

WHEN IS A BUILDING PERMIT REQUIRED within the City of West Kelowna?

The City of West Kelowna Building Bylaw No. 0086 requires that an owner obtains a building permit whenever a project regulated by the bylaw is to be undertaken. Projects regulated by the bylaw include but are not limited to the following:

- Construction of new buildings over 10m² (107.6 sq.ft) *see note 1*)
- Additions to buildings; incl. mobile and factory built homes.
- Interior and exterior alteration of buildings and structures which involve materials or systems controlled by Codes (Building, Plumbing, Fire).
- Foundations for, and set up of, modular and mobile homes.
- Installation of plumbing systems.
- Alterations and additions to plumbing systems.
- Residential sewer hook up to City's existing sewer system.
- Installation and alteration of fire protection sprinkler systems.
- Installation or alteration of mechanical exhaust and fire protection systems for commercial cooking equipment.
- Construction, installation or alteration of chimneys or fireplaces.
- Installation of solid fuel burning appliances. (ie: wood inserts, stoves, pellet stoves, etc)
- Construction, additions or alteration of site services for mobile home parks.
- Construction, additions or alteration of site services for campgrounds or recreation vehicle parks.
- Construction of retaining walls. *see note 2*)
- Construction of foundations and set up of moved buildings.
- Construction of swimming pool and required fences.
- Change of occupancy class for a building or part of a building.
- Construction of site services for commercial, industrial and residential developments.
- Placing or construction of temporary buildings. (for maximum duration of use see Section 8.8 of Building Bylaw)
- Demolition of buildings or structures.
- Finishing previously unfinished portions of a building.

Notes:

- 1) Buildings under 10m² (100 sq.f.) must still be sited according to the setbacks specified in the City of West Kelowna Zoning Bylaw #0154.
- 2) A retaining wall is defined in the bylaw as a structure that retains more than 1.2 meters of material. Building Permits are not required for retaining structures less than 1.2 meters high.