

## DECLARATION OF COMPLIANCE WITH BC BUILDING CODE

Information: [crd.ca/building](http://crd.ca/building) Phone: 250-360-3230 Questions: [permitquestion@crd.bc.ca](mailto:permitquestion@crd.bc.ca)

### Instructions for Contractors

- Contractors are still required to request the designated inspection through the [on-line form](#).
- The Building Inspector will choose either
  - to attend the site for an inspection or
  - to rely on the Contractor's Declaration and photographs.
- Contractors are not to submit declarations unless specifically requested by the Building Inspectors.

**Civic Address:** \_\_\_\_\_

**Permit Number:** \_\_\_\_\_

### 1. QUALIFIED TRADESPERSON INFORMATION

I, \_\_\_\_\_, (Print Full Name)

of \_\_\_\_\_, (Company Name)

holding **Home Warranty Insurance No:** \_\_\_\_\_,

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

I certify that I am a qualified home builder in the Province of British Columbia and have personally performed or directly supervised the work described herein.

### 2. COMPLIANCE & TESTING *Check off the appropriate inspection stage, initial, and date.*

		<u>Initial</u>	<u>Date</u> (dd/mm/yyyy)
<input type="checkbox"/> <b>Excavation / Blasting / Siting</b>	Subgrade soil bearing capacity verified; forms/siting comply with setbacks; blasting conforms to reports.	_____	/ _____
<input type="checkbox"/> <b>Foundation Drains &amp; Damp Proof</b>	Drain tile/pipe installed with proper slope; minimum Drain rock coverage; damp-proofing membrane continuously applied.	_____	/ _____
<input type="checkbox"/> <b>Interior Slab on Ground</b>	Sub-slab fill compacted; vapour barrier sealed; sub-slab insulation (if required); radon pipe is installed and reinforcing steel/mesh placed.	_____	/ _____
<input type="checkbox"/> <b>Stucco</b>	Weather barrier continuously installed/flushed; lath, wire mesh, and weep screeds fastened; rain screen cavity provided.	_____	/ _____

### 3. CERTIFICATION

I hereby certify that the building components and stages checked below at the above address have been installed and reviewed in accordance with good construction practice, the approved permit drawings, and substantially comply with the current edition of the BC Building Code. I certify that the information provided in this document and the accompanying photographs are a true and accurate representation of the work performed.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

### 4. MANDATORY PHOTOGRAPHIC EVIDENCE

As a condition of this certification, the following photographs must be attached/submitted. Photos must be clear, high-resolution, and include a reference object (e.g., a tape measure) where necessary.

#### Required Photo Checklist:

- **Excavation / Siting:** Photos clearly documenting the subgrade soil/footing area.
- **Foundation Drains & Damp-proofing:** Photos showing the continuously applied membrane, drain pipe installation, and applied drain rock before backfill.
- **Interior Slab on Ground:** Photos showing compacted fill, continuous vapour barrier, type and placement of radon pipe and reinforcing steel placement before pouring concrete.
- **Stucco:** Photos of the weather barrier, strapping, and lath/wire mesh before the stucco mix is applied.

#### Submission Instructions:

1. **Labeling:** Ensure each photo is labeled with the specific location (e.g., "North Foundation Wall - Drain Tile") and the Permit Number.
2. **Timing:** Photos must be submitted and approved *before* any work is covered or concealed.
3. **Digital Submission:** Submit form and photos using ZendTo:
  - (1) Go to "ZendTo" (no account set-up required).
  - (2) Click on "drop-off".
  - (3) Add your name, organization and email. Click "Send confirmation".
  - (4) An email will be sent to you with a link. Click on link (5) Add recipient "CRD Building Inspection" and email: [bpapplication@crd.bc.ca](mailto:bpapplication@crd.bc.ca). Click "Add and Close".
  - (6) Add pdf attachment by selecting "Click to Add Files or Drag Them Here" and select the pdf from your computer. Once attached the pdf will be listed on the screen.
  - (7) Click "Drop-off Files".
  - (8) A message will appear on the screen "Your files have been sent successfully".
  - (9) Once the CRD has retrieved your pdf file from ZendTo, you will receive a confirmation email.