



**Village of Lions Bay**  
PO Box 141, 400 Centre Road  
Lions Bay, British Columbia  
V0N 2E0 – Canada

## BUILDING PERMIT APPLICATION

Please submit your application to [reception@lionsbay.ca](mailto:reception@lionsbay.ca)

BP #: \_\_\_\_\_

|   |       |                      |      |
|---|-------|----------------------|------|
| Date of Application:  |       | Address of Property: |      |
| Property Owner(s):<br><small>All registered owners required</small> |       |                      |      |
| Owner Mailing Address:  |       |                      |      |
| Owner Phone Number(s):  |       |                      |      |
| Owner Email(s):   |       |                      |      |
| Legal Description: LOT  | BLOCK | DISTRICT LOT         | PLAN |
| Roll #:   |       | PID #:               |      |
| Contractor:   |       |                      |      |
| Contractor Mailing Address:   |       |                      |      |
| Contractor Phone Number:  |       |                      |      |
| Contractor Email:   |       |                      |      |
| Engineer/Architect:   |       |                      |      |
| Engineer/Architect Mailing Address:                                 |       |                      |      |
| Engineer/Architect Phone Number:                                    |       |                      |      |
| Engineer/Architect Email:   |       |                      |      |
| Description of Work to be Completed:                                |       |                      |      |
| Total Value of Project:   |       |                      |      |

**ALL CONSTRUCTION PLANS MUST BE DRAWN TO SCALE. One complete set of digital plans (PDF) are required and should be emailed to [reception@lionsbay.ca](mailto:reception@lionsbay.ca) upon submitting this application. The following details and specifications are also to be submitted with this application:**

| <u>Building Plans</u> | <u>Floor Plans, Elevations &amp; Building Cross-sections</u> | <u>Site Plan</u>       | <u>Wall Cross-Section/Typical</u> |
|-----------------------|--|------------------------|-----------------------------------|
| 2 sets + PDF          | 1/4 in = 1ft or 1:50   | 1/8 in = 1 ft or 1:100 | 1 in = 1 ft or 1:10               |



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I/We hereby make application in accordance with the Building Bylaws of the Village of Lions Bay to carry out the work as shown below. I/We hereby agree that all such work shall be done in accordance with the BC Building Code and all Lions Bay Bylaws, including the Building Bylaw. The issuance of a Building Permit does not constitute a relaxation of any bylaws.

Property Owner/Agent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Property Owner/Agent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Office use only

Date \$100 Application Fee Received: \_\_\_\_\_

Cash/Cheque/Debit: \_\_\_\_\_

**Please note:**

- Where the subject property is owned by more than one person, written authorization must be obtained from all owners in order to submit an Application or authorize an Agent.
- Pre-Building Permit reviews by Building Inspector are charged at \$75/hr – deposit may be required.