



MOBILE HOME Check Sheet

WE ARE PROVIDING THIS CHECK SHEET TO ASSIST YOU WHEN APPLYING FOR A PERMIT FOR A MOBILE HOME

If any further information is required, please feel free to ask at the Building Department counter or call 604-467-7311. .

Check with the Planning Department **first** for your zoning setback information (how far from property lines and whether or not you have a watercourse as to whether the siting will be allowed).

YOU WILL NEED THE FOLLOWING IN ORDER TO APPLY FOR A BUILDING PERMIT:

- Completed building permit application form (Single Family Dwelling), which is available at the Building Department counter or our webpage at www.mapleridge.ca
- Schedule B for each Professional Engineer working for you plus, copies of their liability insurance - e.g., Structural, Fire Suppression and where applicable Geo-tech (**all** mobile homes are required to be sprinklered and have a structural engineer for anchorage of foundation)
- **If your property is on septic**, you must submit a sewerage system letter of certification filed at the Health Unit by a Wastewater Management Engineer
- **If your property is on a well**, you must supply a quantity and potability report by a qualified professional (quantity must be submitted with application, we will accept a **\$2,000.00** deposit in lieu of potability and upon receipt of potability the deposit will be returned)
- **2 complete** sets of plans, including floor plan, cross section, elevation drawings for access points to the mobile home (eg: free standing stairs & decks) and foundation plans sealed by a structural Engineer, showing details of anchorage
- 2 site plans (in metric) showing the dimensions of the building, lot dimensions and the distance the new building will be from all property lines, from the house and from any other existing buildings on the property such as sheds garages barns, watercourses, etc.
- Completed Mobile Home Certification form (CSA approval), available at the Building Department front counter or our website at www.mapleridge.ca

If applicable, separate electrical, plumbing and gas permits must be obtained prior to doing the work and only after the building permit has been issued.