



**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): <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:**

<b><u>Building Plans</u></b> 2 sets + PDF	<b><u>Floor Plans, Elevations &amp; Building Cross-sections</u></b> 1/4 in = 1ft or 1:50	<b><u>Site Plan</u></b> 1/8 in = 1 ft or 1:100	<b><u>Wall Cross-Section/Typical</u></b> 1 in = 1 ft or 1:10
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Please submit your application to [reception@lionsbay.ca](mailto:reception@lionsbay.ca)

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 \$150 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.**