



Building Envelope Repairs

District of North Vancouver

Building Department - 355 West Queens Rd, North Vancouver, BC V7N 4N5
Phone: 604-990-2480 or eMail: building@dnv.org
Fax: 604-984-9683

Building Permit Requirements for Building Envelope Repairs

Requirements

- HPO registration is required for Multi-family residential buildings, excluding rental and one and two family buildings, projects and hotels/motels, where the repair is greater than \$10,000, or \$2000 per unit.
- Check Streamside Protection DP area to determine whether a development permit is required. Call 604-990-2429 to talk to the Environmental Protection Officer.
- Changes to exterior finishes, the building form, or exterior landscaping, require a minor development permit; a security deposit to cover landscape replacement, and, in accordance with the DNV Building Bylaw, is required on issuance of the permit.
- Tree protection fencing, if required, is to be erected and inspected before issuance of the building permit for the repair work.

Required with an Application for Building Envelope Repair

- Planning Department approval for changes to facades, including material and architectural features.
- Schedule E of the DNV Building Bylaw, signed by the property owner or Strata management company.
- Ink** sealed copy of the original investigation report and recommendations.
- Architectural plans including 1/8" scale site plan, elevations, roof plan (1/4" scale); 3 copies.
- Architectural Letters of Assurance, including at least items 1.13 and 1.15 to 1.23, by an architect or engineer who has specific training and experience in building envelope design and field review. The Professional is to be appointed with the specific instruction to undertake the enhanced field review required to ensure District officials and the owners that the building will provide adequate protection against environmental conditions.
- Structural Letters of Assurance for design and field review of any structural elements to be substituted or replaced.
- Schedule 'F' of the DNV Building Bylaw is to accompany any Letters of Assurance submitted with the Building Permit Application.
- Two **ink** sealed copies of the design details including P.Eng. sealed detail of handrails.
- Landscape Architect's proposal for re-instatement of landscaping to be removed as part of the work, and site plan showing tree protection.
- The **ink** sealed original HPO renovation schedule, (all pages, including an additional copy of the report and design details of the repair work, for the insurance company).

An appointment with a Commercial Plan Reviewer is required to review the building permit requirements, or to make an application. Appointments can be scheduled by calling 604-990-2480.