



Building Safety Standards Branch  
Box 2703 (C-8)  
Whitehorse, Yukon  
Y1A 2C6

## Residential Building and/or Plumbing Permit Application Checklist

**Building**      **Plumbing**  
Please check the appropriate box(s)

### Checklist for a Complete Application:

Please confirm your application contains the documents below by checking the boxes next to them and signing at the end. Incomplete applications will not be accepted.

Proof of an Approved Development Permit if the property is within one of over 20 Area Development Regulations in Yukon. Or Proof of an Approved Development Permit from the applicable Municipality if the property is in one of the following Municipalities; Carmacks, Dawson City, Mayo, Faro, Teslin, Teslin Tlingit Council, Watson Lake or Haines Junction

**I understand that the authority having jurisdiction shall answer such relevant questions as may be reasonable with respect to the provisions of National Building and Plumbing Codes when requested to do so, but shall refrain from assisting in the laying out of any work and from acting in the capacity of a designer.**

I have a current copy of the National Plumbing Code of Canada, or I have a copy readily available.

An explanation of the work to be done for the plumbing application.

A complete isometric drawing of the existing and proposed drainage and venting system.

If the work includes a connection to a public sanitary or storm sewer or water line, a declaration by the property's owner that the owner has verified that the connection will be at a sufficient depth and of a sufficient capacity to service the proposed work.

I have a current copy of the National Building Code of Canada, or I have a copy readily available.

If the design consists of a wood foundation, I have a copy of the current edition of CSA-S406 "Specification of permanent wood foundations for housing and small buildings", or I have a copy readily available.

An explanation of the proposed construction, assurance of adequate soil bearing capacity for the building and positive site drainage away from all buildings without affecting adjacent properties.

I am aware any construction started prior to the application and issuance of a Building Permit that any construction that has been undertaken will need to be analyzed and inspected by a Structural Engineer (registered to practice in Yukon) and a letter of approval from that Structural Engineer is to be submitted together with all the documentation required when applying for a Building Permit.

I am aware any construction started prior to the application and issuance of a Building permit or Plumbing permit the permits fee may be doubled.

I am aware any load bearing wall of, 2 X 4 studs exceeding 10 feet, or 2 X 6 studs or greater in size exceeding 12 feet, in height; the plans shall be stamped by a Structural Engineer (registered in Yukon) and be submitted with all the documentation required when applying for a Building Permit.

I am aware constructing a building that is greater than a 2 family dwelling/duplex, I may be required to have a Structural Engineer (registered in Yukon) stamp the design to ensure that the required wall bracing to resist lateral loads due to winds and earthquakes are in place.

Copy of, Certificate of Title or the Agreement of Sale, and if the applicant is not the owner then the owner is to provide a letter giving the applicant permission to build on their lot.

The proposed residential building exceeding 480 sq. ft. in total floor area meets the requirements of 9.36 "Energy Efficiency" and calculations have been provided to show compliance.

A complete site plan, drawn to scale showing the dimensions of the property and the distances from the proposed building to all property lines, the location of the sewage disposal system, water wells, all existing buildings and structures. The site plan shall include a north arrow, legal description of the property and if available the civic address, lot dimensions, driveway access with dimensions.

The use, and square footage of all the existing buildings and structures must be provided:

If they are used as dwelling units, provide the existing total number of dwelling units and the existing total number of bedrooms in each dwelling unit.

A complete foundation plan, drawn to scale, showing all dimensions, the provisions incorporated to provide protection from soil gas ingress and the location of the rough-in for the subfloor radon mitigation system, the effective thermal resistance values of all above and below ground wall & floor assemblies. If there is a drainage sump, a rock pit or dry well this is also to be shown on the plans.

A complete floor plan, of all floors in the proposed building, drawn to scale showing the square footage of each floor and what each room will be used for:

If the building will be used as a dwelling unit or several dwelling units, we need to know the maximum number of proposed bedrooms in each dwelling unit.

If there are any required fire separations the plans are to indicate the location of all the required fire separations and the fire resistance ratings that are applicable to each of these fire separation.

A complete cross section of the building, drawn to scale, the drawings need to indicate the materials being used to construct all the components of floors, walls, ceilings and roof, including below slab insulation and location of the ground sheet.

An elevation drawing of the proposed building, drawn to scale showing the maximum height of the building, from the average finished grade level to the peak of the roof.

In addition to meeting all the requirements above a factory-built mobile home unit shall conform to CSA- Z240 and a factory-constructed building shall conform to CSA-A277.

I am aware that mechanical ventilation is required and will be installed.

The applicable Building Permit fee. If paying by cheque, make payable to, "Government of Yukon"

I am aware that in addition to an Approved Building Permit, I may also need some additional permits and approvals such as; plumbing permits, wood stove permits, oil heating and fuel storage system permits, propane and electrical permits, boiler approvals, elevator approvals, and sewage disposal system permits etc.

I hereby declare that all the information provided in this application for a Building Permit and contained in the supporting documents are to the best of my belief true and correct in all respects.

I hereby acknowledge that any changes to the plans outlined within this application will be submitted for review or this Building Permit will be deemed to be null and void.

I hereby acknowledge that if work has not started and no inspections have been requested within six months from the date the permit was issued the Building Permit will be deemed to be null and void and will be automatically cancelled.

I hereby acknowledge that if work is discontinued or suspended and not inspected for a period of twelve months from the last inspection the Building Permit will be deemed to be null and void and will be automatically cancelled.

I hereby confirm that the proposed construction, as outlined in the application for a Building Permit, complies with any easements, caveats or contracts which affect development of the site.

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

Signature of Applicant: \_\_\_\_\_ Print Name: \_\_\_\_\_