

BUILDING PERMIT PROCESS GUIDE

NEW BUILDING SERVICES PARTNERSHIP

The City of Dawson Creek has entered into a new partnership with Praxis Solutions to deliver building permit review and inspection services. This service model enhances capacity, improves turnaround times, and ensures applicants receive consistent and professional guidance throughout the entire process. This handout explains what applicants can expect, how communication will work, and how Dawson Creek and Praxis will work together as one team to support your project.

WHAT YOU CAN EXPECT:

- Clear and timely communication at every stage
- Predictable steps once an application is complete
- Coordinated comments across Planning, Engineering, Fire, and Building, if applicable
- Accurate and defensible code interpretation
- A solutions-focused, customer-service-oriented approach
- Professional, qualified inspectors committed to supporting safe construction

ONE INTEGRATED PROCESS

Behind the scenes, the City of Dawson Creek and Praxis Solutions now coordinate closely on every building permit file so that applicants experience a single, streamlined process from start to finish. All reviews, communication, and next steps are aligned internally before you hear from us, ensuring clear direction without conflicting or repeated requests.

WHAT'S CHANGING FOR APPLICANTS?

The overall process remains the same—the only noticeable change is how inspections are completed. Inspections will now be offered remotely, using your preferred platform:

Zoom, Microsoft Teams, or Google Meet.

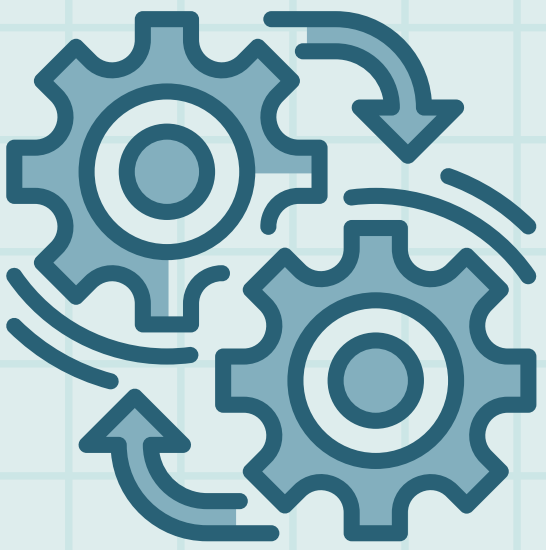
Remote inspections help:

- Reduce wait times
- Increase scheduling flexibility
- Accommodate weather and access challenges
- Keep your project moving with fewer delays

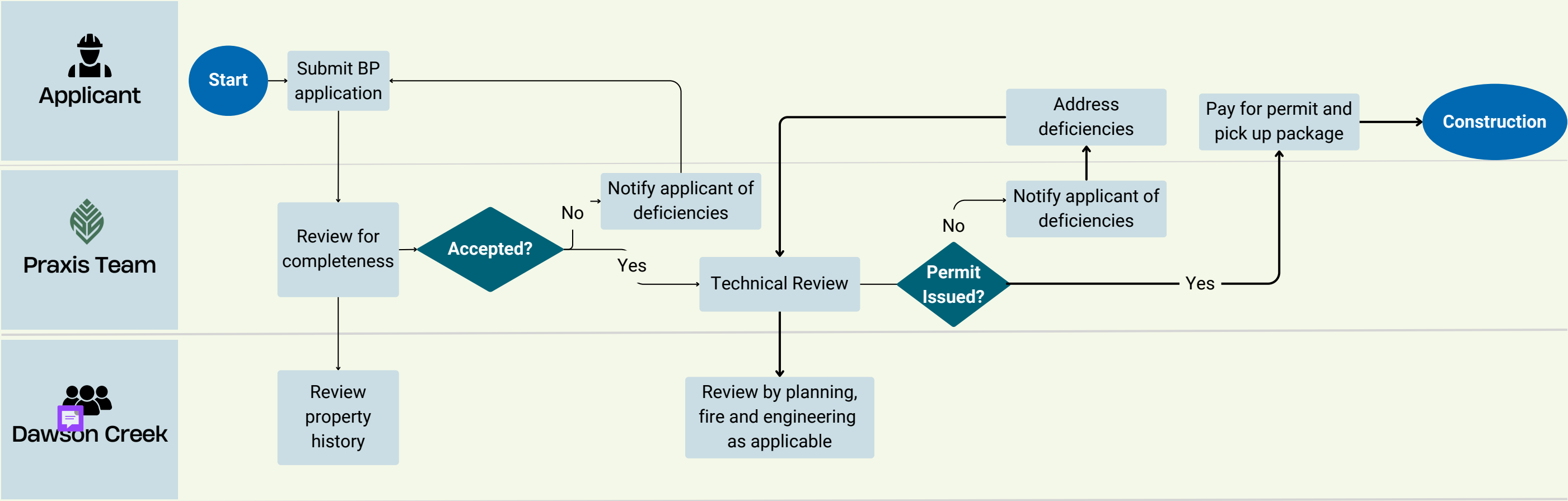
More information on remote inspections is provided on the back of this handout.



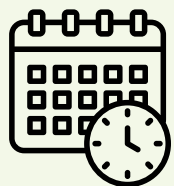
PRAXIS
SOLUTIONS



BUILDING PERMIT PROCESS MAP



REMOTE INSPECTIONS



REQUEST INSPECTION

Schedule an inspection time and advise your preferred meeting platform.



JOIN VIRTUAL MEETING

Click the link in your confirmation email to connect at the scheduled time.



INSPECTION

Walk through the site with your device. The inspector will guide what to show.



RECEIVE REPORT

Your inspection results will be emailed to you after the inspection is complete.