

11995 Haney Place, Maple Ridge, BC V2X 6A9
Phone: 604-467-7311 Email: BuildingInquiries@MapleRidge.ca

Site Address: _____

Legal Description: Lot: _____ Block: _____

DL: _____ Plan: _____

Property Zoning: _____

Property Owner: _____

Phone Number: _____ **Email:** _____

Contractor: _____ **Business Licence:** _____

Phone Number: _____ **Email:** _____

Main Contact: _____

Phone Number: _____ **Email:** _____

Subtype (Select One):

- | | | | |
|---|--|---|---|
| ☐ Barn | ☐ Greenhouse | ☐ Wood Burning | ☐ Modular Home* |
| ☐ Sundeck | ☐ Garage | Appliance | ☐ Workshop |
| ☐ Shed | ☐ Mobile Homes* | ☐ Retaining Wall | ☐ Generator |
| ☐ Communication Tower | | ☐ Carport | ☐ Antenna |
| * Is this permit to legalize an existing suite? | | ☐ Yes | ☐ No ☐ Not Applicable |

Work Type (Select One):

- | | | |
|-----------------------------------|-----------------------------------|--|
| ☐ New | ☐ Repair | ☐ Foundation Only |
| ☐ Addition | ☐ Renovate | |

If Other Than Listed Above, Explain the details of your project: _____

Please Select All Applicable Boxes:

- | | | | |
|--|-------------------------------------|------------------------------------|--|
| Type of Heating: | ☐ Forced Air | ☐ Hot Water | ☐ Electric Baseboard |
| Any Accessory Buildings on Lot? | ☐ Yes | ☐ No | If Yes, List Use: _____ |
| Underground Electrical Duct? | ☐ Yes | ☐ No | Perimeter Drain? ☐ Yes ☐ No |

For Office Use

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Select One: ☐ Storm Sewer ☐ Ditch ☐ Rock Pit

Select One: ☐ Sanitary Sewer ☐ Septic Tank

A sealed letter from a wastewater practitioner or engineer is required for all properties that are on a septic system where the septic system already exists.
Design and security are required for new septic systems.

Select One: ☐ City Water Connection ☐ Well (Schedule G and security required for new home construction on well)

Number of Rain Water Leaders: _____ **Number of Wood Burning Appliances:** _____

Type of Appliance: ☐ Woodstove ☐ Insert ☐ Factory Fireplace ☐ Masonry Fireplace

Number of Chimneys: _____ **Type:** ☐ Factory ☐ Masonry

New Floor Areas (please indicate in sq. ft.):

All Finished Floors: _____ All Unfinished Floors: _____

Unfinished Basement: _____ Basement to be Finished: _____

Crawlspace: _____ Garage/Carport: _____ Sundeck/Patio: _____

Deck, Porch/Veranda: _____ Other: _____

Combined Total Floor Area (Excluding Decks): _____

Retaining Walls

Length of Wall (Metres): _____ Height of Wall (Metres): _____

See [Retaining Wall Bulletin and Guide](#) for additional requirements.

Per zoning bylaw a single wall cannot exceed 1.2 metres in height without a variance.

Construction Value: \$ _____

Note: Separate permits are required for electrical, plumbing, gas, heating installation, sprinkler permits and illuminated signs.

Personal information collected on this form is in accordance with s. 26(c) of the Freedom of Information and Protection of Privacy Act (RSBC 1996) for permitting purposes. Please be advised that permits are considered public records that are available in various City publications or disclosed through information requests. If you have any questions, you may contact the FOI Office by calling 604-466-4300 ext. or by emailing FOI@MapleRidge.ca.

Applicant Name: _____

Please Select One: ☐ Owner ☐ Owner Representative

Signature

Date

Please see next page for completion of Provincial Housing Data Requirements.

PROVINCIAL HOUSING TARGET ORDER– Data Requirements

Existing Residential Information – Demolition, Alteration, Redevelopment

Will you demolish, redevelop, or alter existing residential units? ☐ Yes – Answer C1, C2 and C6 . ☐ No – Go to C3 .					
C1 Do any existing units for demolition include a secondary suite or rental accommodation? ☐ Yes – Answer C2 and C6 . ☐ No – Go to C3 .					
C2 Number of residential units being demolished or redeveloped, by type of tenure:	Number of studio units	Number of 1 bdrm. units	Number of 2 bdrm. units	Number of 3 bdrm. units	Number of 4+ bdrm. units
Owned Units					
Rental – *Purpose Built Units					
Rental – **Secondary Suite Units					
Rental – ***Accessory Dwelling Units					
Rental – ****Co-op Housing Units					

Proposed Residential Information – New Construction, Addition of Residential Unit(s)

C3 Will you propose new residential units? ☐ Yes – Answer C4, C5 & C6 . ☐ No – No additional information required	C5 Number of proposed residential units by type of tenure:					
		Number of studio units	Number of 1 bdrm units	Number of 2 bdrm units	Number of 3 bdrm units	Number of 4+ bdrm units
	Owned Units					
	Rental – *Purpose Built Units					
	Rental – **Secondary Suite Units					
C4 Number of residential units being created: *Please note: A secondary suite or detached garden suite (DGS) is identified as a separate residential unit.	Rental – ***Accessory Dwelling Units					
	Rental – ****Co-op Housing Units					

Rental Unit Affordability

C6 Proposed residential unit(s) intended for rental accommodation or rental accommodation(s) for demolition:	
1. Number of Market Units proposed or for demolition	Below Market Units are units rented at or below 30% of the local Housing Income Limits , or similar. These applications will require a housing agreement to be registered as part of the development process. Below Market Rental Units with On-Site Supports are units rented at the Income Assistance Shelter rate providing permanent housing and on-site supports for people to transition out of homelessness.
2a. Number of Below Market Units proposed or for demolition	
2b. Number of Below Market Units with On-Site Support proposed or for demolition	

Provincial Housing Information and Resources:

- Province of BC Housing Definitions:
 - * Purpose Built Unit: A unit in a building that is designed and constructed to be rented long-term. These are typically part of an apartment or rental complex and are professionally managed.
 - ** Secondary Suite Unit: A self-contained rental unit located within a principal residence, such as a basement suite. It must have its own kitchen, bathroom, and entrance.
 - *** Accessory Dwelling Unit: A separate, smaller rental unit located on the same lot as a primary residence, such as a garden suite, laneway home, or coach house.
 - **** Co-op Housing Unit: A unit within a housing co-operative where residents are members who manage the property collectively.
- For more information, please visit: www2.gov.bc.ca/gov/content/housing-tenancy

- We collect and report housing unit counts for the Province of BC. Please refer to: mapleridge.ca/Housing-Target-Order-Housing-Supply-Act
 Your cooperation supports responsible housing growth in Maple Ridge.