION

Supplementary information is not required for Code Compliance but may be requested by the local municipality/district.

Where applicable, all metrics within Section F are calculated with baseloads included. If required, complete the applicable sections below.

F: OTHER ENERGY MODELLING METRICS

#	METRIC	UNITS	REFERENCE HOUSE	PROPOSED HOUSE
1	Airtightness NLA@10Pa	cm ² /m ²		
2	Rated Greenhouse Gas Emissions	kg/year		
3	Rated Greenhouse Gas Intensity	kg/m ² /year		
4	Rated Energy Use Intensity	GJ/m ² /year		
5	Peak Thermal Load (PTL)	W/m ²		
6	% of the Building's Conditioned Space Served by Space-Cooling Equipment	%		
7	% Lower Than Reference House With Baseloads Included	%		

#	ENERGY SOURCE	REFERENCE HOUSE ENERGY CONSUMPTION (GJ/YEAR)	PROPOSED HOUSE ENERGY CONSUMPTION (GJ/YEAR)
8	Electricity		
	Natural Gas		
	Propane		
	District Energy		
	On-Site Renewables		
	Other:		
		TOTAL	

G: OPTIONAL CERTIFICATIONS

PENDING:

BUILTGREEN®, Level: _____

Certified Passive House

CHBA Net Zero House

ENERGY STAR® for New Homes

LEED® for Homes

R2000

Other: _____