



City of Rossland
APPLICATION TO CONSTRUCT & LICENSE
A SECONDARY SUITE
 BYLAW #1912
 SECTION 4.9

The undersigned hereby applies for a Permit under all applicable bylaws, according to the following **specifications and accompanying plans**:

Owner: _____ Address: _____ Phone: _____
 Agent: _____ Address: _____ Phone: _____
 Contractor : _____ Address: _____ Phone: _____
 Plumber: _____ Address: _____ Phone: _____
 Architect /Designer: _____ Address: _____ Phone: _____
 Legal Description: Lot _____ Block _____ Plan _____ DL _____
 PID: _____ Roll No. _____
 Garage/Parking facilities will be provided for _____ vehicles as required in Section 23 Off-Street Parking; Zoning Bylaw #1912
 Dimensions of building: Gross floor area _____ sq.ft./sq.m Width _____ ft/m Length _____ ft/m
 No. of Plumbing Fixtures: _____ Calculated Fixture Units: _____
 Heating System(s) for suite: Gas Oil Electric Wood Is your stove/ fireplace CSA Approved? _____
 Brief Description of Heating System: _____

In consideration of the granting of this permit, the undersigned: (a) releases the City of Rossland and those acting on behalf of the City of Rossland from all claims and expenses which the undersigned may have or incur as a result of the issue of this permit or the enforcement or non-enforcement of the City of Rossland Bylaws or of the British Columbia Building Code; (b) indemnifies the City of Rossland from all such claims and expenses which may be made by any other person; and (c) acknowledges that the City of Rossland owes no duty of care to the undersigned or any one else in respect of these matters. When requesting an inspection, the owner or contractor must give 48 hours notice upon completion of the work. I/We have read the above agreement, release and indemnity and understand it.

Owner, Agent or Registered Professional: _____ Date: _____

Signature

Address: _____

Phone No.() _____ Fax No.() _____

email: _____

If you are an agent, please ensure you have attached an owner declaration

Application Checklist:

- ◇ A fully **completed** Application Form
- ◇ **A floor plan** indicating existing structural components (if known), all dimensions, gross area, intended use of spaces, a heavy hatched line indicating spatial separation of suites and type of heating system to be used, all applicable systems (hydro panel, water meter, etc.)
- ◇ **A site certificate by a BC Licensed Surveyor** showing location of existing principle dwelling and proposed suite (if ancillary) and parking layout.

CHK	PLANNING	APPRV'D	CHK	BUILDING	APPRV'D
	PARKING			STRUCTURAL COMPLIANCE	
	LOT COVERAGE			FIRE & HEALTH SAFETY	