



# GUIDE FOR RESIDENTIAL CONSTRUCTION

DEVELOPMENT SERVICES DEPARTMENT  
BUILDING/PLUMBING DIVISION - PHONE 604 527 4580  
SEPTEMBER, 2001

## PLUMBING PERMITS

*The purpose of this guideline is to assist the homeowner, builder and contractor through the Permit process this guide will provide the customer with information on the City's requirements for Plumbing Permits and inspections. At any time during the course of the process please feel free to call staff for assistance for clarification.*

### **Plumbing Permits are required when you wish to:**

- install plumbing fixtures and system components;
- alter or extend existing plumbing systems;
- install an in-ground swimming pool, hot tub or spa pool;
- install an in-ground irrigation sprinkler system;

### **Plumbing Permits are NOT required for:**

- repairs to minor leaks in water pipe;
- replace plumbing fixtures ( C.S.A. approved only);
- remove soil or waste pipe blockages (via system clean outs only);

### **Engineering Dept. fees to be paid for:**

- per fixture fee based on total number of fixtures to be installed (in new installation);
- per fixture fee based on total number of fixtures to be re-piped (in renovation);
- to be paid in full at the time of permit application;

### **Application for a Plumbing Permit:**

Applications for Plumbing Permit are to be made at the Building Department. The applicant must:

- provide evidence of Plumbing Trade Qualification (contractor only);
- provide evidence of current City Of New Westminster Business License (contractor);
- provide evidence of Home Ownership (homeowner only);
- provide evidence of Approved Building Permit;

### **Process of Plumbing Permit Application:**

Upon receipt of a plumbing permit application, review and processing by the Plumbing Department requires a minimum of 48hrs. This time line may be extended due to:

- volume of applications;
- complexity of the project;
- accuracy of the application;

## Issuance of a Plumbing Permit:

The Plumbing Permit will be issued following the acceptance of a complete permit application. The applicant will be mailed a copy of the plumbing permit.

## Drawings:

- provide isometric drawings for dwellings units containing more than three bathroom groups (indicating both water pipe and drainage locations and sizes);
- sign declaration assuring plumbing knowledge and responsibility for project (homeowner doing plumbing work themselves only);
- provide all permit monies at the time of permit application;

## Inspections:

- inspections must be requested by the Plumbing Permit applicant;
- all work being inspected must be complete and ready prior to inspection;
- work must not proceed past any of the required inspections listed without prior authorization;
- the street address and Building Permit card must be posted in a visible location on site;
- the approved Building Permit drawings and all prior inspection notices must be on site for all inspections;

## Required Inspections;

1. **Rough Under Slab D.W.V. / Water Pipe/ Water Service** – all underground piping must be tested, inspected and approved before slab preparation and pour may continue.
2. **Rough Above Slab D.W.V. / Water Pipe**– all above slab piping must be tested, inspected and approved before proceeding with bathtub inspection.
3. **Bathtubs, Showers and P-Traps**- all bathtubs and showers to be under test, secured to framing, and have p-traps connected to the drainage system .
4. **Final Plumbing Inspection**- all fixtures and system components to be installed, cleaned and fully operational.

***This is not an exhaustive listing of all bylaw and building code requirements. Additional information may be requested during the building permit processing***

No person shall use or occupy or cause or permit to be caused or occupied any building or part thereof until he has received an Accepted FINAL Building Inspection from the Building Official.

### 24 Hr. Inspection Request Service

**Building Inspections: 604- 527-4620**

**Plumbing Inspections: 604- 527- 4610**

**Next Day Request cut-off is at 2:00 PM.**

Leave your Permit number, Contact name and Phone number, Type of Inspection requested, Address at which inspection is required, Contractor and/or Trade's Business License # is required.  
(Any omitted information may result in an inspection not being scheduled and delay in construction)

## **RELATED SERVICES**

### Planning Department

511 Royal Avenue  
New Westminster, BC V3L 1H9  
604-527-4532

### Health Department

527 Carnarvon Street  
New Westminster, BC V3L 1C2  
604-777-6740

### Natural Gas & Electrical Inspections

400 88 – 6<sup>th</sup> Street  
New Westminster, BC V3L 5B3  
604-660-6222

### Home Owners Protection Office

P.O. Box 11132  
Royal Center, Suite 2270  
Vancouver, BC V6E 3P3  
604-646-7050 / (Fax) 604-646-7051  
[www.hpo.bc.ca](http://www.hpo.bc.ca)

### Ministry of Environment Lands and Parks

Agricultural Impact Officer (Beverly Anderson)  
Fisheries Impact Officer (John Summers)  
10470 152<sup>nd</sup> Street  
Surrey, BC V3R 0Y3  
604-582-5340

### Land Registrations, Easements, Rights-of-Way

Land Title Office  
88 - 6th Street  
New Westminster, BC V3L 5B3  
604-660-8141

### BC Land Commission

4940 Canada Way  
Burnaby, BC V5G 4K6  
604-660-7000