



REGIONAL DISTRICT
of
NORTH OKANAGAN

INFORMATION BULLETIN

RDNO Building Inspection Department
File No. 3760.01

For Immediate Release
April 15, 2011

Industry Standard Drawings Submission Requirements

The drawings submitted for a building permit must be clear and legible. All drawings shall be printed on stock print or copy paper of a uniform size. Spliced drawings are not acceptable. All drawings shall be collated and separately bound into two (2) complete sets.

Each drawing "Title Block" shall provide:

- Project location (address/legal description)
- Designer (full name), and
- Design date (including current revision dates)

Plans and specifications submitted must be of sufficient nature to clearly show the project in its entirety with emphasis on the following:

- Structural Integrity
- Life Safety Assurance
- Building Code and Zoning Bylaws compliance
- Definition of scope of work

The RDNO Building Bylaw No. 1747, 2003 requires the submission of the following construction plans in duplicate at a scale of $\frac{1}{4}'' = 1'-0''$ (unless otherwise noted below) to form a portion of a building permit application:

- 1) A scalable site plan should show the location and distances to property lines, adjacent street(s) and all existing and proposed buildings on the property. It should also show the location of the driveway(s), septic tank and field (if applicable), wells, creeks, ravines, ponds, right-of-ways, easements, and a sign indicating which direction is north should also be shown;
- 2) A foundation plan showing building dimensions, footings, foundation walls and chimney footings including widths and location of all reinforcing steel;
- 3) A Basement Plan showing the columns, beams, bearing walls, partition walls, doors, windows, stairs, rough-in plumbing, water/sewer service lines, floor drains and clean-outs; and the location of the water heater, heating, air conditioning and ventilating equipment;
- 4) Floor plans showing the dimensions and use of every room area, dimensions and height of crawl space and roof spaces, location, size and swing of doors; location size and opening of all windows; location and description of all plumbing works and fixtures; location and dimensions of all stairs; location and structural details of all fireplaces; structural details and thickness of all walls, and the finishing treatment for all floors, walls and ceilings. The total area for each floor should also be noted on the drawings;

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- 5) Building Elevations for each side showing the height of the building, finished grade, roof slopes, exterior finishes, doors, windows and other design features;
 - 6) Cross Section Drawings showing the existing and finished grades; entire roof, floor and wall systems; foundation walls and footings; and location of drain tiles. These should show the structure of the building in sufficient detail to assess the type of materials and the structural adequacy. For a simple building only one cross-section is usually required. In some cases, two or more will be necessary to adequately show the nature of the proposed construction.

*You may not need to provide all of the above drawings in every case. For example, it may not be necessary to provide a site plan for interior renovations. Check with the Building Department to ensure you have prepared sufficient drawings for our requirements.

Contact:

RDNO Building Inspection Department
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