

# BUILDING DEPARTMENT INFORMATION GUIDE

## HOME RENOVATIONS

A building permit is not required as long as structural work is not being completed. For example, new siding, new windows, new doors, and interior renovations do not require a building permit.

## FENCES

A building permit is not required for a fence; however, there are some height restrictions. The maximum height for the rear fence, and from the rear to the front of the building, is six (6) feet. The maximum height from the building line to the front parcel line is four (4) feet.

## MODULAR HOMES

All modular homes within City limits must be a minimum of twenty four (24) feet wide and must have an engineered foundation (e.g. engineered screw piles and/or footing and grade beam). All preserved wood foundations must be engineered if over five (5) feet deep.

All modular homes require a moving permit, a \$10,000 letter of credit, and a building permit.

## SIGN PERMIT

All signs require a permit and approval of the Building Department prior to placement.

Permanent sign permit - \$30

Portable sign permit - \$20

## SUNDECKS & PATIOS

All sundecks and patios must have a foundation (e.g. screw piles or concrete cast in place piles) below frost line (minimum four (4) feet).

If constructed two (2) or more feet above ground level/grade, a permit is required and the sundeck/patio must have handrails.

## WOODSTOVES

Installing a woodstove requires a building permit with a flat fee of \$60.00. When applying for the permit, you must provide all manufactured specifications. In addition, the woodstove and the chimney must be brand new and the clearance of combustibles must conform to manufacturers specifications.

We will not inspect existing woodstove installations.

## GARAGES

A building permit is required for a garage. The maximum square footage is 750 square feet (e.g. 28' x 26'6" = 742 sq ft).

The garage must be set back two (2) feet from rear property line and four (4) feet from side property line. Front setbacks are eighteen (18) feet.

On a corner lot, the setbacks are four (4) feet from rear property line and ten (10) feet from street side property line. Front setbacks are eighteen (18) feet.

The maximum height for a garage is 16'4".

The total coverage on a lot with a house and accessory buildings is 35 – 40% (depending on zoning).

Example: lot = 60' x 120' = 7200 sq ft  
house = 30' x 40' = 1200 sq ft  
garage = 26' x 28' = 728 sq ft  
House and garage = 1928 sq ft = 27%

A shed under 100 square feet does not require a building permit.

### DEVELOPMENT PERMITS

Development permit areas are located along most of the main corridors in and around the City. Permits must be issued for work to proceed in these areas.

Please visit our website at [www.dawsoncreek.ca](http://www.dawsoncreek.ca) to view the development permit area map, the development permit application, and the schedule of fees.

### **PLEASE NOTE:**

All residential builders who engage in, arrange for, or manage all or substantially all of the construction of a new home in B.C. must be Licensed Residential Builders and must arrange for home warranty insurance.

For home warranty papers, please contact the Homeowner Protection Office at:

PO Box 11132 Royal Centre  
Suite 2270 – 1055 W Georgia St  
Vancouver, BC V6E 3P3

604.646.7050 telephone

604.646.7051 facsimile

1.800.407.7757

Email: [hpo@hpo.bc.ca](mailto:hpo@hpo.bc.ca)

Website: [www.hpo.bc.ca](http://www.hpo.bc.ca)

The HPO operates a toll-free information line, Monday through Friday from 8:30 am – 4:30 pm. Callers can obtain applications for financial assistance, builder licenses, order publications and get information about HPO programs.

For more information, please contact:

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Ph: 250.784.3658

Fax: 250.782.3352

Email: [gfellows@dawsoncreek.ca](mailto:gfellows@dawsoncreek.ca)

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