



# Plumbing, Mechanical & Sprinkler Permits

Building and Licensing-Development Services Division

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

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penticton.ca

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.**

**Project Address:** \_\_\_\_\_ **Est. Plumbing, Mechanical & Sprinkler Construction Value** \$ \_\_\_\_\_

**Description of Project:** \_\_\_\_\_ **Office Use Only**  
 (Please be as specific as possible)

**DOCUMENTS:** (  Required at time of application /  May be required)

		Submitted	Accepted
<b>1. Completed and Signed Plumbing and Trades Permit Application</b>	Please include construction value of project. For current application fee refer to <a href="#">Fees and Charges Bylaw</a> - Appendix 4.	<input type="checkbox"/>	<input type="checkbox"/>
<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	<input type="checkbox"/>	<input type="checkbox"/>
<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 <input type="checkbox"/> Sealed drawings from Professional	<input type="checkbox"/>	<input type="checkbox"/>
	Schedule B - Fire Suppression System <input type="checkbox"/> Sealed drawings from Professional	<input type="checkbox"/>	<input type="checkbox"/>
	Schedule B - Mechanical <input type="checkbox"/> Sealed drawings from Professional	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> 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 ( <b>Upgrade to 1" WSP on-site</b> )
<input type="checkbox"/> Addition	<input type="checkbox"/> Adding Additional Fixtures to Existing Permit # - BP_ _____

**Works to be Completed by:**  Plumber  Sprinkler Fitter  HVAC  Homeowner

**Property Owner**  
 Company Name: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
Unit/House/Street City Province Postal Code  
 Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**Plumber/ Contractor/ Sprinkler Fitter**  
 Company Name: \_\_\_\_\_  
 Contact Name/ TQ Holder: \_\_\_\_\_ Trade Person TQ#: \_\_\_\_\_  
 Address: \_\_\_\_\_  
Unit/House/Street City Province Postal Code  
 Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**Please Print Name (Plumbing or Mechanical Contractor/Sprinkler Fitter):** \_\_\_\_\_ **Signature (owner/contractor):** \_\_\_\_\_ 

**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>	NFPA 13	NFPA 13R	NFPA 13D	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		Quantity of Fixtures			Total		Fixture	Hydraulic Load		Quantity 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 at 2.4 m/s):</b>	1/2"	3/4"	1"	1 1/4"
<b>Max Hydraulic Load:</b>	7	16	31	57

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, City of Penticton 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 Bylaw 2014-07
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 \(I.T.A\)](#)"

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<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	