



# Plumbing & Trade Permits

Building and Licensing-Development Services Division

171 Main St. | Penticton B.C. | V2A 5A9

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Please provide clear, legible, and precise information. If incomplete applications are submitted, the Permit Process will not be expedited in a timely manner. All Trade Contractors to have current City of Penticton Business Licence or an OSICBL.

<b>Project Address:</b>	<b>Est. Plumbing Construction Value \$</b>
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<b>Description of Project:</b> (Please be as specific as possible)	<b>Office Use Only</b>
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<b>DOCUMENTS:</b> (■ Required at time of application / □ May be required)	Submitted	Accepted
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<b>1. Completed and Signed Plumbing and Trades Permit Application</b>	Please include construction value of project. For current application fee see <b>"Building Department Fee Schedule"</b>	■	□	□
<b>2. Owner's Acknowledgement Form</b>	All permit applications that include a new foundation or the use of heavy equipment on the property must include a signed Owner's Acknowledgement Form	□	□	□
<b>3. Letters of Assurance (LOA)</b> <ul style="list-style-type: none"> <li>Schedule B is required from a registered professional when one has been retained or if during the plan review it is determined by the Building Officials.</li> <li>All Letters of Assurance also require a copy of Certificate of Insurance from each Professional</li> </ul>	Schedule B – Plumbing □ Sealed drawings from Professional	□	□	□
	Schedule B – Fire Suppression System □ Sealed drawings from Professional	□	□	□
	Schedule B – Mechanical □ Sealed drawings from Professional	□	□	□
	□ Additional Engineering Documentation: _____			

<b>A. Permit Type:</b>	<b>B. Select Building Type: (Choose all that apply to this project)</b>	
<input type="checkbox"/> Plumbing	<b>Residential:</b>	<b>Multi/Commercial/Industrial:</b>
<input type="checkbox"/> Fire Sprinkler	<input type="checkbox"/> Single Family Dwelling (SFD)	<input type="checkbox"/> Multi-Family
<input type="checkbox"/> On-Site Services	<input type="checkbox"/> Secondary Suite	<input type="checkbox"/> Commercial
<input type="checkbox"/> Heating / Mechanical	<input type="checkbox"/> Duplex	<input type="checkbox"/> Industrial
<input type="checkbox"/> Hydronic Heating / Solar Hot Water	<input type="checkbox"/> Carriage House	<input type="checkbox"/> Institutional
<input type="checkbox"/> Backflow Device	<input type="checkbox"/> Accessory Building	<input type="checkbox"/> Agricultural

<b>C. Work Proposed</b>	
<input type="checkbox"/> New	<input type="checkbox"/> Alterations (Remove or Relocate)
<input type="checkbox"/> Renovation	<input type="checkbox"/> Water / Sewer Repair
<input type="checkbox"/> Addition	<input type="checkbox"/> Adding Additional Fixtures to Existing Permit # - BP_____

<b>Plumbing Works to be Completed:</b>	<input type="checkbox"/> <b>Plumber</b>	<input type="checkbox"/> <b>Homeowner</b>
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<b>Property Owner</b>	Company Name: _____		
	Contact Name: _____		
	Address: _____		
	<small>Unit/House/Street</small>	<small>City</small>	<small>Province</small> <small>Postal Code</small>
	Email: _____	Phone: _____	
<b>Plumber/ Contractor</b>	Company Name: _____		
	Contact Name/ TQ Holder: _____		
	Trade Person TQ#: _____		
	Address: _____		
	<small>Unit/House/Street</small>	<small>City</small>	<small>Province</small> <small>Postal Code</small>
	Email: _____	Phone: _____	

<b>Please Print Name (owner/contractor):</b>	<b>Signature (owner/contractor):</b>
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**Owner/Trade-Contractor acknowledges:**  
 I/We hereby make application under provisions of pertinent Bylaws for permission to install or alter plumbing in the above building and agree to conform to all the requirements of the said Bylaws and all other Statutes and Bylaws in force in the City, and to indemnify and keep harmless the City against all claims, liabilities, judgments, costs and expenses of whatever kind which, in any way, accrue against the said City in consequence of, and incidental to, the granting of this Permit if issued.

**D. Fire Sprinkler Fixtures:**

<b>Sprinkler System Standard</b>	<input type="checkbox"/> NFPA 13	<input type="checkbox"/> NFPA 13R	<input type="checkbox"/> NFPA 13D	<input type="checkbox"/> Other: _____
Sprinkler Heads, New _____	Water Service Size _____			
Sprinkler Heads, Relocate _____	Other Equipment: _____			
Siamese Connections/FDC _____	_____			

Note: The **water service size of the sprinkler service** is necessary for the correct service size of the building(s).

**E. Plumbing Fixtures:** Number of Fixtures and Hydraulic Load for new, alterations (additions/removal/re-location) and repair.

Fixture	Hydraulic Load		Quality of Fixtures			Total		Fixture	Hydraulic Load		Quality of Fixtures			Total	
	Private	Public	New	Deleted	Existing	Fixtures	Hydraulic		Private	Public	New	Deleted	Existing	Fixtures	Hydraulic
Bathtub (w/ OR w/o shower head)	1.4	4						Lavatory / Sink (8.3LPM)	0.7	2					
Bidet	2							Sink - bar	1.4	2					
Clothes Washer (3.5kg)	1.4	3						Sink - kitchen comm		4					
Clothes Washer (comm.)*								Sink - kitchen dom (up to 8.3 LPM)	1.4	1.4					
Dishwasher (comm.)*								Sink - laundry (1 or 2 c)	1.4	1.4					
Dishwasher (domestic)	1.4							Sink - Custodial		3					
Hose Bibb - 1/2"	2.5	2.5						Shower - Single Head - Low Flow	1.4	4					
Hose Bibb - 3/4"	3	6						Shower - (+9.5LPM)	2	4					
Hose Bibb - hot & cold	2.5	2.5						Water Closet (6LPF)	2.2	2.2					
Urinal (Metering Valve)	2	4						Water Closet (Flush Valve)**							
Urinal (Flush Valve)**								Floor Drains	0	0					
Other:								Other:							
<b>Total</b>								<b>Total</b>							

\* Refer to manufacture recommended water supply size. See Table 2.6.3.2.D. See Table 2.6.3.2.A for Hydraulic loads  
 \*\*For fixture unit values for fixtures with direct flush valves, see 2.6.3.2.(4) and Table 2.6.3.2.B and Table 2.6.3.2.C.

**F. Domestic Service Sizing:** New, Alterations (addition/removal/re-location) and repair. Refer to Table 2.6.3.4 for SFD, Duplex and Row homes

<b>Size of Water Service (based on total hydraulic load):</b>	<b>1/2"</b>	<b>3/4"</b>	<b>1"</b>	<b>1 1/4"</b>
<b>Max Hydraulic Load:</b>	<b>7</b>	<b>16</b>	<b>31</b>	<b>57</b>

Total Hydraulic Load _____	Sump Pump Installed _____
Water Service Size _____	Backwater valve required: _____
Sewer Service Size _____	Onsite Waste Water Sys. _____

**FAQ Questions:**

1. **Plumbing:** Plumbing permits are required for the installation, alteration (addition, removal, re-location), or repair of a plumbing system and work shall conform to the Current BC Plumbing Code, Building Bylaw and Regulations. Personal performing the work shall:
  - a. Possess a tradesman's qualification as a BC Certified Plumber,
  - b. Be an indentured apprentice supervised by a journeyman who meets the criteria set out in Clause (a).
  - c. Be a registered owner and occupant or intended occupant of the single family dwelling in which the plumbing work will occur not to include Secondary Suites, Commercial or Multifamily.
  - d. Fees for homeowner permits are subject to a Plumbing Permit Homeowner Surcharge – see Fees and Charges
2. **Trade Qualification Number (TQ#)**
  - a. A Trade Contractor who holds a TQ number is a Qualified Plumber/Fire Suppression/Gas/Electrical, etc.
  - b. The TQ # must match the Signature on the Plumbing and Trades Application
  - c. TQ# is always verified through the "[Tradespersons Certificate Industry Training Authority \(I.T.A\)](#)"

This information is collected by City of Penticton under section 26(c) of the Freedom of Information and Protection of Privacy Act (FOIPPA). The information collected will be used to process your application(s). If you have any questions about the collection, use or disclosure of your personal information, please contact the Head of FOI at City of Penticton at 250-490-2400.

<b>For Office Use Only:</b>	<b>Folder(s):</b>	<b>Distribution:</b>	<b>Zone</b>	<b>Date/ Entered By:</b>
Building Official: _____	BP #: _____	<input type="checkbox"/> Building <input type="checkbox"/> Planning <input type="checkbox"/> Engineering <input type="checkbox"/> Other _____	OCP	_____